

Annual General Meeting 2019

Pam Marshall

Chair

This has been the most productive date, 2018 – 2019 has seen many developments for the Park Centre from Staff changes, taking on the café and general improvements to the Centre its self.

Louise resigned in September for new pastures, Louise worked for the company for 13 years, it was sad to see her go although we wished her all the best for her new venture. Lisa was employed after being a volunteer to concentrate on building up Community Learning.

In July the Trustees decided to incorporate the Café under the Park Centre umbrella, Nancy and Donna were re-employed with the same terms and conditions as their previous employers. Along with two members of staff, we also have 10 volunteers assisting with helping prepare the food, serve the customers and help to clear away. The smooth running of the café would not be possible without their help, especially over the busy Christmas period.

Two grants were obtained one from the National Lottery and the other from South Gloucestershire Council to assist with salaries and purchasing new equipment. The café has provided catering for meetings and birthday parties where positive feedback has been received. The café has been very popular with clients and members of the public and we now have regulars some who visit the café on a daily basis. We hope the café to become more successful over time.

Lisa and Claire attended a two-day course on web design to replace an outdated website to maximise advertising of the centre and to attract more customers to use the centre.

Trustee and committee meetings take place on a monthly basis ensuring the everyone it kept up to date with the running of the centre and discuss any future changes.

Bookings have increased throughout the year at a steady pace, with Sirona and NHS moving across the road in the Civic Centre and the Diabetes group

Penny was appointed as a new Trustee this year, we are hoping that her experience will benefit the running of the centre. Making a total of 5 Trustees, Welcome aboard Penny.

I would like to take this opportunity to thank everyone who has made this another successful year. With the staff going the extra mile and giving up their free time as well The Park Centre would not be in a position that we are in today.

Claire Jones

Centre Manager

The Park Centre has seen some dramatic changes over the last year, from staff changes, to building alternations and running the Park Café ourselves. This has been another successful year for the centre leading to more clients using the centre and more activities being offered to the community.

We have seen a transformation in room 2 with new cabinets being fitted together with new flooring and furniture creating another high standard business room. Room B had the partition removed opening the room making the room larger as the centre needed larger rooms. I would like to thank Alan and Alan for all their hard work, without help these tasks would have cost the centre thousands of pounds.

Fund raising was done to raise money for a defibrillator for the centre, several raffle's took place, most of the Slimming world groups donated their £0.05 and Kingswood Rotary Club gave a large donation

Louise resigned in September to pursue a new career after working for the centre for 13 years. Lisa was offered a permanent position in January as a Community Learning Developer after working as a volunteer for a long period of time, to concentrate building on the community learning programme as well as office duties.

Two new employees were employed to run the café, Nancy resumed her role as Café Manager her pervious role while under her alternative employment and Sonia was employed in January to assist in running the café after Donna resigned. Alongside the day to day running of the café we have numerous volunteers helping bring various skills to the centre.

The café opened its doors to the public on 9th July 2018 in the short period time that they have been open they have maintained a very healthy relationship with both clients and the public.

The Caretakers have had a very busy and productive year, with decorating throughout the centre, knocking down a partition in Room B ensuring that the centre is a modern and welcoming venue for the community to enjoy using time and time again.

We are extremally lucky to have a very strong team which has grown over this year, all members of staff are dedicated to the success of the centre and are more than willing to go above and beyond.

With the help of grants, we have been able to provide additional exercise classes for all ages with a view of still offering these services when the funding runs out, eventually we will be able to obtain revenue from these groups. Another grant was received to make a start on transforming the courtyard at the rear of the building in to a welcoming and colourful space.

Dave Peglar & Claire Jones

Treasurer & Centre Manager

Financial records

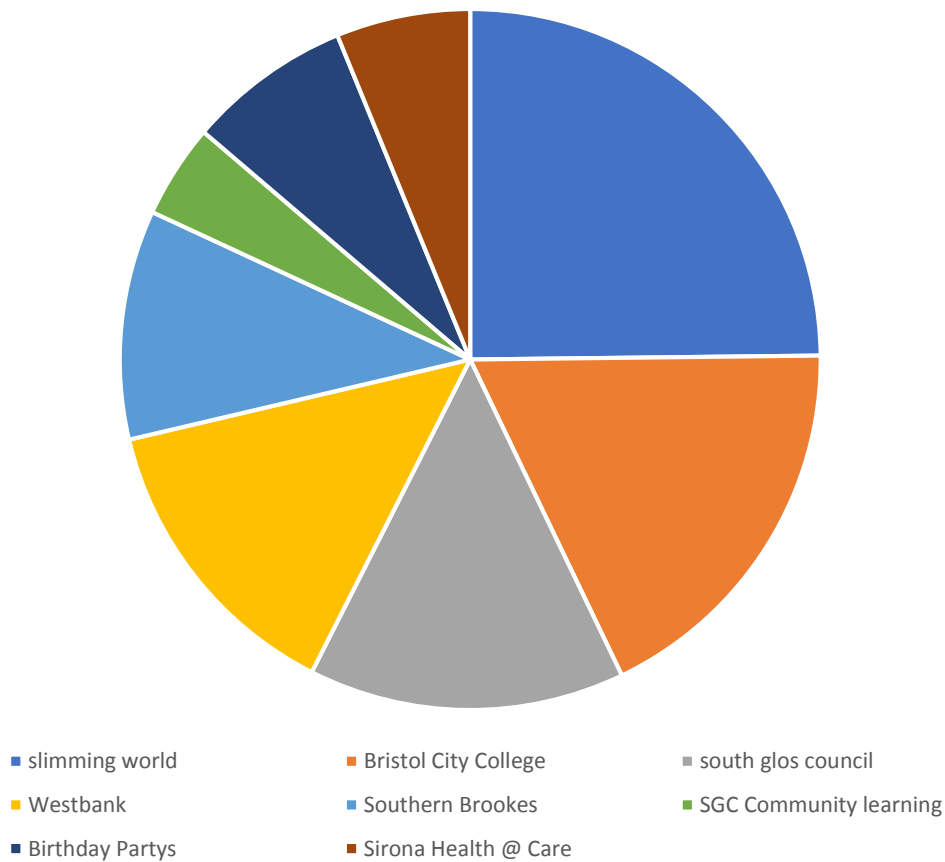
This year we have seen an increase in clients using the centre which has been reflected in the accounts for this period. The overall total for last year for revenue received was £149,189.00 compared to £112,202 from the previous year.

The café revenue from the 9th July until the end of the financial year, was £29,197.00 combining both sections of the business to the grand sum of £178,386.00

Top Clients 2018-20190 Revenue Received

Slimming world	£24061.50
Bristol City College	£17502.90
South Glos Council	£14148.45
West bank/Diabetes	£13435.15
Southern Brookes	£10259.00
SGC Community Learning	£4202.00
Birthday Parties	£7335.00
Sirona Health @ Care	£5999.95

Top Clients 2018/2019 £ Takings



The Centre has built a solid foundation over the years and I am very confident we will continue to become stronger over the forth coming year. 2018 -2019 has been the most successful so far. We have expanded with taking the café on board as well as taking on an additional member of staff within the office due to increasing footfall of the centre.

Lisa Hines

Community Learning Developer

I commenced this role in January 2019, due to staff changes and having previously worked as a volunteer at The Park Centre for approximately 18 months in an administration position. My role to date has been predominantly focused around ensuring that grant funding from South Gloucestershire Council is used to deliver IT courses for adult learners. However, this is providing that learners meet eligibility requirements, which include being in receipt of an income related benefit, actively looking for employment and over the age of 19.

Community Learning for academic year 2018/19 had proved very successful having secured funding from South Gloucestershire Council for £4,340. Throughout this academic year several Community learning IT Courses have taken place at The Park Centre. These include, Getting Started IT for beginners, Using Internet & Email for Work and Using Word and PowerPoint IT for Work. Feedback from learners and South Gloucestershire Council has been extremely positive and overall courses have maintained a good level of attendance. This has been achieved by working closely with the Council and tutor through training courses and regular feedback meetings during course delivery.

Looking ahead to the next Academic year which commences September 2019. Funding of £5,824 has once again been secured with South Gloucestershire Council. This financial funding will enable us to run 10 Community Learning IT courses. These will be staggered throughout academic year 2019/20 and advertising through flyers, the centres website and Facebook will ensure learner numbers remain constant. Also, there will be an Outlook and Excel course during 2020.

Regarding IT courses for retired people in the local community, funding applications have been submitted to several organisations. However, this is dependent upon the financial amount awarded by these organisations, nonetheless, we hope to run four courses over the next year to meet the needs of retired people in the community. The demand for this type of course has been monitored and there is currently a waiting list of 12 people.

Nancy Parry

Café Manager

Christmas was a roaring success... With over 150 meals prepared, we received excellent feedback daily. Everyone worked extremely hard to make our first Christmas at the centre a huge success for the team.

In January we saw a new member of staff start at The Park Centre, Sonia. Working Tuesday to Friday. Sonia has fitted straight in, working well under pressure and bringing in excellent bakery skills.

In February the café extended opening hours from 4 to 5 days a week. Most weeks Mondays and Fridays tend to be the quietest days. This need to improve.

We introduced special offers, e.g. the £4.50 meal deal is going down well.

Easter, we decided to do an Easter Roast on the Thursday before Good Friday which went down well by bringing in extra revenue helping us through a few quieter weeks. This needs to be a yearly event.

The Park Centre started a Friendship club, unfortunately this hasn't taken off. We only have two regular ladies that come very other Wednesday. We have changed the group to very Wednesday.

50+ club have ordered 52 cream teas for their end of summer session. Hopefully this too will be an ongoing event.

Buffets in general have picked up significantly with positive feedback.

The café also has a regular customer base. It is a warm and friendly place, where customers can relax and enjoy a freshly made meal at a reasonable price.

I am looking forward to another great year at the café and facing any fresh challenges.

Natasha Derrick

Administrator

During the past year I feel that I have progressed with the sage programme. I can now reconcile the bank. Along with paying invoices, putting customers invoices on to sage, birthday party payments & checking the bank statements.

I have applied for a grant from Greggs which I am desperately waiting to hear if we are lucky enough to have been awarded.

I now work on my own on a Friday afternoon which means I have the responsibility of ensuring the rooms are clean and tidy. Every room is locked, and the centre is locked and alarmed. Also, the dirty cups are removed from rooms, washed and replenished for the next day.

During the last year I have taken bookings (Yvette) showed client around and stayed later to accommodate their booking.

I have trained new staff and helped them with their notes.

Christmas party - Last year I organised the children's Christmas party. The hall was decorated with a special Christmas feel. We had a visit from Santa where each child was given a gift. We all sang along to Christmas carols whilst waiting for Santa to arrive.

Easter activity - I have helped to organise the Easter kids club where we did some craft and had the bouncy castle and an Easter egg hunt. An event that was enjoyed by all.

Taken on posts on net mums and My Kingswood

I will be helping to run and have an input into the themes and the organisation of the summer activities for children.

The Park Centre

Parent & Toddler Group

The Parent and Toddler group was set up by Pam Marshall and Rosamund Cross in 2007 and now meets on Monday morning in the hall from 9.30 until 11.00am.

Rosamund Cross is still a volunteer with the group and has been joined by Pam Hopes who settled into her role immediately and who's help is invaluable. One of our regular grandfather's John arrives early to help set up the room as does Jenny, one of our regular grandmothers. They both help with clearing up at the end. John's granddaughter will not be returning to us in September so we will lose his help until his new grandson is old enough to come along.

Parents are charged an entry fee of £2.50 per child, which includes tea or coffee for parent/carer, fruit prepared by volunteers and a soft drink for the children. Second child (baby) of regular attendees are allowed in free until the child is old enough to play, approximately six to eight months old.

We have a good and varied number of toys and the use of the bouncy castle at the end of each month.

Parents are responsible for the children they bring and should monitor behaviour and the activities their children take part in. The volunteers help supervise play, generally keep an eye on things and tidy up at the end of the session.

Attendant numbers seem to fluctuate for no apparent reason, often with only five to eight children attending. We hope some additional advertising will boost our numbers. Even so, this community group is particularly appreciated by the young mums and other carers who have made new friends for themselves and their children.

The Park Centre

Arts & Crafts

Another interesting year has gone by. We have a friendly group of both sexes who enjoy varied crafts and work is of a high standard. The members 12-13 have remained the same, although we had a new lady start.

The numbers fluctuate a little over the weeks due to holidays and other commitments, but although we lowered the weekly fee to £3 from £4, financially we are doing fine.

The room is light, airy and well maintained. Thank you to the staff involved.

Here's to another successful Year.

The Mix & Mingle Club

(Previously known as 50+)

This has been another successful year for the club, although the number of people attending has dropped. This is partly due to people who only come a few times a year, especially when a trip or Christmas meal is being arranged! We do need people to come along as often as possible to support the club. We have a short waiting list and those people will be contacted during August and hope that they will join us in September.

The success of the 50+ club is thanks to everyone who come along most weeks, also thanks to those who run it or help in many ways big or small. Ros works hard making numerous phone calls to book speakers and entertainers. We have been entertained by The Punch and Judy Man, The Space Detectives and Rocking Gerry, to name just a few.

Pam and Jackie between them, arrange 3 trips each year. The most recent was to Ilfracombe in a full coach. The club will try to subsidize Trips, Special Afternoon Tea and the Christmas meal where possible. This can only continue if club members fully support this club.

Les, Lin, June, Kath and Sue all help to keep things running smoothly, as well as others who will step in at short notice to help when needed. Thank you all.

Thanks to Nancy and Sonia from Park Centre Cafe who catered for 54 of us, making an Afternoon Tea of delicious sandwiches and wonderful homemade cakes.

Our Charity of the year 2019 is The Rainbow Centre for Children. This local charity supports bereaved children and their families.

The 50+ club remains important to many people, promoting friendship and combating loneliness.

REGISTERED COMPANY NUMBER: 05101447 (England and Wales)
REGISTERED CHARITY NUMBER: 1118918

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 April 2019
for
The Park Centre (Kingswood)

Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

The Park Centre (Kingswood)

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for the Year Ended 30 April 2019

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The Park Centre (Kingswood)

Report of the Trustees for the Year Ended 30 April 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 April 2019. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Park Centre is primarily run as a venue for hire for individuals, clubs, agencies and organisations which provide activities, opportunities, support, counselling, and services to the community. These also cover education and training, social and recreational and health and aim to maximize the Centre's facilities and resources. The Park Centre has been managed and maintained by a voluntary Management Committee and supported by a small team of paid workers since 2005. One of our aims is to help improve the quality of life for the people of Kingswood and the surrounding areas. The centre was established at the request of the local community, to provide a means of bringing people together to share and develop common interests.

Our aim is to strengthen the community of Kingswood ensuring that people of all races and backgrounds are valued and participate on equal terms within the centre's activities thereby building a fair, prosperous and cohesive community in which everyone has a stake. We aim to promote the development of the voluntary and community sector and encourage people to become actively involved. Activities and events are designed to target, and provide for, people in the community who may be isolated due to disability, race, age, parental responsibilities or language barriers. This is a requirement of local residents as the area has high numbers of lone parents, unemployed, low income families, adults without qualifications and elderly as well as an increasing number of other nationalities. We provide creativity and learning through the children's activity events held during the school breaks. These provide arts and crafts as well as play that encourages social skills. Other groups running at the centre include a 50+ club, Art and Crafts groups all of whom provide skills and confidence in their specific areas ESOL (English as a Second Language) since the local collage was forced to shut down have come to the centre to run 10 classes a week for people of other nationalities and there is a need for them to learn English to help them integrate into the community. The centre offers low cost birthday parties which are held at the centre most weekends and a new addition to the centre are keep fit activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05101447 (England and Wales)

Registered Charity number

1118918

Registered office

The Park Centre Kingswood
High Street
Kingswood
Bristol
BS15 4AR

Trustees

L Blakeman
P Harvey

Retired
School Dinner - resigned 31/7/2018
Assistant

M T Lime
Ms P A Marshall
D J Pegler
Ms P Dowling

Retired
Retired
Retired
Qualified councillor - appointed 31/5/2018

The Park Centre (Kingswood)

Report of the Trustees
for the Year Ended 30 April 2019

REFERENCE AND ADMINISTRATIVE DETAILS
Company Secretary

Independent examiner

Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

Approved by order of the board of trustees on 19 June 2019 and signed on its behalf by:

Ms P A Marshall - Trustee

Independent examiner's report to the trustees of The Park Centre (Kingswood) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 April 2019.

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

Chris Ford
Chartered Accountant
Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

19 June 2019

The Park Centre (Kingswood)

Statement of Financial Activities
for the Year Ended 30 April 2019

		30/4/19 Unrestricted fund £	30/4/18 Total funds £
	Notes		
INCOME AND ENDOWMENTS FROM			
Donations and legacies		20,627	5,527
Other trading activities	2	29,197	-
Investment income	3	128,562	106,675
Total		<u>178,386</u>	<u>112,202</u>
EXPENDITURE ON			
Raising funds	4	147,372	113,847
Charitable activities			
Cafe		18,579	-
Other		728	(1,348)
Total		<u>166,679</u>	<u>112,499</u>
NET INCOME/(EXPENDITURE)		<u>11,707</u>	<u>(297)</u>
RECONCILIATION OF FUNDS			
Total funds brought forward		53,774	54,071
TOTAL FUNDS CARRIED FORWARD		<u><u>65,481</u></u>	<u><u>53,774</u></u>

The notes form part of these financial statements

The Park Centre (Kingswood)

Balance Sheet
At 30 April 2019

	Notes	30/4/19 Unrestricted fund £	30/4/18 Total funds £
FIXED ASSETS			
Tangible assets	9	26,927	24,240
CURRENT ASSETS			
Debtors	10	9,109	2,615
Cash at bank and in hand		34,223	30,624
		<hr/>	<hr/>
		43,332	33,239
CREDITORS			
Amounts falling due within one year	11	(4,778)	(3,705)
		<hr/>	<hr/>
NET CURRENT ASSETS		38,554	29,534
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		65,481	53,774
		<hr/>	<hr/>
NET ASSETS		65,481	53,774
		<hr/>	<hr/>
FUNDS			
Unrestricted funds	12	65,481	53,774
		<hr/>	<hr/>
TOTAL FUNDS		65,481	53,774
		<hr/>	<hr/>

The notes form part of these financial statements

The Park Centre (Kingswood)

Balance Sheet - continued

At 30 April 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 19 June 2019 and were signed on its behalf by:

Ms P A Marshall -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Tangible fixed assets

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

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 objects 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	30/4/19	30/4/18
	£	£
Café net income	29,197	-
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	30/4/19 £	30/4/18 £
Rents received	128,549	106,669
Deposit account interest	13	6
	<u>128,562</u>	<u>106,675</u>

4. RAISING FUNDS

Raising donations and legacies

	30/4/19 £	30/4/18 £
Staff costs	90,664	62,152
Sub-contractor costs	1,930	2,720
Entertaining	773	545
Support costs	51,967	48,430
	<u>145,334</u>	<u>113,847</u>

Other trading activities

	30/4/19 £	30/4/18 £
Support costs	<u>2,038</u>	<u>-</u>

Aggregate amounts	<u>147,372</u>	<u>113,847</u>
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5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30/4/19 £	30/4/18 £
Depreciation - owned assets	<u>1,663</u>	<u>6,101</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2019 nor for the year ended 30 April 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 April 2019 nor for the year ended 30 April 2018.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	30/4/19	30/4/18
Trustees	5	5
Operational staff	11	4
	<hr/>	<hr/>
	16	9
	<hr/>	<hr/>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	5,527
Investment income	106,675
Total	<hr/> 112,202
EXPENDITURE ON	
Raising funds	113,847
Other	(1,348)
Total	<hr/> 112,499
NET INCOME/(EXPENDITURE)	<hr/> (297)
RECONCILIATION OF FUNDS	
Total funds brought forward	54,071
TOTAL FUNDS CARRIED FORWARD	<hr/> 53,774 <hr/>

9. TANGIBLE FIXED ASSETS

	Long leasehold £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 May 2018	9,090	86,736	3,197	35,916	134,939
Additions	-	-	4,350	-	4,350
At 30 April 2019	9,090	86,736	7,547	35,916	139,289
DEPRECIATION					
At 1 May 2018	8,610	70,022	310	31,757	110,699
Charge for year	227	3,343	(2,947)	1,040	1,663
At 30 April 2019	8,837	73,365	(2,637)	32,797	112,362
NET BOOK VALUE					
At 30 April 2019	253	13,371	10,184	3,119	26,927
At 30 April 2018	480	16,714	2,887	4,159	24,240

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/19 £	30/4/18 £
Trade debtors	8,012	1,574
Prepayments	1,097	1,041
	9,109	2,615

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/19 £	30/4/18 £
Trade creditors	4,369	1,857
Social security and other taxes	(511)	828
Pension fund	(220)	-
Accrued expenses	1,140	1,020
	4,778	3,705

12. MOVEMENT IN FUNDS

	At 1/5/18 £	Net movement in funds £	At 30/4/19 £
Unrestricted funds			
General fund	53,774	11,707	65,481
TOTAL FUNDS	53,774	11,707	65,481

12. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	178,386	(166,679)	11,707
TOTAL FUNDS	<u>178,386</u>	<u>(166,679)</u>	<u>11,707</u>

Comparatives for movement in funds

	At 1/5/17 £	Net movement in funds £	At 30/4/18 £
Unrestricted Funds			
General fund	54,071	(297)	53,774
TOTAL FUNDS	<u>54,071</u>	<u>(297)</u>	<u>53,774</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	112,202	(112,499)	(297)
TOTAL FUNDS	<u>112,202</u>	<u>(112,499)</u>	<u>(297)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/5/17 £	Net movement in funds £	At 30/4/19 £
Unrestricted funds			
General fund	54,071	11,410	65,481
TOTAL FUNDS	<u>54,071</u>	<u>11,410</u>	<u>65,481</u>

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	290,588	(279,178)	11,410
TOTAL FUNDS	<u>290,588</u>	<u>(279,178)</u>	<u>11,410</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 April 2019.

The Park Centre (Kingswood)

Detailed Statement of Financial Activities
for the Year Ended 30 April 2019

	30/4/19 £	30/4/18 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	20,627	5,527
Other trading activities		
Café net income	29,197	-
Investment income		
Rents received	128,549	106,669
Deposit account interest	13	6
	<hr/> 128,562	<hr/> 106,675
Total incoming resources	<hr/> 178,386	<hr/> 112,202
EXPENDITURE		
Raising donations and legacies		
Wages	90,415	61,698
Social security	-	187
Pensions	249	267
Sub-contractor costs	1,930	2,720
Entertaining	773	545
	<hr/> 93,367	<hr/> 65,417
Other		
Toys	728	542
Corporation tax	-	(1,890)
	<hr/> 728	<hr/> (1,348)
Support costs		
Management		
Rates and water	2,766	2,812
Insurance	1,589	1,616
Light and heat	12,207	11,684
Telephone	165	254
Postage and stationery	2,949	1,278
Sundries	902	485
Cleaning	2,490	3,739
Security	1,797	1,763
Café consumables	11,160	532
Courses and training	1,919	450
Equipment expensed	6,019	24
Computer expenses	7,466	9,365
Repairs and maintenance	6,283	2,250
Accountancy	1,288	1,785
Advertising and PR	2,683	1,089
Other legal and professional	2,438	3,044
Carried forward	64,121	42,170

This page does not form part of the statutory financial statements

The Park Centre (Kingswood)

Detailed Statement of Financial Activities
for the Year Ended 30 April 2019

	30/4/19 £	30/4/18 £
Management		
Brought forward	64,121	42,170
Insurance	30	-
Cleaning	1,079	-
Recruitment	542	-
Long leasehold	227	227
Plant and machinery	3,343	4,178
Fixtures and fittings	1,960	310
Computer equipment	1,040	1,386
	<hr/>	<hr/>
	72,342	48,271
Finance		
Bank charges	242	159
	<hr/>	<hr/>
Total resources expended	166,679	112,499
	<hr/>	<hr/>
Net income/(expenditure)	<u>11,707</u>	<u>(297)</u>

REGISTERED COMPANY NUMBER: 05101447 (England and Wales)
REGISTERED CHARITY NUMBER: 1118918

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 April 2018
for
The Park Centre (Kingswood)

Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

The Park Centre (Kingswood)

Contents of the Financial Statements
for the Year Ended 30 April 2018

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The Park Centre (Kingswood)

Report of the Trustees for the Year Ended 30 April 2018

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 April 2018. The trustees have adopted the provisions of 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).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Park Centre is primarily run as a venue for hire for individuals, clubs, agencies and organisations which provide activities, opportunities, support, counselling, and services to the community. These also cover education and training, social and recreational and health and aim to maximize the Centre's facilities and resources. The Park Centre has been managed and maintained by a voluntary Management Committee and supported by a small team of paid workers since 2005. One of our aims is to help improve the quality of life for the people of Kingswood and the surrounding areas. The centre was established at the request of the local community, to provide a means of bringing people together to share and develop common interests.

Our aim is to strengthen the community of Kingswood ensuring that people of all races and backgrounds are valued and participate on equal terms within the centre's activities thereby building a fair, prosperous and cohesive community in which everyone has a stake. We aim to promote the development of the voluntary and community sector and encourage people to become actively involved. Activities and events are designed to target, and provide for, people in the community who may be isolated due to disability, race, age, parental responsibilities or language barriers. This is a requirement of local residents as the area has high numbers of lone parents, unemployed, low income families, adults without qualifications and elderly as well as an increasing number of other nationalities. We provide creativity and learning through the children's activity events held during the school breaks. These provide arts and crafts as well as play that encourages social skills. Other groups running at the centre include a 50+ club, Art and Crafts groups all of whom provide skills and confidence in their specific areas ESOL (English as a Second Language) since the local collage was forced to shut down have come to the centre to run 10 classes a week for people of other nationalities and there is a need for them to learn English to help them integrate into the community. The centre offers low cost birthday parties which are held at the centre most weekends and a new addition to the centre are keep fit activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05101447 (England and Wales)

Registered Charity number

1118918

Registered office

The Park Centre Kingswood
High Street
Kingswood
Bristol
BS15 4AR

Trustees

L Blakeman
P Harvey

Retired
School Dinner - resigned 31/7/2018
Assistant

M T Lime
Ms P A Marshall
D J Pegler
Ms P Dowling

Retired
Retired
Retired
Qualified councillor - appointed 31/5/2018

The Park Centre (Kingswood)

Report of the Trustees
for the Year Ended 30 April 2018

REFERENCE AND ADMINISTRATIVE DETAILS
Company Secretary

Independent examiner

Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

Approved by order of the board of trustees on 24 August 2018 and signed on its behalf by:

Ms P A Marshall - Trustee

Independent examiner's report to the trustees of The Park Centre (Kingswood) ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 April 2018.

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

Chris Ford
Chartered Accountant
Raymarsh Ford Limited
Chartered Accountants
Ground Floor
41 High Street
Kingswood
Gloucestershire
BS15 4AA

24 August 2018

The Park Centre (Kingswood)

Statement of Financial Activities
for the Year Ended 30 April 2018

		30/4/18 Unrestricted fund £	30/4/17 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		5,527	-
Other trading activities	2	-	16,960
Investment income	3	106,675	87,121
Total		112,202	104,081
EXPENDITURE ON			
Raising funds	4	113,847	93,130
Other		(1,348)	1,895
Total		112,499	95,025
NET INCOME/(EXPENDITURE)		(297)	9,056
RECONCILIATION OF FUNDS			
Total funds brought forward		54,071	45,015
TOTAL FUNDS CARRIED FORWARD		53,774	54,071

The notes form part of these financial statements

The Park Centre (Kingswood)

Balance Sheet
At 30 April 2018

	Notes	30/4/18 Unrestricted fund £	30/4/17 Total funds £
FIXED ASSETS			
Tangible assets	9	24,240	27,144
CURRENT ASSETS			
Debtors	10	2,615	5,072
Cash at bank and in hand		30,624	24,047
		<hr/>	<hr/>
		33,239	29,119
CREDITORS			
Amounts falling due within one year	11	(3,705)	(2,192)
		<hr/>	<hr/>
NET CURRENT ASSETS		29,534	26,927
		<hr/>	<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		53,774	54,071
		<hr/>	<hr/>
NET ASSETS		<u>53,774</u>	<u>54,071</u>
FUNDS	12		
Unrestricted funds		53,774	54,071
		<hr/>	<hr/>
TOTAL FUNDS		<u>53,774</u>	<u>54,071</u>

The notes form part of these financial statements

The Park Centre (Kingswood)

Balance Sheet - continued

At 30 April 2018

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 April 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 April 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 24 August 2018 and were signed on its behalf by:

Ms P A Marshall -Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Tangible fixed assets

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

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 objects 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.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

2. OTHER TRADING ACTIVITIES

	30/4/18	30/4/17
	£	£
Grant funding	-	16,960
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	30/4/18	30/4/17
	£	£
Rents received	106,669	87,097
Deposit account interest	6	24
	<u>106,675</u>	<u>87,121</u>

4. RAISING FUNDS

Raising donations and legacies

	30/4/18	30/4/17
	£	£
Staff costs	62,152	54,680
Sub-contractor costs	2,720	1,140
Entertaining	545	686
Support costs	48,430	36,624
	<u>113,847</u>	<u>93,130</u>

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	30/4/18	30/4/17
	£	£
Depreciation - owned assets	<u>6,101</u>	<u>7,206</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 April 2018 nor for the year ended 30 April 2017.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 April 2018 nor for the year ended 30 April 2017.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	30/4/18	30/4/17
Trustees	5	4
Operational staff	4	7
	<u>9</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £
INCOME AND ENDOWMENTS FROM	
Other trading activities	16,960
Investment income	87,121
Total	104,081
EXPENDITURE ON	
Raising funds	93,130
Other	1,895
Total	95,025
NET INCOME/(EXPENDITURE)	9,056
RECONCILIATION OF FUNDS	
Total funds brought forward	45,015
TOTAL FUNDS CARRIED FORWARD	54,071

9. TANGIBLE FIXED ASSETS

	Long leasehold £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
COST					
At 1 May 2017	9,090	86,736	-	35,916	131,742
Additions	-	-	3,197	-	3,197
At 30 April 2018	9,090	86,736	3,197	35,916	134,939
DEPRECIATION					
At 1 May 2017	8,383	65,844	-	30,371	104,598
Charge for year	227	4,178	310	1,386	6,101
At 30 April 2018	8,610	70,022	310	31,757	110,699
NET BOOK VALUE					
At 30 April 2018	480	16,714	2,887	4,159	24,240
At 30 April 2017	707	20,892	-	5,545	27,144

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/18 £	30/4/17 £
Trade debtors	1,574	3,977
Prepayments	1,041	1,095
	<u>2,615</u>	<u>5,072</u>

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30/4/18 £	30/4/17 £
Trade creditors	1,857	952
Social security and other taxes	828	-
Accrued expenses	1,020	1,240
	<u>3,705</u>	<u>2,192</u>

12. MOVEMENT IN FUNDS

	At 1/5/17 £	Net movement in funds £	At 30/4/18 £
Unrestricted funds			
General fund	54,071	(297)	53,774
TOTAL FUNDS	<u>54,071</u>	<u>(297)</u>	<u>53,774</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	112,202	(112,499)	(297)
TOTAL FUNDS	<u>112,202</u>	<u>(112,499)</u>	<u>(297)</u>

Comparatives for movement in funds

	At 1/5/16 £	Net movement in funds £	At 30/4/17 £
Unrestricted Funds			
General fund	45,015	9,056	54,071
TOTAL FUNDS	<u>45,015</u>	<u>9,056</u>	<u>54,071</u>

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	104,081	(95,025)	9,056
TOTAL FUNDS	<u>104,081</u>	<u>(95,025)</u>	<u>9,056</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 April 2018.

The Park Centre (Kingswood)

Detailed Statement of Financial Activities
for the Year Ended 30 April 2018

	30/4/18 £	30/4/17 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	5,527	-
Other trading activities		
Grant funding	-	16,960
Investment income		
Rents received	106,669	87,097
Deposit account interest	6	24
	<hr/> 106,675	<hr/> 87,121
Total incoming resources	112,202	104,081
EXPENDITURE		
Raising donations and legacies		
Wages	61,698	54,680
Social security	187	-
Pensions	267	-
Sub-contractor costs	2,720	1,140
Entertaining	545	686
	<hr/> 65,417	<hr/> 56,506
Other		
Toys	542	-
Bank interest	-	15
Corporation tax	(1,890)	1,880
	<hr/> (1,348)	<hr/> 1,895
Support costs		
Management		
Rates and water	2,812	(1,732)
Insurance	1,616	1,859
Light and heat	11,684	7,553
Telephone	254	(1,572)
Postage and stationery	1,278	895
Sundries	485	57
Cleaning	3,739	3,296
Security	1,763	1,505
Café consumables	532	1,290
Courses and training	450	55
Equipment expensed	24	280
Computer expenses	9,365	7,973
Repairs and maintenance	2,250	3,523
Accountancy	1,785	1,816
Advertising and PR	1,089	1,926
Carried forward	39,126	28,724

This page does not form part of the statutory financial statements

The Park Centre (Kingswood)

Detailed Statement of Financial Activities
for the Year Ended 30 April 2018

	30/4/18 £	30/4/17 £
Management		
Brought forward	39,126	28,724
Other legal and professional	3,044	515
Long leasehold	227	235
Plant and machinery	4,178	4,670
Fixtures and fittings	310	-
Computer equipment	1,386	2,301
	<hr/>	<hr/>
	48,271	36,445
Finance		
Bank charges	159	179
	<hr/>	<hr/>
Total resources expended	112,499	95,025
	<hr/>	<hr/>
Net (expenditure)/income	<hr/> <hr/> (297)	<hr/> <hr/> 9,056