

The Hotwells and Cliftonwood Community Association

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2022

Charity No: 1044943

Company No: 2915523

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Hotwells & Cliftonwood Community Association

Legal and Administrative Information

Status

The organisation is a charitable company limited by guarantee, incorporated on 5 April 1994 and registered as a charity on 16 March 1995.

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Under those Articles the members of the Management Committee are elected at the AGM to serve a period of 3 years, subject to ratification at each AGM and on a rotation basis of 1/3 of the committee each year.

Management Committee

Trustees / Directors:

Anna Haydock-Wilson, Co-chair (appointed February 2022)

Brenda McLennan, Treasurer

Carol Walton

Christine Smart

Damian Rooney (appointed August 2021)

Dennis Gornall, Chair (resigned February 2022)

James Smith

Paul Ville (appointed August 2021)

Management Committee Members:

Sandra Fryer, Co-chair (Co-opted February 2022)

Sibusiso Tshabalala (Co-opted February 2022)

Steve Evans (Co-opted February 2022)

Rachel McNally (Co-opted February 2022)

Heather Watts

Secretary

Ms B McLennan

Registered Office

c/o- Brenda McLennan, 10 Stratton Terrace, Falmouth, TR11 2SY

Bankers

HSBC, 149 Whiteladies Road, Clifton, Bristol, Avon, BS8 2RR

Hotwells & Cliftonwood Community Association

Report of the Management Committee

For the Year Ended 31 March 2022

The management committee presents its report and the unaudited financial statements for the year ended 31 March 2022.

Activities

The company is a charity and exists:

To promote the benefit of all people who live and work in the area of Hotwells and Cliftonwood and its neighbourhood, without distinction of sex or of political, religious or other opinions. To undertake this by working with the Local Authorities, relevant voluntary organisations and the people in the area in a common effort to improve the conditions of life for all, through education, information and the provision of facilities and activities that support community wellbeing.

To achieve this object, the charity operates a number of projects and activities.

Results

The net outgoing resources for the year amounted to £5,227. The balance of the general and designated fund now stands at £19,081.

Covid and its effect on the CA and its activities

It will no doubt be well understood that during this period some plans have had to be put on hold or significantly adjusted to cope with the effects of the pandemic. All meetings, public and committee, have had to be managed on-line. Notwithstanding some of the disadvantages of this we have been pleased to notice a steady rise in subscribers to our monthly e-bulletin. We were also able to hold our annual AGM in person with an attendance of 40 including 7 members of the MC

Working with the City Council

This aspect of our work has been severely curtailed, partly due to the limitations for gaining any advantage for our community due to resource problems. We have retained a close link throughout with our Clifton Councillors, but not been able to maintain a relationship with our Hotwells & Harbourside Councillor. We will continue to maintain a relationship with the Neighbourhood Forum.

Open Spaces

The CA continues to work to regenerate the "Piazza" space by Cumberland Basin. Work continues to brighten the concrete with art work. Unfortunately time, energy and money has had to be spent removing or painting over tagging and unwelcome graffiti. However more and different people have been engaged in these activities and other activities which have been managed according to Covid guidelines on social distancing. The most notable was the Hotwells Well Being Festival on 19th July, which was organised by local people working together and attended by over 100, despite the 30 degree heat. The Cliftonwood Town Green has, sadly, had little opportunity to realise its potential because of the pandemic. However a little local community library has been established in one of the Green's sheds and has proved much used. Sadly the Open Air Cinema has not been able to happen this year.

Community Consultation and Information Sharing

The Association remains committed to trying to ensure that members of the Community can have their say and thereby influence the work of the CA and help to improve the area. The CA has continued to develop its e-bulletin in both content and style. Our noticeboards continue to have heavy usage and we have opened one new board and have applied for planning permission for another to try and ensure better geographic coverage. We remain committed to trying to extend our communication systems to reach more people in the area.

Cumberland Basin Stakeholder Group

This group continues to attempt to play an influencing role in the discussions around possible development in what the Council call Western Harbour. The Council have engaged consultants to carry out a major engagement exercise in the wider Bristol community and we await further information. Simon Birch from the Bristol Civic Society replaced Dennis as Chair in Spring 2022.

Community Development

HCCA has been working closely with BCC Community Development Team particularly with Kerry Rowe. In partnership with Holy Trinity Hotwells we began work on a Neighbourhood Plan. Anna has been door knocking with Kerry Rowe in Baltic Wharf and Hillsborough Flats and has engaged with residents in Brandon House and St Peter's House. We are committed to actively involving our social housing residents and supporting their community needs. We have installed noticeboards in Brandon House and St Peter's House.

Future Strategy

The charity will continue to try and fulfil its core purpose. More volunteer input remains a constant ambition. The Management Committee has begun working on a new Business Plan reflecting the aims of the changing management committee members and the potential challenges and opportunities facing the area.

Reserves Policy

The management committee had established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the 'free reserves') held by the charity should be between 3 and 6 months of the resources expended. Given our minimum expenditure on overheads, we continue to think that a figure of between £1,000 and £2,000 would be more appropriate given our activities. At present, the unrestricted reserves, which amount to £15,969 are more than adequate to fulfil the policy.

Investment Policy

The management committee has considered the most appropriate policy for investing funds. However, at present there are limited funds available for investment that need monitoring to achieve a satisfactory return. We are currently holding any surplus funds in a high interest bank account which does not restrict access to these funds.

Risk Review

The management committee has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan to allow for the diversification of funding and activities. Internal risks are minimised by the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

Hotwells & Cliftonwood Community Association

Responsibilities of the Management Committee

The Trustees (who are also directors of The HCCA for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the Directors' Report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee

The directors who served during the year and up to the date of this report are set out on page 3. Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31st March 2022 was 7 (2021 – 6).

This report has been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Approved by the Management Committee on 2022,

and signed on its behalf by

Hotwells & Cliftonwood Community Association

Balance Sheet as at 31st March 2022

	Notes	2022 £	2021 £
Tangible Assets	3	-	-
Current Assets			
Debtors & prepayments		105	-
Cash at Bank & in hand	4	26,887	32,219
Total Current Assets		26,992	32,219
Current Liabilities			
Creditors – amounts falling due within 12 months	5	-	-
Net Current Assets		26,992	32,219
Net Assets		26,992	32,219
Represented by:			
General Funds		15,696	16,041
Restricted Funds		7,911	7,198
Designated Funds		3,385	8,980
Total Funds		26,992	32,219

For the year ending 31st March, 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

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 responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These financial statements were approved by the Management Committee on

2022

By:
on behalf of the Management Committee

Hotwells & Cliftonwood Community Association

Statement of Financial Activities

[including Income and Expenditure Account]

For the Year ended 31st March 2022

		Unrestricted Funds	Restricted Funds	Designated Funds	Total Funds	Total Funds
	Notes	2022 £	2022 £	2022 £	2022 £	2021 £
Incoming Resources:						
Grants		-	1,500	-	1,500	-
Donations & Fundraising		1,284	-	500	1,784	918
Activities		-	-	-	-	-
Other Income		-	-	-	-	-
Interest Receivable		3	-	-	3	16
Total Incoming Resources		1,287	1,500	500	3,287	934
Resources Expended:						
Cost of Activities in furthering the charity's objectives	2	1,582	837	6,095	8,514	5,422
Management & Administration	2	-	-	-	-	-
Total resources Expended		1,583	837	6,095	8,514	5,422
Net Income for the Year		(295)	663	(5,595)	(5,227)	(4,488)
Total Funds as at 1st April 2021		16,041	7,198	8,980	32,219	36,707
Transfers between funds		(50)	50	-	-	-
Total Funds as at 31st March 2022		15,696	7,911	3,385	26,992	32,219

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2022

(1) Principle Accounting Policies

The principle accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

The accounts have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities (SORP 2005) issued in March 2005, applicable accounting standards and the Companies Act 2006. The principle accounting policies adopted in the preparation of the financial statements are as follows:

Depreciation

Tangible fixed assets are being written off over the expected useful life of the asset using the straight line basis at 25% per annum.

Restricted and Designated Funds

Restricted funds are to be used for specific purposes as laid down by the donor.

Unrestricted funds are income received and generated by the objects of the charity without further specified purpose and are available as general funds.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Grants

Grants are recognised in full in the SOFA in the year in which they are receivable.

Resources Expended

Resources expended are recognised in the period in which they occur. Resources expended include attributable VAT.

(2) Resources Expended

	Costs in Furtherance of the Objectives of the Charity	Management & Administration	Total 2022
	£	£	£
Administrative support	-	-	-
Insurance	387	-	387
Projects & Activities	1,195	-	1,195
Sundry Expenses	-	-	-
	1,582	-	1,582

Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2022

(3) Fixed Assets

	Improvements	Fittings & Equipment	Total
	£	£	£
Cost			
At beginning of year	-	-	-
Additions	-	-	-
Disposals	-	-	-
Cost at end of year	-	-	-
Depreciation			
Balance brought forward	-	-	-
Disposals	-	-	-
Charge for the year	-	-	-
Accumulated Depreciation	-	-	-
Net Book Value 31st March 2022	-	-	-
Net Book Value 1 st April 2021	-	-	-

(4) Debtors

	2022	2021
	£	£
Deposits paid	105	-
Sundry debtors	-	-

(5) Creditors: amounts falling due within 12 months

Sundry creditors and accruals	-	-
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(6) Employee information

FTE Number of employees	-	-
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(7) Trustees information

Trustees remuneration and expenses	-	-
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Hotwells & Cliftonwood Community Association

Notes to the Accounts for the Year ended 31st March 2022

(8) Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total £
Tangible Fixed Assets	-	-	-	-
Current Assets	15,801	3,385	7,911	27,097
Current Liabilities	(105)	-	-	-
Liabilities over 12 months	-	-	-	-
Net Assets at 31st March 2022	15,696	3,385	7,911	26,992

(9) Movement in funds

	Balance 1st April 2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance 31st March 2022 £
Unrestricted Funds:					
General Fund	16,041	1,287	(1,632)	-	15,696
Designated Funds:					
Piazza & Pocket Park	8,367	1,100	(6,095)	-	3,372
Police Transformers Funds	600	-	(600)	-	-
Transition Hotwells	13	-	-	-	13
Restricted Funds:					
Ambra Vale Town Green	584	50	(597)	-	37
Argyle Place Playground	708	-	-	-	708
Jacob Well Community Hub	1,288	-	-	-	1,288
Phone box project	2,000	-	-	-	2,000
Avon Crescent	150	500	-	-	650
Neighbourhood Forum	1,875	1,000	(240)	-	2,635
Neighbourhood transport Initiative	593	-	-	-	593
	32,219	3,337	(8,564)	-	26,992