

COMPANY REGISTRATION NUMBER: 3713212  
CHARITY REGISTRATION NUMBER: 1074495

**St Werburghs Community Association**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2021**

**ELLIOTT BUNKER LTD**

Chartered Accountants  
61 Macrae Road  
Ham Green  
Bristol  
BS20 0DD

# **St Werburghs Community Association**

**Company Limited by Guarantee**

## **Financial Statements**

**Year ended 31 March 2021**

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# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 31 March 2021**

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2021.

#### **Reference and administrative details**

**Registered charity name** St Werburghs Community Association

**Charity registration number** 1074495

**Company registration number** 3713212

**Principal office and registered office** St Werburghs Community Centre  
Horley Road  
St Werburghs  
Bristol  
BS2 9TJ

**The trustees** A S Ahmadi  
D A Clough  
F M Jeddere-Fisher  
R Hackett  
L M Porter  
V N Spence  
T M Youngman  
Dr G A Bottrill  
B O Agoro  
M B Lloyd - Jones

**Company secretary** MR Ong

**Independent examiner** Paul Cridland FCA  
61 Macrae Road  
Ham Green  
Bristol  
BS20 0DD

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2021**

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

The organisation is a charitable company limited by guarantee, incorporated on 12 February 1999 and registered as a charity on 3 March 1999.

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. The charitable company is bound by its Memorandum and Articles of Association, which were last amended on 7 December 2010. The trustees form the Board which is the decision-making body. Decisions are delegated to the Centre Director. Appointment and election of Board members are carried out following the rules of the Articles of Association. New trustees may be elected at the Annual General Meeting or co-opted during the year. There shall be no less than three trustees and there is no maximum number. One third of trustees shall retire each year at the Annual General Meeting and can be re-appointed.

The Board meets approximately every 6 weeks to review the organisation's activities.

Detailed consideration of operation and policy may be carried out by sub-committees, which comprise a mix of Board members, co-optees and staff. The sub-committees submit recommendations to the full board of any decision made at their meetings.

The Centre Director's post has the overall responsibility for the Centre Operations, services delivery and development, Tenants, HR, Fundraising and Buildings Maintenance. The Finance and HR Manager is responsible for ensuring all financial obligations are met. Both report directly to the committee at the Board meetings. The charity also employs a Centre Coordinator who is responsible for room bookings, administration of projects, and day-to-day operations. Also at the beginning of that year we were employing Capital Works Project Manager who stayed in post until January 2021.

During the financial year April 2020 - March 2021 the organisation was operating in an emergency mode due to the Covid-19 pandemic, national restrictions and local demands. The four roles referenced above worked tirelessly throughout the pandemic, to ensure that the local communities' needs were met, so that the Centre could reopen safely, ensuring financial and operational sustainability long-term.

Some operational staff were furloughed for six months - these included five, part time Community Centre Workers who have overall responsibility for the Community Centre during the evenings and weekends, a project worker who delivers Easy-PC computer classes for older people, Digital Marketing and Communications Officer, and a part time cleaner.

Two posts were also made redundant - Reception Centre Worker and Finance Assistant.

# St Werburghs Community Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2021

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#### Objectives and activities

A To promote the benefit of the inhabitants of Bristol City without distinction of sex, sexual orientation, age, disability, nationality, race or of political, religious or other opinions, by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants;

B to establish, or secure the establishment of, a Community Centre and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the Objects;

The Charity shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Bristol City and the neighbourhood together defined by Bristol City Council boundaries.

The trustees have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning its future activities.

The charity continues to meet its objectives by providing space and facilities to a wide range of individuals, community groups and voluntary organisations. St Werburghs Community Centre is a bustling, accessible community hub with a range of facilities and resources providing meeting spaces, community notice boards, and free public access computers.

The Centre caters for a wide range of activities suitable for all ages and abilities, including various fitness classes, courses, workshops, support groups, training and advice sessions. Cultural groups, weddings, markets, fundraising, parties, faith groups and celebrations keep the Centre busy at weekends.

There are six tenant organisations who are working within the local communities, to include carers of children with disabilities, faith groups, foster parents and children, Asian and African communities.

The charity has expanded and developed the use of the Centre in line with its vision and principles. The vision of St Werburghs Community Association is to improve the quality of life of residents living in Ashley, Easton, Lawrence Hill and communities of interest citywide. SWCA aims to enable them to achieve their economic, social and educational goals, and help form a strong, prosperous and caring local community.

The key principles of engagement, accessibility, inclusivity, equal opportunity, diversity and affordability drive all of our activities. SWCA recognises the values of being community-led and community-focused; providing accessible facilities and activities and contributing to environmental sustainability.

St Werburghs Community Association uses a bespoke impact assessment tool-kit based on the New Economic Foundation's report; Five Ways to Well-Being. It enables us to develop an evidence-based impact assessment showing that we are achieving our core aims and that our presence and services are making a difference to the well-being of local people.

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2021**

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#### **Strategic report**

The following sections for achievements and performance and financial review form the strategic report of the charity.

#### **Achievements and performance**

Despite the Covid-19 pandemic we continued to work determinedly on capital and digital works planned for that year.

##### **Capital works:**

- Repairs to all timber work and valley gutters on the Victorian building pitched roofs." Renewals to all skylights in the Victorian building flat roof.
- Redecoration to corridors, entrance lobby, rooms 7 & 8 in the main building." New AV equipment, chairs, lighting and soft furnishings.
- Improvements to accessibility and fire safety of the buildings - automatic doors, alarms, a ramp." Adaptations to office and storage spaces.

The capital works have transformed the centre; we have improved the functionality to offer dynamic spaces to our users. We have developed our rooms to offer flexible lighting suitable for both yoga and board meetings, meeting the needs of our varied Centre users. We have invested in quality furnishings in our new branding colours, allowing for cohesion and the reinforcement of our brand. The money we have invested in making quality improvements will last the Centre many years to come.

The Digital works have run over into the next financial year, these included:

- New room booking software with integrated online payments and invoicing." New Service User Monitoring Software.
- New Open Access Computer user sign in software.
- Streamlining of office, finance work and internal communications.
- New website with integration for room booking availability and customer data input.

We are hopeful this will streamline some of our administrative duties saving our staff members time and allowing us to work in a more connected way within the team as well as, with our members, users and tenants. We are excited to launch our new website and logo, we believe it will bring in some new customers in addition to, being a good resource for sharing the amazing work we do at the Centre.

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2021**

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During the Pandemic we were really keen to respond to some of the needs of local people and Centre users, it was a really challenging time for everyone and we wanted to use our skills and resources to support our local community. Our core staff did a wonderful job of staying in touch with local people and Centre users; responding to local needs, coordinating volunteering, developing new services and organising deliveries of food and setting up a food bank on premises in response to the pandemic in July 2020.

Having secured funds for the Covid-19 response the Community Centre reopened fully to the public in September 2020 and continued to serve local people throughout the November and January lockdowns. New services were created and the core services remodelled. We worked on a Befriending & Outreach scheme which arose from our ongoing Raking & Baking provision, we delivered Christmas in a Box to 110 older people from across the city, and we continued to provide digital support - via one-to-one sessions and Open Access computers. We hosted support groups for the unemployed, older people, women, parents and carers of pre-school children, Alcoholics Anonymous, to name a few.

We offered our space to healthcare professionals for training and hosted support groups run by others for the most vulnerable members of our communities. Our Foodbank continued to provide support for over 60 local families with young children and we distributed the much needed Winter Support Fund via Bristol City Council.

Between April 2020 and March 2021 we provided space for 70 groups in comparison with 333 groups last year, the huge reduction was wholly down to the effects of Covid. With an average membership of above 200 groups in previous years we needed to diversify our operations to ensure the sustainability of the Centre. We developed our Service Provision in response. It has come with its challenges but staff have adapted remarkably going far beyond their usual call of duty. Although challenging it has been an amazing testament to the strength of the Centre and our staff. Our Tenants have also supported the Centre throughout and returned to their offices post pandemic. These include: KHAAS, Kingsway International Christian Centre, Amicus Foster Care and Herbalists Without Borders. The small business, sole traders operating from the Centre have also come back: Neck of the Woods Café reopened in October 2020 and Karen Christie Counselling has supported clients remotely.

SWCA provided our last placement for an intern from European Placement Network in January 2021. These placements have been undertaken at no cost to us for almost a decade and their contribution was really valued. Sadly, this network is no longer available due to Brexit.

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2021**

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#### **Financial review**

##### **Reserves Policy**

At the year-end unrestricted reserves were £282,579.

Of this sum the charity holds three months' worth of general running costs in their deposit account; this money is set aside as a safeguard against any future loss of core funding.

From 2013/14 the management committee agreed to set aside two designated funds. One for the provision of mandatory holiday pay and pension contribution costs which would be accrued during periods of statutory maternity leave, at current salary rates calculated to be a potential cost to the organisation of £18,709, and one for general annual building maintenance costs estimated at £19,125. The maternity costs figure has recently been reviewed and the general building maintenance costs will be reviewed in light of our return to more regular use of the building following closure due to Covid. During 2019/20 the committee agreed to set aside another designated fund for the provision of major building repairs, calculated as a potential cost to the organisation of £34,457, this too will be reviewed now the building is in more regular use.

##### **Grants and Donations**

During the year the charity continued to work hard to deliver and obtain funding for projects, including:

We entered into the last fourth year of our funding from Bristol City Council's Bristol Impact Fund Grant. This covers our Easy-PC, Job Search Support, Open Access Computers, Signposting and Reception Services.

In April 2020 we ended the final fifth year of funding from the Reaching Communities, The National Lottery Community Fund towards Raking & Baking securing £10,500 funding from John James Bristol Foundation to continue this project into 2020/21 and additional £10,500 for 2021/22.

The Power to Change Community Business Fund contributed £141,429 to our Capital Project within that year, which was matched by grants from:

Enovert Community Trust £50,000 towards:

- Roof timber works to the bell tower and turrets, timber vents and skylights" Redecoration works to exposed roof rafter ends/ soffit boarding
- Timber repair works to roof features
- Improvements to access and inclusion for all users

Ibstock Enovert Trust £15,000 towards:

- Replacement of wooden lanterns, window cills and associated repairs to roofs

There was also £19,108 further Power to Change Community Business Fund towards the associated Digital Project within 2020-2021.

To complement the support from the Community Business Fund there was an additional sum of £8,000 awarded for Business Development Support towards:

Increasing capacity in the following areas:

- Strategy & Development
- Finance Development
- HR Development
- Marketing

During the Year we also secured a several Covid-19 Support Funds as well as grants to develop and deliver essential services and open our doors to people in need in our communities during the national lockdowns.

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# St Werburghs Community Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2021

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1. The National Lottery - Community Coronavirus Support Fund £36,152 contributed towards:
    - Food Bank
    - Befriending
    - Raking & Baking Outreach
    - Employment Advice
    - Bereavement Services
  2. CAF - Resilience Fund £44,563 contributed towards:
    - Festive Friends parcel deliveries to older people
    - Stay & Play support group
    - Staff Development
    - Digital Inclusion projects including Easy-PC
    - Volunteer Support
    - Covid-19 Health & Safety measures
  3. Power to Change - Emergency Trading Income Support Scheme £30,000 contributed towards:
    - Staff costs
    - Covid Health & Safety measures
    - AV Equipment and enhancing quality of provision
  4. John James Foundation grant of £10,500 contributed towards:
    - Raking & Baking
    - Raking & Baking Outreach Project during the national lockdownsAdditional John James Foundation £1,000 & £720 donations towards:
    - Festive Friends
  5. Quartet Community Foundation total value of £10,500:
    - a) Megawatt Community Energy Fund £4,000 towards:
      - New Lobby, Open Access Computers & Reception Lighting
    - b) Coronavirus Response Fund £5,000 towards:
      - Food Bank
      - Reception services
    - c) Wessex Water £1,500 towards Picnic in the Park (postponed until 2021 event)
  6. St Monica Trust £1,000 towards
    - Raking & Baking Outreach
  7. New Beginnings donation £5,000
    - Raking & Baking Outreach
  8. Brighter Places Housing Association (former United Communities & Solon South West) £5,000 towards
    - Food Bank
  9. BCC Covid Winter Grants
    - Distribution of small donations towards food and living costs to families in need
  10. Bristol Older People's Forum VIP Community Fund £400
    - Tai Chi
    - Festive Friends
    - Befriending
  11. Sovereign Housing Association £500
  12. Nisa Retail Making A Difference £599
    - Both for Festive Friends deliveries
-

# St Werburghs Community Association

## Company Limited by Guarantee

### Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

#### Year ended 31 March 2021

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##### 13. Food Bank Grants and Donations from:

- Bristol Food Union £1,500
- Keystones £404
- Flax Bourton Church £500
- Online fundraising £3,008

As an organisation SWCA has shown a lot of resilience moving from a business model which relies on our trading income into an increased level of service provision, and grant funding; all of that took place alongside a major Capital & Digital project, which has now been 90% completed. The diversity of our income streams has proven the right balance in the times of crisis, as we were able to sustain our work and serve to the needs of local people while increasing essential services for our communities.

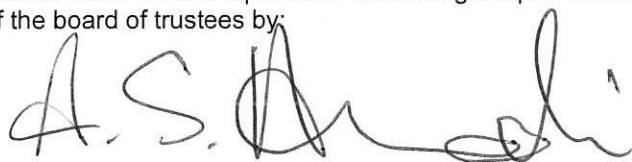
#### Plans for future periods

The 2021 was the final year of our Business Plan 2017-2021. Due to the Covid-19 pandemic, in March 2021, we have just only started working on our new Business Strategy 2021 - 2025.

We will be focusing on rebuilding our day-to-day business & membership, building sustainable business-minded collaborations and partnerships with other stakeholders, organisations and groups, developing the Centre's service provision in the following areas of benefit:

- " Digital Inclusion
- " Mental Health & Wellbeing
- " Economic Inclusion
- " Environmental Sustainability

The trustees' annual report and the strategic report were approved on 22 December 2021 and signed on behalf of the board of trustees by:



Ariana Ahmadi, Chair of St Werburghs Community Association

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of St Werburghs Community Association**

**Year ended 31 March 2021**

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I report to the trustees on my examination of the financial statements of St Werburghs Community Association ('the charity') for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales (ICAEW), which is one of the listed bodies.

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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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).

# **St Werburghs Community Association**

**Company Limited by Guarantee**

## **Independent Examiner's Report to the Trustees of St Werburghs Community Association** *(continued)*

**Year ended 31 March 2021**

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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.

*P Cridland*

Paul Cridland FCA  
Independent Examiner

61 Macrae Road  
Ham Green  
Bristol  
BS20 0DD

22 December 2021

# St Werburghs Community Association

Company Limited by Guarantee

## Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2021

|                                      |      | Unrestricted<br>funds<br>£ | 2021<br>Restricted<br>funds<br>£ | Total funds<br>£ | 2020<br>Total funds<br>£ |
|--------------------------------------|------|----------------------------|----------------------------------|------------------|--------------------------|
|                                      | Note |                            |                                  |                  |                          |
| <b>Income and endowments</b>         |      |                            |                                  |                  |                          |
| Donations and grants                 | 5    | 124,746                    | 396,285                          | 521,031          | 126,233                  |
| Charitable activities                | 6    | 43,521                     | 340                              | 43,861           | 187,466                  |
| Investment income                    | 7    | 128                        | —                                | 128              | 221                      |
| <b>Total income</b>                  |      | <u>168,395</u>             | <u>396,625</u>                   | <u>565,020</u>   | <u>313,920</u>           |
| <b>Expenditure</b>                   |      |                            |                                  |                  |                          |
| Expenditure on charitable activities | 8,9  | 124,101                    | 384,385                          | 508,486          | 325,016                  |
| <b>Total expenditure</b>             |      | <u>124,101</u>             | <u>384,385</u>                   | <u>508,486</u>   | <u>325,016</u>           |
| <b>Net income/(expenditure)</b>      |      | <u>44,294</u>              | <u>12,240</u>                    | <u>56,534</u>    | <u>(11,096)</u>          |
| Transfers between funds              |      | 18,820                     | (18,820)                         | —                | —                        |
| <b>Net movement in funds</b>         |      | <u>63,114</u>              | <u>(6,580)</u>                   | <u>56,534</u>    | <u>(11,096)</u>          |
| <b>Reconciliation of funds</b>       |      |                            |                                  |                  |                          |
| Total funds brought forward          |      | 219,465                    | 855,388                          | 1,074,853        | 1,085,949                |
| <b>Total funds carried forward</b>   |      | <u>282,579</u>             | <u>848,808</u>                   | <u>1,131,387</u> | <u>1,074,853</u>         |

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

The notes on pages 14 to 25 form part of these financial statements.

# St Werburghs Community Association

## Company Limited by Guarantee

### Statement of Financial Position

31 March 2021

|   | Note | 2021<br>£ | 2020<br>£ |
|---|------|-----------|-----------|
| <b>Fixed assets</b>                                   |      |           |           |
| Tangible fixed assets                                 | 14   | 805,298   | 843,659   |
| <b>Current assets</b>                                 |      |           |           |
| Stocks  | 15   | 473       | 473       |
| Debtors   | 16   | 7,025     | 19,191    |
| Cash at bank and in hand                              |      | 343,752   | 222,825   |
|   |      | 351,250   | 242,489   |
| <b>Creditors: amounts falling due within one year</b> | 17   | 25,161    | 11,295    |
| <b>Net current assets</b>                             |      | 326,089   | 231,194   |
| <b>Total assets less current liabilities</b>          |      | 1,131,387 | 1,074,853 |
| <b>Net assets</b>                                     |      | 1,131,387 | 1,074,853 |
| <b>Funds of the charity</b>                           |      |           |           |
| Restricted funds                                      |      | 848,808   | 855,388   |
| Unrestricted funds                                    |      | 282,579   | 219,465   |
| <b>Total charity funds</b>                            | 19   | 1,131,387 | 1,074,853 |

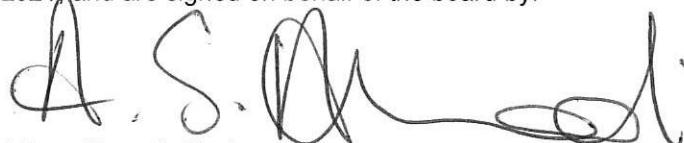
For the year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 22 December 2021, and are signed on behalf of the board by:



Ariana Ahmadi, Chair

The notes on pages 14 to 25 form part of these financial statements.

# St Werburghs Community Association

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 31 March 2021

|   | 2021<br>£      | 2020<br>£      |
|---|----------------|----------------|
| <b>Cash flows from operating activities</b>           |                |                |
| Net income/(expenditure)                              | 56,534         | (11,096)       |
| <i>Adjustments for:</i>                               |                |                |
| Depreciation of tangible fixed assets                 | 39,267         | 40,422         |
| Dividends, interest and rents from investments        | (128)          | (221)          |
| Interest payable and similar charges                  | 554            | 2,300          |
| Accrued expenses/(income)                             | 176            | (873)          |
| Other operating cash flow adjustment                  | (1)            | 4              |
| <i>Changes in:</i>                                    |                |                |
| Trade and other debtors                               | 12,166         | 13,867         |
| Trade and other creditors                             | 13,690         | (2,528)        |
| Cash generated from operations                        | 122,258        | 41,875         |
| Interest paid   | (554)          | (2,300)        |
| Net cash from operating activities                    | <u>121,704</u> | <u>39,575</u>  |
| <b>Cash flows from investing activities</b>           |                |                |
| Dividends, interest and rents from investments        | 128            | 221            |
| Purchase of tangible assets                           | (905)          | (5,016)        |
| Net cash used in investing activities                 | <u>(777)</u>   | <u>(4,795)</u> |
| <b>Net increase in cash and cash equivalents</b>      | 120,927        | 34,780         |
| <b>Cash and cash equivalents at beginning of year</b> | 222,825        | 188,045        |
| <b>Cash and cash equivalents at end of year</b>       | <u>343,752</u> | <u>222,825</u> |

The notes on pages 14 to 25 form part of these financial statements.

# **St Werburghs Community Association**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2021**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is St Werburghs Community Centre, Horley Road, St Werburghs, Bristol, BS2 9TJ.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.



# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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

##### Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

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

##### Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

|                         |   |                      |
|-------------------------|---|----------------------|
| Long leasehold property | - | 3% straight line     |
| Outside equipment       | - | 25% reducing balance |
| Computer equipment      | - | 25% straight line    |
| Cafe equipment          | - | 25% straight line    |

##### Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

##### Stocks

Stocks are measured at the lower of cost and estimated selling price less costs to complete and sell. Cost includes all costs of purchase, costs of conversion and other costs incurred in bringing the stock to its present location and condition.

##### Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

##### Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

#### 4. Limited by guarantee

The organisation is a charitable company limited by guarantee, incorporated on 12 February 1999 and registered as a charity on 3 March 1999.

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 5. Donations and grants

|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|---|----------------------------|--------------------------|--------------------------|
| <b>Donations</b>                                      |                            |                          |                          |
| Festive friends                                       | –                          | –                        | –                        |
| Donations - management fees                           | 250                        | 1,400                    | 1,650                    |
| Donations & fundraising                               | 240                        | 9,155                    | 9,395                    |
| Food bank online donations                            | –                          | 3,008                    | 3,008                    |
| <b>Grants</b>   |                            |                          |                          |
| BCC Bristol Impact Fund                               | 30,671                     | –                        | 30,671                   |
| BCC Business Rates Covid-19 Support                   | 41,071                     | –                        | 41,071                   |
| Miscellaneous grants receivable                       | –                          | 38,470                   | 38,470                   |
| Power to Change: Community Business Fund - Capital    | –                          | 141,429                  | 141,429                  |
| Power to Change: Community Business Fund - Digital    | –                          | 19,108                   | 19,108                   |
| Enovert Community Trust                               | –                          | 50,000                   | 50,000                   |
| Ibstock Enovert Trust                                 | –                          | 15,000                   | 15,000                   |
| TNL Awards for All Fund – Capital and Digital Project | –                          | –                        | –                        |
| The National Community Fund: Reaching Communities     | –                          | –                        | –                        |
| -Raking & Baking                                      | –                          | –                        | –                        |
| John James Foundation – Festive Friends               | –                          | –                        | –                        |
| The National Lottery Community Fund: Coronavirus      | –                          | –                        | –                        |
| Community Support Fund                                | –                          | 36,152                   | 36,152                   |
| BCC Covid Response Support Grant                      | 22,000                     | –                        | 22,000                   |
| HMRC job retention scheme                             | 30,116                     | –                        | 30,116                   |
| Power to Change: C-19 Emergency Trading Income        | –                          | –                        | –                        |
| Support Scheme  | –                          | 30,000                   | 30,000                   |
| Power to Change: Business Development Support Fund    | –                          | 8,000                    | 8,000                    |
| CAF resilience fund                                   | –                          | 44,563                   | 44,563                   |
| <b>Subscriptions</b>                                  |                            |                          |                          |
| Members subscriptions                                 | 398                        | –                        | 398                      |
|   | <u>124,746</u>             | <u>396,285</u>           | <u>521,031</u>           |
|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| <b>Donations</b>                                      |                            |                          |                          |
| Festive friends                                       | –                          | 1,020                    | 520                      |
| Donations - management fees                           | –                          | 350                      | 350                      |
| Donations & fundraising                               | 732                        | 1,282                    | 2,014                    |
| Food bank online donations                            | –                          | –                        | –                        |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 5. Donations and grants *(continued)*

|   | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|---|----------------------------|--------------------------|--------------------------|
| <b>Grants</b>   |                            |                          |                          |
| BCC Bristol Impact Fund                               | 32,893                     | –                        | 32,893                   |
| BCC Business Rates Covid-19 Support                   | –                          | –                        | –                        |
| Miscellaneous grants receivable                       | –                          | 24,079                   | 24,079                   |
| Power to Change: Community Business Fund - Capital    | –                          | 27,119                   | 27,119                   |
| Power to Change: Community Business Fund - Digital    | –                          | 8,358                    | 8,358                    |
| Enovert Community Trust                               | –                          | –                        | –                        |
| Ibstock Enovert Trust                                 | –                          | –                        | –                        |
| TNL Awards for All Fund – Capital and Digital Project | –                          | 10,000                   | 10,000                   |
| The National Community Fund: Reaching Communities     | –                          | –                        | –                        |
| -Raking & Baking                                      | –                          | 18,115                   | 18,115                   |
| John James Foundation – Festive Friends               | –                          | 500                      | 500                      |
| The National Lottery Community Fund: Coronavirus      | –                          | –                        | –                        |
| Community Support Fund                                | –                          | –                        | –                        |
| BCC Covid Response Support Grant                      | –                          | –                        | –                        |
| HMRC job retention scheme                             | –                          | –                        | –                        |
| Power to Change: C-19 Emergency Trading Income        | –                          | –                        | –                        |
| Support Scheme  | –                          | –                        | –                        |
| Power to Change: Business Development Support Fund    | –                          | –                        | –                        |
| CAF resilience fund                                   | –                          | –                        | –                        |
| <b>Subscriptions</b>                                  |                            |                          |                          |
| Members subscriptions                                 | 2,285                      | –                        | 2,285                    |
|   | <u>35,910</u>              | <u>90,323</u>            | <u>126,233</u>           |

The miscellaneous grants of £38,470 (2020 £24,079) comprise:

|                                  |         |
|----------------------------------|---------|
| Quartet Funds:                   | £10,500 |
| - Megawatt Community Energy Fund |         |
| - Wessex Water                   |         |
| - Coronavirus Response Fund      |         |

|                                     |         |
|-------------------------------------|---------|
| John James Foundation               | £1,720  |
| Brighter Places Housing Association | £5,000  |
| Bristol Food Union                  | £1,500  |
| St Monica Trust                     | £1,000  |
| John James Foundation               | £10,500 |
| BCC Covid Winter Grant              | £8,000  |
| Other minor donations               | £250    |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 6. Charitable activities

|                                | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|--------------------------------|----------------------------|--------------------------|--------------------------|
| Rental income and room hire    | 40,461                     | —                        | 40,461                   |
| Catering income                | 855                        | —                        | 855                      |
| Bar income                     | —                          | —                        | —                        |
| Office services                | 345                        | —                        | 345                      |
| Tai Chi class fees             | —                          | 340                      | 340                      |
| Raking and baking class income | —                          | —                        | —                        |
| Electricity feed in tariff     | 1,789                      | —                        | 1,789                    |
| Sundry income                  | 71                         | —                        | 71                       |
|                                | <u>43,521</u>              | <u>340</u>               | <u>43,861</u>            |
|                                | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| Rental income and room hire    | 171,239                    | 250                      | 171,489                  |
| Catering income                | 6,306                      | 50                       | 6,356                    |
| Bar income                     | —                          | 215                      | 215                      |
| Office services                | 3,433                      | —                        | 3,433                    |
| Tai Chi class fees             | 30                         | 1,775                    | 1,805                    |
| Raking and baking class income | —                          | 218                      | 218                      |
| Electricity feed in tariff     | 1,224                      | —                        | 1,224                    |
| Sundry income                  | 2,526                      | 200                      | 2,726                    |
|                                | <u>184,758</u>             | <u>2,708</u>             | <u>187,466</u>           |

#### 7. Investment income

|                              | Unrestricted<br>Funds<br>£ | Total Funds<br>2021<br>£ | Unrestricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Income from cash investments | <u>128</u>                 | <u>128</u>               | <u>221</u>                 | <u>221</u>               |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 8. Expenditure on charitable activities by fund type

|  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|--|----------------------------|--------------------------|--------------------------|
| Operation of the community association | 122,330                    | 384,385                  | 506,715                  |
| Support costs                          | 1,771                      | –                        | 1,771                    |
|  | <u>124,101</u>             | <u>384,385</u>           | <u>508,486</u>           |
|  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
| Operation of the community association | 218,892                    | 103,875                  | 322,766                  |
| Support costs                          | 2,249                      | –                        | 2,250                    |
|  | <u>221,141</u>             | <u>103,875</u>           | <u>325,016</u>           |

#### 9. Expenditure on charitable activities by activity type

|  | Activities<br>undertaken<br>directly<br>£ | Support costs<br>£ | Total funds<br>2021<br>£ | Total fund<br>2020<br>£ |
|--|---|--------------------|--------------------------|-------------------------|
| Operation of the community association | 506,715                                   | –                  | 506,715                  | 322,766                 |
| Governance costs                       | –   | 1,771              | 1,771                    | 2,250                   |
|  | <u>506,715</u>                            | <u>1,771</u>       | <u>508,486</u>           | <u>325,016</u>          |

#### 10. Net income/(expenditure)

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

|                                       | 2021<br>£     | 2020<br>£     |
|---------------------------------------|---------------|---------------|
| Depreciation of tangible fixed assets | <u>39,267</u> | <u>40,422</u> |

#### 11. Independent examination fees

|  | 2021<br>£    | 2020<br>£    |
|--|--------------|--------------|
| Fees payable to the independent examiner for:<br>Independent examination of the financial statements | <u>1,770</u> | <u>1,770</u> |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

|   | 2021<br>£      | 2020<br>£      |
|---|----------------|----------------|
| Wages and salaries                      | 160,064        | 150,063        |
| Social security costs                   | 6,209          | 5,462          |
| Employer contributions to pension plans | 8,490          | 5,315          |
|   | <u>174,763</u> | <u>160,840</u> |

The average head count of employees during the year was 13 (2020: 14).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

#### 13. Trustee remuneration and expenses

No remuneration or expenses were paid to trustees.

#### 14. Tangible fixed assets

|                         | Long<br>leasehold<br>property<br>£ | Outside<br>equipment<br>£ | Office<br>equipment<br>£ | Computer<br>and café<br>equipment<br>£ | Total<br>£       |
|-------------------------|------------------------------------|---------------------------|--------------------------|--|------------------|
| <b>Cost</b>             |                                    |                           |                          |  |                  |
| At 1 April 2020         | 1,083,650                          | 10,403                    | 33,068                   | 30,557                                 | 1,157,678        |
| Additions               | —                                  | —                         | 406                      | 499                                    | 905              |
| <b>At 31 March 2021</b> | <u>1,083,650</u>                   | <u>10,403</u>             | <u>33,474</u>            | <u>31,056</u>                          | <u>1,158,583</u> |
| <b>Depreciation</b>     |                                    |                           |                          |  |                  |
| At 1 April 2020         | 251,664                            | 5,485                     | 29,164                   | 27,705                                 | 314,018          |
| Charge for the year     | 36,121                             | 1,229                     | 1,172                    | 745                                    | 39,267           |
| <b>At 31 March 2021</b> | <u>287,785</u>                     | <u>6,714</u>              | <u>30,336</u>            | <u>28,450</u>                          | <u>353,285</u>   |
| <b>Carrying amount</b>  |                                    |                           |                          |  |                  |
| <b>At 31 March 2021</b> | <u>795,865</u>                     | <u>3,689</u>              | <u>3,138</u>             | <u>2,606</u>                           | <u>805,298</u>   |
| At 31 March 2020        | <u>831,986</u>                     | <u>4,918</u>              | <u>3,904</u>             | <u>2,852</u>                           | <u>843,660</u>   |

#### 15. Stocks

|                               | 2021<br>£  | 2020<br>£  |
|-------------------------------|------------|------------|
| Raw materials and consumables | <u>473</u> | <u>473</u> |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

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#### 16. Debtors

|                                | 2021         | 2020          |
|--------------------------------|--------------|---------------|
|                                | £            | £             |
| Trade debtors                  | 4,902        | 17,133        |
| Prepayments and accrued income | 2,058        | 2,058         |
| Other debtors                  | 65           | —             |
|                                | <u>7,025</u> | <u>19,191</u> |

#### 17. Creditors: amounts falling due within one year

|                                 | 2021          | 2020          |
|---------------------------------|---------------|---------------|
|                                 | £             | £             |
| Trade creditors                 | 19,309        | 6,298         |
| Accruals and deferred income    | 1,528         | 1,352         |
| Social security and other taxes | 3,847         | 3,301         |
| Other creditors                 | 477           | 344           |
|                                 | <u>25,161</u> | <u>11,295</u> |

#### 18. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £8,490 (2020: £5,315).



# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2021

#### 19. Analysis of charitable funds

##### Unrestricted funds

|                             | At 1 April 2020 | Income         | Expenditure      | Transfers     | At 31 March 2021 |
|-----------------------------|-----------------|----------------|------------------|---------------|------------------|
|                             | £               | £              | £                | £             | £                |
| Unrestricted - general fund | 151,492         | 168,395        | (124,101)        | 14,502        | 210,288          |
| General building fund       | 19,125          | —              | —                | —             | 19,125           |
| Major building repairs      | 34,457          | —              | —                | —             | 34,457           |
| Maternity leave fund        | 14,391          | —              | —                | 4,318         | 18,709           |
|                             | <u>219,465</u>  | <u>168,395</u> | <u>(124,101)</u> | <u>18,820</u> | <u>282,579</u>   |

|                             | At 1 April 2019 | Income         | Expenditure      | Transfers    | At 31 March 2020 |
|-----------------------------|-----------------|----------------|------------------|--------------|------------------|
|                             | £               | £              | £                | £            | £                |
| Unrestricted - general fund | 201,014         | 220,889        | (221,141)        | (49,270)     | 151,492          |
| General building fund       | —               | —              | —                | 19,125       | 19,125           |
| Major building repairs      | —               | —              | —                | 34,457       | 34,457           |
| Maternity leave fund        | 14,391          | —              | —                | —            | 14,391           |
|                             | <u>215,405</u>  | <u>220,889</u> | <u>(221,141)</u> | <u>4,312</u> | <u>219,465</u>   |

##### Restricted funds

|                                       | At 1 April 2020 | Income  | Expenditure | Transfers | At 31 March 2021 |
|---------------------------------------|-----------------|---------|-------------|-----------|------------------|
|                                       | £               | £       | £           | £         | £                |
| Restricted capital fund               | 821,933         | —       | (35,736)    | —         | 786,197          |
| Refurbishment of reception and room 7 | 1,086           | —       | —           | —         | 1,086            |
| Werbuzz Werbuzz                       | 1,392           | —       | —           | —         | 1,392            |
| Cafe development                      | —               | —       | —           | —         | —                |
| Raking and baking                     | 16,467          | 16,500  | (3,564)     | —         | 29,403           |
| Picnic in the park                    | —               | 1,500   | —           | —         | 1,500            |
| Festive friends                       | 475             | 3,719   | (2,309)     | (504)     | 1,381            |
| Tai chi project                       | 476             | 440     | 316         | (616)     | 616              |
| Old scholars                          | 100             | —       | —           | —         | 100              |
| Stay and play                         | 88              | 70      | 616         | (616)     | 158              |
| Power to Change CBF Capital           | 789             | 141,429 | (128,507)   | —         | 13,711           |
| Match Capital                         | 5,000           | 65,000  | (70,000)    | —         | —                |
| Power to Change CBF Digital           | —               | 19,108  | (14,569)    | —         | 4,539            |
| Match Digital                         | 7,582           | —       | (5,000)     | —         | 2,582            |
| Food bank                             | —               | 17,794  | (8,040)     | (5,600)   | 4,154            |
| Quartet CF Megawatt                   | —               | —       | —           | —         | —                |
| Lobby lighting                        | —               | 4,000   | (4,000)     | —         | —                |
| BCC Winter Support Grant              | —               | 8,000   | (8,000)     | —         | —                |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

#### Year ended 31 March 2021

#### 19. Analysis of charitable funds (continued)

|   |                |                |                  |                 |                |
|---|----------------|----------------|------------------|-----------------|----------------|
| Power to Change BDS fund                          | —              | 8,000          | (6,261)          | —               | 1,739          |
| Power to Change C-19 Emergency Trading            | —              | 30,000         | (30,000)         | —               | —              |
| Income Support Scheme                             | —              | 44,563         | (40,279)         | (4,284)         | —              |
| CAF Resilience Fund                               | —              | 100            | 1,700            | (1,800)         | —              |
| Befriending                                       | —              | 36,152         | (30,752)         | (5,400)         | —              |
| The national lottery                              | —              | 250            | —                | —               | 250            |
| Coronavirus Support Fund                          | —              | —              | —                | —               | —              |
| Voice & Influence Partnership: BME Community Fund | —              | 250            | —                | —               | 250            |
|   | <u>855,388</u> | <u>396,625</u> | <u>(384,385)</u> | <u>(18,820)</u> | <u>848,808</u> |

|   | At 1 April 2019<br>£ | Income<br>£   | Expenditure<br>£ | Transfers 31 March 2020<br>£ | At<br>£        |
|---|----------------------|---------------|------------------|------------------------------|----------------|
| Restricted capital fund                           | 857,669              | —             | (35,736)         | —                            | 821,933        |
| Refurbishment of reception and room 7             | 1,086                | —             | —                | —                            | 1,086          |
| Werbuzz Werbuzz                                   | 1,861                | 1,000         | (1,469)          | —                            | 1,392          |
| Cafe development                                  | 2,071                | —             | (2,071)          | —                            | —              |
| Raking and baking                                 | 6,169                | 28,839        | (15,073)         | (3,468)                      | 16,467         |
| Picnic in the park                                | —                    | 3,449         | (3,449)          | —                            | —              |
| Festive friends                                   | 1,259                | 1,570         | (2,154)          | (200)                        | 475            |
| Tai chi project                                   | 202                  | 1,893         | (975)            | (644)                        | 476            |
| Old scholars                                      | 227                  | 100           | (227)            | —                            | 100            |
| Stay and play                                     | —                    | 203           | (115)            | —                            | 88             |
| Power to Change CBF Capital                       | —                    | 27,119        | (26,330)         | —                            | 789            |
| Match Capital                                     | —                    | 10,000        | (5,000)          | —                            | 5,000          |
| Power to Change CBF Digital                       | —                    | 8,358         | (8,358)          | —                            | —              |
| Match Digital                                     | —                    | 10,500        | (2,918)          | —                            | 7,582          |
| Food bank   | —                    | —             | —                | —                            | —              |
| Lobby lighting                                    | —                    | —             | —                | —                            | —              |
| BCC Winter Support Grant                          | —                    | —             | —                | —                            | —              |
| Power to Change BDS fund                          | —                    | —             | —                | —                            | —              |
| Power to Change C-19 Emergency Trading            | —                    | —             | —                | —                            | —              |
| Income Support Scheme                             | —                    | —             | —                | —                            | —              |
| CAF Resilience Fund                               | —                    | —             | —                | —                            | —              |
| Befriending                                       | —                    | —             | —                | —                            | —              |
| The national lottery                              | —                    | —             | —                | —                            | —              |
| Coronavirus Support Fund                          | —                    | —             | —                | —                            | —              |
| Voice & Influence Partnership: BME Community Fund | —                    | —             | —                | —                            | —              |
|   | <u>870,544</u>       | <u>93,031</u> | <u>(103,875)</u> | <u>(4,312)</u>               | <u>855,388</u> |

# St Werburghs Community Association

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2021

#### 20. Analysis of net assets between funds

|                       | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2021<br>£ |
|-----------------------|----------------------------|--------------------------|--------------------------|
| Tangible fixed assets | –                          | 805,298                  | 805,298                  |
| Current assets        | 282,579                    | 43,510                   | 326,089                  |
| <b>Net assets</b>     | <b>282,579</b>             | <b>848,808</b>           | <b>1,131,387</b>         |

|                       | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total Funds<br>2020<br>£ |
|-----------------------|----------------------------|--------------------------|--------------------------|
| Tangible fixed assets | 21,726                     | 821,933                  | 843,659                  |
| Current assets        | 197,739                    | 33,455                   | 231,194                  |
| <b>Net assets</b>     | <b>219,465</b>             | <b>855,388</b>           | <b>1,074,853</b>         |

#### 21. Analysis of changes in net debt

|                          | At 1 Apr 2020<br>£ | Cash flows<br>£ | At<br>31 Mar 2021<br>£ |
|--------------------------|--------------------|-----------------|------------------------|
| Cash at bank and in hand | 222,825            | 120,927         | 343,752                |

# **St Werburghs Community Association**

**Company Limited by Guarantee**

**Management Information**

**Year ended 31 March 2021**

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**The following pages do not form part of the financial statements.**

# St Werburghs Community Association

## Company Limited by Guarantee

### Detailed Statement of Financial Activities

Year ended 31 March 2021

|  | 2021<br>£      | 2020<br>£      |
|--|----------------|----------------|
| <b>Income and endowments</b>                                       |                |                |
| <b>Donations and grants</b>  |                |                |
| Festive friends  | –              | 1,020          |
| Donations - management fees  | 1,650          | 350            |
| Donations & fundraising  | 9,395          | 2,014          |
| Food bank online donations   | 3,008          | –              |
| BCC Bristol Impact Fund  | 30,671         | 32,893         |
| BCC Business Rates Covid-19 Support                                | 41,071         | –              |
| Miscellaneous grants receivable                                    | 38,470         | 24,079         |
| Power to Change: Community Business Fund - Capital                 | 141,429        | 37,119         |
| Power to Change: Community Business Fund - Digital                 | 19,108         | 8,358          |
| Enovert Community Trust  | 50,000         | –              |
| Ibstock Enovert Trust  | 15,000         | –              |
| Tha National Community Fund: Reaching Communities -Raking & Baking | –              | 18,115         |
| The National Lottery Covid Response Grant                          | 36,152         | –              |
| BCC Covid Response Support Grant                                   | 22,000         | –              |
| HMRC job retention scheme  | 30,116         | –              |
| Power to Change C-19 Emergency Trading Income Support Fund         | 30,000         | –              |
| Power to Change BDS fund   | 8,000          | –              |
| CAF Resilience Fund  | 44,563         | –              |
| Members subscriptions  | 398            | 2,285          |
|  | <u>521,031</u> | <u>126,233</u> |
| <b>Charitable activities</b>                                       |                |                |
| Rental income and room hire  | 40,461         | 171,489        |
| Catering income  | 855            | 6,356          |
| Bar income   | –              | 215            |
| Office services  | 345            | 3,433          |
| Tai Chi class fees   | 340            | 1,805          |
| Raking and baking class income                                     | –              | 218            |
| Electricity feed in tariff   | 1,789          | 1,224          |
| Sundry income  | 71             | 2,726          |
|  | <u>43,861</u>  | <u>187,466</u> |
| <b>Investment income</b>   |                |                |
| Income from cash investments                                       | 128            | 221            |
|  | <u>128</u>     | <u>221</u>     |
| <b>Total income</b>  | <u>565,020</u> | <u>313,920</u> |

# St Werburghs Community Association

## Company Limited by Guarantee

### Detailed Statement of Financial Activities *(continued)*

Year ended 31 March 2021

|  | 2021<br>£      | 2020<br>£       |
|--|----------------|-----------------|
| <b>Expenditure</b>                             |                |                 |
| <b>Expenditure on charitable activities</b>    |                |                 |
| Purchases                                      | 1,794          | 2,569           |
| Wages and salaries                             | 160,064        | 150,063         |
| Employer's NIC                                 | 6,209          | 5,462           |
| Pension costs                                  | 8,490          | 5,315           |
| Rates and water                                | 3,432          | 2,743           |
| Light and heat                                 | 8,963          | 16,148          |
| Repairs and maintenance                        | 54,381         | 21,703          |
| Insurance                                      | 536            | 4,726           |
| Other motor/travel costs                       | 20             | 378             |
| Legal and professional fees                    | 18,192         | 5,908           |
| Telephone                                      | 1,276          | 1,912           |
| Other office costs                             | 1              | 5,177           |
| Depreciation                                   | 39,268         | 40,421          |
| Other interest payable and similar charges     | 554            | 2,300           |
| Volunteer expenses                             | —              | 16              |
| Cleaning                                       | 11,332         | 12,646          |
| Security                                       | 4,306          | 2,894           |
| Refreshments                                   | 1,569          | 1,339           |
| Print, post and stationery                     | 2,419          | 3,267           |
| Advertising & promotion                        | 2,447          | 597             |
| IT maintenance and software development        | 3,875          | 9,205           |
| Training                                       | 7,923          | 2,131           |
| Equipment hire                                 | 287            | 2,928           |
| Sundry expenses                                | 2,407          | 565             |
| Licences and subscriptions                     | 1,040          | 799             |
| Materials for classes                          | 456            | 683             |
| Conferences                                    | —              | 379             |
| Outside spaces equipment                       | —              | 1,099           |
| Casual staff                                   | 22,250         | 4,788           |
| Subsistence - for support with household bills | 6,260          | —               |
| Event expenses                                 | 1,142          | 1,773           |
| Community Business Fund - Capital expenses     | 133,082        | 15,082          |
| Food bank consumables                          | 4,511          | —               |
|  | <u>508,486</u> | <u>325,016</u>  |
| <b>Total expenditure</b>                       | <u>508,486</u> | <u>325,016</u>  |
| <b>Net income/(expenditure)</b>                | <u>56,534</u>  | <u>(11,096)</u> |

# St Werburghs Community Association

Company Limited by Guarantee

## Notes to the Detailed Statement of Financial Activities

Year ended 31 March 2021

|  | 2021<br>£      | 2020<br>£      |
|--|----------------|----------------|
| <b>Expenditure on charitable activities</b>    |                |                |
| <b>Operation of the community association</b>  |                |                |
| <b><i>Activities undertaken directly</i></b>   |                |                |
| Bar and catering                               | 1,794          | 2,569          |
| Staff costs                                    | 160,064        | 150,063        |
| Employer's NIC                                 | 6,209          | 5,462          |
| Pension costs                                  | 8,490          | 5,315          |
| Rates & water                                  | 3,432          | 2,743          |
| Light & heat                                   | 8,963          | 16,148         |
| Repairs & maintenance                          | 54,381         | 21,703         |
| Insurance                                      | 536            | 4,726          |
| Travelling                                     | 20             | 378            |
| Legal and surveying fees                       | 16,422         | 3,658          |
| Telephone                                      | 1,276          | 1,912          |
| Other office costs                             | —              | 5,177          |
| Depreciation                                   | 39,268         | 40,421         |
| Bank charges                                   | 554            | 2,300          |
| Volunteer expenses                             | —              | 16             |
| Cleaning                                       | 11,332         | 12,646         |
| Security                                       | 4,306          | 2,894          |
| Refreshments                                   | 1,569          | 1,339          |
| Print, post and stationery                     | 2,419          | 3,267          |
| Advertising & promotion                        | 2,447          | 597            |
| IT maintenance and software development        | 3,875          | 9,205          |
| Training                                       | 7,923          | 2,131          |
| Equipment hire                                 | 287            | 2,928          |
| Sundry expenses                                | 2,407          | 565            |
| Licences and subscriptions                     | 1,040          | 799            |
| Materials for classes                          | 456            | 683            |
| Conferences                                    | —              | 379            |
| Outside spaces equipment                       | —              | 1,099          |
| Casual staff                                   | 22,250         | 4,788          |
| Subsistence - for support with household bills | 6,260          | —              |
| Event expenses                                 | 1,142          | 1,773          |
| Community Business Fund - Capital expenses     | 133,082        | 15,082         |
| Food bank consumables                          | 4,511          | —              |
|  | <u>506,715</u> | <u>322,766</u> |
| <b>Governance costs</b>                        |                |                |
| Governance costs - independent examiners fee   | 1,770          | 2,250          |
| Governance costs - other office costs          | 1              | —              |
|  | <u>1,771</u>   | <u>2,250</u>   |
| <b>Expenditure on charitable activities</b>    | <u>508,486</u> | <u>325,016</u> |

