

BARTON COMMUNITY ASSOCIATION

A COMPANY LIMITED BY GUARANTEE
AND NOT HAVING A SHARE CAPITAL

COMPANY NO. 4994052 (ENGLAND AND WALES)

REGISTERED CHARITY NO. 1102476

FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2020

KING LOOSE & CO
STATUTORY AUDITORS

ST JOHN'S HOUSE
5 SOUTH PARADE
SUMMERTOWN
OXFORD OX2 7JL

BARTON COMMUNITY ASSOCIATION
FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31ST DECEMBER 2020
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BARTON COMMUNITY ASSOCIATION**FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020****COMPANY INFORMATION****Directors and Trustees**

Mr R Shepherd	(Acting Chairperson from August 2020)
Mr C E D Gee	(Chairperson to August 2020, then resigned)
Mr S D H Heap	(Treasurer)
Ms P E Gwilliam	
Mrs C E Gerkin	
Miss A M Browne	(resigned 26 October 2020)
Mr D C Farley	
Mr J B Smith	resigned 21 August 2020)
A Dickinson	(resigned 21 August 2020)
K Cockram	
T Patmore	(resigned 21 August 2020)
Ms L Bernard	(appt 6 March 2021)
Mr C Morbey	(appt 6 March 2021)
Mr P Patrick	(appt 7 July 2021)

Secretary

Mrs S J Holden

Company Number

4994052 (England and Wales)

Charity Number

1102476

Registered Office

Barton Community Centre
 Underhill Circus, Barton Estate
 Headington
 Oxford OX3 9LS

Bankers

Barclays Bank Plc
 Headington
 Oxford OX3 9AH

Santander
 Bootle
 Merseyside L30 4GB

The Charity Bank Limited
 Tonbridge
 Kent TN9 1BE

Statutory Auditors

King Loose & Co
 St John's House, 5 South Parade
 Summertown
 Oxford OX2 7JL

BARTON COMMUNITY ASSOCIATION**DIRECTORS' AND TRUSTEES' REPORT****FOR THE PERIOD ENDED 31ST DECEMBER 2020**

The directors and trustees present their annual report and financial statements of the charity for the year ended 31st December 2020. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's memorandum and articles of association, the Companies Act 2006, the Charities Act 2011, 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 – Charities SORP (FRS 102); and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Barton Community Association was incorporated on 12th December 2003 as an incorporated charity limited by guarantee and is governed by a memorandum and articles of association. With effect from 1st January 2004, the company took over the assets, liabilities and activities previously owned or operated by Barton Community Association.

The association originally began in 1948, and was previously governed by a Trust Deed dated 17th December 1966, until the incorporation in December 2003.

Objects, organisation and activities

The charity is established to enhance the community life of the inhabitants of Barton and the neighbourhood, by providing communal facilities and promoting community projects of a charitable nature.

The community centre is available for hire by any individual or organisation in accordance with the standard hiring agreement and scale of charges adopted for the year. It is intended that the scale of charges be sufficient to generate enough income to meet all expenditure incurred in providing the centre's facilities. Community projects are funded by specific appeals, fundraising and grants.

The charity is organised as an independent association of local residents with a managing committee, comprising elected and nominated members, who meet and converse regularly to manage the charity's affairs. Activities include the provision of the community centre as a permanent community facility and a variety of community projects as funds permit from time to time.

Directors and trustees

All directors of the company are also trustees of the charity, and there are no other trustees. All of the trustees named on page 1 served during the period, or as otherwise noted.

There is no Chief Executive Officer. All Trustees participate in the management of the Charity.

Trustees appointment and training

Trustees are appointed at the annual general meeting, usually held in late Spring. Nominations are put forward prior to the meeting, when the individual has confirmed their willingness to serve, and then formally proposed, seconded and voted upon at the meeting itself.

Induction of new Trustees is informal, mainly covered by word of mouth and attendance at meetings where policy decisions are taken, and matters of concern discussed. There is no specific training policy for new Trustees/Directors.

BARTON COMMUNITY ASSOCIATION**DIRECTORS' AND TRUSTEES' REPORT****FOR THE PERIOD ENDED 31ST DECEMBER 2020****Review of progress and achievements**

The level of community centre lettings has decreased slightly in comparison with the previous year. Income from other activities has been largely maintained, despite competition from other local organisations.

Community projects programmes have continued during the year with a number of volunteers helping some of the committee members.

The Trustees are satisfied that the Charity continues to meet the needs of the local community and is an asset to the area. To this end the Association continues to work on the core Strategy document that will steer it towards the future taking into account the predicted challenges that it will face. As a working document the Association will take into account any new challenges that arise to ensure it meets its aims and objectives.

Impact of Covid 19

Despite the pandemic, the Trustees are satisfied that the Charity has continued its operations and activities as best it can.

It could not have done so without the fantastic support of donors, tenants and the membership. Where activities were permitted under the government protocols, then these took place safely and successfully, and the Charity has funds available for re-starting such activities once again as soon as this is permitted.

Future plans

The Charity plans to continue to offer the Community Centre for hire and to include its use for community projects as funds permit. With the onset of the adjoining development, Barton Park, the Association will encompass all new residents within its area of benefit and work towards an integrated community.

Public benefit

As mentioned above, under the objects and activities of the organisation, the charity is established to enhance the community life of the inhabitants of Barton and its neighbourhood. In addition to providing communal facilities at the Community Centre itself, the charity's focus is on funding, assisting, supporting and promoting community based projects as these have the greatest outreach and provide the greatest public benefit. The charity continues to engage with, and be accessible to, the community it aims to reach and serve.

The Trustees have reviewed these aims and objectives together with the guidance in the Charity Commission's guidance on public benefit, and are satisfied that they continue to be for the public benefit.

Tangible fixed assets for use by the charity

Details of movements in fixed assets are set out in the notes to the accounts. None of the assets are believed to be valued at a materially different sum from that reflected in the accounts.

Finances

The attached financial statements show the current state of the finances, which the committee consider to be sound. The statement of financial activities shows incoming unrestricted income funds for the year of £31,678. This net surplus has been added to unrestricted income reserves brought forward, leaving a closing balance on such funds of £59,393.

BARTON COMMUNITY ASSOCIATION

DIRECTORS' AND TRUSTEES' REPORT

FOR THE PERIOD ENDED 31ST DECEMBER 2020

Introduction and Background

Each trustee has a legal responsibility to manage the charity's resources responsibly and part of this is implementing appropriate financial controls that manage risk. This policy has drawn on guidance from the Charities Commission website and their paper: *Charity reserves: building resilience (CC19)*

<https://www.gov.uk/guidance/charity-financial-reserves>

As the regulator of charities in England and Wales, the commission expects trustees to decide, publish, implement and monitor their charity's reserves policy so that they can comply with their legal duties to:

- act in the interests of their charity and its beneficiaries
- protect and safeguard the assets of their charity
- act with reasonable care and skill
- ensure their charity is accountable

In practice, this means that trustees should develop a reserves policy that:

- fully justifies and clearly explains keeping or not keeping reserves
- identifies and plans for the maintenance of essential services for beneficiaries
- reflects the risks of unplanned closure associated with the charity's business model, spending commitments, potential liabilities and financial forecasts
- helps to address the risks of unplanned closure on their beneficiaries (in particular, vulnerable beneficiaries), staff and volunteers
- publish the reserves policy (even if not required to by law) and ensure it is tailored to the charity's circumstances – it should not be just a standard form of wording. It should explain to funders, beneficiaries, the public and the commission exactly what reserves are kept (or not kept) for and when they are to be used
- larger charities are required to publish their assessment of the risks that the charity faces and how to manage them in their annual report
- make sure that their reserves policy is put in place and operated
- regularly monitor and review the effectiveness of the policy in the light of the changing funding and financial climate and other risks

BCA Reserves Policy

Last updated January 2020

Purpose of the Policy and Policy statement

The Barton Community Association recognises the need to manage the charity's resources responsibly and in furtherance of this strategy the BCA utilises appropriate financial controls and manages risk. To ensure that there is no significant disruption to the BCA's charitable activities the holding of appropriate reserves will enable the organisation to respond to any unforeseen reduction in income or additional expenditure. It is also important to ensure reserves held are not higher than necessary and, in doing so, tying up money unnecessarily. Holding excessive reserves can unnecessarily limit the amount spent on charitable activities and the potential benefits the BCA can provide in furtherance of its charitable objectives. This policy sets out the BCA's agreed approach to management of reserves.

BARTON COMMUNITY ASSOCIATION

DIRECTORS' AND TRUSTEES' REPORT

FOR THE PERIOD ENDED 31ST DECEMBER 2020

Restricted Funds

As a charity the BCA receives restricted grant funding defined as discrete funding, provided by third parties with distinct outputs and limitations (conditions) attached to associated spend. These funds are reportable to funders in line with the funder's terms and conditions. These funds shall be ringfenced and shown explicitly, and separated in the audited financial statements and referred to as "restricted funds". There is no upper nor lower limit to how much restricted funds can be held as this will be defined by how much unspent grant funding the BCA holds at any point in time. The BCA cannot use unspent grant funds of one project to underwrite overspends on another.

Unrestricted reserves:

Unrestricted reserves are defined as unrestricted funds excluding fixed assets used to carry out the charity's activities, such as land buildings and plant. These unrestricted reserves include unrestricted bank account balances and cash. The target range is deemed the appropriate amount of unrestricted reserves the BCA requires on the basis that, the reserves in the target range would provide short-term security until long-term solutions can be established, in the event of unforeseen hardship. The BCA intend to maintain unrestricted reserves at a level which is at least equivalent to 3 months unrestricted expenditure (total resources expended) based on expenditure reported in the most recently published financial statements. Unrestricted reserves should not exceed the equivalent of 6 months unrestricted expenditure with the difference between 3 months and 6 months being the desired range for reserves.

Reserves levels will be monitored by the trustees as part of the annual financial reporting and agreed as appropriate at the AGM. If the unrestricted reserves held falls outside the agreed range a note of explanation should be minuted at the AGM. This policy will be reviewed no less than every three years, with the next review due no later than **January 2023**.

Risk management

In addition to the above, the trustees have examined the major strategic, business and operational risks which the charity faces or may face, and confirm that systems are in place to enable regular reports to be produced, so that the necessary steps can be taken to lessen any such risks.

The principle risks faced by the charity are:

- a. Competition from other providers of similar hall and room hire opportunities, goods and services, and
- b. Difficulties in attracting volunteers and trustees.

The trustees are aware of these risks and keep the situation under constant review.

Investment policy

Investments are held in short to medium term bank deposit accounts in order to provide flexibility and ease of access. The highest available rate of interest is actively pursued, but this is dependant upon the capital sum available to be invested and the overriding requirement of accessibility. The investment objective is to maintain the purchasing power of the monies until they are required.

BARTON COMMUNITY ASSOCIATION**DIRECTORS' AND TRUSTEES' REPORT****FOR THE PERIOD ENDED 31ST DECEMBER 2020****Statement of trustees' responsibilities**

The trustees are required by law to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity, and of its results for that period. In preparing those financial statements, the trustees are required to:

- * select suitable accounting policies and then apply them consistently;
- * observe the methods and principles in the applicable Charities SORP;
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity, and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities Act 2011 and the applicable Charities SORP. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Audit information

In so far as the trustees are aware:

- (a) there is no relevant audit information of which the charity's auditors are unaware; and
- (b) the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditors

King Loose & Co have agreed to offer themselves for re-appointment as auditors to the charity.

Approval

This report has been prepared in accordance with the small companies regime of the Companies Act 2006.

This report was approved by the board of directors and trustees on2021, and signed on its behalf by:

.....
S J Holden
Secretary

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BARTON COMMUNITY ASSOCIATION
FOR THE PERIOD ENDED 31ST DECEMBER 2020

Opinion

We have audited the financial statements of Barton Community Association (the “Charity”), for the period ended 31st December 2020, which comprise the statement of financial activities and summary income and expenditure account, the balance sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity’s affairs as at 31st December 2020 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees’ use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity’s ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor’s report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

REPORT OF THE INDEPENDENT AUDITORS TO THE TRUSTEES OF
BARTON COMMUNITY ASSOCIATION
FOR THE PERIOD ENDED 31ST DECEMBER 2020

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- sufficient accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of the audit.
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the directors report and take advantage of the small companies exemption from the requirement to prepare a strategic report.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out on page 2(d), the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities]. This description forms part of our auditor's report.

This report is made solely to the Charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so we might state to the Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

**St John's House
5 South Parade
Summertown
Oxford OX2 7JL**

**King Loose & Co
Statutory Auditors**

King Loose & Co is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006.

BARTON COMMUNITY ASSOCIATION
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD ENDED 31ST DECEMBER 2020
SUMMARY INCOME AND EXPENDITURE ACCOUNT

		<u>2020</u>			<u>2019</u>		
	<u>Note</u>	<u>Unrest'd Funds</u>	<u>Restric'd Funds</u>	<u>Total Funds</u>	<u>Unrest'd Funds</u>	<u>Restric'd Funds</u>	<u>Total Funds</u>
		£	£	£	£	£	£
<u>Income & endowments from</u>							
Donations and gifts	2	-	118,633	118,633	-	24,940	24,940
Coronavirus Grants etc		77,301	-	77,301	-	-	-
Charitable activities	3	78,608	7,108	85,716	108,973	10,850	119,823
Other Trading Activities		6,794	-	6,794	33,236	-	33,236
Income from investments	4	1,275	-	1,275	1,088	-	1,088
Total income and endowments		<u>163,978</u>	<u>125,741</u>	<u>289,719</u>	<u>143,297</u>	<u>35,790</u>	<u>179,087</u>
<u>Expenditure on</u>							
Raising funds		3,341	-	3,341	20,306	-	20,306
<u>Charitable activities</u>							
Grant/sponsorship support given	5	3,734	2,276	6,010	1,907	-	1,907
Costs incurred in furtherance of the charity's objects	6	123,350	59,778	183,128	136,702	27,962	164,664
Total resources expended		<u>130,425</u>	<u>62,054</u>	<u>192,479</u>	<u>158,915</u>	<u>27,962</u>	<u>186,877</u>
Net (Expenditure)/Income for the year before transfers	7	33,553	63,687	97,240	(15,618)	7,828	(7,790)
Transfer between funds	9	(1,875)	1,875	-	(6,661)	6,661	-
Net movement in funds		<u>31,678</u>	<u>65,562</u>	<u>97,240</u>	<u>(22,279)</u>	<u>14,489</u>	<u>(7,790)</u>
Fund balances brought forward		<u>27,715</u>	<u>91,589</u>	<u>119,304</u>	<u>49,994</u>	<u>77,100</u>	<u>127,094</u>
Fund balances carried forward		<u>59,393</u>	<u>157,151</u>	<u>216,544</u>	<u>27,715</u>	<u>91,589</u>	<u>119,304</u>

There were no other recognised gains or losses other than those reflected in the statement of financial activities.

The notes on pages 6 to 14 form part of these accounts.

BARTON COMMUNITY ASSOCIATION (COMPANY NUMBER 4994052)**BALANCE SHEET AS AT 31ST DECEMBER 2020**

	<u>Note</u>	<u>2020</u>	<u>2019</u>
		£	£
Fixed assets	11	12,967	16,907
Fixed asset investments	12	1	1
Current assets			
Stock - consumables		500	500
Sundry debtors and prepayments		26,068	18,644
Bank Deposit accounts		111,261	109,961
Bank current accounts and cash in hand		131,067	39,552
		<u>268,896</u>	<u>168,657</u>
Creditors: amounts falling due within one year			
Sundry creditors and accruals	13	65,320	66,261
		<u>65,320</u>	<u>66,261</u>
Net current assets		203,576	102,396
Total assets less current liabilities, being net assets	14	<u>216,544</u>	<u>119,304</u>
Represented by:			
Unrestricted income funds		59,393	27,715
Restricted income funds	15	157,151	91,589
		<u>216,544</u>	<u>119,304</u>

The directors are satisfied that the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 and that members have not required an audit in accordance with Section 476. However, an audit is required in accordance with Section 144 of the Charities Act 2011.

The directors acknowledge their responsibilities for:-

1. ensuring that the company keeps accounting records which comply with Section 386; and
2. preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial period and of its profit or loss for the financial period in accordance with the requirements of Section 396 and which otherwise comply with the requirements of the Act relating to accounts, so far as applicable to the charitable company.

Approved by the board of directors and trustees on 2021, and signed on its behalf by:

.....(Chairman)(Hon Secretary)

.....(Treasurer)

Dated:.....

The notes on pages 6 to 14 form part of the accounts.

BARTON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2020

1. Accounting policies

(a) General Information

These financial statements have been presented in Pound Sterling as this is the currency of the primary economic environment in which the charitable Company operates.

(b) Basis of preparation

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006.

The Charity constitutes a public benefit entity as defined by FRS 102.

The charity has taken advantage of the exemption to prepare a cash flow statement on the grounds that it is a small charity.

(c) Activities

The financial statements include the results of the charity's operations as described in the directors' and trustees' report and all of which are continuing.

The charity has one main activity, that of operating as a Community Association. The charity does, however, act as an umbrella resource for other groups and projects, the majority of which receive at least some element of external funding and are thus reflected as restricted fund items.

(d) Stocks

Cafeteria, bingo and cleaning material stocks are valued at the lower of cost and net realisable value.

(e) Tangible Assets and Depreciation

Tangible assets are initially recognised at cost which is the purchase price plus any directly attributable costs. Subsequently tangible assets are measured at cost less accumulated depreciation and impairment losses.

Depreciation is provided on assets to write off their cost over their estimated useful lives. The rates and basis currently used are as follows:

Improvements to property	-	10% straight line
Minibus	-	25% reducing balance
Plant and equipment	-	33 1/3% / 25% / 20% according to nature of asset
Fixtures and fittings	-	15% reducing balance

BARTON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2020

1. Accounting policies (continued)

(f) Revenue Recognition

(i) Rendering of services, including hall and room lettings

When the outcome of a transaction involving the rendering of services can be estimated reliably, the Company recognises revenue associated with the transaction by reference to the stage of completion of the transaction at the end of the reporting period. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:-

- a. the amount of revenue can be measured reliably;
- b. it is probable that the economic benefits associated with the transaction will flow to the entity;
- c. the stage of completion of the transaction at the end of the reporting period can be measure reliably; and
- d. the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

Revenue for support services is therefore recognised proportionally over the performance of the service contract.

(ii) Investment Income

Investment income is accounted for as receivable, i.e. in the period in which the Charity is entitled to receipt, and the amount of income can be measured reliably.

(g) Expenditure recognition

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

Expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category. Costs incurred in relation to the provision of Centre facilities are support costs for the Charity's activity as a Community Centre.

(h) Premises costs

These financial statements do not include the costs of community centre rent, as the local authority aids the charity by meeting these charges. Rates and service charges are now levied, however.

(i) Financial Assets – Classified as Basic Financial Instruments

- i) Cash and cash equivalents.** Cash and cash equivalents include cash in hand, deposits held with banks, and other short term highly liquid investments with original maturities of three months or less.
- ii) Trade and other receivables.** Trade and other receivables that are receivable within one year are measured at the undiscounted amount of the cash expected to be received, net of any impairment.
- iii) Trade and other payables.** Trade and other payables that are payable within one year are measured at the undiscounted amount of the cash expected to be paid.

BARTON COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31ST DECEMBER 2020

1. Accounting policies (continued)

(j) Fund accounting

The charity has balances on both restricted and unrestricted funds.

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the objects of the charity, as defined in the constitution.

Restricted funds were those funds given for particular purposes and projects.

(k) Value added tax

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the statement of financial activities.

(l) Group accounts

Barton Community Association has the following 100% subsidiary:

Eatwells Community Café Limited

In the opinion of the Trustees, the Charity and its subsidiary undertaking comprise a small group. The Charity has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

(m) Operating Leases

The costs of operating leases, where the risks and responsibilities of ownership remain with the lessor, are charged to the income and expenditure account as incurred.

(n) Volunteers

The value of the enormous contributions made by volunteers is not incorporated into these financial statements.

(o) Donated services

Where services are provided to the charity as a donation that normally would be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the charity.

(p) Pension Costs

The charity operates a defined contribution pension scheme. The scheme and its assets are supervised and controlled by independent managers. The charge for the year, reflected in the Statement of Financial Activities, is the amount paid by the charity to the scheme in respect of the year.

(q) Going Concern

The financial statements have been prepared on a going concern basis.

The current economic conditions present increased risks for all businesses. In response to such conditions, the trustees have carefully considered these risks, including an assessment of uncertainty on future trading projection for a period of at least 12 months from the date of signing the financial statements, and the extent to which they might affect the preparation of the financial statements.

BARTON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020****(q) Going Concern (continued)**

In common with similar enterprises, the Covid 19 lockdown at the end of March 2020 hit the Association hard. In accordance with government regulations the Community Centre was shut, and paid staff were furloughed.

Reopening will be in line with government guidelines; the Trustees continue to assess the Covid 19 security measures and protocols as they are announced, with a view to resuming activities as soon as this is both safe and possible.

As there is considered to be no significant effect on the carrying value of the charity's assets, the Trustees have concluded that the going concern basis remains appropriate.

2. Donations and gifts

Various local government, other significant grants and generous cost contributions were received during the year, in particular:-

Donor	Purpose	<u>2020</u> £
Westminster College	Summer School	6,000
Oxford City Council	Comm Events, Comm Leader, Youth Projects, Summer School	37,194
OCF	Comm Events	4,620
Big Lottery	Summer School	6,766
Oxford County Council	Youth Projects	14,710
Headington Association	Underpass Project	2,342
Cyclox	Underpass Project	1,000
Blenheim Estate	Beautiful Barton	2,500
Waitrose	Summer School	1,000
Risinghurst and Sandhills PC	Comm Events	1,000
Rotary Club	Comm Events	1,000
HCA	Homework Club	1,000

Contributions to the Barton Bash activities are reflected under Income from charitable activities in the Income and Expenditure Account.

3. Income from charitable activities

	<u>2020</u>		<u>2019</u>		
	<u>Unrest'd</u>	<u>Restric'd</u>	<u>Total</u>	<u>Unrest'd</u>	<u>Restric'd</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	£	£	£	£	£
Hall and room lettings	55,638	-	55,638	71,659	-
Affiliations, memberships, Sundries & recoveries	21,313	-	21,313	34,503	5,915
Minibus income	1,657	-	1,657	2,811	-
Eon "feed in" income	-	7,108	7,108	-	4,935
	<u>78,608</u>	<u>7,108</u>	<u>85,716</u>	<u>108,973</u>	<u>10,850</u>
	<u><u>78,608</u></u>	<u><u>7,108</u></u>	<u><u>85,716</u></u>	<u><u>108,973</u></u>	<u><u>10,850</u></u>

BARTON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020****4. Income from Investments**

	2020			2019		
	Unrest'd	Restric'd	Total	Unrest'd	Restric'd	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
Interest income	1,275	-	1,275	1,088	-	1,088
	=====	=====	=====	=====	=====	=====

5. Grants/Sponsorship support given

	2020			2019		
	Unrest'd	Restric'd	Total	Unrest'd	Restric'd	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
Foodbank Costs	3,100	2,276	5,376	1,058	-	1,058
Other small items	634	-	634	849	-	849
	-----	-----	-----	-----	-----	-----
	3,734	2,276	6,010	1,907	-	1,907
	=====	=====	=====	=====	=====	=====

6. Costs incurred in furtherance of the charity's objects

	2020			2019		
	Unrest'd	Restric'd	Total	Unrest'd	Restric'd	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
Provision of centre facilities and activities:						
Staff costs	88,712	26,111	114,823	91,466	9,500	100,966
Project costs	-	31,792	31,792	-	14,035	14,035
Rent, rates, light and heat	8,532	-	8,532	10,137	-	10,137
Repairs and renewals	1,566	-	1,566	4,160	-	4,160
Insurances	1,225	500	1,725	947	-	947
Sundry expenses	2,008	-	2,008	2,077	-	2,077
Depreciation	7,609	-	7,609	7,528	-	7,528
Minibus costs	2,312	-	2,312	3,180	-	3,180
Payroll processing costs	1,012	-	1,012	1,024	-	1,024
Equipment Hire	588	-	588	573	-	573
Other costs:						
Printing, postage, stationery	914	1,375	2,289	1,041	4,427	5,468
Travel expenses	305	-	305	457	-	457
Telephone/internet	2,867	-	2,867	2,876	-	2,876
Audit and accountancy	5,100	-	5,100	4,800	-	4,800
Legal and Prof fees	600	-	600	6,436	-	6,436
	-----	-----	-----	-----	-----	-----
	123,350	59,778	183,128	136,702	27,962	164,664
	=====	=====	=====	=====	=====	=====

BARTON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020**

7. <u>Result for the period</u>	<u>2020</u>	<u>2019</u>
	£	£

The surplus of expenditure over income is stated after charging:

Depreciation of fixed assets - owned by the charity	7,609	7,528
Auditor's Remuneration		
- audit	2,300	2,200
- accountancy/other	2,800	2,600
Operating lease payments – equipment hire	588	573
	=====	=====

8. Trustees' expenses and remuneration

No trustee, nor any person connected with them, has received or is due to receive any remuneration for the year directly or indirectly from the charity's funds. Occasional low value reimbursements are made to trustees in respect of expenditures incurred on behalf of the charity.

9. Transfer between funds

Net transfers of £1,875 have been made from unrestricted general funds, to restricted project funds, by way of subsidy to cover the deficits which would otherwise have arisen on the Barton Newsletter project, and the Community event activities.

10. Employees' remuneration

	<u>2020</u>	<u>2019</u>
The number of employees employed by the charity during the year was:	No	No
	14	13
	=====	=====
The aggregate payroll costs were:	£	£
Wages and salaries	113,664	98,524
National insurance costs	228	1,786
Pension Costs	931	656
	=====	=====
	114,823	100,966
	=====	=====
These costs have been borne by:		
Unrestricted Funds	88,712	91,466
Restricted Funds	26,111	9,500
	=====	=====
	114,823	100,966
	=====	=====

a) No employee received emoluments in excess of £60,000.

b) Salary costs of £ were recovered from Oxford City Council during 2020.

BARTON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020****11. Fixed assets used by the charity**

	<u>Improve- ments to property</u> £	<u>Minibus</u> £	<u>Plant & equip- ment</u> £	<u>Fixtures and fittings</u> £	<u>Total</u> £
Cost					
B/fwd 01/01/20	60,748	22,945	29,323	26,809	139,825
Additions in year	-	-	1,500	2,169	3,669
Disposals in year	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
As at 31/12/20	<u>60,748</u>	<u>22,945</u>	<u>30,823</u>	<u>28,978</u>	<u>143,494</u>
Depreciation					
B/fwd 01/01/20	56,492	20,935	26,190	19,301	122,918
Charge for the year	4,255	503	1,391	1,460	7,609
Released on disposal	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
As at 31/12/20	<u>60,747</u>	<u>21,438</u>	<u>27,581</u>	<u>20,761</u>	<u>130,527</u>
Net book value					
As at 31/12/20	<u>1</u>	<u>1,507</u>	<u>3,242</u>	<u>8,217</u>	<u>12,967</u>
As at 31/12/19	<u>4,256</u>	<u>2,010</u>	<u>3,133</u>	<u>7,508</u>	<u>16,907</u>

12. Fixed asset investments**Shares in
Subsidiary**
£

1 Ordinary share in Eatwells Community
Café Limited, at cost (100% of the issued capital)

1

==

This subsidiary will be dissolved during 2021.

13. Creditors: amounts falling due within one year

	<u>2020</u> £	<u>2019</u> £
Accruals and deferred income	65,319	61,893
Amounts due to subsidiary	1	1
Capital Grant (Eatwells)	-	3,317
Payroll taxes and social security	-	1,050
	<hr/>	<hr/>
	<u>65,320</u>	<u>66,261</u>

BARTON COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS****FOR THE PERIOD ENDED 31ST DECEMBER 2020****14. Analysis of net assets between funds**

	<u>Tangible fixed assets</u>	<u>Fixed assets invest- ments</u>	<u>Net current assets</u>	<u>Total</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Restricted Funds	-	-	157,151	157,151
Unrestricted Funds	12,967	1	46,425	59,393
	<u>12,967</u>	<u>1</u>	<u>203,576</u>	<u>216,544</u>

15. Restricted funds

	<u>Balance 01/01/20</u>	<u>Movement in Reserves</u>		<u>Balance 31/12/20</u>
	<u>£</u>	<u>Incoming & transfs</u>	<u>Outgoings & transfs</u>	<u>£</u>
		<u>£</u>	<u>£</u>	
Art Club	1,702	-	384	1,318
Community Events & Services	-	20,024	9,417	10,607
Barton A-Z/Newsletter/Noticeboard	-	2,025	2,025	-
Barton Bash/Therapy Days	3,944	-	-	3,944
Youth Ambition	507	34,570	13,462	21,615
Low Carbon Project	41,795	7,108	5,085	43,818
Cricket Fund	1,696	-	-	1,696
Stay and Play	10,213	-	315	9,898
Summer School	-	42,399	26,396	16,003
Homework Club	31,604	1,000	1,242	31,362
Beautiful Barton	-	3,500	100	3,400
Community Larder (incl HNT)	128	9,150	3,628	5,650
Underpass	-	7,840	-	7,840
	<u>91,589</u>	<u>127,616</u>	<u>62,054</u>	<u>157,151</u>

16. Reconciliation of movement in shareholders' funds

Barton Community Association, being a company limited by guarantee and a registered charity, has no shareholders; it is, therefore, inappropriate to include a reconciliation of the movement in shareholders' funds.

17. Share capital

Barton Community Association is limited by guarantee and does not have a share capital.

18. Contingent liabilities

In the opinion of the trustees, there were no contingent liabilities at 31st December 2020.

BARTON COMMUNITY ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 31ST DECEMBER 2020

19. Operating Lease Commitments

The Charity has an ongoing commitment in respect of operating leases for equipment hire amounting to £573 per annum, for the foreseeable future.

20. Subsidiary

The charity owns 100% of Eatwells Community Café Limited. At 31st December 2020, the total capital and reserves of the subsidiary amounted to £1. This company will be dissolved during 2021.

21. Related Party Disclosures

There are no related party transactions which require disclosure in the reporting period under review.

BARTON COMMUNITY ASSOCIATION
INCOME AND EXPENDITURE ACCOUNT
FOR THE PERIOD ENDED 31ST DECEMBER 2020
(For Information Only)

	<u>2020</u>		<u>2019</u>	
<u>General income</u>	£	£	£	£
Affiliation and membership		1,405		1,936
Hall and room lettings		55,638		71,659
Bank interest		1,275		1,088
Sundry income (incl Coronavirus grants)		97,209		38,482
Minibus income		1,657		2,811
Eon "feed in" amounts		7,108		4,935
Restricted Fund Grants and Donations		118,633		24,940
		<hr/>		<hr/>
		282,925		145,851
Activities (see Appendix B)		3,453		12,930
		<hr/>		<hr/>
		286,378		158,781
<u>Less general expenses</u>				
Payroll costs (unrestricted)	88,712		91,466	
Rates, heat and light (OCC charges)	8,532		10,137	
Telephone and internet	2,867		2,876	
Printing, postage, stationery and advertising	914		1,041	
Travel expenses	305		457	
Repairs and renewals	1,566		4,160	
Insurances	1,225		947	
Legal and Professional Fees	600		6,436	
Sundry expenses	2,008		2,077	
Restricted fund costs	62,054		27,962	
Audit and accountancy charges	5,100		4,800	
Depreciation	7,609		7,528	
Minibus costs	2,312		3,180	
Payroll preparation charges	1,012		1,024	
Equipment Hire/ Vending	588		573	
Sponsorship & Donations	3,734		1,907	
	<hr/>		<hr/>	
		189,138		166,571
		<hr/>		<hr/>
Net (Deficit)/Surplus for the period		97,240		(7,790)
		<hr/>		<hr/>
Restricted Fund Surplus		65,562		14,489
Unrestricted Fund (Deficit)/Surplus		31,678		(22,279)
		<hr/>		<hr/>
		97,240		(7,790)
		<hr/>		<hr/>

BARTON COMMUNITY ASSOCIATION
SCHEDULE OF ACTIVITIES
FOR THE PERIOD ENDED 31ST DECEMBER 2020
(For Information Only)

	<u>2020</u>		<u>2019</u>	
<u>Bingo</u>	£	£	£	£
Income	729		3,891	
Expenditure	256		771	
		473		3,120
 <u>Eatwells Café</u>				
Income	6,065		21,965	
Expenditure	3,085		9,416	
		2,980		12,549
 <u>Social activities, parties, carnival, lunch club etc</u>				
Income	-		7,380	
Expenditure	-		10,119	
		-		(2,739)
 Surplus transferred to income and expenditure account		 3,453		 12,930
		=====		=====
		<u>2020</u>		<u>2019</u>
		£		£
Total income		6,794		33,236
Total expenditure		(3,341)		(20,306)
		=====		=====
Net surplus		3,453		12,930
		=====		=====