

HOLLOWAY HALL COMMUNITY ASSOCIATION
(A company limited by guarantee)

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

CHARITY NUMBER: 1123156

COMPANY NUMBER: 6379315 (England and Wales)

HOLLOWAY HALL COMMUNITY ASSOCIATION

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For the Year Ended 31 December 2020

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**HOLLOWAY HALL COMMUNITY ASSOCIATION
REPORT OF THE TRUSTEE AND DIRECTORS OF THE BOARD
For the Year Ended 31 December 2020**

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

LEGAL AND ADMINISTRATIVE DETAILS

Name: Holloway Hall Community Association

Registered Company number
6379315 (England & Wales)

Registered Charity number
1123156

Registered office

Holloway
Ley Hill
Northfield
Birmingham
B31 1TT

Board of Management – Trustees and Company Directors

Trustees and Company Directors

Bruce Lines	Chairperson	
Robert Nock	Vice Chairperson	
Neil Thompson	Treasurer	resigned 30 August 2021
Dennis Choyce	Secretary	resigned 30 August 2021
Sarah Robinson	Secretary	appointed 23 September 2021
Janice Paine	Trustee	appointed 23 September 2021
Debbie Wood Barratt	Trustee	appointed 23 September 2021

Company Secretary

Dennis Choyce	resigned 30 August 2021
Sarah Robinson	appointed 23 September 2021

Independent examiner

Glyn Preece FCA
Barron and Co. Ltd.
Abacus Court
Harborne
Birmingham
B17 0HH

**HOLLOWAY HALL COMMUNITY ASSOCIATION
REPORT OF THE TRUSTEE AND DIRECTORS OF THE BOARD (cont)
For the Year Ended 31 December 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Holloway Hall Community Association is governed by its Memorandum and Articles of Association dated 24 September 2007, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006. It is registered as a charity with the Charity Commission.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES, ACHIEVEMENTS AND PERFORMANCE

Object of the Charity and Public Benefit Statement:

The objects for which Holloway Hall Community Association is established are to:

- To foster a good fellowship and good citizenship among all residents on the Ley Hill estate
- To provide for members, facilities for physical and mental training and recreation and social moral and intellectual development to promote the happiness and well-being of all children resident on the estate and foster a community spirit for the achievement of these and other charitable purposes
- To maintain and manage the room within the hall for activities promoted by members in furtherance of all of the above objects.

The trustees have referred to the guidance from the charities commission on 'Charities and Public Benefit'. The trustees are confident that Holloway Hall's aims and objects outlined above are in accordance with the regulations on public benefit. The detail of activities that support these aims and objectives is provided in the next section of the report.

Review of Activities Achievements and Performance

HHCA are a registered Charity run by trustees and under UK Law we operate the hall as a separate "Ltd company under guarantee" and as such are registered with Companies House.

The aims of the Charity, in summary, are:

To provide, through the hall and its employees, a resource and service to the all members of the local community, voluntary groups, and other organisations.

To maintain the hall to a high standard.

**HOLLOWAY HALL COMMUNITY ASSOCIATION
REPORT OF THE TRUSTEE AND DIRECTORS OF THE BOARD (cont)
For the Year Ended 31 December 2020**

Trustees

The purpose of the HHCA Trustees is to carry out the aims of the Charity and ensure that the hall is managed in such a manner that it is financially solvent, and follows the rules required by the Charity Commission and defined by the Trustees. To ensure, through the management board of the hall, the Hall user meetings, and its employees; a proactive resource and service to the local community, voluntary, and other organisations.

The trustees met many times over the year to ensure the smooth running and maintenance of the hall, plus liaising with other groups

The hall users are in continuous contact with the hall manager to discuss any concerns or issues.

All repeat hires and the local community groups are encouraged to attend the Annual General Meeting and it is in our best interest to attend and influence the management committee.

What's happened in 2020

Community Groups and Events 2020

The first 3 months of 2020 started off very positive with all groups returning and new ones starting. Planning was underway to organise a VE Day celebrations, which involved many different agencies working together. But sadly, on March 21st we had no option but to close Holloway Hall due to the coronavirus, all groups, private bookings and celebrations were cancelled.

We decided to make the closure a positive one by completing all outstanding repair work on the building, when restrictions allowed us too, work carried out:

- Main room, small room, toilets, and entrance ways all redecorated.
- All uneven slabs around the building were re laid to prevent trip hazards
- The outside of the building was repainted
- The outside wall was repointed, and the main front wall was also repaired
- General repairs and maintenance were also completed.
- The building was also made covid secure with, addition signage, risk assessments, hand sanitizer points, hand towel dispensers placed in the toilets.

We did reopen in August for a few weeks for those groups who were able to follow government guidelines and restrictions. At the start of November, we had to completely close the building again.

It was a very testing and worrying period time, not just for the whole but for the community, we stayed in contact with our user groups offering advice, reassurance, and support. In December King Edwards School Five Ways kindly donated a very large supply of food items, which we were able to distribute to many of older and vulnerable members of the community

**HOLLOWAY HALL COMMUNITY ASSOCIATION
REPORT OF THE TRUSTEE AND DIRECTORS OF THE BOARD (cont)
For the Year Ended 31 December 2020**

Community Groups and Events 2020 (cont)

Due to the coronavirus, we have been unable to hold an AGM for 2019 accounts, which would have taken place early 2020

Financial Summary

The full unaudited financial accounts relating to how the hall performed in 2020 will be posted on the Charity Commission website and Company website when the trustees have had a chance to review the accounts. DUE TO CO-VID 19 these accounts were not discussed at an Annual General meeting, when it is safe to do so 2020 accounts will be made an agenda item.

Reserves Policy

Holloway Hall Community Association aims to have reserves in the band 10% to 20% of current expenditure.

Organisational structure and wider networks

The Chairman is responsible for the leadership of the Association, which with the assistance of the executive secretary, involves supporting the Board in determining the vision and plans for the Association, and for ensuring effective achievement of those plans.

Trustees

After Graham Andrews stood down as Chairperson, Robert Nock became Vice Chairperson.

During the Annual General Meeting 2018

Bruce Lines was elected Chairperson of Holloway Hall Community Association

Robert Nock - Vice Chairperson

Neil Thompson – Treasurer	resigned 30 August 2021
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Dennis Choyce – Secretary	resigned 30 August 2021
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Sarah Robinson – Secretary	appointed 23 September 2021
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Janice Pain and Debbie Wood Barratt became trustees on 23 September 2021.

**HOLLOWAY HALL COMMUNITY ASSOCIATION
REPORT OF THE TRUSTEE AND DIRECTORS OF THE BOARD (cont)
For the Year Ended 31 December 2020**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the applicable law and UK Accounting Standards.

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

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles of the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

SIGNED ON BEHALF OF THE BOARD OF TRUSTEES:



Bruce Lines – Chairperson, Director and Trustee

Date: 23 September 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HOLLOWAY HALL COMMUNITY ASSOCIATION

I report on the accounts for the year ended 31 December 2020 set out on pages nine to fourteen.

Respective responsibilities of trustees and examiner

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

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

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

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosure in the accounts, and seeking explanations from you as a trustee concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

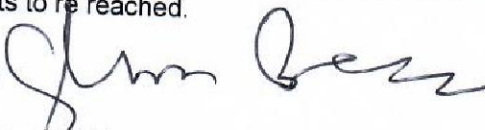
In connection with my examination, no matter has come to my attention:

- (1) Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - To keep accounting records in accordance with Section 386 of the Companies Act 2006.
 - To prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS 102)).

Have not been met; or

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

Signed:



Date: 23 September 2021

Glyn Preece FCA
Barron and Co.
Abacus Court, Bull Street
Harborne, Birmingham
B17 0HH

HOLLOWAY HALL COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES For the Year Ended 31 December 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income and endowments					
Income from other trading activities					
Commercial trading operations	2	14,494		14,494	50,243
Investment income	3	17		17	945
Income from charitable activities			34,076	34,076	40,189
Grants Receivable		28,100		28,100	0
Total income and endowments		42,611	34,076	76,687	91,377
Expenditure					
Costs of raising funds:	4			0	0
Expenditure on Charitable activities		46,519	49,236	95,755	80,192
Other expenditure				0	0
Total expenditure		46,519	49,236	95,755	80,191
Net income / (expenditure)		(3,908)	(15,160)	(19,068)	11,185
Net movement in funds					
Total funds brought forward	12	71,699	15,160	86,859	75,674
Total funds carried forward		67,791	0	67,791	86,859

The Income and Expenditure report provides a breakdown of both the voluntary income and the resources expended under the charitable activities.

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The notes form part of these financial statements

HOLLOWAY HALL COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL POSITION As at 31 December 2020

	Notes	£	<u>2020</u> £	£	<u>2019</u> £
Fixed Assets					
Tangible Assets	9		1,656		1,948
Current Assets					
Cash at the bank					
Debtors	10	70,285		87,196	
		<u>0</u>		<u>0</u>	
			70,285		87,196
Current Liabilities					
Creditors amounts falling due within one year	11		4,150		2,285
Net current assets			<u>66,135</u>		<u>84,911</u>
Total Assets Less Current Liabilities			<u>67,791</u>		<u>86,859</u>
Net Assets			<u>67,791</u>		<u>86,859</u>
Funded by					
Unrestricted Funds	12		67,791		71,699
Restricted Funds			0		15,160
Total Funds			<u>67,791</u>		<u>86,859</u>

For the year ended 31 December 2020 the charitable company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006. The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 effective January 2015.

The financial statements were approved by the Board of Trustees on 23 September 2021 and were signed on its behalf by:


Bruce Lines – Chairperson, Director and Trustee

The notes form part of these financial statements

HOLLOWAY HALL COMMUNITY ASSOCIATION

Notes to the Financial Statements For the Year Ended 31 December 2020

1. ACCOUNTING POLICIES

Accounting convention

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and the Companies Act 2006.

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

The trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

They have determined that no such statement is required and there has been no change to the accounting policies since last year. The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

Income and endowments

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

Expenditure

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Fixtures and fittings

- 15% on reducing balance

Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

HOLLOWAY HALL COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED For the Year Ended 31 December 2020

Fund accounting

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

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

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

2. Commercial trading operations

	2020	2019
	£	£
Hire of rooms	14,494	50,243

3. Investment income

	2020	2019
	£	£
Deposit Account Interest	17	945

4. Cost of raising funds

	2020	2019
	£	£
Cost of raising funds	0	0

5. Net income/(expenditure)

Net income is stated after charging:

	2020	2019
	£	£
Depreciation - owned assets	292	344
Accountancy services	1,759	2,097

6. Trustees Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019

Trustees expenses

There were no trustees' expenses paid for the year ended 31st December 2020 nor for the year ended 31 December 2019

HOLLOWAY HALL COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED For the Year Ended 31 December 2020

7. Staff Costs

	2020	2019
	£	£
Wages and Salaries	26,484	26,673
Social security costs	0	0
	<u>26,673</u>	<u>26,673</u>

8. Staff Numbers

There were 3 employees (2019: 3) during the year of which 2 were working part time hours.

9. Tangible Fixed Assets

	Fixtures and Fittings £
Cost at 01 January 2020	8,456
Additions	0
At 31 December 2020	<u>8,456</u>
Depreciation at 01 January 2020	6,508
Charges for the Year	292
Depreciation at 31 December 2020	<u>6,800</u>
Net Book Value at 31 December 2020	<u>1,656</u>
Net Book Value at 31 December 2019	<u>1,948</u>

10. Debtors: amounts falling due within one year

	2020	2019
	£	£
Other Debtors	<u>0</u>	<u>0</u>

11. Creditors: amounts falling due within one year

	2020	2019
	£	£
Other Creditors	<u>4,150</u>	<u>2,285</u>
	<u>4,150</u>	<u>2,285</u>

HOLLOWAY HALL COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED For the Year Ended 31 December 2020

12. Movement in Funds

	As at 1 Jan 2020	Income	Expenditure	As at 31 Dec 2020
Unrestricted Funds				
General fund	71,699	42,611	46,519	67,791
Restricted Funds				
Community Chest				
Funding held for external projects:				0
Events	1,088	760	1,848	0
Long Nuke	0	5,353	5,353	0
Milebrook	14,072	27,963	42,035	0
Inspire	0			0
BCC	0			0
Restricted Funds Total	15,160	34,076	49,236	0
Total Funds	86,859	76,687	95,755	67,791

Notes:

Funding from BCC has been included in unrestricted funds.

Funding held for external projects is for funding that is not directly incurred by Holloway Hall projects.

The general fund includes £0 from Birmingham City Council during the year.

13. Company Status

The charity is a company limited by guarantee. In the event of the company being wound up the liability in respect of the guarantee is limited to £1 per member of the company.

14. Government Grants

Despite not receiving a Grant this Year, other than those relating to Co-Vid, the charity continues to enjoy a close working relationship with Birmingham City Council.

The following is a summary of funding provided:

	2020 £	2019 £
Birmingham City Council – Covid related	28,100	0
	28,100	0

HOLLOWAY HALL COMMUNITY ASSOCIATION
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
For the Year Ended 31 December 2020

	<u>2020</u>	<u>2019</u>
Income and endowments	£	£
Income from other trading activities		
Hire of rooms	14,494	50,243
Income from Charitable activities		
Funding held for external projects	34,076	40,189
Birmingham City Council	28,100	0
Community Chest	0	0
Other funding	0	0
	<u>76,670</u>	<u>90,432</u>
Investment income		
Deposit account interest	17	945
Total Income and endowments	<u>76,687</u>	<u>91,377</u>
Expenditure		
Governance Costs		
Accountancy	1,759	2,097
Support Costs		
Management		
Wages		
Pension costs	26,484	26,673
Social security	490	497
Catering and entertainment	0	0
Insurance	35	232
Telephone	1,652	1,608
Printing, stationery, advertising	523	666
Cleaning and refuse	929	729
PRS	1,914	2,591
Travel expense	0	1,520
Repairs and maintenance	0	5
Depreciation	19,940	4,622
Rates	292	344
Gas, Heat, Light, Water	338	3,369
External Project Costs	7,671	10,210
Other events	33,316	25,029
	412	0
	<u>93,996</u>	<u>78,095</u>
Finance		
Bank charges	0	0
	<u>0</u>	<u>0</u>
Information Technology		
Computer costs and accessories	0	0
	<u>0</u>	<u>0</u>
Total Expenditure	<u>95,755</u>	<u>80,192</u>
Net (Expenditure) / Income	<u>(19,068)</u>	<u>11,185</u>

This page does not form part of the statutory financial statements