

FLORENCE PARK COMMUNITY ASSOCIATION CIO

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2020**

Charity Registration Number: 1159506

FLORENCE PARK COMMUNITY ASSOCIATION

TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

CONTENTS	PAGES
Charity Information	3
Trustees' Annual Report	4
Statement of Trustees' responsibilities	5
Independent Examiner's Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the accounts	9

FLORENCE PARK COMMUNITY ASSOCIATION

CHARITY INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2020

TRUSTEE COMMITTEE MEMBERS

Richard English (until October 2020)
Jeff Bowersox (until October 2020)
Adam Wielopolski
Jane Dee
Robert Shorter (from November 2020)
Alice Streatfield (from November 2020)
Rebecca Seaborne (from November 2020)
Stella Bell (from November 2020)

SECRETARY

Judith Secker (from November 2020)

REGISTERED OFFICE

Florence Park Community Association
137 Cornwallis Road
Oxford
OX4 3NH

CHARITY REFERENCE NUMBER

1159506

ACCOUNTANTS

SPX Oxford Ltd
Peace House
19 Paradise Street
Oxford
OX1 1LD

FLORENCE PARK COMMUNITY ASSOCIATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

FPCA AGM Chair's report.

March 2021

Our last AGM was belatedly held in November due to the initial Covid-19 wave a year ago. For this year we felt that we should go ahead with our normal AGM in March.

The period of time from November until now has been a relatively quiet one for the FPCA. As the situation with the pandemic continued to change and deteriorate we took a cautious approach to what we could and couldn't put on.

Our biggest project has been the over-60s lunch club on Fridays, where Sara and Rachel provide meals for anyone in need. Meals are prepared on-site, and delivered to those who request it by a group of volunteers. Around 36 meals are prepared each week, making this one of our most important ventures to support our community during these times. Funding has been most recently provided by The Oxford Charity, with support from The Oxford Food Hub and Oxford City Farm who provide ingredients, as well as regular much-appreciated donations from Hamblin Bread (and we've even had desserts from Trinity College).

Although the Centre has been closed for the majority of the time since our last AGM, we were able to put on events when we were able to.

In November there was a live benefit performance over Zoom by famous folk singer and Oxford resident Peggy Seeger. The event raised over £600 for the FPCA.

Before Christmas there was an evening of Christmas songs. Making full use of the garden at the back of the Centre, we held a night of socially-distanced festive music and food, which provided a much-needed social gathering and bringing together of the community, with full safety in mind.

We also held an online Cheese and Wine tasting evening, where 36 people joined Jon Flint for an informative and hilarious evening of drink and cheese over Zoom.

The Community Centre has also been open once a week for Community Acupuncture, a regular service offered to the community by a local Florence Park resident. This service provides vital and affordable treatment for members of our community, and although we did pause this service during the peak of the pandemic, we felt that it should continue as soon as possible.

Earlier this year saw the launch of the Florence Park Gardening Club. Currently held online, it has proven to be a popular event that is attended by members from within and outside our community. The seed swap outside the Community Centre has been a big success. I would like to thank Rob for his work on this.

We continue to be hugely appreciative and grateful to our local community for their generous donations. This is higher than it ever has been, with over £500 raised from membership renewal alone. We have been able to survive the last year because of the support shown to us.

We would also like to thank Oxford City Council and Oxfordshire County Council for their support grants. This week we were very excited to find out that both councils have provided funding for wooden gazebos to be used in our garden space. These will allow us to put on outdoor events and activities, regardless of

FLORENCE PARK COMMUNITY ASSOCIATION

the weather. We do need people to help us put it up though- if you would like to help or know people who could, please do get in touch.

Like many organisations we are looking forward to the future with huge excitement as the day when we are able to open again gets closer. Current government guidelines set out dates for when various types of activities are allowed to happen. We are being cautious and have not made any plans yet, bearing in mind that the situation could change. For that reason we haven't outlined a timetable yet, but we will be doing this very shortly. The addition of our gazebo offers up exciting opportunities for outdoor events, allowing us to use the fantastic garden space to its full potential.

This year the annual pantomime has been replaced by upcoming Winter Show: Sleeping Beauty Dream Project - a collaboration between the FPCA and Tangled Webb productions. As part of this we have just had a fundraising Storytelling event run by Jackie Singer, Adele Moss, & Juliet Rayment which saw participation from 18 households, over 40 people including lots of children, and raised over £110.

Another event coming soon is the Connect OX4 venture - a new opportunity for people who live alone or feel alone sometimes to get together at the Community centre. We are working hard at reaching parts of our community who we may not have reached before.

Last of all, I would like extend thank yous to the following for their support: to our local councillor David Henwood, to our county councillor John Sanders. To Sara Reevell, our Centre Manager whose hard work and creative input is responsible for so much of our success. I would also like to thank departing committee member Jeff Bowersox, who is stepping down from the role of membership secretary. Jeff has put in a huge amount of work for the Association, and his presence will be missed. To our current committee members - it has been particularly gratifying to see many new trustees joining, as well as others who have re-joined, steering the Association into new directions. To Alan Brown, Jon Flint, and all Social Club committee. To Jane Gallagher for her work and support with the Newsletter. A special thank you to all the volunteers who have given their time and effort - we are extremely grateful to you all. And to all our supporters and funders!

And a reminder that we are always happy to have new Trustees. If you would like to get involved with the running of the Community Association, do get in touch. We are particularly looking to fill the roles of secretary and treasurer. Being a trustee is a great way not only to get involved with what we do, but also to develop your skills and get experience in charity work, community engagement and outreach, and take on responsibility.

FLORENCE PARK COMMUNITY ASSOCIATION

STATEMENT OF THE TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales 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 charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the 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 assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy, the financial position of the charity and which enable them to ascertain both the financial position of the charity and ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008. 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.

FLORENCE PARK COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF FLORENCE PARK COMMUNITY ASSOCIATION

I report on the accounts of the Trust for the period ended 31 December 2020, which are set out on pages 7 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees 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 needed.

It is my responsibility to:

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

Basis of 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 disclosures in the accounts, and seeking explanations from you as trustees 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 next statement.

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 130 of the 2011 Act and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.

Name: Sally Thompson CPFA

Date: 29 October 2021



Address:
Peace House
19 Paradise Street
Oxford OX1 1LD

FLORENCE PARK COMMUNITY ASSOCIATION

Date: 2 November 2021 Judith Secker, Secretary

FLORENCE PARK COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestric ted Funds £	Restric ted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income from:					
			10,07		
Donations and legacies	2	17,651	4	27,725	3,701
Charitable activities	3	17,037	-	17,037	26,281
Other trading activities	4	1,128	-	1,128	3,166
Investments		1		1	3
			10,07		
Total income		35,817	4	45,891	33,151
Expenditure on:					
Charitable activities	5, 6	28,457	5,693	34,150	41,501
Total expenditure		28,457	5,693	34,150	41,501
Net income / -expenditure		7,360	4,381	11,741	- 8,350
Transfers between funds		691	- 691	-	-
Net movement in funds		8,051	3,690	11,741	- 8,350
Reconciliation of funds:					
Total funds brought forward		39,027	-	39,027	47,377
Total funds carried forward		47,078	3,690	50,768	39,027

All recognised gains and losses are included in the Statement of Financial Activities.

FLORENCE PARK COMMUNITY ASSOCIATION

BALANCE SHEET FOR THE YEAR ENDED 31 DECEMBER 2020

		2020		2019	
	Not e	£	£	£	£
Fixed Assets					
Tangible assets	7		22,986		24,368
Current assets					
Debtors: Amounts falling due within one year	8	1,274		843	
		29,21		18,92	
Cash at bank and in hand		1		0	
		<u>30,485</u>		<u>19,763</u>	
Creditors: Amounts falling due within one year	9	<u>- 2,703</u>		<u>- 5,104</u>	
Net current assets			27,782		14,659
Net assets			<u>50,768</u>		<u>39,027</u>
The funds of the charity					
Funds					
Unrestricted income funds			46,877		38,826
Restricted income funds			<u>3,891</u>		<u>201</u>
			50,768		39,027
Total funds	13		<u>8</u>		<u>7</u>

These accounts were approved by the board of trustees on 25 March 2020 and signed on their behalf by:-

Adam Wielopolski
Trustee

Judith Secker
Trustee

FLORENCE PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. STATEMENT OF ACCOUNTING POLICIES

Accounting convention

These accounts have been prepared under the historical cost convention, and in accordance with the Statements of Recommended Practice 2015 (SORP 2015), 'Accounting and Reporting by Charities', issued by the Charities Commission and the Charities Act 2011, together with applicable standards.

Income

Income represents income receivable from room hire, rental income, fundraising, donations, gifts and interest received.

Donations and legacies are reported in the Statement of Financial Activities if they are received or due in the financial year.

Any income received relating to a forward period has been deferred.

Grants receivable are included in the year in which the offer is conveyed by the charity except in those cases where the offer has conditions, such grants being recognised as income when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are not included in the financial statements.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for such expenditure, inclusive of any VAT which cannot be recovered.

Grants payable are charged in the year when the offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered that are subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Resources are expended in the furtherance of the charity's objectives.

Depreciation

Depreciation is provided at the following rates so as to write off the cost less residual value of the assets over their estimated useful lives. A full year's depreciation is provided in the year of acquisition.

Office equipment – straight line basis at 25% per annum.

Leasehold improvements – straight line basis at 4% per annum.

Items included in fixed assets are capitalised where there is an identifiable asset and / or when the purchase cost exceeds £500

Fund accounting

Funds held by the charity are either:-

FLORENCE PARK COMMUNITY ASSOCIATION

Unrestricted general funds – these are funds which can be used in accordance with the charity's objectives at the discretion of the trustees.

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

Restricted funds – funds received can only be used for specifically nominated expenditure by the donor and are credited to income in the year in which they are received. Where amounts are not specifically allocated against expenditure in that year the balance is deferred and added to the balance brought forward on the restricted funds and is used in subsequent years in line with the restrictions placed by the donor.

Taxation

The organisation, being a charity, is not liable to taxation on its income.

FLORENCE PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestric ted Funds £	Restric ted Funds £	Total Funds 2020 £	Total Funds 2019 £
2 INCOME FROM DONATIONS				
Donations	6,051	220	6,271	1,057
			21,45	
Grants	11,600	9,854	4	2,644
			27,72	
TOTAL	17,651	10,074	5	3,701
	Unrestric ted Funds £	Restri cted Funds £	Total Funds 2020 £	Total Funds 2019 £
3 INCOME FROM CHARITABLE ACTIVITIES				
Room Hire	8,513	-	8,513	19,24
				7
Entertainments	6,605	-	6,605	5,507
Newsletter	315	-	315	515
Over 60's Club	475	-	475	-
Subscriptions	1,129	-	1,129	1,012
			17,03	26,28
TOTAL	17,037	-	7	1
	Unrestric ted Funds £	Restri cted Funds £	Total Funds 2020 £	Total Funds 2018 £
4 INCOME FROM OTHER TRADING ACTIVITIES				
Community Café	438	-	438	2,360
Bar rent	690	-	690	806
	-	-	-	-
TOTAL	1,128	-	1,128	3,166

FLORENCE PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

	Unrestr cted Funds	Restri cted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
5 EXPENDITURE ON CHARITABLE ACTIVITIES				
Accountancy	540	-	540	540
Administrator	8,464	3,330	11,794	10,370
Bank charges	174	-	174	168
Cleaning	3,454	-	3,454	8,505
Consultancy	-	-	-	1,665
Depreciation	1,382	-	1,382	1,382
FPSC	128	-	128	601
FPSC Loan	-	-	-	-
Gift	-	-	-	-
Heating and lighting	6,703	-	6,703	4,362
Improvements	53	-	53	1,602
Insurance	1,617	-	1,617	1,871
Legal Fees	60	-	60	
Over 60's Club	488	-	488	195
Over 60s co-ordinator	1,059	2,363	3,422	4,971
Panto costs	828	-	828	497
Printing, postage & stationery	319	-	319	263
Rates	-	-	-	383
Repairs and maintenance	180	-	180	327
Room Hire	250	-	250	
Security	475	-	475	886
Telephones and internet	259	-	259	229
TV and other licences	926	-	926	1,650
Water	493	-	493	962
Waste and Recycling	492	-	492	
Other expenditure	113	-	113	72
TOTAL	28,457	5,693	34,150	41,501
	Unrestr cted Funds	Restri cted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
6 GOVERNANCE COSTS				
Accountancy	540	-	540	540
TOTAL	540	-	540	540

FLORENCE PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

7 TANGIBLE ASSETS

	Property Improvements £	Equipment £	Total cost £
Cost			
Cost at 1 Jan 2020	25,742	5,612	31,354
Additions			-
At 31 Dec 2020	<u>25,742</u>	<u>5,612</u>	<u>31,354</u>
Depreciation			
At 1 Jan 2020	5,880	1,106	6,986
Charge for the period	1,104	278	1,382
At 31 Dec 2020	<u>6,984</u>	<u>1,384</u>	<u>8,368</u>
Net book value			
At 31 Dec 2020	<u>18,758</u>	<u>4,228</u>	<u>22,986</u>
At 31 Dec 2019	<u>19,862</u>	<u>4,506</u>	<u>24,368</u>

8 DEBTORS

	2020 £	2019 £
Loan to FPSC	500	-
Prepayments	<u>774</u>	<u>843</u>
	<u>1,274</u>	<u>843</u>

CREDITORS: amounts falling due within one year

9

	2020 £	2019 £
Other creditors	2,703	1,712
Panto income received in advance	-	3,392
	<u>2,703</u>	<u>5,104</u>

FLORENCE PARK COMMUNITY ASSOCIATION

NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2020

10. TRUSTEE REMUNERATION, TRUSTEE EXPENSES AND RELATED PARTY TRANSACTIONS

No members of the management committee received any remuneration during the period. No committee costs were reimbursed to trustees during the period. No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the period.

11. STAFF COSTS AND EMPLOYEE BENEFITS

The charity has no employees.

12. REMUNERATION AND BENEFITS RECEIVED BY KEY MANAGEMENT PERSONNEL

The key management personnel of the charity are the voluntary trustees. There are therefore no remuneration or benefits of the key management personnel to disclose.

13. MOVEMENT IN FUNDS

	At 31- Dec-2019	Incomi ng Resour ces	Resou rces expen ded	Transf ers	At 31- Dec-2020
	£	£	£	£	£
General Funds					
Unrestricted income funds	38,826	35,817	-	691	46,877
Restricted Funds					
Building project fund	201	220			421
Soil Association		150			150
Meal Deliveries		8,204	- 5,693	- 691	1,820
Garden Project		1,500			1,500
		10,074			
Total Restricted funds	201	4	- 5,693	- 691	3,891
		45,891	-		
Total funds	39,027	1	34,150	-	50,768

MOVEMENT IN FUNDS - Previous year

	At 31- Dec-2018	Incomi ng Resour ces	Resou rces expen ded	Transf ers	At 31- Dec-2019
	£	£	£	£	£
General Funds					
Unrestricted income funds	47,377	32,950	41,501		38,826
Restricted Funds					
Project fund	-	201	-		201
		33,151	-		
Total funds	47,377	1	41,501	-	39,027