

**FLORENCE PARK COMMUNITY ASSOCIATION CIO**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 DECEMBER 2021**

**Charity Registration Number: 1159506**

# **FLORENCE PARK COMMUNITY ASSOCIATION**

## **TRUSTEES' ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

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# **FLORENCE PARK COMMUNITY ASSOCIATION**

## **CHARITY INFORMATION FOR THE YEAR ENDED 31 DECEMBER 2021**

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### **TRUSTEE COMMITTEE MEMBERS**

Deborah Puleston  
Stella Bell  
Adam Wielopolski  
Robert Shorter  
Rebecca Seaborne  
Jane Dee

### **SECRETARY**

Judith Secker

### **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 2021**

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FPCA AGM Chair's report.

March 2022

It has been another unusual and quiet year for the FPCA. At this time last year lockdowns were still in place, with a limit on the number of people who could mix outdoors and indoor venues remaining closed until May. As vaccinations began to be rolled out further restrictions were lifted over the summer, but an increase in numbers saw some restrictions re-introduced before Christmas. It was against this background that the FPCA has been running events over the last year, opening up when it was safe to do so, but equally restricting events and centre use when the risks were too great.

Despite the more limited number of events and activities than in previous years, it has never the less been an exciting time with important work being done and key events still running. Some highlights of the last year were:

The installation of gazebos in our back garden. In the previous term (20-21) we received a grant from Oxford City Council to improve our outdoor space. The gazebos were purchased not long after our AGM and installed ready for summer. They have made a big difference to our garden space, and with lighting now installed too we look forward to using them more and more. A special thank you to Nick Gannon for putting them up.

Although the Community Association decided to limit events, we did open up for groups that served a very important need in our community and beyond. In particular this was for the Over-60s club and the Baby Café. The Over-60s lunch club carried on delivering cooked meals on Fridays to those who were in need, and has recently gone back to being held in-person at the Community Centre. This group provided a vital service and was much-missed face-to-face. Thank you to Rachel and Sara for their work on this.

The Baby Café similarly provides a vital service, for non-mobile babies and their parents. Making use of the gazebos the group was able to operate safely outdoors, but have also recently started making use of the Centre indoors again. We were also able to employ a paid co-ordinator to run this group, and I would like to welcome Sarah Korting who is the baby group lead. Thank you to the volunteers who help run this group too.

Although events have been limited, those we have put on have been successful. Particular highlights were the Christmas Songs, Halloween pumpkin carving and the ever-popular Day of the Dead celebration. We have also seen the return of the Community Café. Thank you to everyone who helped make these possible. Away from the Community Centre, the Association has taken on the Florence Park Newsletter. After several years and doing an amazing job on this, Jane Gallagher felt it was time to hand this over. As such the Association is now completely responsible for the newsletter. We have so far put out two editions. A big thank you to Jane Littlehays who has done a fantastic job designing the newsletter, and to everyone who distributed the newsletter and contributed material. We look forward to putting out many more! A special thank you to Uniprint for printing the newsletter. And lastly to Jane Gallagher for all the work she put into this over the years.

## **FLORENCE PARK COMMUNITY ASSOCIATION**

Another highlight has been the gardening group which has grown into a wider community project. Since starting as an FPCA group the gardening group has changed its role slightly to an umbrella organization for other gardening and horticultural projects in the area which require volunteers. We are lucky to have so many great community projects in our area, and it is really encouraging to see how charities and organisations can join up and pool resources. Thank you to Rob for his hard work on this.

The campaign to bring back the 16 bus route continues with Acorn, with key county council meetings in April. The FPCA has been active in this campaign as we believe this route was vital for our community. Thank you to Judith for her hard work on this, and we hope that the continued campaign will bring a positive result.

The Association has been fortunate to have received several more business grants from the City Council, and these have been vital in allowing us to survive these times. A large thank you to Oxford City Council.

I would also like to thank our local councilors Cllr Amar Latiff and Paula Dunne for their support. Our Association trustees Judith (secretary), Jane (treasurer), Becci, Stella, Rob and Deb. To Sara Reeve, our Centre Manager for all her hard work and creativity which is responsible for so much of our success and got us through such difficult and uncertain times. To Alan Brown, Jon Flint and all the Social Club committee members. 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 role of membership secretary – a small but vital role. Being a trustee is a great way not only to get involved with what we do, but also to develop your skills, gain experience, and take on responsibility in your community.

**Adam Wielopolski**

**Chair, FPCA**

## **FLORENCE PARK COMMUNITY ASSOCIATION**

### **STATEMENT OF THE TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 DECEMBER 2021**

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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**

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I report on the accounts of the Trust for the period ended 31 December 2021, 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.

### **Independent examiner's statement**

It should be noted that a fixed asset listing was not available, so less reliance should be placed on this value in the accounts. Other than this, 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

Address:  
Peace House  
19 Paradise Street  
Oxford OX1 1LD

Date: 28.03.2022

# FLORENCE PARK COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
<b>Income from:</b>							
Donations and legacies	3	14,012	550	14,562	17,651	10,074	27,725
Charitable activities	4	15,430	260	15,690	17,037	-	17,037
Other trading activities	5	439	-	439	1,128	-	1,128
Investments					1		1
				30,691			45,891
Total income		29,881	810		35,817	10,074	
<b>Expenditure on:</b>							
Charitable activities	7	30,208	534	30,742	28,457	5,693	34,150
Total expenditure		30,208	534	30,742	28,457	5,693	34,150
<b>Net income / -expenditure</b>		- 327	276	- 51	7,360	4,381	11,741
<b>Transfers between funds</b>		- 31	31	-	691	- 691	-
<b>Net movement in funds</b>		- 358	307	- 51	8,051	3,690	11,741
<b>Reconciliation of funds:</b>							
Total funds brought forwards		50,768	-	50,768	39,027	-	39,027
<b>Total funds carried forward</b>		50,410	307	50,717	47,078	3,690	50,768

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 2021

		2021		2020	
	Not e	£	£	£	£
<b>Fixed Assets</b>					
Tangible assets	9		23,996		22,986
		-		-	
<b>Current assets</b>					
Stocks and work in progress		-		-	
Debtors: Amounts falling due within one year	10	1,326		1,274	
Cash at bank and in hand		28,750		29,211	
		30,076		30,485	
<b>Creditors: Amounts falling due within one year</b>	11	- 3,358		- 2,703	
<b>Net current assets</b>			26,721		27,782
<b>Net assets</b>			50,717		50,768
<b>The funds of the charity</b>					
<b>Funds</b>					
Unrestricted income funds			46,519		46,877
Restricted income funds			4,198		3,891
Total funds	15		50,717		50,768

These accounts were approved by the board of trustees on 4 May 2022. and signed on their behalf by:-

Judith Secker

**Adam Wielopolsk**

Trustee (Secretary)

Trustee (Chair)

# FLORENCE PARK COMMUNITY ASSOCIATION

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

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### 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.

Outdoor equipment - straight line basis at 33% 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.

# FLORENCE PARK COMMUNITY ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

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**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 2021

	Unrestric ted Funds £	Restric ted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>3. INCOME FROM DONATIONS</b>				
Donations	1,915	-	1,915	6,271
Grants	12,097	550	12,647	21,454
<b>TOTAL</b>	<b>14,012</b>	<b>550</b>	<b>14,562</b>	<b>27,725</b>
	Unrestric ted Funds £	Restric ted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>4. INCOME FROM CHARITABLE ACTIVITIES</b>				
Room Hire	10,835	-	10,835	8,513
Entertainments	825	-	825	6,605
Newsletter	210	-	210	315
Over 60's Club	547	-	547	475
Subscriptions	778	-	778	1,129
Panto Tickets	2,235	-	2,235	-
Baby Group	-	260	260	-
<b>TOTAL</b>	<b>15,430</b>	<b>260</b>	<b>15,690</b>	<b>17,037</b>
	Unrestric ted Funds £	Restric ted Funds £	Total Funds 2021 £	Total Funds 2020 £
<b>5. INCOME FROM OTHER TRADING ACTIVITIES</b>				
Community Café	439	-	439	438
Bar rent	-	-	-	690
<b>TOTAL</b>	<b>439</b>	<b>-</b>	<b>439</b>	<b>1,128</b>

# FLORENCE PARK COMMUNITY ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

	Unrestric ted Funds	Restric ted Funds	Total Funds 2021	Total Funds 2020
	£	£	£	£
<b>EXPENDITURE ON CHARITABLE</b>				
<b>7. ACTIVITIES</b>				
Accountancy	480	-	480	540
Administrator	11,631	-	11,631	11,794
Bank charges	144	-	144	174
Cleaning	4,357	-	4,357	3,454
Depreciation	2,578	-	2,578	1,382
FPSC	-	-	-	128
Heating and lighting	2,283	-	2,283	6,703
Improvements	739	-	739	53
Insurance	1,449	-	1,449	1,617
Legal Fees	85	-	85	60
Over 60's Club	459	-	459	488
Over 60s co-ordinator	2,855	-	2,855	3,422
Panto costs	325	-	325	828
Printing, postage & stationery	333	81	414	319
Rates	99	-	99	-
Repairs and maintenance	255	-	255	180
Room Hire	-	-	-	250
Security	144	-	144	475
Telephones and internet	278	-	278	259
TV and other licences	689	-	689	926
Water	235	-	235	493
Waste and Recycling	790	-	790	492
Other expenditure	-	-	-	113
Baby Group	-	453	453	-
<b>TOTAL</b>	<b>30,208</b>	<b>534</b>	<b>30,742</b>	<b>34,150</b>
	<b>Unrestric ted Funds</b>	<b>Restric ted Funds</b>	<b>Total Funds 2021</b>	<b>Total Funds 2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>8. GOVERNANCE COSTS</b>				
Accountancy	480	-	480	540
<b>TOTAL</b>	<b>480</b>	<b>-</b>	<b>480</b>	<b>540</b>

# FLORENCE PARK COMMUNITY ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 9 TANGIBLE ASSETS

	Property Improvem ents	Equipm ent	Total cost
	£	£	£
<b>Cost</b>			
Cost at 1 Jan 2021	25,742	5,612	31,354
Additions	3,588	-	3,588
At 31 Dec 2021	<u>29,330</u>	<u>5,612</u>	<u>34,942</u>
<b>Depreciation</b>			
At 1 Jan 2021	6,984	1,384	8,368
Charge for the period	2,300	278	2,578
At 31 Dec 2021	<u>9,284</u>	<u>1,662</u>	<u>10,946</u>
<b>Net book value</b>			
At 31 Dec 2021	<u>16,458</u>	<u>3,950</u>	<u>23,996</u>
At 31 Dec 2020	<u>18,758</u>	<u>4,228</u>	<u>22,986</u>

Property improvements included a wooden shelter costing £3,588 which will be depreciated over three years.

### 10 DEBTORS

	2021	2020
	£	£
Loan to FPSC	-	500
Prepayments	675	774
Other debtors	652	-
	<u>1,274</u>	<u>1,274</u>

### 11. CREDITORS: amounts falling due within one year

	2021	2020
	£	£
Other creditors	3,358	2,703
	<u>3,358</u>	<u>2,703</u>

# FLORENCE PARK COMMUNITY ASSOCIATION

## NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

### 12. 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.

### 13. STAFF COSTS AND EMPLOYEE BENEFITS

The charity has no employees.

### 14. 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.

### 15. MOVEMENT IN FUNDS

	At 31 Decem ber 2020	Incomi ng Resour ces	Resou rces expend ed	Transfe rs	At 31 Decem ber 2021
	£	£	£	£	£
<b>General Funds</b>					
<b>Unrestricted income funds</b>	<b>46,877</b>	<b>29,881</b>	<b>30,208</b>	<b>- 31</b>	<b>46,519</b>
<b>Restricted Funds</b>					
Building project fund	421				421
Soil Association	150				150
Meal Deliveries	1,820				1,820
Garden Project	1,500	500			2,000
Halloween Event	-	50	81	31	-
Baby Group	-	260	453		- 193
<b>Total Restricted funds</b>	<b>3,891</b>	<b>810</b>	<b>534</b>	<b>31</b>	<b>4,198</b>
<b>Total funds</b>	<b>50,768</b>	<b>30,691</b>	<b>30,742</b>	<b>-</b>	<b>50,717</b>
<b>MOVEMENT IN FUNDS - Previous year</b>					
	At 31- Dec- 2019	Incomi ng Resour ces	Resou rces expend ed	Transfe rs	At 31- Dec- 2020
	£	£	£	£	£
<b>General Funds</b>					
<b>Unrestricted income funds</b>	<b>38,826</b>	<b>35,817</b>	<b>-</b>	<b>691</b>	<b>46,877</b>
<b>Restricted Funds</b>					
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
<b>Total Restricted funds</b>	<b>201</b>	<b>10,07</b>	<b>- 5,693</b>	<b>- 691</b>	<b>3,891</b>



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			4		
	39,02	45,89	-		50,76
Total funds	7	1	34,150	-	8