

# HILLFIELDS FAMILY AND COMMUNITY TRUST

England & Wales · Charity number 1165795

## Details

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**Other names** HILLFIELDS YOUNG MOTHERS GROUP, HYMG

**Status** Registered

**Legal form** CIO

**Registered** 2016-02-29

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Hillfields Community Hub  
Thicket Avenue  
Fishponds  
Bristol  
BS16 4EH

**Phone** 0117 9657711

**Email** [Manager@hillfieldscommunity.org](mailto:Manager@hillfieldscommunity.org)

**Website** [www.hillfieldscommunity.org](http://www.hillfieldscommunity.org)

## Activities

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**Objects:** 1. TO MEET THE NEEDS OF YOUNG PARENTS AND THEIR CHILDREN IN THE HILLFIELDS AREA, IN PARTICULAR THE RELIEF OF POVERTY AND THE ADVANCEMENT OF EDUCATION BY: A. RAISING AWARENESS OF THE ISSUES THAT AFFECT YOUNG PARENTS AND THEIR CHILDREN, PARTICULARLY BY DISSEMINATING INFORMATION TO THE PUBLIC. B. WORKING WITH STATUTORY AUTHORITIES, VOLUNTARY ORGANISATIONS AND LOCAL RESIDENTS IN A COMMON EFFORT TO ESTABLISH PROJECTS AND ACTIVITIES AND EXCHANGE INFORMATION AND ADVICE WITH THEM. 2. PROVIDE OR ASSIST IN THE PROVISION OF EDUCATION AND TRAINING OPPORTUNITIES FOR YOUNG PARENTS AND THEIR CHILDREN TO ESTABLISH PROJECTS AND ACTIVITIES IN THE FURTHERANCE OF THIS PURPOSE. 3. TO FURTHER OR BENEFIT THE RESIDENTS OF HILLFIELDS AND THE NEIGHBOURHOOD, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS. IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER TO ESTABLISH OR SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE AND TO MAINTAIN OR MANAGE OR CO-OPERATE WITH ANY STATUTORY AUTHORITY IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

**Activities:** HF&CT will work together with local residents to utilise and improve the community building and provide educational, health and recreational initiatives, which will generate a sustainable, creative and inclusive community for those living and working in the area. HF&CT will also work with young parents and their children, empowering and engaging them in the community

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Other Charitable Activities
- **What:** General Charitable Purposes, Education/training, Disability, The Prevention Or Relief Of Poverty, Accommodation/housing, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Defined Groups, The General Public/mankind

## Geography

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- Bristol City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	-	-	-	-
2023-03-31	£262,323	£266,657	-	-
2022-03-31	£140,902	£161,149	-	-
2021-03-31	£108,519	£158,879	-	-
2020-03-31	£146,459	£141,130	-	-
2019-03-31	£67,192	£57,402	-	-

## Trustees

Name	Role	Appointed
Zoe Anne Stroud		2023-05-10
Zoe Sheriff		2023-04-19

**HILLFIELDS FAMILY AND COMMUNITY TRUST**

England & Wales - Charity number 1165795

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# Accounts

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**HILLFIELDS FAMILY AND COMMUNITY TRUST  
ACCOUNTS**

**YEAR ENDED 31 MARCH 2023**

Registered Charity Number 1165795

HILLFIELDS FAMILY AND COMMUNITY TRUST  
FINANCIAL STATEMENTS  
YEAR ENDED 31 MARCH 2023

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HILLFIELDS FAMILY AND COMMUNITY TRUST  
LEGAL AND ADMINISTRATIVE INFORMATION  
YEAR ENDED 31 MARCH 2023

Full Name: Hillfields Family and Community Trust

Registered Charity Number: 1165795

Address: Hillfields Community Hub  
Thicket Avenue  
Fishponds  
Bristol  
BS16 4EH

Trustees at end of year: Zoe Fry Chair  
Angela Harrison (resigned May 2023)  
Jazz Bridgwater-Court  
Craig Cheney (resigned May 2023)  
Tina Hunt

Independent Examiner: Steven Baptiste  
Linden Accountants  
Scrapstore House  
21 Sevier Street  
St Werburghs  
Bristol  
BS2 9LB

Bankers: Triodos Bank  
Deanery Road  
Bristol  
BS1 5AS

Santander Business Banking  
Operations  
Sunderland  
SR43 4FW

The Trustees present their report and accounts for the year ended 31st March 2023.

### **Structure, Governance and Management**

Hillfields Family & Community Trust is a Charitable Incorporated Organisation (CIO), was formerly known as Hillfields Young Mothers Group. The CIO is registered with the Charity Commission and governed according to its constitution, adopted 29 February 2016. On the 8th June 2018 the charity amended its constitution which included updating its objects to reflect more accurately the purpose of the charity.

### **Members and Trustees**

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members. A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated.

It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The responsibility for the day to day running of the charity is discharged to the managers.

### **Appointment of Trustees**

Trustees may be appointed by the existing trustees or by the decision of the members at the annual general meeting.

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees or appoint a new charity trustee. The maximum number of Charity trustees that may be appointed to the CIO is twelve.

### **Public benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

## **Objectives and activities**

### **Objects of the Charity**

The objects of the CIO are:

1. To meet the needs of young parents and their children in the Hillfields area, in particular the relief of poverty and the advancement of education by:
  - a. Raising awareness of the issues that affect young parents and their children, particularly by disseminating information to the public.
  - b. Working with statutory authorities, voluntary organisations and local residents in a common effort to establish projects and activities and exchange information and advice with them.
2. Provide or assist in the provision of education and training opportunities for young parents and their children to establish projects and activities in the furtherance of this purpose.
3. To further or benefit the residents of Hillfields and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

### **Charitable purpose**

HF&CT is the only third sector organisation in Hillfields and the Hub is the only user led non-denominational community building. Together they are key to positively engaging with a local community that has historically seen very little regeneration. The Hub building raises revenue to financially sustain itself by leasing space to local residents, community groups, businesses with a community focus, who provide youth services, sports, social events, health related activities, therapeutic work, adult education and engagement for members of the Hillfields community.

The focus of HF&CT is on developing community spirit by communicating with and involving local residents, expanding services and driving growth and opportunity in Hillfields.

HF&CT has eight trustees who meet on a regular basis to share information, keep updated on events that impact on the community and plan local events and the future of the project in line with its priorities and objects. The project directly employs two Development Managers and a community led housing project manager. It also employs 6 junior club youth workers as well as the cleaning staff.

HF&CT regularly has volunteers supporting the junior club and other volunteers from the community who are invaluable to the service.

### **Activities undertaken for the public benefit and achievements during the year**

This had been a really strong year financially for Hillfields Family and Community Trust. HFCT continues to grow in strength and size. Our new incoming manager has been a great asset to Hillfields bringing with her a wealth of knowledge and experience. We have continued to grow the range of services on offer at the Hub with an increase in Adult learning and Alternative learning provision for Children and young people growing significantly this year.

The Hub has been able to accommodate alternative education settings and this is important as every person need an opportunity to learn.

Income has been up this year as we continue to grow. We have also strengthened our financial controls and processes to support our growth.

Our Quartet core support ran out and we decided that we would no longer be asking for support towards salaries as we move towards a funding model that is supported by building rentals. This has helped to ensure a more stable future for the Hillfields Hub.

We thank Quartet for supporting us in our journey towards financial sustainability.

Stage 1 of our centre refurbishment program was completed with more changes planned for next year. As part of this we have been a modernisation of our facilities with new flooring, roofing and painting as well as updating our Sports facilities. New double glazing and led lighting has helped us to reduce our environmental impact. This was supported by Sport England and CIL money from Bristol City Council. We also had funds from the Lottery community fund to allow us to improve our building safety and security by installing a new CCTV system and new fire doors.

Our Hillfields Homes project has continued to work towards delivering social housing for the area using the piece of land adjacent to the Hub.

Hillfields homes subsidiary was set up as a vehicle to manage the funds for this project. As the project has developed and is now being handed over to a housing association the decision was made to shut down the subsidiary as it is no longer needed.

Children and young people's services – we have started to expand our CYP services. We are still running our very popular weekly Junior club and Holiday activity program funded through HAF (Holiday activities and food) This has allowed us to deliver activities for children on free school meals throughout the school holidays.

The Hub houses Cultural schools which builds confidence for the pupils and provides diversity within the wider Hillfields community.

We have also continued to deliver a weekly Food club for our community and opened a warm space to support local residents during the cost of living crisis. We have partnered with Hillfields Community gardens and with statutory authorities, voluntary organisations and local residents in a common effort to establish projects and activities and exchange information in our regular community network meeting.

We held two community events for older people funded by St. Monica's allowing us to put on events for both the Queens Jubilee and the King's Coronation.

We would especially like to thank our volunteers and the funders that continue to make our project possible - Quartet, Sport England, St.Monicas, The Big Lottery and Bristol City Council.

At the end of March 2023 we are in a good position to move into the next financial year. We have regular renters whose rental fees contribute to our undesignated fund and help us towards our goal of becoming self-sustainable. We rely on these renters as we no longer receive grants that contribute to the general running of the building (e.g. paying utilities), or contribute to the Manager's salaries.

### **Reserves Policy and Risk Management**

The trustees will aim to retain reserves that will contain 3 months running costs (approximately £20,000) of the charity in the event of a failure of funding or finance.

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. The actual level of reserves will be periodically reviewed.

The trustees have now examined the major risks to which the charity is exposed, and systems will continue to be established to mitigate those risks.

### **Going concern**

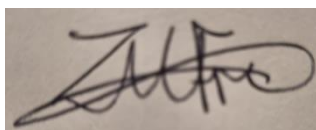
The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future, depending on rental income. The Hub and HF&CT are still a going concern financially due to the funding outlined above and a healthy reserve.

### **Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees declare that they have approved the trustees' report above.

Signature:



Name: Zoe Fry



Tina Hunt

Date: 31<sup>st</sup> January 2024

31<sup>st</sup> January 2024

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HILLFIELDS FAMILY AND COMMUNITY TRUST**

I report to the charity's trustees on my examination of the accounts of Hillfields Family & Community Trust for the period ended 31 March 2023.

### **Respective responsibilities of trustees and examiner**

The charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the Act), as amended by s.145 of the Charities Act 2011) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under the 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) Act), and
- to state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with 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 by 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 statement below.

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

In the course of my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

Steven Baptiste

Linden Accountants, Scrapstore House, 21 Sevier Street, St Werburghs, Bristol, BS2 9LB

*S. Baptiste*

Steven Baptiste ACPA

Date .....31<sup>st</sup> January 2024 .....

# Hillfields Family & Community Trust

## Statement of Financial Activities

For the year ended 31 March 2023

	Note	Restricted £	Unrestricted £	2023 Total £	2022 Total £
<b>Income from:</b>					
Donations	2	2,066	160	<b>2,226</b>	890
Charitable activities	3	203,509	53,976	<b>257,485</b>	138,470
Investments	4	-	124	<b>124</b>	29
Other income	4	-	2,488	<b>2,488</b>	1,742
<b>Total Income</b>		<u>205,575</u>	<u>56,748</u>	<u><b>262,323</b></u>	<u>141,131</u>
<b>Expenditure on:</b>					
Raising funds	5	2	1,466	<b>1,468</b>	531
Charitable activities	5	222,018	43,171	<b>265,189</b>	160,025
<b>Total Expenditure</b>		<u>222,020</u>	<u>44,637</u>	<u><b>266,657</b></u>	<u>160,556</u>
<b>Net income / (expenditure) before transfer</b>		(16,445)	12,111	<b>(4,334)</b>	(19,425)
<b>Transfer between funds</b>	10	<u>(6,720)</u>	<u>6,720</u>	<u>-</u>	
<b>Net movement in funds</b>	6	(23,165)	18,831	<b>(4,334)</b>	(19,425)
<b>Total funds brought forward</b>		<u>43,319</u>	<u>33,493</u>	<u><b>76,812</b></u>	<u>96,237</u>
<b>Total funds carried forward</b>		<u><u>20,154</u></u>	<u><u>52,324</u></u>	<u><u><b>72,478</b></u></u>	<u><u>76,812</u></u>

# Hillfields Family & Community Trust

## Balance Sheet

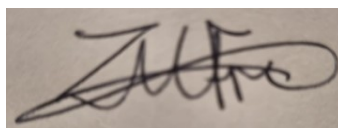
For the year ended 31 March 2023

	Note	£	2023 Total £	2022 Total £
<b>Current Assets</b>				
Debtors	8	27,952		8,416
Cash at bank and in hand		<u>56,717</u>		<u>70,523</u>
		<b>84,669</b>		78,939
<b>Liabilities</b>				
Creditors: amounts falling due within one year	9	<u>12,191</u>		<u>(235)</u>
<b>Net current assets</b>			<u><b>72,478</b></u>	<u>79,174</u>
Creditors: amounts falling due after one year				2,362
<b>Net assets</b>			<u><u><b>72,478</b></u></u>	<u><u>76,812</u></u>
<b>Funds</b>				
Restricted funds	10		<b>20,154</b>	43,319
Unrestricted funds				
General funds			<u><b>52,324</b></u>	<u>33,493</u>
			<u><u><b>72,478</b></u></u>	<u><u>76,812</u></u>

These financial statements were approved by the Trustees on 31st January 2024 and are signed on their behalf by:



T Hunt  
Treasurer



Z Fry  
Chairperson

Charity Registration Number: 1165795

## Hillfields Family & Community Trust

### Statement of cash flows

For the year ended 31 March 2023

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	*2023
	£
<b>Cash used in operating activities</b>	
Net movement in funds	(4,334)
<i>Adjustments for:</i>	
Interest received and bank adjustments	(250)
Decrease/(increase) in debtors	(19,536)
Increase/(decrease) in creditors	<u>12,426</u>
<b>Net cash provided by / (used in) operating activities</b>	<u>(11,694)</u>
<b>Cashflows from investment activities</b>	
Interest received and bank adjustments	250
<b>Increase in cash and cash equivalents in the year</b>	(11,444)
Cash and cash equivalents at the beginning of the year	<u>76,812</u>
<b>Cash and cash equivalents at the end of the year</b>	<u><u>65,368</u></u>

\* 2022 equivalent not available due to change in accounting procedure from "receipts and payments" to full accrual accounting

## 1 Accounting policies

### a) 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 (FRS102) (effective 1 January 2019) – Charities SORP (FRS102)).

In previous years, in compliance with Charities SORP (FRS102), Hillfields Family & Community Trust operated a Receipts and Payments basis for their statutory accounts, up to 21-22 financial year. However, for the financial year 22-23, in compliance with the Charities SORP and due to the substantial increase in income and expenditure the Trustees have upgraded to a full accruals system for their statutory accounts.

As a result of the move from Receipts and Payments to Accruals accounting and the differences in opening balances caused by this move a number of adjustments have been made to ensure that all opening balances and comparative information is correctly applied. Where an adjustment has been required the full details have been recorded in the relevant note.

### b) Going Concern Basis of Accounting

The accounts have been prepared on the assumption that the charitable incorporated organisation is able to continue as a going concern, which the Trustees consider appropriate having regard to the charity's unrestricted reserves. Hillfields Family & Community Trust has an unrestricted reserves balance of £52,324 moving into 23-24 financial year (£33,493 21-22). The Trustees are monitoring the ongoing financial position regularly to ensure that the organisation continues to maintain its level of activity and financial position.

### c) Income

Income (from grants and donations) is recognised when the charitable incorporated organisation has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

### d) Volunteer Time

In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised as a monetary value.

### e) Interest Receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable incorporated organisation: this is normally upon notification of the interest paid or payable by the bank.

### f) Funds Accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charitable incorporated organisation. Restricted funds are donations or grants which the donor/grantor has specified are to be solely used for particular areas of the charitable organisation's work or for specific projects being undertaken by the organisation.

### g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

### h) Allocation of Support and Governance Costs

Support costs are those functions that enable the organisation to maintain its activities but are not primarily connected to delivering charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including the costs of complying with constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities based on the proportion of direct costs; approximately as follows:

Fundraising	0.50%
Charitable Activities	99.50%

## Hillfields Family & Community Trust

### Notes to the financial statements

#### For the year ended 31 March 2023

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##### i) Tangible Fixed Assets

Unrestricted expenditure on fixed assets is capitalised where the purchase of one item, including set up and if required installation, exceeds £500. All restricted tangible asset expenditure is expensed at time of purchase, unless otherwise directed by the funding

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its expected useful life. Depreciation Percentages, and method to be used:

- Computer Equipment at 25% per annum, 4 years, straight line method
- Presentation Equipment at 25% per annum, 4 years, straight line method
- General Equipment at 25% per annum, 4 years, straight line method
- Fixtures at 10% per annum, 10 years, straight line method
- Fittings at 10% per annum, 10 years, straight line

##### j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount of prepaid net of any trade discount due.

##### k) Cash at Bank and in Hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account

##### l) Creditors

Creditors and provisions are recognised where the charitable incorporated organisation has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

##### m) Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

##### n) Pension Costs

The charitable incorporated organisation offers a defined contribution scheme, contributing 3% of gross pay towards an auto-enrolment scheme. The cost of providing pensions and related benefits is included within staff costs.

##### o) Accounting Estimates and Key Judgements

In the application of the charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

##### p) Grants

The charitable incorporated organisation receives government grants, deemed to be funding from Bristol City Council, Department of Education, Sport England, National Lottery (via Learning Partnership West), Community Infrastructure Levy, to fund charitable activities and capital projects. The total value of such grants in the period ending 31st March 2023 was £155,772 (£71,138, 22-23). There are no unfulfilled conditions or contingencies attaching to these grants.

Hillfields Family & Community Trust were also in receipt of a number of grants from other sources totalling £47,737 in financial year 22-23, (£33,354, 21-22). Hillfields Family & Community Trust would like to thank all the organisations and foundations that have supported their work during this period, including: Quartet Community Foundation, St James Place Charitable Foundation and St. Monica's Trust.

## Hillfields Family & Community Trust

### Notes to the financial statements

For the year ended 31 March 2023

#### 2 Donations and legacies

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Donations	2,066	160	2,226	890
Legacies	-	-	-	-
<b>Total</b>	<b>2,066</b>	<b>160</b>	<b>2,226</b>	<b>890</b>

#### 3 Income from charitable activities

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Grants	203,509		203,509	104,492
Venue hire and services (for community groups)		53,976	53,976	33,977
	203,509	53,976	257,485	138,469

#### 4 Investment and other Income

	Restricted £	Unrestricted £	2023 Total £	2022 Total £
Investment Income		124	124	29
UK government job retention scheme (COVID)			-	1,569
Other Income (Bank Account Adjustments)		126	126	-
Loan Written Off*		2,362	2,362	-
	-	2,612	2,612	1,598

\* This amount had been incorrectly held as Creditors > 1 year as a historic balance and is being restated here. This amount represents funds held for external groups by Hillfields Young Mothers, a previous incarnation of this organisation.

## Hillfields Family & Community Trust

### Notes to the financial statements

For the year ended 31 March 2023

#### 5 Total resources expended

	Cost of raising funds	Charitable Activities	Support and governance	2023 Total	2022 Total
	£	£	£	£	£
Staff Costs	1,296	49,716	9,079	<b>60,091</b>	63,557
Other Staff Costs	-	3,085	166	<b>3,251</b>	1,667
Office Running Costs	-	701	3,987	<b>4,688</b>	5,655
Building Running Costs	-	23,860	-	<b>23,860</b>	25,193
Capital: Building Maint. & Installation	-	157,512	-	<b>157,512</b>	12,882
Professional Fees	-	-	11,250	<b>11,250</b>	46,942
Promotion & Fundraising	34	-	-	<b>34</b>	231
Community Events & Activities	-	5,450	521	<b>5,971</b>	4,429
<b>Direct Totals</b>	<b>1,330</b>	<b>240,324</b>	<b>25,003</b>	<b>266,657</b>	<b>160,556</b>
Allocation of support and governance costs	138	24,865	(25,003)		
<b>Total expenditure</b>	<b>1,468</b>	<b>265,189</b>	<b>-</b>	<b>266,657</b>	<b>160,556</b>

\* This amount had been incorrectly held as Creditors > 1 year as a historic balance and is being restated here. This amount represents funds held for external groups by Hillfields Young Mothers, a previous incarnation of this organisation.

## Hillfields Family & Community Trust

### Notes to the financial statements

#### For the year ended 31 March 2023

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#### 6 Net resources for the year

This is stated after charging:

	2023 £	2022 £
Auditors' remuneration		
Independent examination	1,020	599
Other services	-	-
Trustees' reimbursed expenses	-	-
	<u>          </u>	<u>          </u>

#### 7 Staff costs and numbers

	2023 £	*2022 £
Salaries and wages		
Core Staff	47,953	Unknown
Short-term Contract Staff (Hillfield Homes)	6,440	Unknown
Sessional/Occasional Staff	7,148	Unknown
	<u>          </u>	<u>          </u>
Salaries and wages total	61,541	67,588
Social security costs	(2,406)	(4,475)
Pension contributions	956	990
	<u>          </u>	<u>          </u>
	<u>60,091</u>	<u>64,103</u>

\*2022 staff and wages total is a balancing figure, as the total staff cost of £64,103 was that given in the published 2022 accounts, however the accounting database shows the 2022 figure for salaries and wages as £67,041.

No employees earned more than £60,000 during the year

	2023 No.	2022 No.
Average staff head count (Core staff)	3	Unknown
* Short-term Contract Staff (Hillfield Homes)	2	Unknown
** Sessional/Occasional Staff	5	Unknown
	<u>          </u>	

\* Both employed for 3 months for specific project

\*\* Sessional staff employed on zero hour basis

## Hillfields Family & Community Trust

### Notes to the financial statements

For the year ended 31 March 2023

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#### 8 Debtors

	2023	2022
	£	£
Trade debtors	16,927	8,416
Prepayments	-	-
Accrued income	11,025	-
Other debtors	-	-
	<u>27,952</u>	<u>8,416</u>

#### 9 Creditors: amounts falling due within one year

	2023	*2022
	£	£
Trade creditors	5,596	173
*Accruals	5,048	-
Taxation and social security	1,547	(407)
Deferred income	-	-
Other creditors	-	-
	<u>12,191</u>	<u>(234)</u>

\* An accrual of £599 was noted in the 2022 published accounts. Unfortunately, these accounts were presented on a "receipts and payments" basis, although it is evident that some debtors and creditors were entered on the accounting database prior to cash settlement and are therefore included in presented income and expenditure.

Hillfields Family & Community Trust

Notes to the financial statements

For the year ended 31 March 2023

10 Movement in funds

	Balance b/f at 1 April 2022 £	Income £	Expenditure £	Transfer between funds £	Balance c/f at 31 March 2023 £
<b>Restricted Funds</b>					
Community Development & Activity	8,065	15,198	(21,410)	-	1,853
CIL - Building Installation, Repairs, etc.	31,478	119,900	(152,039)	-	(661)
Junior Club	578	25,145	(16,915)	(3,120)	5,688
Food Club	3,046	1,596	(4,749)	(1,440)	(1,547)
Strategic Development (Quartet)	-	900	(308)	-	592
Hillfields Gardens	-	1,000	(1,000)	-	-
Hillfields Community Trust	152	-	-	-	152
Warm Spaces (Quartet)	-	24,839	(16,884)	-	7,955
Holiday Action Fund (DofE HAF)	-	8,653	(8,150)	(2,160)	(1,657)
St. Monica's	-	1,000	(199)	-	801
Bristol City Council - PPE	-	7,344	(366)	-	6,978
<b>Restricted Funds Sub-Total</b>	<b>43,319</b>	<b>205,575</b>	<b>(222,020)</b>	<b>(6,720)</b>	<b>20,154</b>
<b>Unrestricted Funds</b>					
General Fund	33,493	54,386	(44,637)	6,720	49,962
* Write back of misquoted funds in 2022 accounts	-	2,362	-	-	2,362
<b>Unrestricted Funds total</b>	<b>33,493</b>	<b>56,748</b>	<b>(44,637)</b>	<b>6,720</b>	<b>52,324</b>
<b>Total funds</b>	<b>76,812</b>	<b>262,323</b>	<b>(266,657)</b>	<b>-</b>	<b>72,478</b>

\* This is the balance b/f from closedown of Hillfields Young Mothers.

It was incorrectly treated as a long-term liability called "Funds owed to other organisations" in 2022 Financial Statements

Prior Year - Movement in Funds

Restricted Funds

	Balance b/f at 1 April 2021	Income	Expenditure	Transfer between funds	Balance c/f at 31 March 2022
Community Development & Activity	-	30,180	(22,115)	-	8,065
CIL - Building Installation, Repairs, etc.	42,869	-	(11,391)	-	31,478
Junior Club	(1,177)	15,247	(13,492)	-	578
Food Club	-	3,715	(669)	-	3,046
Hillfields Community Trust	152	-	-	-	152
Power To Change	6,481	48,000	(57,530)	3,049	-
<b>Restricted Funds Sub-Total</b>	<b>48,325</b>	<b>97,142</b>	<b>(105,197)</b>	<b>3,049</b>	<b>43,319</b>
<b>Unrestricted Funds</b>					
General Fund	47,912	43,989	(55,359)	(3,049)	33,493
<b>Unrestricted Funds total</b>	<b>47,912</b>	<b>43,989</b>	<b>(55,359)</b>	<b>(3,049)</b>	<b>33,493</b>
<b>Total funds</b>	<b>96,237</b>	<b>141,131</b>	<b>(160,556)</b>	<b>-</b>	<b>76,812</b>

## Hillfields Family & Community Trust

### Notes to the financial statements

#### For the year ended 31 March 2023

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##### **Notes to Restricted Funds:**

##### **Community Development & Activity:**

This programme of work, funded mainly through Quartet Community Foundation, with additional small grant funding, has supported the ongoing development of Hillfields Family & Community Trust. This development has included the primary work on the Hillfields Homes project, looking at the possibility of additional social housing in the area. This programme has also included the stabilisation of the core staff team, especially after the pandemic and its effect on community venues. As part of this work Hillfields has reviewed and developed all of its internal and finance systems to ensure that it can sustain the core elements of its community activities.

##### **CIL - Building, Installation, Repairs, etc.**

This is an ongoing programme of work to further develop the Hillfields Community Hub as a community venue for local groups and organisations to access. During financial year 22-23 this has included introducing accessible features for the disabled, upgrading fire doors, introducing CCTV of the site and improving all aspects of the building (Lottery Community Fund).

##### **Junior Club**

This programme of work funded by the National Lottery Reaching Communities Fund, through a partnership agreement with Learning Partnership West has enabled Hillfields Family & Community Trust to maintain a weekly Junior Club for young people. The Junior Club provides young people (aged 8-11) with a place to gather and a range of structured activities and play opportunities.

##### **Food Club**

The Food Club was originally funded by John James Charitable Trust in financial year 21-22, which enabled Hillfields Family & Community Trust to establish a weekly 'food club' to support members of the local community with food to enable them to continue to feed their dependents. Unfortunately the initial funding was fully taken up during 22-23 financial year. Since then the Food Club has continued on donations from those using the provision. Hillfields Family & Community Trust is hoping to attract further funding for this project during 23-24 financial year.

##### **Strategic Development**

Hillfields Family & Community Trust would like to thank Quartet Community Foundation for its funding for this work which has provided the CEO's with additional support and the Trustees with advice to enable the development of strategic development plans for the organisation.

##### **Hillfields Gardens**

This programme of work provides the Hillfields Gardens group with the resources to maintain the gardens around the Hillfields Community Hub, this has been further developed into 23-24 financial year.

##### **Warm Spaces**

This programme, funded by Quartet Community Foundation, enabled Hillfields Family & Community Trust to provide the local community, struggling with increased cost of living, to have a safe, warm space within the community. The funding was used to improve and enhance the resources at Hillfields Community Hub, ensure that warmth was maintained through the winter and into the spring of 2023 and to coordinate local efforts for the community.

##### **Holiday Activity Fund (inc. Food)**

This project funded via the Department for Education has been renewed annually and enables Hillfields Family & Community Trust to provide structured play activities, trips and resources and a hot meal young people of school age through the school holidays.

## Hillfields Family & Community Trust

### Notes to the financial statements

#### For the year ended 31 March 2023

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##### **St. Monica's**

St. Monica's have funded Hillfields Family & Community Trust over the last two year's to provide a community wide celebration of both the Queen's Silver Jubilee in 2022 and the Coronation of King Charles in spring 2023.

##### **Bristol City Council: PPE**

This funding has enabled the Hillfields Community Hub to upgrade and maintain all its PPE provision for the community, especially since the pandemic. This helps to ensure that the Hub is a safe environment for those in the community.

#### **11 Trustees' remuneration and expenses**

During the period, none of the trustees of the charity received direct payments, expense reimbursement or remuneration as a result of their activities and role as trustee.

#### **12 Related party transactions**

During the period, two familial relations of the co-CEO of the charity, George Brimble, were employed by the charity and paid regular salaries.

For the employee Lucy Touray, daughter to George Brimble, the total employment costs incurred by the charity were £1,900.80. Additionally during the period, they were reimbursed £83.86 as repayment for expenses incurred personally.

For the employee Kiera Touray, granddaughter to George Brimble, the total employment costs incurred by the charity were £2,098.64. There were no expense reimbursements paid to this employee during the period.

**HILLFIELDS FAMILY AND COMMUNITY TRUST**

England & Wales - Charity number 1165795

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# Accounts

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**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**ACCOUNTS**

**YEAR ENDED 31 MARCH 2022**

**Registered Charity Number 1165795**

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2022**

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**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**YEAR ENDED 31 MARCH 2022**

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**Full Name:** Hillfields Family and Community Trust

**Registered Charity Number:** 1165795

**Address:** Hillfields Community Hub  
Thicket Avenue  
Fishponds  
Bristol  
BS16 4EH

**Trustees:**

Zoe Fry Chair  
Angela Harrison  
Jazz Bridgwater-Court  
Craig Cheney  
Tina Hunt  
Sharon Dorrington  
Harry Evans appointed Nov 21

**Independent Examiner:** Geoff Archer  
Bristol Community Accountants CIC  
The Park,  
Davenry Road,  
Knowle  
Bristol BS4 1DQ

**Bankers:** Triodos Bank  
Deanery Road  
Bristol  
BS1 5AS

# **HILLFIELDS FAMILY AND COMMUNITY TRUST**

## **TRUSTEES' REPORT**

### **YEAR ENDED 31 MARCH 2022**

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The Trustees present their report and accounts for the year ended 31<sup>st</sup> March 2022.

#### **Structure, Governance and Management**

Hillfields Family & Community Trust is a Charitable Incorporated Organisation (CIO), was formerly known as Hillfields Young Mothers Group. The CIO is registered with the Charity Commission and governed according to its constitution, adopted 29 February 2016. On the 8th June 2018 the charity amended its constitution which included updating its objects to reflect more accurately the purpose of the charity.

#### **Members and Trustees**

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members. A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated.

It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The responsibility for the day to day running of the charity is discharged to the managers.

The trustees who served during the year are shown on page 2 of this report.

#### **Appointment of Trustees**

Trustees may be appointed by the existing trustees or by the decision of the members at the annual general meeting.

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees or appoint a new charity trustee. The maximum number of Charity trustees that may be appointed to the CIO is twelve.

#### **Public benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.<sup>1</sup>

# HILLFIELDS FAMILY AND COMMUNITY TRUST

## TRUSTEES' REPORT

### YEAR ENDED 31 MARCH 2022

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#### Objectives and activities

#### Objects of the Charity

The objects of the CIO are

1. To meet the needs of young parents and their children in the Hillfields area, in particular the relief of poverty and the advancement of education by:
  - a. Raising awareness of the issues that affect young parents and their children, particularly by disseminating information to the public.
  - b. Working with statutory authorities, voluntary organisations and local residents in a common effort to establish projects and activities and exchange information and advice with them.
2. Provide or assist in the provision of education and training opportunities for young parents and their children to establish projects and activities in the furtherance of this purpose.
3. To further or benefit the residents of Hillfields and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

#### Charitable purpose

HF&CT is the only third sector organisation in Hillfields and the Hub is the only user led non-denominational community building. Together they are key to positively engaging with a local community that has historically seen very little regeneration. The Hub building raises revenue to financially sustain itself by leasing space to local residents, community groups, businesses with a community focus, who provide youth services, sports, social events, health related activities, therapeutic work, adult education and engagement for members of the Hillfields community.

The focus of HF&CT is on developing community spirit by communicating with and involving local residents, expanding services and driving growth and opportunity in Hillfields.

HF&CT has eight trustees who meet on a regular basis to share information, keep updated on events that impact on the community and plan local events and the future of the project in line with its priorities and objects. The project directly employs two Development Managers and a community led housing project manager. It also employs 6 junior club youth workers as well as the cleaning staff. HF&CT regularly has volunteers supporting the junior club and other volunteers from the community who are invaluable to the service.

# HILLFIELDS FAMILY AND COMMUNITY TRUST

## TRUSTEES' REPORT

### YEAR ENDED 31 MARCH 2022

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#### **Activities undertaken for the public benefit and achievements during the year**

HF&CT has 2 years funding left from last year's granted funding from The National Lottery via Learning Partnership West to run a weekly session of Junior Club, aimed at 8 to 11 years, that focuses on learning through play. The funding has been used to support children in the community and we have had a children that attend regularly. The group has been received with great regard.

Due to the increased cost of living and the community we serve finding it more and more difficult to live within their means, HF&CT have started a Food Club which runs a weekly session in which anyone from the public can pay a small fee to receive food that would cost more if they were to buy from a shop. We have been able to continue that service by receiving funding from John James. We have regular visitors and visitors that only come occasionally. We can receive food from Fare Share thanks to a subscription paid for by the funding. We will continue to provide this service to the public.

HF&CT have been granted funds from Quartet for salary of management team. We now have a full office team which has increased productivity and effectiveness. This in turn has increased the rental opportunities and has increased revenue for the CIO. Productive and effective staff has continued to increase the spirit of the community building by engaging more members of the public, businesses, private hirers and volunteers for the organisation.

HF&CT was awarded funding by Sports England and CIL to refurbish the building. We plan to renovate the sports Hall floor, repair and renovate the buildings roof, create a disabled access toilet upstairs and a general renovation of the rest of the building. This is still in the preliminary stages and we hope to start work as soon as possible.

HF&CT has also seen a massive improvement on income due to Covid-19 restrictions being fully lifted and a full Office team to be present in the building all weekdays, which means more connections with people wanting to rent the building. We currently have a long term SEN school that rent part of the building every week day during term time and we have various organisations regularly renting from the building such as CYN and WECIL. Private events have also increased.

We would like to thank our funders, Quartet, The National Lottery and Learning Partnership West, that have continued to support us. We would also like to thank CIL and Sport England that are supporting us to create a better building for the good of the Community. Thanks to Bristol City Council for their continued support and partnership. Thanks to John James for supporting and feeding the community we are situated.

#### **Reserves Policy and Risk Management**

The trustees will aim to retain reserves that will contain 3 months running costs (approximately £20,000) of the charity in the event of a failure of funding or finance.

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. The actual level of reserves will be periodically reviewed.

The trustees have now examined the major risks to which the charity is exposed, and systems will continue to be established to mitigate those risks.

# HILLFIELDS FAMILY AND COMMUNITY TRUST

## TRUSTEES' REPORT

### YEAR ENDED 31 MARCH 2022

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#### Going concern

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The Hub and HF&CT are still a going concern financially due to the funding outlined above and a healthy reserve.

#### Related parties

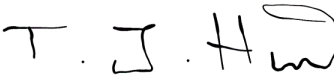
The trustees consider that there have been no related party transactions in the year.

#### Trustees' responsibilities in relation to the financial statements


The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees declare that they have approved the trustees' report above.

Approved by the trustees and signed on their behalf by:

DocuSigned by:  
  
4B191046A1494CA...

Tiny Hunt

DocuSigned by:  
  
4BC1E9582B264C2...

Zoe Fry

Date 19<sup>th</sup> January 2023

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**YEAR ENDED 31 MARCH 2022**

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**Independent examiner's report to the trustees of Hillfields Family and Community Trust ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31<sup>st</sup> March 2022.

**Responsibilities and basis of report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.


**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

It should be noted that Bristol Community Accountants provide bookkeeping services to Hillfields Family and Community Trust. I confirm that my duties are segregated, and I am not involved in the day to day bookkeeping matters of the charity.

**DocuSigned by:**  
  
7D20A50E086A4A2...

Geoff Archer  
Bristol Community Accountants CIC  
The Park  
Daventry Road,  
Knowle  
Bristol BS4 1DQ

Date: 19<sup>th</sup> January 2023

**HILLFIELDS FAMILY AND COMMUNITY TRUST****RECEIPTS & PAYMENTS ACCOUNT****YEAR ENDED 31 MARCH 2022**

	<b>Unrestricted Fund £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2022 £</b>	<b>Total 2021 £</b>
<b>Receipts</b>				
Gifts and Donations	717	173	890	195
Building Hire	33,445	477	33,922	5,779
JRS Grant	1,569	-	1,569	3,800
Grants	8,000	96,492	104,492	96,962
Insurance claim	-	-	-	1,725
Bank Interest	29	-	29	58
<b>Total receipts</b>	<b>43,760</b>	<b>97,142</b>	<b>140,902</b>	<b>108,519</b>
<b>Payments</b>				
Activities	106	3,618	3,724	7,802
Refreshments	76	403	479	2,306
Stationery & Postage	843	24	867	1,098
Cleaning	3,001	4	3,005	2,302
Telephone	632	30	662	1,085
Repairs and Maintenance	10,222	4,273	14,495	19,625
Utilities	7,693	-	7,693	6,939
Website, Marketing and Publicity	-	231	231	267
Memberships and Subscriptions	485	496	981	474
Training	-	-	-	1,146
Equipment	175	-	175	2,710
Resources	-	-	-	249
Insurance	3,091	-	3,091	514
Salaries	15,007	49,096	64,103	65,212
DBS	52	-	52	350
Supervision	260	1,170	1,430	1,755
Accountancy	1,803	-	1,803	1,272
Payroll Fees	524	-	524	439
Legal and Professional Fees	11,927	45,642	57,569	10,877
Food Bank	-	210	210	-
Covid Grants Awarded	-	-	-	32,410
Bank Fees	55	-	55	47
<b>Total payments</b>	<b>55,952</b>	<b>105,197</b>	<b>161,149</b>	<b>158,879</b>
<b>Surplus / (Deficit)</b>	<b>(12,192)</b>	<b>(8,055)</b>	<b>(20,247)</b>	<b>(50,360)</b>
Transfer between funds	(3,049)	3,049	-	-
Funds brought forward	42,445	48,325	90,770	141,130
<b>Total Funds Carried Forward</b>	<b>27,204</b>	<b>43,319</b>	<b>70,523</b>	<b>90,770</b>

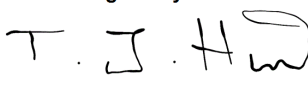
**HILLFIELDS FAMILY AND COMMUNITY TRUST****STATEMENT OF ASSETS AND LIABILITIES****YEAR ENDED 31 MARCH 2022**


	<b>Unrestricted Fund £</b>	<b>Restricted Funds £</b>	<b>TOTAL 2022 £</b>	<b>Total 2021 £</b>
<b>Cash Funds:</b>				
Cash at Bank	27,204	43,319	70,523	90,770
	<u>27,204</u>	<u>43,319</u>	<u>70,523</u>	<u>90,770</u>

	<b>Fund to which asset/liability relates</b>	<b>TOTAL £</b>
<b>Other monetary assets</b>		
Debtors	Unrestricted	8,949
<b>Investment assets</b>		
Shares - Hilfield Homes Ltd	Unrestricted	1
<b>Liabilities</b>		
Trade Creditors	Unrestricted	173
Other Creditors	Unrestricted	1
Funds held for external groups	Unrestricted	2,361
Independent Examination	Unrestricted	599
		<u>3,134</u>

The trustees declare they have approved the accounts above.

Signed on behalf of the charity's trustees:

DocuSigned by:  
  
 .....4B191046A1494CA...  
 Tiny Hunt

DocuSigned by:  
  
 .....4BC1E9582B264C2...  
 Zoe Fry

Date: 19th January 2023

# HILLFIELDS FAMILY AND COMMUNITY TRUST

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2022

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#### **1 Accounting policies**

- a) The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross income of £250,000 or less.
  
- b) The Charitable Incorporated Organisation (CIO)1165795 was registered on 29 February 2016, to take forward the work of the Unincorporated organisation, Hillfields Young Mothers Group.
  
- c) Income and expenditure has been analysed in the accounts using natural classification.
  
- d) The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, grants of a general nature, fees for service provision and payment for service delivery contracts.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific reasons.

- e) The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

#### **2 Trustee benefits, payments and expenses**

Other than re-imbusement for items purchased on behalf of the charity, there were no payments, remuneration or expenses made to trustees during the period.

**HILLFIELDS FAMILY AND COMMUNITY TRUST****NOTES TO THE FINANCIAL STATEMENTS****YEAR ENDED 31 MARCH 2022****3 Analysis Of Charitable Funds**

	At 01-Apr 2021	Incoming resources	Outgoing resources	Transfers	At 31-Mar 2022
	£	£	£	£	£
<b>Restricted Funds</b>					
Quartet Funding the Future	-	30,180	(22,115)	-	8,065
National Lottery Reaching Communities Fund	(4,113)	15,137	(13,492)	-	(2,468)
Food Club	-	3,715	(669)	-	3,046
Community Investment Levy	42,869	-	(11,391)	-	31,478
Power to Change	6,481	48,000	(57,530)	3,049	-
Junior Club - Fundraising	2,936	110	-	-	3,046
Hillfields Community Trust	152	-	-	-	152
<b>Total Restricted Funds</b>	<u>48,325</u>	<u>97,142</u>	<u>(105,197)</u>	<u>3,049</u>	<u>43,319</u>
<b>Unrestricted Funds</b>					
General funds	42,445	43,760	(55,952)	(3,049)	27,204
<b>Total Funds</b>	<u>90,770</u>	<u>140,902</u>	<u>(161,149)</u>	<u>-</u>	<u>70,523</u>

**Purpose of restricted funds:**

John James	Community Food Larder
Quartet Funding the Future	Funding the Future grant programme towards staff to manage educational, health and recreational opportunities at the hub.
National Lottery Reaching Communities Fund	Playful Bristol - Sustainable play sessions in Hillfields
Community Investment Levy	Hillfields Community Hub refurbishment project
Power to Change	Pre development cost to develop 10-15 new homes for community led housing
Junior Club - Fundraising	Playwork with 8 to 11 year olds
Hillfields Community Trust	Community Activities

**HILLFIELDS FAMILY AND COMMUNITY TRUST**

England & Wales - Charity number 1165795

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# Accounts

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**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**ACCOUNTS**

**YEAR ENDED 31 MARCH 2021**

**Registered Charity Number 1165795**

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

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**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**YEAR ENDED 31 MARCH 2021**

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**Full Name:** Hillfields Family and Community Trust

**Registered Charity Number:** 1165795

**Address:** Hillfields Community Hub  
Thicket Avenue  
Fishponds  
Bristol  
BS16 4EH

**Trustees:**

Angela Harrison	Chair
Zoe Fry	
Jazz Bridgwater-Court	
Craig Cheney	
Tina Hunt	
Anna Keen	resigned March 21
Victoria Robinson	resigned April 21
Sharon Bowyer	appointed Dec 19
Harry Evans	appointed Nov 21

**Independent Examiner:** Geoff Archer  
Bristol Community Accountants CIC  
The Park,  
Daventry Road,  
Knowle  
Bristol BS4 1DQ

**Bankers:** Triodos Bank  
Deanery Road  
Bristol  
BS1 5AS

## **HILLFIELDS FAMILY AND COMMUNITY TRUST**

### **TRUSTEES REPORT**

**YEAR ENDED 31 MARCH 2021**

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The Trustees present their report and accounts for the year ended 31<sup>st</sup> March 2021.

#### **Structure, Governance and Management**

Hillfields Family & Community Trust is a Charitable Incorporated Organisation (CIO), was formerly known as Hillfields Young Mothers Group. The CIO is registered with the Charity Commission and governed according to its constitution, adopted 29 February 2016. On the 8<sup>th</sup> June 2018 the charity amended its constitution which included updating its objects to reflect more accurately the purpose of the charity.

#### **Members and Trustees**

Membership of the CIO is open to anyone who is interested in furthering its purposes, and who, by applying for membership, has indicated his, her or its agreement to become a member and acceptance of the duty of members. A member may be an individual, a corporate body, or an individual or corporate body representing an organisation which is not incorporated.

It is the duty of each member of the CIO to exercise his or her powers as a member of the CIO in the way he or she decides in good faith would be most likely to further the purposes of the CIO.

Any member and charity trustee who ceases to be a charity trustee automatically ceases to be a member of the CIO.

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

The affairs of the charity are managed on a day to day basis by the development managers who are overseen by the trustee board, who may exercise all the powers of the CIO.

The trustees who served during the year are shown on page 2 of this report.

#### **Appointment of Trustees**

Trustees may be appointed by the existing trustees or by the decision of the members at the annual general meeting.

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustee or trustees may act only to call a meeting of the charity trustees or appoint a new charity trustee. The maximum number of Charity trustees that may be appointed to the CIO is twelve.

#### **Public benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

## HILLFIELDS FAMILY AND COMMUNITY TRUST

### TRUSTEES REPORT

YEAR ENDED 31 MARCH 2021

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#### Objectives and activities

##### Objects of the Charity

The objects of the CIO are

1. To meet the needs of young parents and their children in the Hillfields area, in particular the relief of poverty and the advancement of education by:
  - a. Raising awareness of the issues that affect young parents and their children, particularly by disseminating information to the public.
  - b. Working with statutory authorities, voluntary organisations and local residents in a common effort to establish projects and activities and exchange information and advice with them.
2. Provide or assist in the provision of education and training opportunities for young parents and their children to establish projects and activities in the furtherance of this purpose.
3. To further or benefit the residents of Hillfields and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.

#### Charitable purpose

HF&CT is the only third sector organisation in Hillfields and the Hub is the only user led non-denominational community building. Together they are key to positively engaging with a local community that has historically seen very little regeneration. The Hub building raises revenue to financially sustain itself by leasing space to local residents, community groups, businesses with a community focus, who provide youth services, sports, social events, health related activities, therapeutic work, adult education and engagement for members of the Hillfields community.

The focus of HF&CT is on developing community spirit by communicating with and involving local residents, expanding services and driving growth and opportunity in Hillfields.

HF&CT has eight trustees who meet on a regular basis to share information, keep updated on events that impact on the community and plan local events and the future of the project in line with its priorities and objects. The project directly employs two Development Managers and a community led housing project manager. It also employs 6 junior club youth workers as well as the cleaning staff. HF&CT regularly has volunteers supporting the junior club and other volunteers from the community who are invaluable to the service.

## HILLFIELDS FAMILY AND COMMUNITY TRUST

### TRUSTEES REPORT

YEAR ENDED 31 MARCH 2021

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#### Activities undertaken for the public benefit and achievements during the year

This year HF&CT has been granted 3 years funding from the lottery via Learning Partnership West, to continue with the junior club, focusing on play. The funding has supported work with young people in the community during the Covid 19 shutdown, via Zoom as well as providing parcels of activities weekly to young people in the community. From July when the building re-opened, HF&CT began facilitating a junior youth group on Monday and Friday evenings.

HF&CT has also been granted funding from Quartet for salary for management staff, to enable them to improve the Community Hub building and land around it and lowering the environmental impact, and prolonging the life of the facility for the benefit the local community. In addition to developing community spirit by communicating with and involving local residents, businesses, private, public and voluntary partners through membership of the organisation.

HF&CT has secured funding to enable it to respond to the changing needs of the community during The Covid crisis. It is unclear how the pandemic will affect people living in the community over the long term as yet, however, the charity now has the funds to be able to respond to these needs successfully.

Due to the lockdown in the UK the community led housing project was not able to go ahead with the community events that we had planned. The events included an opportunity for local residents to meet with the architects and choose the team who would be designing the new housing. However, we were able to undertake a large proportion of the work online. Each architect provided short video about their approach to ideas and we published these online. People were invited to vote to choose the architectural team in consultation with local residents.

The community chose to engage with Agile Designs who have a great track record of community led housing. We had received funding from Power to Change for this work.

The low-cost therapy service has not taken on any further clients this year. The service has grown and our therapists working with young parents and the children of young parents have full caseloads.

The refurbishment of the hub has been put on hold for the time being due to the COVID-19 pandemic. The refurbishment is being funded by CIL and Sports England and will include the replacement of the Hall roof and floor as well as building work within the main area and replacement of the kitchen. All funding has been secured for this work. Hillfields family and Community Trust will be working with the project manager from 360 Real Estate to manage this project. The brief for the work has been drawn up, but we need it to be agreed by the board before work can go ahead, after considering the risk that the pandemic poses to the work has passed.

#### Reserves Policy and Risk Management

HF&CT reviewed its reserve policy this year due to the potential issues with the age and general repair of the Hub building. Moving forward the trustees plan for the reserves to have a component for repair and replacement of essential fittings and fixtures to the fabric of the building such as windows, doors, heating etc. This will ensure that the hub remains functional and operative. The aim will be for approximately 20% of non-grant income to be put aside for maintenance. This figure will be based on historical maintenance fees against historical income.

The trustees will also aim to retain reserves that will contain 6 months running costs of the charity in the event of a failure of funding or finance.

**HILLFIELDS FAMILY AND COMMUNITY TRUST**

**TRUSTEES REPORT**

**YEAR ENDED 31 MARCH 2021**

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In response to the government guidelines the Hub closed its doors in March 2020 and opened again in July of this year. The groups and organisations that normally rented space at the hub to provide services for the people of Hillfields were no longer able to operate from the building. As a result, the Hub has suffered a loss of income. However, HF&CT was able to secure 6 months backfill funding to help to fill the gap left by the lack of income. Groups were beginning to return to the hub and have booked space from September 2020 onwards, however, we shut down again in line with government guidance in November 2020 and had no bookings until after April 2021 when we reopened for the 3<sup>rd</sup> time.

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future. The actual level of reserves will be periodically reviewed.

The trustees have now examined the major risks to which the charity is exposed, and systems will continue to be established to mitigate those risks.

**Going concern**

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The Hub and HF&CT are still a going concern financially due to the funding outlined above and a healthy reserve.

**Related parties**

The trustees consider that there are no related parties to the charity

**Trustees' responsibilities in relation to the financial statements**

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity at any time and enable the trustees to prepare financial statements for each financial year. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees declare that they have approved the trustees' report above.

Approved by the trustees and signed on their behalf by:

T. J. How

[Signature] chairperson 26/1/22

Date 25/1/ 2022

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**  
**YEAR ENDED 31 MARCH 2021**

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**Independent examiner's report to the trustees of Hillfields Family and Community Trust ('the CIO')**

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31<sup>st</sup> March 2021.

**Responsibilities and basis of report**

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts carried out under section 145 of the Act. In carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept as required by section 130 of the Act; or
2. the accounts do not accord with those records.

I confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

It should be noted that Bristol Community Accountants provide bookkeeping services to Hillfields Family and Community Trust. I confirm that my duties are segregated, and I am not involved in the day to day bookkeeping matters of the charity.



Geoff Archer  
Bristol Community Accountants CIC  
The Park  
Daventry Road,  
Knowle  
Bristol BS4 1DQ

Date 26/01/22

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**RECEIPTS & PAYMENTS ACCOUNT**  
**YEAR ENDED 31 MARCH 2021**

	Unrestricted Fund £	Restricted Funds £	TOTAL 2021 £	Total 2020 £
<b>Receipts</b>				
Gifts and Donations	195	-	195	5,944
Building Hire	5,779	-	5,779	30,501
JRS Grant	3,800	-	3,800	-
Grants	17,000	79,962	96,962	110,000
Insurance claim	1,725	-	1,725	-
Bank Interest	58	-	58	14
<b>Total receipts</b>	28,557	79,962	108,519	146,459
<b>Payments</b>				
Activities	124	7,678	7,802	3,167
Refreshments	-	2,306	2,306	50
Stationery & Postage	310	788	1,098	1,521
Cleaning	1,176	1,126	2,302	3,061
Telephone	877	208	1,085	831
Repairs and Maintenance	10,633	8,992	19,625	4,947
Utilities	6,939	-	6,939	7,489
Website, Marketing and Publicity	167	100	267	2,103
Memberships and Subscriptions	284	190	474	731
Training	100	1,046	1,146	291
Equipment	1,654	1,056	2,710	41
Resources	120	129	249	267
Insurance	514	-	514	523
Salaries	23,693	41,519	65,212	46,976
DBS	52	298	350	-
Supervision	1,755	-	1,755	1,835
Accountancy	1,272	-	1,272	1,251
Payroll Fees	439	-	439	575
Legal and Professional Fees	4,203	6,674	10,877	204
Meeting Costs	-	-	-	141
Covid Grants Awarded	-	32,410	32,410	-
Bank Fees	47	-	47	23
<b>Total payments</b>	54,359	104,520	158,879	76,027
<b>Surplus / (Deficit)</b>	(25,802)	(24,558)	(50,360)	70,432
Transfer between funds	26,418	(26,418)	-	-
Funds brought forward	41,829	99,301	141,130	70,698
<b>Total Funds Carried Forward</b>	42,445	48,325	90,770	141,130

**HILLFIELDS FAMILY AND COMMUNITY TRUST**

**STATEMENT OF ASSETS AND LIABILITIES**

**YEAR ENDED 31 MARCH 2021**

	Unrestricted Fund £	Restricted Funds £	TOTAL 2021 £	Total 2020 £
<b>Cash Funds:</b>				
Cash at Bank	42,445	48,325	90,770	141,130
	42,445	48,325	90,770	141,130

	Fund to which asset/liability relates	TOTAL £
<b>Other monetary assets</b>		
Debtors	Unrestricted	8,187
<b>Liabilities</b>		
Trade Creditors	Unrestricted	245
Independent Examination	Unrestricted	515
		760

The trustees declare they have approved the accounts above.

Signed on behalf of the charity's trustees:

T. J. H. W.

Z. P. chairperson 26/1/22.

## HILLFIELDS FAMILY AND COMMUNITY TRUST

### NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

- a) The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross income of £250,000 or less.
- b) The Charitable Incorporated Organisation (CIO)1165795 was registered on 29 February 2016, to take forward the work of the Unincorporated organisation, Hillfields Young Mothers Group.
- c) Income and expenditure has been analysed in the accounts using natural classification.
- d) The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from general donations, grants of a general nature, fees for service provision and payment for service delivery contracts.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific reasons.

- e) The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at year end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.

#### 2 Trustee benefits, payments and expenses

Other than re-imbusement for items purchased on behalf of the charity, there were no payments, remuneration or expenses made to trustees during the period.

#### 3 Transfer of assets and liabilities from Hillfields Young mothers Group

In the 2019/20 financial year Hillfields Young Mothers Group donated the remainder of its assets and funds to Hillfields Family and Community Trust, a Charitable Incorporated Association established to continue the activities of Hillfields Young Mothers Group. This was to provide continuation of the activities of Hillfields Young Mothers Group but in a new legal form.

**HILLFIELDS FAMILY AND COMMUNITY TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2021**

**4 Analysis Of Charitable Funds**

	At 01-Apr 2020	Incoming resources	Outgoing resources	Transfers	At 31-Mar 2021
	£	£	£	£	£
<b>Restricted Funds</b>					
John James Trust	2,710	-	(2,710)	-	-
Quartet Comm' Foundation 19-20	11,200	-	(11,200)	-	-
Quartet Comm' Foundation Uplift	-	25,424	(5,338)	(20,086)	-
Quartet Comm' Foundation Covid 19	-	5,000	(4,521)	(479)	-
Learning Partnership West	-	12,338	(12,662)	(3,789)	(4,113)
Feeding Bristol	-	4,200	(2,726)	(1,474)	-
Community Investment Levy	44,870	-	(2,001)	-	42,869
Bristol City Council	-	33,000	(32,410)	(590)	-
Power to Change	37,433	-	(30,952)	-	6,481
Junior Club - Fundraising	2,936	-	-	-	2,936
Hillfields Community Trust	152	-	-	-	152
<b>Total Restricted Funds</b>	<b>99,301</b>	<b>79,962</b>	<b>(104,520)</b>	<b>(26,418)</b>	<b>48,325</b>
<b>Unrestricted Funds</b>					
General funds	41,829	28,557	(54,359)	26,418	42,445
<b>Total Funds</b>	<b>141,130</b>	<b>108,519</b>	<b>(158,879)</b>	<b>-</b>	<b>90,770</b>

Learning Partnership West fund in deficit due to 4th Quarter payment not being received until April 2021.

The transfer between funds reflects the rental cost of the Hub by the Junior Club

**Purpose of restricted funds:**

John James Trust	Painting and refurbishment of building
Quartet Comm' Foundation	Funding the Future grant programme towards staff to manage educational, health and recreational opprorunities at the hub.
Quartet Comm' Foundation Uplift	Covid 19 response fund to alignwith the work of Funding the Future grant programme.
Quartet Comm' Foundation Covid 19	Towards coordinating support in the local community during the Coronavirus outbreak.
Learning Partnership West	Playful Bristol - Sustainable play sessions in Hillfields
Feeding Bristol	Healthy Holidays Summer 2020
Community Investment Levy	Refurbishment of Community Building
Bristol City Council	Covid 19 Emergency Assistance grant to assist low income households who are struggling to afford food and other essentials.
Power to Change	Pre development cost to develop 10-15 new homes for community led housing
Junior Club - Fundraising	Playwork with 8 to 11 year olds
Hillfields Community Trust	Community Activities