

**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,  
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 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)'.

## **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

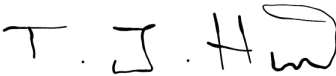
The trustees consider that there have been no related party transactions in the year.

#### 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:**  
  
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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>

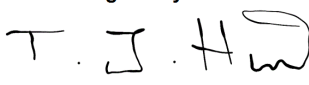
**HILLFIELDS FAMILY AND COMMUNITY TRUST****STATEMENT OF ASSETS AND LIABILITIES****YEAR ENDED 31 MARCH 2022**


	<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-imbursement 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>	<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 funds	42,445	43,760	(55,952)	(3,049)	27,204
<b>Total Funds</b>	<b>90,770</b>	<b>140,902</b>	<b>(161,149)</b>	<b>-</b>	<b>70,523</b>

**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