



Ardagh Community Trust

Trustees' Report and Financial Statements
for the year ended 31 March 2023

Registered Charity Number: 1172556

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**Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023**

The trustees are pleased to present their annual report, together with the financial statements of the charity, for the year ended 31 March 2023.

The financial statements comply with the Charities Act 2011, and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS 102).

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number: 1172556

Charity address The Ardagh
Ardagh Pavilion
Kellaway Avenue
Bristol
BS6 7YL

Trustees Steve Strong
Fiona Wright
Victoria Kaye
Dr Antonia Layard
Peter Walker – Chair – Appointed on 4 May 2023
John Dolton
Alison Browning – appointed on 22 April 2023

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Ardagh Community Trust is constituted as a Charitable Incorporated Organisation (CIO) registered with the charity commission in 2017 under charity number 1172556. The Constitution is as a Charitable Incorporated Organisation with voting members other than its charity trustees ('Association' Model Constitution).

ACT was originally registered on 12 April 2017; the date of the last amendment to the constitution (by resolution) is 13 September 2017.

Trustee appointment, induction and training

The Chair of the Trustee Board ('the Board') is Peter Walker, who has been Chair since 4 May 2023.

Trustee nominations are the responsibility of the Board and are made as opportunities arise, to meet perceived needs.

Since the last accounts were approved the Board has appointed 1 new trustee.

A training and development programme for all trustees is being introduced by the Board. Other development opportunities for individual trustees, shaped to suit individual needs, are also made available. New appointees undergo an induction process to ensure they understand the work of Ardagh Community Trust and the requirements for charity trustees generally.

Organisation

The charity trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or other financial benefits.

The trustees meet together as a body approximately every 6-weeks and are responsible for all decisions taken in relation to running the charity and the community facilities and the activities provided by the charity. To assist in the smooth running of the charity the trustees have set up a number of sub-committees that help them oversee certain aspects of the charity's work. Sub-committees are currently set up for finance, health and safety, new trustees recruitment, site planning and organisational development and each reports back with their recommendations to the full meeting of the trustees.

The sub-committees each meet for specified purposes, so some are time-limited (trustees recruitment process, site planning and organisational development) and others ongoing (finance, health and safety). Sub-committees membership reflects the particular skills that trustees can bring to the work of the sub-committees. Additionally, Trustees meet to review, discuss and set the annual budget for the charity – this meeting took place on 16 January 2023 for the next accounting period. Budgets and performance against projections are monitored by Trustees at quarterly meetings.

The day-to-day management of the charity, community facilities and projects are delegated to Sam Thomson, ACT CEO and Director, Horfield Common CIC. The charity delegates the day-to-day management of the building, facilities and services including the Café on the Common to Horfield Common CIC, a wholly-owned social enterprise which operates the facilities and transfers any surplus to the charity at the end of the financial year.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

Pay policy for key management personnel

The trustees considers that the key management personnel of the charity comprise the Board, the CEO and Chief Operating Officer (COO) to whom the trustees have delegated responsibility for the day-to-day running of activities. No trustee receives remuneration or other benefit from their work with the charity. Details of trustees' expenses and related party transactions are disclosed in notes 13 and 14 respectively.

Recruitment and appointment of trustees

Trustees are elected from the charity's membership.

The existing trustees are responsible for the recruitment of new trustees whose appointment is confirmed by members at the charity's annual AGM. In selecting new trustees, the Charity seeks to identify people who can offer specific skills and experience which augment and strengthen the board as a whole. Potential trustees are invited to attend trustees' meetings as observers and are given more details of the charity's aims and activities and, if all agree, they are then proposed as new trustees at the subsequent trustees' meeting. This process allows due consideration of the person's eligibility, personal competence, specialist knowledge and skills.

Trustees complete a declaration of interests form annually and any conflicts of interest are declared verbally at meetings, with the relevant individual required to excuse themselves from any meeting items, as appropriate.

Induction and training of trustees

Following appointment, new trustees are introduced to their new role and given copies of the constitution and a guide to the policies and procedures adopted by our charity. A number of publications from the Charity Commission are also provided including the guidance on charities and public benefit. This ensures that new trustees are aware of the scope of their responsibilities under the Charities Act.

Trustees participated in a one-day 'Away Day' training & strategy/planning session on 11 July 2022 which focused on the priorities for the charity and further development of ACT's work.

Risk management

The trustees have assessed the risks the charity faces and have drawn up a risk register which identifies the major risks by area of activity, the nature of those risks, the likelihood of the risks happening and the measures taken to manage them. The trustees review this risk register regularly at their meetings and it is reviewed by a nominated Trustee and the charity's CEO between meetings. The trustees are satisfied that systems are in place, or arrangements are in hand, to manage the risks that have been identified. In particular, insurance cover is in place and the finances of the charity are kept under review. Appropriate Disclosure Barring Service checks, supported by regularly reviewed policies, are made for all volunteers.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

OBJECTIVES AND ACTIVITIES

Objectives

Our objectives are set to reflect our ethos and aims. Each year our trustees review our objectives and activities to ensure they continue to reflect our aims. In carrying out this review the trustees have considered the Charity Commission's general guidance on public benefit.

Our medium-term aim is to regenerate the facilities at the Ardagh site to provide good quality, fit-for-purpose accessible facilities for community use. Our long-term aim is to enable use of the facilities at the Ardagh by people who live and work in the Horfield Common area to respond to existing and emerging need in the local area.

Our long-term ambition is to regenerate all of the Ardagh site, and through our community facilities and activities, including partnership working with other local organisations to support improved outcomes for all members of our local and wider communities.

Public benefit

During the period ended 31 March 2023, Ardagh Community Trust continued to deliver public benefit to the people who live and work in the Horfield Common area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said people 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 at the Ardagh site, with the objective of improving the conditions of life for the people who live and work in the Horfield Common area. In furtherance of these objectives 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.

The Trustees have complied with section 17(5) of the 2011 Charities Act, having due regard for the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives.

Going concern

The Trustees have given due consideration to the charity's ability to meet its obligations for the foreseeable future. Given the robust reserves policy in place the Trustees consider it is appropriate to adopt the going concern principle in preparing these financial statements.

Our Aims

The objects of the CIO are set out in the charity's governing document and are:

To further or benefit the people who live and work in the Horfield Common area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said people 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 at the Ardagh site, with the objective of improving the conditions of life for the people who live and work in the Horfield Common area.

Ardagh Community Trust

Trustees' Report for the year ended 31 March 2023 (continued)

Strategies

We want to make the Ardagh an accessible and welcoming community venue where all can gather together to relax, take part in leisure activities, volunteer, play, meet new friends and neighbours, get involved in community-led activity which supports improved outcomes for the local area, enjoy spending time in the public gardens or enjoy the Community Café service offered through the regenerated pavilion.

The site is open daily from 9am – 5pm year-round. In the summer, the site is open from 8am – 10pm. The site needs significant investment to achieve the charity's long-term vision. Since securing the Community Asset Transfer (CAT) lease in 2019, ACT has made strong progress in achieving improvements to the site's physical infrastructure.

In order to maximise use of the facilities while ACT focuses on strategic and fundraising work to enable capital improvements, the charity works in partnership with a wide range of local partners to deliver activities which engage the community and support ongoing achievement of our charitable aims. For example, ACT provides space for volunteers who are recruited and trained by AGE UK Bristol, to provide 4, free to attend, weekly Tai-Chi (health exercise) classes for local people over 50 which are attended by more than 200 individuals weekly.

Achievements

An important part of our strategy is developing opportunities for local volunteers to initiate and deliver activities at the Ardagh site which support community wellbeing, reduce social isolation, improve physical and mental health, reduce inequalities and improve inclusion.

All our community facilities and activities including classes, health initiatives and volunteering opportunities are widely advertised and we welcome the participation of all in our local community. Most of our charitable activities are free and supported by donations or grant funding. Where a charge is made, this is nominal and support is available to anyone who would otherwise be excluded on the basis of their ability to pay.

Our charitable work focuses on responding to existing and emerging need in the local area, and developing the facilities at the Ardagh to support increased volunteer-led activities which impact positively for the local community. ACT works in partnership with other local, volunteer-led and third sector organisations to ensure the maximum positive impact of resources for our local communities.

Our work during this accounting period focused on:

- Project Ardagh – this is the charity's primary focus achieving improvements to the quality of the physical infrastructure of the site; regeneration of spaces for current and future use by the local community. This involves ongoing engagement with Bristol City Council, as the Landlord for the site. Throughout this accounting period this has specifically focused on achieving decision-making about the planned future sustainability for areas of the Ardagh site that are outside of ACT's lease to enable large fundraising applications to improve areas within the charity's leased areas to proceed.
- Governance – ensuring policies are reviewed and updated in response to pandemic and post-pandemic periods.
- Financial Reporting – ACT has continued to work with our Accountants to streamline financial reporting to ensure that this is appropriate and effective for Trustees. Review of VAT and reporting periods has led to review of meetings schedules to ensure timely review and information.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

- During this accounting period, our strategy has included a significant focus on supporting growth of the charity's wholly-owned social enterprise, Horfield Common CIC to develop it's Socially Enterprising & income-generating activities. This is in order to increase annual earned-income surplus, which will enable the charity to deliver it's mission ongoing and enable the charity to be sustainable long term and to generate further opportunities which can support increased positive impact of our work.
- Play – development of opportunities for children and young people to participate in activities at the Ardagh site and in the wider local area.
- Communications – development and launch of a new website to share information about the charity's activities, membership, activities, volunteering opportunities and wholly-owned social enterprise activity. Development of a new, monthly membership newsletter.
- Partnerships – provision of space for a range of volunteer-led activities to take place which support improved wellbeing and respond to existing and emerging need locally. Examples include provision of space to support Family Food Action's weekly collection for distribution to local families experiencing food poverty, Gardening Volunteering – growing food for donation to FFA in addition to regenerating and maintaining the public gardens for community use, provision of space for free, weekly healthy-exercise classes for over-50s delivered in partnership with AGEUK Bristol.

Examples of charity events throughout the year included

- Hosting Open Sessions for My Community Bristol (MENCAP) project to support improvements to our local community for people living with learning disabilities.
- Hosting a local arts Easter trail providing opportunities for local artists and creatives to exhibit their work.
- Community Arts workshops including bunting-making, crafts and arts.
- Community Platinum Jubilee Celebration events including partnership with Misfits Theatre to present a funded afternoon tea with performance from the Misfits in the community gardens at the Ardagh – supported by Arts Council England; Platinum Jubilee Community Festival providing a platform for local artists and performers to showcase their talents to the local community including music, arts and storytelling – supported by the National Lottery; Hosting a classical music performance by the Bristol Ensemble as part of a funded tour of Bristol's Communities supported by Quartet Community Foundation; Platinum Jubilee Street Party and community arts workshops to create decorations for the events.
- Hosting open volunteering sessions in the public gardens to create new areas which can be used and to support improvements to the space to enable increased use and enjoyment by the community.
- Hosting Monthly Repair Café events, led by volunteers to reduce household waste, supporting reduction in household costs, increasing sustainability and sharing skills between local volunteers.
- Partnerships with citywide organisations and participation in citywide campaigns which support improved outcomes for the local area including Bristol Waste's 'Little Big-Tidiers,' campaign encouraging local children and young people to get involved in litter picking and keeping their local areas litter-free, sing & sign classes led by young people with profound & multiple learning disabilities from Claremont School Post-16 for local pre-school families and children, providing opportunities for work-experience for Claremont pupils and inclusive, accessible provision for local families, and provision of space for Family Food Action – a local food justice project set up by local volunteers in response to the pandemic, and supported by ACT to grow into a charity in it's own right.
- Delivering social-prescribing sessions introducing people experiencing a range of mental-health challenges to gardening for wellbeing, and progression on into regular, ongoing volunteering groups working to support improvements to the public gardens at the Ardagh.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

- Delivery of a range of community health activities including monthly 'Move To Your Mood' sessions encouraging participation in a range of physical activities to support wellbeing and providing volunteering opportunities for local people with learning disabilities to perform DJ sets.
- Co-hosting monthly litter-picks across the whole of Horfield Common in partnership with Friends of Horfield Common to help keep the public park clean, free from litter and welcoming to all and co-hosting bulb planting sessions to improve the local amenity value of the park.
- Participating in the citywide 'Welcoming and Warm Spaces,' network providing free weekly sessions/access to warm spaces, activities and opportunities to access support across a wide range of agendas.
- Organising volunteering sessions to support practical improvements to the sports courts at the Ardagh site to further improve the quality of facilities and access to facilities for local people of all ages.
- Winter 2022 Crowdfunder Fundraising Campaign which raised £20,000.00 to make improvements to the public paths at the site to ensure that all areas of the site can remain open for use while longer-term fundraising to improve the quality of all of the facilities takes place. And which also paid for the costs of installing new, basketball posts and nets in response to longstanding requests from local young people for improved play facilities.
- Volunteer-run Gardening Group Christmas Market raising funding for improvements to the community gardens ongoing.
- Community Christmas Celebration including performances by local musicians.
- Co-creating and delivering a programme of collaborative events run in partnership with the National Institute for Health & Care Research (NIHR) focusing on community health and wellbeing. In March 2022, events focused on 'Adults Health & Care Research,' 'Teenagers & Young People's Health & Care Research,' and 'Babies & Toddlers Health & Care Research.' These were delivered as part of a regional initiative to improve communities engagement in, awareness and understanding of health & care research and evaluation of these events has fed into development of NIHR's ongoing programme of community engagement for 2023/24.

Use of volunteers

Volunteers are an important resource in both our governance and community work. Volunteers are involved in most of our community activities and we have over 30 people regularly giving their time including all of our trustees, regular volunteer gardeners, site maintenance volunteers, community activity leads and practical work party supporters. We encourage all of our members to be involved in voluntary activities and to share their skills with others. All volunteers are DBS checked.

Members, Funders and Supporters

Ardagh Community Trust is grateful for the support of a wide range of organisations, individuals and groups including our members. At the end of this accounting period, ACT has 137 members. Membership is open to all local people who support ACT's aims and costs £1 per year. Our community café service (run by our wholly-owned social enterprise, Horfield Common CIC) is used by an average of 5,000 individuals weekly and more than 300 people participate in activities including volunteering each week at the Ardagh.

Through this accounting period, the charity has received support from a range of organisations and individuals. We gratefully acknowledge the support from donations and external grant funding. Along with income generated through Socially Enterprising activities by our wholly-owned community interest company, Horfield Common CIC, this support has enabled us to achieve the outcomes detailed in this report:

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

- Quartet Community Foundation
- Power To Change
- AGE UK Bristol
- Arnold Clark
- Arts Council England
- Bristol City Council: City Fellows Grant, Climate & Ecological Emergency Fund, Cost of Living Grants
- Bristol Local Food Fund
- The National Lottery
- St.Monicas Trust
- Wesport

Financial Review

The charity's income for the year 2022-23 was £85,147. Total administrative costs of running the charity were: £75,743. Total administrative costs have increased from 2021-22 due to the investment in small gardening equipment, gardening services, additional depreciation and further funds transfer to the associated community interest company, Horfield Common Community Interest Company. All surplus generated by the charity's activities are re-invested into activities which progress the charity's aims.

Ongoing throughout this financial year has been work by Trustees and designated employees to develop relationships, fundraising opportunities and partnerships to regenerate the currently dilapidated sports courts at the Ardagh site. This work remains ongoing at the time of writing this report.

36% (2022: 41%) of the charity's income through this financial year has been generated by donations in support of the charity's aims.

Principal risks and uncertainties

Ardagh Community Trust has a structured and well documented approach to risk assessment and management. Operational and strategic risks are subject to continuous review and assessment at Board level, to ensure that controls are adequate and appropriate mitigation action is in place.

Ardagh Community Trust's Balance Sheet is strong and financial resilience is good.

Trustees recognise the importance of highly professional and experienced staff in delivering its strategic objectives. Recruitment and retention policies are constantly reviewed to ensure best practice.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

Reserves Policy

The Board reviews its reserves policy, at a minimum, on a quarterly basis as part of regular board meetings. The Board recognises that the review is an important part of its governance framework and forward financial planning.

The Trustees regard the 2023 level of reserves to be prudent and justified in relation to ongoing Ardagh Community Trust expenditure and commitments. Moreover, Ardagh Community Trust reserves position sends a clear message to stakeholders that Ardagh Community Trust is well led, well managed and prudently run. Unrestricted reserves provide security against foreseeable developments, a sensible contingency for unforeseen events and enable Ardagh Community Trust to take advantage of viable opportunities to enhance resources and skills in the promotion of charitable objectives.

The Trustees consider it prudent to maintain a minimum level of general unrestricted reserves equivalent to at least 3 months' in-house running costs.

Ardagh Community Trust
Trustees' Report for the year ended 31 March 2023 (continued)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

So far as the Board of Trustees are aware:

- There is no relevant information of which the charity's independent examiners are unaware; and
- They have taken all steps that they ought to have taken as Trustees in order to make themselves aware of any relevant information and to establish that the Charity's independent examiners are aware of that information.

Purple Lime Accountancy will be proposed for reappointment as Independent Examiners.

The trustees' report was approved by order of the board of trustees on January 2024 and signed on the board's behalf by:

Peter Walker

.....
Peter Walker – Chairperson

Steve Strong

.....
Steve Strong – Trustee

Independent Examiner's Report to the Trustees of Ardagh Community Trust

Independent examiner's report to the trustees of Ardagh Community Trust

I report to the charity trustees on my examination of the accounts of the Ardagh Community Trust for the period ended 31 March 2023 which are set out on pages 12 to 27.

This report is made solely to the charity's Trustees, as a body, in accordance with section 154 of the Charities Act 2011 ('the Act'). My independent examiner's work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's Trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Act.

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

Independent examiner's statement

On completing 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:

- a) accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- b) the accounts do not accord with those records;
- c) the accounts do 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; or
- d) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Oliver Thomas

Oliver Thomas
Purple Lime

Date: January 2024

Ardagh Community Trust
Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	66,651	14,800	81,451	80,680
Other trading activities	4	3,678	-	3,678	3,975
Investments	5	18	-	18	19
Total income		<u>70,347</u>	<u>14,800</u>	<u>85,147</u>	<u>84,675</u>
Expenditure on:					
Charitable activities	8	62,543	13,200	75,743	48,359
Total expenditure		<u>62,543</u>	<u>13,200</u>	<u>75,743</u>	<u>48,359</u>
Net income / (expenditure)		7,804	1,600	9,404	36,316
Transfers between funds	20	-	-	-	-
Net movement in funds		<u>7,804</u>	<u>1,600</u>	<u>9,404</u>	<u>36,316</u>
Reconciliation of funds					
Total funds brought forward		271,635	68,385	340,020	303,704
Total funds carried forward		<u>279,438</u>	<u>69,985</u>	<u>349,423</u>	<u>340,020</u>

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

All incoming resources and resources expended arise from continuing activities, comparative figures for each fund class are provided in the notes to the accounts.

The notes form part of these financial statements

Ardagh Community Trust
Balance Sheet as at 31 March 2023

Registered Charity number: 1172556

	Notes	£	2023	£	2022
Fixed assets					
Tangible assets	15		263,527		233,178
Current assets					
Debtors	16		43,000		51,360
Cash at bank and in hand			47,262		61,023
			90,262		112,383
Liabilities					
Creditors falling due within one year	17		(4,366)		(5,541)
Net current assets			85,896		106,842
Total assets less current liabilities			349,423		340,020
Net assets			349,423		340,020
Funds					
Restricted	20		69,985		68,385
Unrestricted	20		279,438		271,635
Total funds			349,423		340,020

The Trustees acknowledge their responsibilities for:

- (a) ensuring that the organisation keeps proper accounting records; and
- (b) preparing accounts which give a true and fair view of the state of affairs of the organisation as at the end of the financial period and of its profit or loss for the financial period.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The financial statements were approved by the Board on January 2024 and were signed on its behalf by:

Peter Walker

 Peter Walker - Chairperson

Steve Strong

 Steve Strong - Trustee

The notes form part of these financial statements

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation in the preparation of the financial statements are as follows:

a) Accounting convention

Ardagh Community Trust is a charity registered in England and Wales. The address of the registered office is given in the reference and administration details on page 1 of these financial statements. The nature of the charity's operations and principal activities are detailed within the Trustees' Report.

Ardagh Community Trust meets the definition of a public benefit entity under FRS 102. The financial statements have been prepared on a going concern basis under the historical cost convention, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice 2019 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

b) Income recognition

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

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

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

All other income is recorded on an accruals basis except for subscriptions and website income that are accounted for on a receipts basis.

c) Expenditure recognition

Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis and has been classified under the following headings:

Costs of raising funds comprise the costs incurred in attracting voluntary income, and those incurred in trading activities to raise funds.

Charitable activities comprise both direct costs, grants payable and support costs relating to these activities.

Irrecoverable VAT is charged against charitable activities in proportion to indirect costs that have been incurred.

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

1 Accounting policies (continued)

Grants payable to third parties are within the charitable objectives. Unconditional grants are accrued during the period to which they relate, according to the agreed payment schedule, as this gives rise to a reasonable expectation that the recipient will receive the grants. Where grants are conditional relating to performance then the grant is only accrued when any unfulfilled conditions are outside of the control of the charity.

d) Allocation of support costs

Support costs include central functions and governance costs and have been allocated on a basis consistent with the use of resources, e.g. by the time spent or the estimated usage. Details of support costs allocated are set out in note 10.

e) Tangible fixed assets

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

Improvements to property	3 years to 10 years on straight line basis
Fixtures and fittings	3 years on straight line basis
Office equipment	3 years on straight line basis

Fixed assets are stated at original cost or, if donated, the value at date of receipt, less accumulated depreciation. Expenditure on assets is capitalised if the expenditure amounts to £500 or more.

f) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011.

g) Fund accounting

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

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

Further explanation of the nature and purpose of each fund is included in note 20.

h) Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

i) Operating leases

Rentals paid under operating leases are charged to the Statement of Financial Activities as incurred over the term of the lease.

j) Going concern

Trustees are confident that they have robust strategies in place, as set out in the reserves policy in the trustees report, enabling the charity to continue to adopt the going concern basis in preparing the financial statements.

k) Cash at bank in hand

Cash at bank and cash 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) Debtors receivable and creditors payable

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price.

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

2 Fund comparatives

	Unrestricted funds 2022 £	Restricted funds 2022 £	Total funds 2022 £
Income from:			
Donations	34,802	-	34,802
Grant	20,651	25,228	45,879
Other trading activities	3,994	-	3,994
Total income	59,447	25,228	84,675
Expenditure on:			
Charitable activities	21,803	26,556	48,359
Total expenditure	21,803	26,556	48,359
Net income / (expenditure)	37,644	(1,328)	36,316
Gross transfers between funds	-	-	-
Net movement in funds	37,644	(1,328)	36,316

The table above is included to provide comparative figures for the unrestricted and restricted split of income and expenditure as presented in the preceding financial year.

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

3 Donations and legacies

	2023	2022
	£	£
Donations	30,733	29,465
Grants	45,541	45,878
Gift Aid	5,177	5,337
Miscellaneous Income	-	-
	<u>81,451</u>	<u>80,680</u>

4 Other trading activities

	2023	2022
	£	£
Membership fees	36	75
Court Bookings	3,642	3,900
	<u>3,678</u>	<u>3,975</u>

5 Investment income

	2023	2022
	£	£
Deposit account interest	<u>18</u>	<u>19</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

6 Incoming resources from charitable activities

	2023 total activities	2022 total activities
	£	£
Membership Fees	36	75
Court Bookings	3,642	3,900
	<u>3,678</u>	<u>3,975</u>

7 Expenditure on raising funds

	2023	2022
	£	£
Purchases	-	-
	<u>-</u>	<u>-</u>

8 Charitable activities costs

	Direct costs	Grant funding of activities (See note 9)	Support costs (See note 10)	Totals
	£	£	£	£
Charitable activities	-	-	75,743	75,743
	<u>-</u>	<u>-</u>	<u>75,743</u>	<u>75,743</u>

9 Grants payable

	2023	2022
	£	£
If applicable	-	-
	<u>-</u>	<u>-</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

10 Support costs

	Veolia	Enovert	AHF	Cooperative	Power2 Change	Postcode Local Trust	Quartet C19 Recovery & Stabilisation Fund	Weslyan Foundation	Arts Council Jubilee Fund	Asset Depreciation Fund	Unrestricted General	2023	2022
	£	£	£	£	£	£	£	£	£	£	£	£	£
Freelance Gardening Services	-	-	-	-	-	-	-	-	-	-	14,175	14,175	10,242
Audit & Accountancy fees	-	-	-	-	-	-	-	-	-	-	2,900	2,900	3,769
Paypal fees	-	-	-	-	-	-	-	-	-	-	220	220	344
Gardening Materials/Equipment	-	-	-	-	-	-	-	-	-	-	6,622	6,622	2,566
Fund Transferral to HC CIC	-	-	-	-	-	-	10,000	-	-	-	23,171	33,171	24,876
Fund transfers for Salaries to HC CIC	-	-	-	-	-	-	-	-	-	-	-	-	-
Funding Deposits	-	-	-	-	-	-	-	-	-	-	-	-	-
Consulting	-	-	-	-	-	-	3,200	-	-	-	-	3,200	886
Depreciation Expense	-	-	-	-	-	-	-	-	-	6,922	0	6,922	3,777
General Expenses	-	-	-	-	-	-	-	-	-	-	1,723	1,723	1,058
Professional fees	-	-	-	-	-	-	-	-	-	-	300	300	-
Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-
Legal Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-
Printing & Stationery	-	-	-	-	-	-	-	-	-	-	155	155	51
IT Software and Consumables	-	-	-	-	-	-	-	-	-	-	310	310	285
Small Equipment	-	-	-	-	-	-	-	-	-	-	5,537	5,537	-
Subscriptions	-	-	-	-	-	-	-	-	-	-	493	493	405
Telephone & Internet	-	-	-	-	-	-	-	-	-	-	16	16	100
Travel - National	-	-	-	-	-	-	-	-	-	-	-	-	-
Bad Debt Provision	-	-	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	13,200	-	-	6,922	55,621	75,743	48,359

Support costs have been allocated between charitable activities on the basis of either time spent or the estimated usage of each expense. Some costs have been allocated in full, where they have been identified as

11 Governance costs

	2023	2022
	£	£
Corporation tax	-	-
Professional fees	-	-
Accountants charges for indepenent examination	2,900	2,900
Accountants charges for other services	-	-
	2,900	2,900

12 Net income / (expenditure) for the year

This is stated after charging / (crediting):		
	2023	2022
	£	£
Auditors/Independnet Examiners remuneration	900	900
Auditors/Independent Examiners remuneration for non-audit work	2,000	2,000
Depreciation	6,922	3,777
Operating lease rentals	-	-

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

13 Analysis of staff costs and employee benefits, trustee and key management personnel remuneration and expenses

	2023	2022
	£	£
Wages and salaries	-	-
Social security costs	-	-
Other pension costs	-	-

The staff costs are incurred by the associated company, Horfield Common Community Interest Company (Company Number: 09899579).

The average head count during the year was nil (2022: nil), these employees were distributed as follows:

	2023	2022
Charitable - full-time	-	-
Charitable - part-time tutors	-	-
Governance and support	-	-

The number of employees who received total employee benefits (excluding employer pension contributions) of more than £60,000 were as follows:

	2023	2022
£60,001 - £70,000		
£70,001 - £80,000	-	-
£80,001 - £90,000	-	-
£90,001 - £100,000	-	-
£100,001 - £110,000	-	-

No trustee was paid nor received any other benefit from employment with the charity during either the current or preceding year.

The key management personnel of the charity comprises the trustees to whom responsibility for the day-to-day activities of the charity is delegated.

14 Pension costs

The charity made no pension contributions in 2023 and 2022.

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

15 Tangible fixed assets

	Plant and Machinery	Improvements to property	Fixtures and fittings	Office equipment	Asset under Construction	Totals
	£	£	£	£	£	£
Cost						
At 1 April 2022	-	8,000	3,280	95	229,342	240,717
Additions	323	36,517	430	-	-	37,270
At 31 March 2023	<u>323</u>	<u>44,517</u>	<u>3,710</u>	<u>95</u>	<u>229,342</u>	<u>277,987</u>
Depreciation						
At 1 April 2022	-	6,001	1,456	82	-	7,539
Charge for year	81	5,650	1,177	13	-	6,922
At 31 March 2023	<u>81</u>	<u>11,651</u>	<u>2,633</u>	<u>95</u>	<u>-</u>	<u>14,460</u>
Net book value						
At 31 March 2023	<u>242</u>	<u>32,866</u>	<u>1,077</u>	<u>-</u>	<u>229,342</u>	<u>263,527</u>
At 31 March 2022	<u>-</u>	<u>2,000</u>	<u>1,824</u>	<u>13</u>	<u>229,342</u>	<u>233,179</u>

16 Debtors

	2023	2022
	£	£
Trade debtors	-	20,809
Prepayments and accrued income	63	-
Other debtors	42,937	30,551
HM Revenue and Customs	-	-
	<u>43,000</u>	<u>51,360</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

17 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	1,457	-
Social security and other taxes	9	2,641
Corporation Tax	-	-
Other creditors	-	-
Accruals and deferred income	2,900	2,900
	<u>4,366</u>	<u>5,541</u>

	£
Deferred income at 1 April 2022	-
Incoming resources deferred in the current year	-
Amounts released from the previous year	-
	<u>-</u>
Deferred income at 31 March 2023	<u>-</u>

18 Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	Land and buildings		Other operating leases	
	2023	2022	2023	2022
	£	£	£	£
Expiring:				
Within one year	-	-	-	-
Between one and five years	-	-	-	-
Over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

19 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	2023 Total funds	2022 Total funds
	£	£	£	£
Fixed assets	263,527	-	263,527	233,178
Current assets	20,277	69,985	90,262	112,383
Current liabilities	(4,366)	-	(4,366)	(5,541)
	<u>279,438</u>	<u>69,985</u>	<u>349,423</u>	<u>340,020</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

20 Movement in funds

	At 1 April 2022	Net movement in funds	Transfers between funds	At 31 March 2023
	£	£	£	£
Unrestricted funds:				
General Fund	55,329	14,727	-	70,055
Designated funds				
Asset Depreciation Fund	216,306	(6,923)	-	209,383
	<u>271,635</u>	<u>7,804</u>	<u>-</u>	<u>279,438</u>
Restricted funds:				
Weslyan Foundation	9,600	-	-	9,600
Quartet C19 Recovery & Stabilisation Fund	10,000	1,600	-	11,600
Postcode Local Trust	-	-	-	-
Power2Change	38,797	-	-	38,797
Arts Council Jubilee Fund	9,988	-	-	9,988
	<u>68,385</u>	<u>1,600</u>	<u>-</u>	<u>69,985</u>
TOTAL FUNDS	<u>340,020</u>	<u>9,404</u>	<u>-</u>	<u>349,423</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds:			
General Fund	70,347	(55,620)	14,727
Designated funds			
Asset Depreciation Fund	-	(6,923)	(6,923)
	<u>70,347</u>	<u>(62,543)</u>	<u>7,804</u>
Restricted funds			
Weslyan Foundation	-	-	-
Quartet C19 Recovery & Stabilisation Fund	14,800	(13,200)	1,600
Postcode Local Trust	-	-	-
Power2Change	-	-	-
Arts Council Jubilee Fund	-	-	-
	<u>14,800</u>	<u>(13,200)</u>	<u>1,600</u>
TOTAL FUNDS	<u>85,147</u>	<u>(75,743)</u>	<u>9,404</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

20 Movement in funds - continued

The tables below include comparative figures for movements in funds during the year ended 31 March 2022.

	At 1 April 2021	Net movement in funds	Transfers between funds	At 31 March 2022
	£	£	£	£
Unrestricted funds:				
<i>General Funds</i>	13,908	41,421		55,329
<i>Designated funds</i>				
Asset Depreciation Fund	220,084	(3,777)		216,306
	<u>233,991</u>	<u>37,644</u>	<u>-</u>	<u>271,635</u>
Restricted funds:				
Weslyan Foundation	9,600	-	-	9,600
Quartet C19 Recovery	10,000	-	-	10,000
Postcode Local Trust	16,416	(16,416)	-	-
Power2Change	33,697	5,100	-	38,797
Arts Jubilee Council	-	9,988		9,988
	<u>69,713</u>	<u>(1,328)</u>	<u>-</u>	<u>68,385</u>
TOTAL FUNDS	<u>303,704</u>	<u>36,316</u>	<u>-</u>	<u>340,020</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds:			
General funds	59,446	(18,025)	41,421
Designated funds			
Asset Depreciation Fund	-	(3,777)	(3,777)
	<u>59,446</u>	<u>(21,802)</u>	<u>37,644</u>
Restricted funds			
Weslyan Foundation	-	-	-
Quartet C19 Recovery	10,000	(10,000)	-
Postcode Local Trust	-	(16,416)	(16,416)
Power2Change	5,240	(140)	5,100
Arts Jubilee Council	9,988	-	9,988
	<u>25,228</u>	<u>(26,556)</u>	<u>(1,328)</u>
TOTAL FUNDS	<u>84,674</u>	<u>(48,358)</u>	<u>36,316</u>

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

20 Movement in funds - continued

Designated funds

Asset Depreciation Fund

The fund is used to hold any expenditure relating to all assets including that of the asset under construction. It is also where depreciation is charged against the assets

Restricted funds

Power2Change

The fund has number of purposes:

- 1) Business Development Support Fund - Peer support to develop and strengthen the organisation.
- 2) Community Business Fund - To support Ardagh Community Trust to achieve a step change in sustainability for the Café on the Common

Cooperative

The fund is used to support costs of Project Ardagh

AHE

The fund is used to support costs of developing Project Ardagh

Enovert

The fund is used regenerate part of the Ardagh Pavilion building to create a community hub

Postcode Local Trust

Used to support Project Ardagh as a small charity good cause in the west of England.

Veolia

The fund is used to improve access and facilities at the Ardagh Pavilion.

Weslyan Foundation

The fund is used to financial support for projects to promote health, education, innovation and social development projects.

Quartet C19 Recovery & Stabilisation Fund

The fund is used to recover and stabilise the activities of the charity due to COVID-19.

Arts Council Jubilee Fund

The fund is used to will support community and voluntary organisations in England to develop creative and cultural activities as part of Her Majesty The Queen's Platinum Jubilee celebrations in June 2022

Transfers between funds

No transfers between funds completed for 2023. (2022: no transfers between funds)

Ardagh Community Trust
Notes to the financial statements for the year ended 31 March 2023 - continued

21 Related party disclosures

Horfield Common Community Interest Company (Company Registration Number: 09899579) is a company limited by guarantee which has the following trustees as directors:

Victoria Kaye
Stephen Strong
Fiona Wright

Recharged expenditure to Horfield Common Community Interest Company of £33,588 (2022:£24,876) during the year. At the year end, Horfield Common Community Interest Company owed £42,937 to Ardagh Community Trust (2022: £30,550 owed to)

Also, in the year Ardagh Community Trust received a donation of nil (2022: £7,500) from the Horfield Common Community Interest Company

22 Ultimate controlling party

The trustees consider that the charity is jointly controlled by the trustees and that there is no ultimate controlling party.

Ardagh Community Trust
Detailed Statement of Financial Activities for the year ended 31 March 2023

	2023 £	2022 £
INCOME		
Donations		
Grants	45,541	45,878
Donations	35,910	34,802
Subscriptions	-	-
	<u>81,451</u>	<u>80,680</u>
Other trading income		
Membership fees	36	75
Court Bookings	3,642	3,900
	<u>3,678</u>	<u>3,975</u>
Investment income		
Deposit account interest	18	19
Total income	<u><u>85,147</u></u>	<u><u>84,674</u></u>
EXPENDITURE		
Support costs		
Freelance Gardening Services	14,175	10,242
Audit & Accountancy fees	2,900	3,769
Paypal fees	220	344
Gardening Materials/Equipment	6,622	2,566
Fund Transferral to HC CIC	33,171	24,876
Fund transfers for Salaries to HC CIC	-	-
Funding Deposits	-	-
Consulting	3,200	885
Depreciation Expense	6,922	3,777
General Expenses	1,723	1,058
Professional Fees	300	-
Insurance	-	-
Legal Expenses	-	-
Printing & Stationery	155	51
IT Software and Consumables	310	285
Small Equipment	5,537	-
Subscriptions	493	405
Telephone & Internet	16	100
Travel - National	-	-
Bad Debt Provision	-	-
	<u>75,743</u>	<u>48,359</u>
Total expenditure	<u>75,743</u>	<u>48,359</u>
Net movement in funds	<u><u>9,404</u></u>	<u><u>36,315</u></u>