

BROOKVALE COMMUNITY ASSOCIATION

REPORT AND ACCOUNTS

FOR THE YEAR ENDED 30th APRIL, 2024

Charity Registration Number 1174719



Brookvale
Community Association

**REPORT OF THE
TRUSTEES FOR THE
YEAR ENDED
30th April 2024**

**BROOKVALE COMMUNITY ASSOCIATION
INDEX TO THE ACCOUNTS**

Page

3	Reference and Administrative Information
4 - 7	Trustees' Report
8	Independent Examiner's Report
9 - 10	Receipts and Payments Accounts
11	Statement of Assets and Liabilities
12...	Notes forming part of the Accounts

REFERENCE AND ADMINISTRATIVE INFORMATION

BCA TRUSTEES FOR THE PERIOD ENDING 30th APRIL 2024

MALCOLM MACINNES

CATHY MAWER

TED BLACKMORE SQUIRES

CATHY WILLIAMS

HELEN CAMPER

ARUN MUMMALANENI

FRANCESCA MARITAN (Stepped down on 10th September 2023 and remains as an active volunteer)

MICHAEL HOWARD-SORRELL.

REGISTERED AND PRINCIPAL ADDRESS

25 Highfield Chase

Basingstoke

Hampshire

RG21 7SA

BANKERS

Lloyds Bank PLC

25 Gresham Street

London

EC2V 7HN

INDEPENDENT EXAMINER

David Fields

Daybooks

44 Pennington Close

Colden Common

Winchester

Hampshire

SO21 1UR

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30th APRIL 2024**

The Trustees are pleased to present their Report together with the Financial Statements of the Charity for the year ended 30th April 2024, which were approved by the Committee on 1 August, 2024. The financial statements comply with current statutory requirements and the Charity Commission's guidance applicable to charities preparing Receipts and Payments Accounts.

BCA Governing Document

Brookvale Community Association (BCA) is a charity governed by its constitution that was adopted 24th February 1975 and updated May 2008. It is registered as a charity with the Charity Commission. Charity No 1174719. Its registered address is Brookvale Village Hall, Lower Brook St, Basingstoke RG21 7RP. Brookvale Community Association held an EGM on 24th November 2016 when it was agreed to adopt a new Constitution as a Charitable Incorporated Organisation (CIO).

BCA Appointment of Trustees.

Trustees and honorary officers are elected by the members at the AGM. The trustees shall retire from office at the end of the annual general meeting three years after his or her appointment but shall be eligible for re-election. Trustees can be nominated by members associate members or existing Trustees. Our trustees benefit from ongoing professional development to help keep up-to date.

BCA Constitutional Objects

To promote the benefit of the inhabitants of Brookvale and the neighbourhood (hereinafter called 'the area of benefit') without distinction of sex or of political, religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants 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 object of improving the conditions of life for the said inhabitants. To establish and secure the Village Hall (hereinafter called the 'Hall') and to maintain, or to co-operate with any local statutory authority in the maintenance and management of such a Hall for activities promoted by the Association and its constituent bodies in furtherance of the above objects. To promote such other charitable purposes as may from time to time be determined. The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Brookvale and the neighbourhood together defined by Basingstoke.

BCA Reserves Policy

It is the policy of the charity to maintain free reserves at a level that balances our objective to develop and support services with our need to remain financially stable. A minimum level of free reserves equating to at least 3 months of unrestricted expenditure without any income is considered sufficient to cover management, administration and support costs and to respond to emergency needs which arise from time to time. We currently have more than six months cover. We returned the grant received for an education project £900 from Community Action H CA Cancer Grant which did not happen.

Assets Managed by the Trustees

BCA manages Brookvale Village Hall and fundraise to maintain and develop the building and ensure the building is there for community use. The building is currently provided by the Basingstoke and Deane Borough Council for a “peppercorn” ground rent and free of business rates. The Council do not envisage an increase in charges for the lease and rent being levied on the Charity in future years. The Charity Commission is Trustee for the lease, being for 80 years from 1 May 2008.

Meetings

The Annual General Meeting of the Association was held in-person on Thursday 7th September 2023, followed by a talk from Debbie Reavell of the Basingstoke Heritage Society about ‘Basingstoke – Past into Present’. Trustees meet monthly. Our annual Trustees Meeting introduced a Risk Register and the need to update policies.

Development Sub Committee

Members continue to work on behalf of the Brookvale community to ensure developments are what the local residents want and that issues of access around the Ward of Brookvale Kings Furlong and Town Centre are addressed.

Hirers and Costs

Families have been affected the increased cost of living, but our families’ hires increased to 68 compared to 50 last year. Our energy costs were under a fixed contract until 30/4/2024 with a 163% increase.

BCA Public Benefit for the Year Ending 2023-24

The Charity is a public benefit entity.

Local residents group meetings are free to attend and open to all to hold one of our hall spaces free of charge for their meetings. The BCA observes the Charity Commission's guidance on public benefit. Our impact is illustrated by maintaining footfall in the Village Hall across the wide range of groups hosted, events within, family parties, and community festival participation, and educational support in 2023/2024.

Activities & Events (all free of charge)

Brookvale Community Garden continues to be available for residents' use, supported by Gardening Volunteers Sarah (beds) and Mencap Green Fingers (grass cutting). Brookvale in Bloom 14th year gave local residents the opportunity to show their work in their gardens and make Brookvale a beautiful place to live. Annual Thornycroft Day - Clock Project fundraising day included the popular factory memorabilia display by Garry Bone, heritage film footage and transport models. Community Coffee Mornings on weekly Thursdays residents meet committee members and plan events followed by Warm Hub free hot snacks. Councillors Coffee Mornings each month second Saturday enable residents to talk about their concerns, consultations new projects and local news. The Santa Grotto party was held again in December.

In May we received a King's Coronation Fund Grant of £500 to plant a commemorative tree. We held a free event for families to choose a tree, and it was planted in November.

In June we received a Count Councillor's grant of £980 for additional tables. Also in June we received a Council grant of £1,280 to run a weekly Warm Welcome lunch club, which continues.

In September we received a Council grant of £966 for additional chairs. In March we received a Count Councillor's grant of £700 for a projector.

Annual Talks included The Reinvention of Basingstoke by Bob Clarke.

Media

Our Blurb (residents free newsletter) 3 issues) were delivered by unpaid volunteers to over 1900 homes in Brookvale & King's Furlong & Town Centre. Our Website (www.brookvale.org.uk) resources continue to be developed to showcase the hall, enable bookings, update projects and track consultations, increasing visits. Our Facebook (page) for the "Heart of Basingstoke" can be

accessed on our website homepage for immediate community news, views and feedback.

Fund raising

The Brookvale Lottery continues to be run by Cathy Mawer and BCA thanks her for her continued commitment. Grants are becoming more evidence based especially around need. The solar panels continue to provide income towards our hall's costs.

Hirers

Hiring of the hall has gradually resumed both for regular groups and for children's parties.

Note from Chair of Trustees

We are pleased to report that letting income increased by 23% during 2023/2024. My thanks go to the volunteer keyholders. There are still challenges of increasing maintenance, safety, security and energy costs. Our Accounts show an improving position, and the Charity considers it is currently able to pay its debts as they fall due. We always need more signed up members and volunteers to deliver our community events, as without you we would not have a hall. We are very grateful for all your ongoing support. Our Development Subcommittee also needs more members to continue to research and respond to multiple consultations and meetings on behalf of our community to shape suitable developments, access and facilities within our area. Our thanks go to our continuing volunteers including Alison helping with admin and cake baking. Without volunteers we would not have a Village Hall, Thornycroft Day and Brookvale in Bloom, Thursday and Saturday coffee mornings. In support of national events, we are also planning a Coronation Commemoration Tree in 2024. More volunteers are always welcome to help out and enjoy hosting our events. Looking forward to working together with everyone to ensure our continued success into the coming years!

Signed.....M. MacInnes Chair

Date

Signed.....C Williams Treasurer

Date

Independent Examiner's Report to the Trustees of Brookvale Community Association

I report to the Trustees on my examination of the accounts of the Brookvale Community Association (the Charity) for the year ended 30th April, 2024, which are set out on pages 9 to 11.

Responsibilities and basis of report

As the Charity's Trustees 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 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

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) the accounting records were not kept in accordance with section 130 of the Act; or
- 2) the accounts do not accord with those records.

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.



David Fields ACMA
Chartered Management Accountant
3rd September, 2024

Daybooks
44 Pennington Close
Colden Common
Winchester
Hampshire
SO21 1UR

Receipts and Payments Account for Financial Year Ending 30th April 2024				
Prior Year Total £	Receipts	Current Year		
		Unrestricted £	Restricted £	Total £
20,268	Hall Hire	24,838		24,838
2,450	Hire deposits	3,575		3,575
446	Events	418		418
673	Donations	568		568
1,048	Lottery fund collections	964		964
1	Lottery fund donations	50		50
1,990	Grants	4,416		4,416
4,845	SSE FIT	2,637		2,637
415	Other	777		777
0	Thornycroft project inc donations	0		0
12	Interest received	30		30
32,148	Total Receipts	38,273	0	38,273
Payments				
<u><i>Direct Hall Expenditure:</i></u>				
276	Utilities - Water	533		533
1,525	Utilities - Power	4,014		4,014
7,793	Maintenance	2,769		2,769
805	Project Costs	0		0
5,032	Cleaning, materials and gardening	6,539		6,539
1,199	Lottery fund draws	960		960
3,228	Hall deposit refunds	3,657		3,657
2,083	Insurance	2,226		2,226
2,063	Equipment Purchase	1,584		1,584
588	Safety Protection/ Certification	769		769
24,592	Sub totall Hall expenditure	23,051	0	23,051
<u><i>Administration including:</i></u>				
307	Stationery	244		244
2,507	Events	2,685		2,685
0	Projects	1,798		1,798
1,014	Blurb costs	1,050		1,050
33	Staff training	0		0
0	Grant income returned	1,455		1,455
2,780	Other - Licenses and accounting fees	0		0
545	Donations made - Ukraine	0		0
742	Wages and salaries	0		0
0	Grant expenditure	4,473		4,473
242	Contractors	2,343		2,343
680	Internet	1,965		1,965
8,850	Sub total admininstration	16,013	0	16,013



Brookvale

Community Association

REPORT OF THE
TRUSTEES FOR THE
YEAR ENDED
30th April 2024

	Asset purchases
33,442	Total Payments
(1,294)	Net surplus or (deficit)
55,488	Cash balances brought forward
54,194	Cash funds carried forward

0	0
39,064	0 39,064
(791)	0 (791)
54,194	0 54,194
53,403	0 53,403

Statement of Assets and Liabilities as at 30th April, 2024

Prior Year		Current Year		
Total		Unrestricted	Restricted	Total
£		£	£	£
Cash funds				
41,255	Lloyds Bank Current Account	40,423		40,423
24	Lloyds Deposit Account Balance	0		0
12,235	Shawbrook Funds	12,265		12,265
600	Lottery funds inc cash	615		615
80	Cash held for floats	100		100
54,194	Total assets	53,403	0	53,403
Other monetary assets				
0	Assets retained for Charity use	0		0
25	Toddlers' float advanced	0		0
3,423	Held as custodian - Clock Project	0	3,625	3,625
3,448	Total other assets	0	3,625	3,625
Liabilities				
900	Creditors	0		0
0	HMRC taxes and social security	0		0
900	Total Liabilities	0	0	0

The notes on pages 12 to 13 form part of these accounts

The Charity's governing document does not require the Charity to obtain an audit of its financial statements for the year ended 30th April, 2024 and in accordance with Section 145 of the Charities Act 2011 the Charity Trustees have elected to have the accounts independently examined. The Trustees confirm they have provided all information and explanations to the Independent Examiner in accordance with Section 33 of The Charities (Accounts and Reports) Regulations 2008.

These financial statements were approved by the Trustees on 1st August, 2024

Signed _____
C Williams, Hon Treasurer

Signed _____
M Macinnes Chair

**BROOKVALE COMMUNITY ASSOCIATION
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30th APRIL, 2024**

1. Accounting Policies

a) Basis of Accounting

The Charity's gross income in the financial year does not exceed £250,000 and the Charity Trustees have therefore elected to prepare –

- a) a receipts and payments account, and
- b) a statement of assets and liabilities

in accordance with Section 133 of The Charities Act 2011.

The principal policies of the Charity are set out as follows.

b) Financial Statements

The content and format of these financial statements are compliant with recommendations provided by the Charity Commission.

c) Funds Structure Policy

Restricted funds are subject to restrictions on their expenditure by the donor. Unrestricted funds are available for use at the discretion of the Committee in furtherance of the general objectives of the Charity.

2. Staff costs and trustee remuneration

There was no employee during the year. During the year one Member was paid £2,227 for services in accordance with s185 Charities Act 2011. One other Member was reimbursed for expenses incurred of £5,311.

3. Value Added Tax

The Charity is not registered for VAT and thus any VAT incurred is wholly irrecoverable and is charged to the specified activity for which it was incurred.

4. Taxation

The Charity is a registered charity and as such is exempt from tax on its income under Section 505 of the Income and Corporation Taxes Act 1988, as long as its income is applicable and applied for charitable purposes only. During the year all of the income was applicable and applied towards charitable purposes.

5. Other monetarty assets

At the end of the year the Toddler Cash Float representing a loan advancement to them was repaid.

6. Funds held as custodian

The Charity holds the funds for the Clock Project as custodian in a separate Lloyds bank account. The Clock Project is a joint partnership with Thorneycroft.

7. Restricted Funds

Funds of £900 received from Community Action H CA Cancer Grant in the prior year was not spent and has been returned.