

# Treasurers Report 2018/2019

## March 2019 – March 2021

Treasurers Account –

**£12068.69 as at 31<sup>st</sup> March 2019      £13488.80 as at 30<sup>th</sup> March 2020**  
**£8601.58 as at 29<sup>th</sup> March 2021**

30 Day Notice Account –

**£12570.23 as at 10<sup>th</sup> March 2019      £12696.27 as at 10<sup>th</sup> March 2020**  
**£12777.22 as at 10<sup>th</sup> March 2021**

Balances as at 10<sup>th</sup> November 2021

**Treasurers Account £19821.80**  
**Account £12126.84**

**30 Day Notice**

Our regular weekly incomings are now at £375

We have unfortunately not kept a lot of our groups since we closed, but a couple have returned and a new Karate group have come in taking up 3 evenings a week.

Unfortunately we haven't been able to have any party bookings in since March 2020, and they aren't looking to return until 2022 so things are pretty tough at the moment. We were lucky enough to receive a fairly big grant from the council and also a small one from Arnold Clarke which have been a massive help paying the bills whilst we had no income coming in.

We still have a fair bit left so we are gathering quotes together for painting the whole centre, new blinds in the kitchen and new flooring.

## Decorating Quotes

£4500 – Paint Pallet Ltd

£3480 – S Wilkinson Painter and Decorator

£12,000 – Ntwine Painting and Decorating

## Blinds

£396 – Luna Blinds

£640+VAT – Highbury Design

£360 – Marathon Blinds

# DRAFT

**Bilborough Community Association**  
(Registered charity, number 1176899)  
**Financial statements**  
**for the year ended 31 March 2021**

<b>Page</b>	<b>Contents</b>
2 - 3	Trustees' annual report
4	Independent examiner's report
5	Receipts & payments account
6	Statement of assets & liabilities
7 - 8	Notes to the accounts

## **Bilborough Community Association Trustees' annual report for the year ended 31 March 2021**

**Full name** Bilborough Community Association

**Other names by which the charity is known** The Sheila Russell Community Centre

**Organisation type** Charitable incorporated organisation

**Registered charity number** 1176899

### **Principal address**

Sheila Russell Community Centre, St Martin's Road, Bilborough, Nottingham, NG8 3AR

### **Trustees**

Jo Berresford, Chair/Treasurer  
Stacey Wynne, Vice Chairperson  
Scott Danby, Secretary

Debbie Chandler, until 12/11/21  
Amanda Doughty, until 12/11/21

### **Independent examiner**

John O'Brien, employee of Community Accounting Plus, Units 1 & 2 North West, 41 Talbot Street, Nottingham, NG1 5GL

### **Governance and management**

The charity is operated under the rules of its CIO-Association document adopted 30/01/18.

If people are interested in becoming a Trustee, they come forward at the AGM.

### **Objectives and activities**

To further or benefit the residents of Bilborough, Nottingham 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 interest 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 or management of such a centre for activities promoted by the charity in furtherance of the above objects.

### **Public benefit statement**

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit, 'Charities and Public Benefit'.

## **Bilborough Community Association**

### **Summary of the main activities undertaken for the public benefit**

The Community Centre is available for individuals and groups to hire out and also businesses to hire out for groups or meetings. We have 2 generous spaces and they are competitively priced.

Usually, we like to arrange trips out; mainly one in the summer and one at Christmas and then events and parties for Halloween and Christmas.

This benefits the public by making the facilities available for all and keeping the cost down as much as possible.

### **Summary of the main achievements during the period**

During the year April 2020 - March 2021 we were mainly closed due to Covid-19. We allowed a diabetes support group to use the premises, with restrictions, from January 2021.

### **Financial review**

We have had no bookings due to the pandemic.

### **The charity's policy on reserves**

The charity has no specific policy with regard to the level of reserves.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Stacey Wynne, Trustee

## **Independent examiner's report to the trustees of Bilborough Community Association for the year ended 31 March 2021**

I report to the trustees on my examination of the accounts of Bilborough Community Association (the charity) for the year ended 31 March 2021.

### **Responsibilities and basis of report**

As the trustees of the charity 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 2011 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 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 in respect of the charity as required by 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.

Signed \_\_\_\_\_ Date \_\_\_\_\_

John O'Brien MSc, FCCA, FCIE

Employee of Community Accounting Plus

## Bilborough Community Association Receipts & payments account for the year ended 31 March 2021

2020			2021
Total		Unrestricted	Restricted
Funds		Funds	Funds
£	Note	£	£
	<b>Receipts</b>		
4740	Grants & donations	2	4250
390	Event receipts	-	-
14279	Room rents	3767	-
126	Bank interest	81	-
<b>19535</b>	<b>Total receipts</b>	<b>3848</b>	<b>4250</b>
	<b>Payments</b>		
1250	Activities & events	-	-
103	Bookkeeping fees	103	-
449	Cleaning	49	-
96	Equipment, repairs & renewals	161	-
2398	Garden & premises maintenance	916	-
23	Hospitality & refreshments	-	-
444	Independent examination fee	-	-
865	Licences & insurances	883	-
192	Payroll service	192	-
123	Printing & stationery	-	-
1	Rent	-	-
1368	Telephone, internet & postage	1539	-
4541	Utilities	1772	2125
6132	Wages & NI	3714	2125
<b>17985</b>	<b>Total payments</b>	<b>9329</b>	<b>4250</b>
1550	<b>Net receipts/(payments)</b>	(5481)	-
24635	Cash funds at start of this period	26185	-
<b>26185</b>	<b>Cash funds at end of this period</b>	<b>20704</b>	<b>20704</b>

# DRAFT

## Bilborough Community Association Statement of assets and liabilities at 31 March 2021

2020			2021
£		Note	£
<u>26185</u>	<b>Cash assets</b>		
<u>26185</u>	Bank accounts		<u>20704</u>
			<b>20704</b>
	<b>Other monetary assets</b>		
-	Debtors - room rents		3677
<u>769</u>	Prepayments	4	<u>788</u>
<u>769</u>			<b>4465</b>
	<b>Assets retained for the charity's own use</b>		
	General equipment.		
	<b>Liabilities</b>		
<u>(456)</u>	Creditors	5	<u>(750)</u>
<u>(456)</u>			<b>(750)</b>

These financial statements are accepted on behalf of the charity by:

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
Jo Berresford, Trustee

## Bilborough Community Association Notes to the accounts for the year ended 31 March 2021

### 1. Receipts & payments accounts

Receipts and payments accounts contain a summary of money received and money spent during the period and a list of assets and liabilities at the end of the period. Usually, cash received and cash spent will include transactions through bank accounts and cash in hand.

### 2. Grants & donations

	Unrestricted £	Restricted £	Total £
Nottingham City Council	-	4250	4250
	<u>-</u>	<u>4250</u>	<u>4250</u>

### 3. Funds analysis

	Opening balance £	Receipts (Payments) £		Closing balance £
<b>Restricted funds</b>				
Block fund	-	4250	(4250)	-
	<u>-</u>	<u>4250</u>	<u>(4250)</u>	<u>-</u>
<b>Unrestricted funds</b>				
General fund	26185	3848	(9329)	20704
	<u>26185</u>	<u>3848</u>	<u>(9329)</u>	<u>20704</u>

The Block fund is funding received from Nottingham City Council and is restricted for the running costs of the building.

### 4. Prepayments

	£
Licences & insurances	774
Payroll service	14
	<u>788</u>

### 5. Creditors

	£
Independent examination fee - 2020	456
Utilities	294
	<u>750</u>



## Bilborough Community Association

### 6. Premises & staff

The premises are provided by the local authority at a peppercorn rent of £1 per year.

### 7. Trustees' remuneration

Trustees received no expenses, remuneration or benefits in this period.

### 8. Related party transactions

During the year, Sharon Wynne, who is the daughter of Trustee Stacey Wynne, was employed as a cleaner and was paid £5,839.

### 9. Support in kind

Nottingham City Council are paying the Independent Examination and bookkeeping fees of £470 + VAT for year ended 31 March 2021.

### 10. Glossary of terms

**Creditors:** These are amounts owed by the charity, but not paid during the accounting period.

**Debtors:** These are amounts owed to the charity, but not received in the accounting period.

**Prepayments:** These are services that the charity has paid for in advance, but not used during the accounting period.

**Restricted funds:** These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.