

**Bilborough Community Association**  
(Registered charity, number 1176899)  
**Financial statements**  
**for the year ended 31 March 2023**

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**Bilborough Community Association  
Trustees' annual report  
for the year ended 31 March 2023**

**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**

Tara Newbold, Co-Chair  
Amanda Doughty  
Stacey Wynne, Treasurer  
Scott Danby, Secretary

**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.

## **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.

Our main activities are:

- Karate;
- Yoga;
- NHS groups;
- Children's parties;
- Community events.

All of our groups are open for the public to attend. All of our community events are usually free to the public or at very little cost.

### **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'.

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

Our first big event of the year was a Halloween disco for the community. Food was provided and was aimed at all ages to come and enjoy.

In December we held a carol service for the community to attend. We invited the local care homes to come and the carols were performed by the local primary school, who also handed out mince pies and a small gift for all that attended.

We also arranged a Christmas fair where small local businesses could hire a stall from the centre to sell their products. We created a Santa's grotto and every child could visit Santa and receive a small gift.

At the beginning of Easter, we held an Easter brunch for all children to attend at a small charge. Each child received a meal and an Easter egg from the Easter bunny.

In between all the events we have had 22 children's parties booked in the main hall.

## **Bilborough Community Association**

### **Financial review**

We are happy with our financial position considering how expensive our gas and electricity bills have been over the winter months.

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

We have reserves to make sure we are able to pay the bills, including the cleaner's wages, and keep the centre running. We always keep a minimum of £12,000 which is kept in a separate account.

### **Financial risks**

The increasing costs of gas and electricity.

Signed on behalf of the charity's trustees:

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Tara Newbold, Trustee

**Independent examiner's report to the trustees of  
Bilborough Community Association  
for the year ended 31 March 2023**

I report to the trustees on my examination of the accounts of Bilborough Community Association (the charity) for the year ended 31 March 2023.

**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 2023**

2022				2023
Total		Unrestricted	Restricted	Total
Funds		Funds	Funds	Funds
£	Note	£	£	£
	<b>Receipts</b>			
18074	Grants & donations	30	2326	2356
-	Event receipts	996	-	996
12791	Room rents	24040	-	24040
36	Bank interest	69	-	69
-	Membership	22	-	22
<u>30901</u>	<b>Total receipts</b>	<u>25157</u>	<u>2326</u>	<u>27483</u>
	<b>Payments</b>			
-	Activities & events	2851	-	2851
-	Bookkeeping fees	81	-	81
198	Cleaning	563	-	563
251	Equipment, repairs & renewals	728	-	728
7215	Garden & premises maintenance	4191	-	4191
10	Hospitality & refreshments	558	-	558
456	Independent examination fee	462	-	462
916	Licences & insurances	1017	-	1017
192	Payroll service	192	-	192
3	Printing & stationery	549	-	549
1	Rent	2	-	2
-	Sundry payments	18	-	18
1585	Telephone, internet & postage	1378	-	1378
3490	Utilities	10486	2326	12812
6505	Wages & NI	6940	-	6940
<u>20822</u>	<b>Total payments</b>	<u>30016</u>	<u>2326</u>	<u>32342</u>
10079	<b>Net receipts/(payments)</b>	(4859)	-	(4859)
<u>20704</u>	Cash funds at start of this period	<u>30783</u>	-	<u>30783</u>
<u>30783</u>	<b>Cash funds at end of this period</b>	<u>25924</u>	-	<u>25924</u>

**Bilborough Community Association**  
**Statement of assets and liabilities**  
**at 31 March 2023**

2022			2023
£		Note	£
30783	<b>Cash assets</b>		
<u>30783</u>	Bank accounts		<u>25924</u>
			<b><u>25924</u></b>
	<b>Other monetary assets</b>		
1290	Debtors - room rents		3510
<u>823</u>	Prepayments	4	<u>904</u>
<u>2113</u>			<b><u>4414</u></b>
	<b>Assets retained for the charity's own use</b>		
	General equipment.		
	<b>Liabilities</b>		
<u>(1436)</u>	Creditors	5	<u>(2594)</u>
<u>(1436)</u>			<b><u>(2594)</u></b>

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

Signed \_\_\_\_\_ Dated \_\_\_\_\_  
 Stacey Wynne, Trustee

**Bilborough Community Association**  
**Notes to the accounts**  
**for the year ended 31 March 2023**

**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	-	2326	2326
Sundry grants & donations	30	-	30
	<u>30</u>	<u>2326</u>	<u>2356</u>

**3. Funds analysis**

	Opening balance £	Receipts (Payments) £		Closing balance £
<b>Restricted funds</b>				
Block fund	-	2326	(2326)	-
	<u>-</u>	<u>2326</u>	<u>(2326)</u>	<u>-</u>
<b>Unrestricted funds</b>				
General fund	30783	25157	(30016)	25924
	<u>30783</u>	<u>25157</u>	<u>(30016)</u>	<u>25924</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	880
Payroll service	24
	<u>904</u>

**5. Creditors**

	£
Independent examination fee	462
Utilities	2132
	<u>2594</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 mother of Trustee Stacey Wynne, was employed as a cleaner and was paid £6,940.

### **9. 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.