

**WINDMILL HILL COMMUNITY ASSOCIATION CIO**  
**FOR THE PERIOD ENDED 31 MAY 2024**  
**Charitable Incorporated Organisation**

**Windmill Hill Community Association**  
**Accounts for the period ended 31st May 2024**

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## **Windmill Hill Community Association**

### **Address:**

Windmill Hill Community Association  
Vivian Street  
Windmill Hill  
Bristol  
BS3 4LW

Windmill Hill Community Association is a registered charity number 1192927

### **Current Trustee Information**

James Haywood (Chairman)  
Kelly Knight  
Stuart Lloyd (Treasurer)  
John Culmer (Acting Secretary)  
Joyce Gregory Morris  
Mathew Skinner  
Christine Haywood

### **Committee Members**

Chloe Fussell  
Lynn Trappe  
Martin Howe  
Simon Haywood  
Toni Hutchinson  
Andrew Offer  
Chrissie Sagar-Fenton  
Tony Curtis  
Robin Stanbridge  
Jo Grimes

### **Bank:**

The Co-operative Bank  
PO Box 200  
Delf House  
Southway  
Skelmersdale  
WN8 6GH

# **Windmill Hill Community Association**

## **Report of the trustees for the period ending 31st May 2024**

### **Review of charitable objectives for the year**

This year Windmill Hill Community Centre has hosted a huge range of activities for the local community, from police outreach meetings to theatre rehearsals. It has provided a meeting point for groups, social events and consultation meetings. Our regular groups have been going strong, including fitness classes, a children's art group, kids' football, Woodcraft Folk and a weekly childminders' group.

This year we held our now annual Open Day event in September, bringing together hundreds of local residents for fun, games and music, a Christmas afternoon tea for our senior members, and a members' Christmas party, as well as being a key venue for Art on the Hill, the local arts trail.

The Social Club was a venue for two well-loved regular quiz nights, live local music, a book club, and skittles team. We held viewing parties for the Rugby World Cup, the Euros and Eurovision. Hall bookings included numerous children's parties, training sessions and graffiti workshops.

### **Review of finances**

Income this year was up to a record £41,579, partly due to small increases in grants and donations received. We received the first part of a large grant to renovate the toilets and install an accessible toilet, which will go to an architect to produce plans and tender for contractors. We also received a larger than usual contribution from the Social Club due to an increase in their reserves.

At £32,989, spending was slightly higher than the previous year due to inflationary rises in most costs and investment in the building's fire safety systems. It should be noted that utilities costs were down by more than £1,000 following last year's peak in prices, but we expect these to rise again and are working to secure the best rates.

This left the Community Association with a surplus of £8,681 this year and reserves of £50,583. The Trustees have agreed that reserves should be allowed to build up above a year's running costs. This is because we anticipate significant work being needed to the Community Centre's roofing within the next 2-3 years due to age and deterioration. Reserves are in place to support any emergency repairs, and we are planning a full overhaul of the roof once the accessible toilet project is completed.

### **Looking forward**

The Trustees are happy that the Community Centre is continuing to fulfil its charitable objectives, and we will work to ensure this continues and expands. Over the last five years we have been focusing on a programme of maintenance and other improvements to futureproof the 125 year old buildings.

This year, efforts focused on fire safety systems and the accessible toilets project. Trustees commissioned an external fire risk assessment and, in line with its recommendations, have invested just over £8,000 in a new fire alarm system, a new fire curtain and safety gas works.

This year we were also pledged over £50,000 by Bristol City council to remodel the Community Centre's toilets, creating a new accessible toilet between the current male and female facilities. So far, we have appointed an architect, prepared plans, had the plans reviewed by accessibility experts, and tendered the work for contractors. At time of writing, we expect the works to be undertaken in spring 2025.

## **Windmill Hill Community Association**

### **Independent examiners report to the trustees for the period ending 31st May 2024**

#### **Independent examiner's report to the trustees of Windmill Hill Community Association CIO**

I report on the accounts of the Charity for the period ending 31st May 2024, which are set out on pages 5-10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that a independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the next statement.

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have been met.

Name: Kerri Ritchings

Company: Bristol Bookkeeping Limited, Unit 115 Filwood Green Business Park, 1 Filwood Park Lane, Bristol BS4 1ET

Date: 31/08/2024

**Windmill Hill Community Association**  
**Statement of Financial Activities**

**Income and Expenditure Account for the period ended 31st May 2024**

|  | Note | Unrestricted<br>Funds | Restricted<br>Funds | Total<br>Funds<br>May-24 | Total<br>Funds<br>May-23 |
|--|------|-----------------------|---------------------|--------------------------|--------------------------|
| <b>Incoming Resources</b>                        |      |                       |                     |                          |                          |
| Voluntary income                                 | 3    | 7,501                 | 6,616               | 14,117                   | 7,725                    |
| Activities for generating funds                  | 3    | 22,246                | 0                   | 22,246                   | 22,711                   |
| Investment Income                                | 3    | 21                    | 0                   | 21                       | 0                        |
| Incoming resources from<br>charitable activities | 3    | 5,195                 | 0                   | 5,195                    | 4,891                    |
|  |      | 34,963                |                     | 41,579                   | 35,327                   |
| <b>Resources Expended</b>                        |      |                       |                     |                          |                          |
| <b>Cost of generating funds</b>                  |      |                       |                     |                          |                          |
| Fundraising Trading Costs                        | 4    | 10,572                | 0                   | 10,572                   | 8,764                    |
| Cost of Charitable activities                    | 4    | 17,367                | 0                   | 17,367                   | 16,644                   |
| Governance Costs                                 | 4    | 4,959                 | 0                   | 4,959                    | 2,394                    |
|  |      | 32,898                | 0                   | 32,898                   | 27,802                   |
| Total resources expended                         |      |                       |                     |                          |                          |
| Net Incoming Resources                           |      | 2,065                 | 0                   | 8,681                    | 7,525                    |
| Total Funds at 31st May<br>2023                  |      |                       |                     | 9,691                    | 2,166                    |
| <b>Total Funds at 31st May<br/>2024</b>          |      |                       |                     | <b>18,372</b>            | <b>9,691</b>             |

# Windmill Hill Community Association

## Statement of Financial Activities

### Balance Sheet as at 31st May 2024

|  | Note | May-24<br>£   | May-23<br>£  |
|--|------|---------------|--------------|
| Fixed Assets                                   | 5    | 39,794        | 40,840       |
| <b>Current Assets</b>                          |      |               |              |
| Short-term investments                         |      | 170           | 218          |
| Cash at the bank and in hand                   |      | <u>50788</u>  | <u>43272</u> |
| <b>Total Current Assets</b>                    |      | 50958         | 43490        |
| <b>Current Liabilities</b>                     |      |               |              |
| Creditors: amounts falling due within one year | 6    | 375           | 350          |
| <b>Total Assets less Current Liabilities</b>   |      | 90,377        | 83,980       |
| <b>Funds</b>                                   |      |               |              |
| Unrestricted funds                             |      | 90,377        | 83980        |
| Restricted funds                               |      |               |              |
| <b>Total Funds</b>                             |      | <u>90,377</u> | <u>83890</u> |

These financial statements were approved by the management committee on 26/9/24

and are signed on their behalf by:

Chairperson [Signature] date 19/10/24

Treasurer [Signature] date 19/10/2024

The notes on pages 6-10 form part of these financial statements

# **Windmill Hill Community Association**

## **Statement of Financial Activities**

**Notes to the accounts for the period ending 31st May 2024**

### **Note 1 - Basis of Preparation**

These accounts have been prepared on the basis of historic cost in accordance with applicable accounting standards and follow the recommendations of Statement of Recommended Practice (SORP) accounting by charities.

### **Note 2 - Principal Accounting Policies**

#### **2.1 Grants**

Grants are credited to income on a receivable basis, except where donors specify that the grant must be used in future accounting periods

#### **2.2 Restricted Funds**

Restricted funds are those funds given for a specific purpose as laid down by the donor. Expenditure that meets these criteria is identified to that fund.

#### **2.3 Unrestricted Funds**

Unrestricted funds are donations, sponsorship and other income received or generated for the objects of the Charity without further specified purpose and are available as unrestricted funds.

#### **2.4 Depreciation**

Depreciation is calculated so as to write off the cost of the asset, less its estimated residual value, over the useful economic life of the asset and is depreciated on 25% reducing balance method



**Windmill Hill Community Association**  
**Statement of Financial Activities**

**Notes to the accounts for the period ending 31st May 2024**

**Note 3 Analysis of Incoming Resources**

|  | Unrestricted<br>Funds<br>£ | Restricted<br>Funds<br>£ | Total<br>Funds<br>May-24<br>£ | Total<br>Funds<br>May-23<br>£ |
|--|----------------------------|--------------------------|-------------------------------|-------------------------------|
| <b>Voluntary income</b>                                  |                            |                          |                               |                               |
| Grants   | 0                          | 6,616                    | 6,616                         | 2,339                         |
| Donations  | 1,478                      |                          | 1,478                         | 322                           |
| Donation Social Club                                     | 6,023                      |                          | 6,023                         | 5,064                         |
| <b>Total</b>   | <b>7,501</b>               | <b>6,616</b>             | <b>14,117</b>                 | <b>7,725</b>                  |
| <b>Activities for generating funds</b>                   |                            |                          |                               |                               |
| Fundraising  | 133                        |                          | 133                           | 0                             |
| Raffles  | 581                        |                          | 581                           | 699                           |
| Quiz Income  | 779                        |                          | 779                           | 694                           |
| Hall Hire - Local & Community                            | 2,509                      |                          | 2,509                         | 1,602                         |
| Hall Hire - Meetings                                     | 2,227                      |                          | 2,227                         | 806                           |
| Hall Hire - Fitness Classes                              | 4,180                      |                          | 4,180                         | 4,453                         |
| Hall Hire - Regular Classes                              | 540                        |                          | 540                           | 1,606                         |
| Hall Hire - Childrens Groups                             | 4,827                      |                          | 4,827                         | 5,468                         |
| Hall Hire - Parties                                      | 6,470                      |                          | 6,470                         | 7,383                         |
|  | <b>22,246</b>              | <b>0</b>                 | <b>22,246</b>                 | <b>22,711</b>                 |
| Investment Income  | 21                         | 0                        | 21                            | 0                             |
| <b>Incoming resources from<br/>charitable activities</b> |                            |                          |                               |                               |
| Rent   | 3,600                      |                          | 3,600                         | 3,600                         |
| General  | 0                          |                          | 0                             | 0                             |
| Memberships  | 1,595                      |                          | 1,595                         | 1,291                         |
|  | <b>5,195</b>               | <b>0</b>                 | <b>5,195</b>                  | <b>4,891</b>                  |
| <b>Total incoming resources</b>                          |                            |                          | <b>41,579</b>                 | <b>35,327</b>                 |

**Windmill Hill Community Association**  
**Statement of Financial Activities**

**Notes to the accounts for the period ending 31st May 2024**

**Note 4 Analysis of resources expended**

|                                  | May-24<br>£   | May-23<br>£   |
|----------------------------------|---------------|---------------|
| <b>Fundraising trading costs</b> |               |               |
| Entertainer Fees                 | 450           | 100           |
| Expenses                         | 2,178         | 1,068         |
| Fundraising Expenses             | 177           | 369           |
| Raffle Prizes                    | 420           | 590           |
| Advertising                      | 0             | 53            |
| Grants - Restricted              | 0             | 420           |
| Cleaner                          | 7,347         | 6,164         |
| Total                            | <u>10,572</u> | <u>8,764</u>  |
| <b>Charitable activities</b>     |               |               |
| Utilities                        | 3,900         | 5,007         |
| Sundry                           | 18            | 0             |
| Postage/stationary               | 76            | 347           |
| Telephone/Internet Connection    | 735           | 725           |
| Maintenance/repairs              | 11,682        | 8,835         |
| DEFIB                            | 0             | 0             |
| Cleaning materials               | 956           | 482           |
| Total                            | <u>17,367</u> | <u>15,396</u> |
| <b>Governance costs</b>          |               |               |
| Insurance                        | 1,904         | 1,248         |
| Accountancy Fees                 | 723           | 350           |
| Professional fees                | 1,147         | 650           |
| Council tax and rates            | 139           | 0             |
| Depreciation                     | 1,046         | 1,394         |
| Total                            | <u>4,959</u>  | <u>3,642</u>  |
| <b>Total resources expended</b>  | <u>32,898</u> | <u>27,802</u> |

**Windmill Hill Community Association**  
**Statement of Financial Activities**

**Notes to the accounts for the period ending 31st May 2024**

**Note 5 Tangible Fixed Assets**

|   | Property<br>Property<br>£ | Property<br>Improvements<br>£ | Office<br>Equipment<br>£ | Fixtures and<br>fittings<br>£ | Other<br>Equipment<br>£ | Total<br>£ |
|---|---------------------------|-------------------------------|--------------------------|-------------------------------|-------------------------|------------|
| Cost at 01/06/23                            | 36,575                    | 14,323                        | 1,229                    | 2,859                         | 1,690                   | 56,676     |
| Additions/(disposals)                       |                           |                               |                          |                               |                         | 0          |
| Cost at 31/05/24                            | 36,575                    | 14,323                        | 1,229                    | 2,859                         | 1,690                   | 56,676     |
| Depreciation brought<br>forward at 01/06/23 |                           | 10,730                        | 1,147                    | 2,381                         | 1,578                   | 15,836     |
| Depreciation for the<br>year 31/05/24       |                           | 898                           | 21                       | 119                           | 8                       | 1,046      |
| Depreciation carried<br>forward at 31/05/24 |                           | 11,628                        | 1,168                    | 2,500                         | 1,586                   | 16,882     |
| Net assets 01/06/23                         | 36,575                    | 3,593                         | 82                       | 478                           | 112                     | 40,840     |
| Net assets 31/05/24                         | 36,575                    | 2,695                         | 61                       | 359                           | 104                     | 39,794     |

**Windmill Hill Community Association**  
**Statement of Financial Activities**

**Notes to the accounts for the period ending 31st May 2024**

**Note 6 Creditors**

|                 | May-24        | May-23        |
|-----------------|---------------|---------------|
|                 | £             | £             |
| Accruals        | 375.00        | 350.00        |
| Hospitality/Bar | 0.00          | 0.00          |
|                 | <u>375.00</u> | <u>350.00</u> |