

BUTETOWN COMMUNITY ASSOCIATION

England & Wales · Charity number 524130

Details

Status Registered

Legal form Other

Registered 1969-02-13

Register [View on the Charity Commission register](#)

Contact

Address Butetown Community Association
Butetown Community Centre
Loudoun Square
Cardiff
CF10 5JA

Phone 029 20487658

Email butetowncommunitycentre@gmail.com

Activities

Objects: TO PROMOTE THE BENEFIT OF THE INHABITANTS OF BUTETOWN AND THE NEIGHBOURHOOD 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.

Activities: To promote the benefit of the inhabitants of Butetown and the neighbourhood without distinction of sex or of political, religious or other opinions, to advance education and to provide facilities in the interest of social welfare for recreation and leisure time with the object of improving the conditions of life for the said inhabitants.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Education/training, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, Other Defined Groups

Geography

- **Area of benefit:** BUTETOWN AND THE NEIGHBOURHOOD
- Cardiff

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£195,989	£209,916	-	-
2024-03-31	£226,234	£179,463	-	-
2023-03-31	£208,592	£160,119	-	-
2022-03-31	£177,278	£142,826	-	-
2021-03-31	£117,880	£121,176	-	-

Trustees

Name	Role	Appointed
Carlton Peets		2015-04-19
Francine Sanders		2021-08-08
Franklyn Parris		2021-08-08
Gaynor Antionette Legall		2023-10-12
Joseph Brown		2021-08-08
Margaret Lewis		2024-06-19

BUTETOWN COMMUNITY ASSOCIATION

England & Wales - Charity number 524130

Accounts

Butetown Community Association

Report and Financial Statements

Year ending 31 March 2025

Charity number: 524130

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2025

Chair's report

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act Purposes

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

SHEILA HENDRICKSON BROWN

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2025
(continued)

Reference and administrative details:

Charity number: 524130

Principal Office: Butetown Community Centre
 Loudoun Square, Butetown
 Cardiff
 CF10 5JA
 Tel: 029 2048 7658
 Facebook: Butetown Community Centre - Docks
 Website: www.butetowncommunitycentre.co.uk

Our advisers:

Independent Examiner: Llewellyns Certified Chartered Accountants
 1st Floor
 Brook House
 Brook Road
 Whitchurch
 Cardiff
 CF14 1DU

Bankers: Barclays Bank Plc
 28 Working Street
 Cardiff
 CF10 2DP

Directors and trustees:

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.
 The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees

Officers & Trustees	Appointed	Resigned / Current
Hilary Brown	2018	03/09/2023
Lyn Eynon	08/08/2021	Dec-22
Chantelle Haughton	08/08/2021	30/09/2022
Rosamond Cains-Prentice	08/08/2021	03/09/2023
Faisal Hashi		11/05/2023
Wendy Young	Jun-22	Resigned 09/2023
Carlton Peets	2018	Current Trustee
Franklyn A Parris	2018	Current Trustee
Joseph L Brown	2018	Current Trustee
Francine Sanders	2018	Current Trustee
Sheila Hendrickson-Brown	5 th January 2023, appointed Chair 14/09/23	Current Chair

Centre Staff

Carrole Fox	Centre Manager
Peter Phillips Jr	Caretaker
Carole Blades	Bar Manager

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2025
(continued)

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 and in other jurisdictions.

Statement as to disclosure to our Independent Examiner

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the independent examiner in connection with preparing their reports, of which the group's independent examiner's is unaware, and:
- the trustees, having made enquiries of fellow directors and the group's independent examiner that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant information and to establish that the independent examiner's is aware of that information.

By order of the board of trustees
SHEILA HENDRICKSON-BROWN

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2025
(including income and expenditure account)

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
		£	£	£	£
<u>Income and endowments from:</u>					
Rent & Room hire		89,866	-	89,866	113,325
Grants received		-	36,110	36,110	52,141
Event costs & bar income		66,617		66,617	58,074
Food pantry income		1,133	-	1,133	1,973
Admissions, subscriptions and donations		1,984	-	1,984	450
Other income		280	-	280	271
Total income	3	159,879	36,110	195,989	226,234

Expenditure:

Bar expenditure		36,375		36,375	37,627
Establishment costs		63,678		63,678	52,640
Centre activities and administration		85,289		85,289	89,196
Total expenditure	3	177,451	32,465	209,916	179,463
Net income/(expenditure) and net movement in funds before gains and losses on investments		- 17,572	3,645	- 13,927	46,771

Reconciliation of funds

Total funds brought forward		16,514	39,453	55,967	
Funds transfer		-	-	-	-
Total funds carried forward		- 1,058	43,098	42,041	46,771

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**Butetown Community Association
Balance Sheet at 31 March 2025**

	Notes	2025 £	2024 £
Fixed assets			
Tangible Assets	8	1,451	1,451
Investments		-	-
Total Fixed Assets		<u>1,451</u>	<u>1,451</u>
Current assets			
Stock	9	3,000	3,745
Debtors	10	54,587	30,660
Cash at bank and in hand		20,502	33,192
Bar cash and float		443	443
Total Current Assets		<u>78,532</u>	<u>68,040</u>
Liabilities			
Creditors falling due within one year	11	<u>(16,650)</u>	<u>(13,381)</u>
Net Current assets		<u>61,882</u>	<u>54,659</u>
Total assets less current liabilities		<u><u>63,333</u></u>	<u><u>56,110</u></u>
 Creditors: falling due after more than one year			
Net assets			
The funds of the charity:			
Unrestricted income funds	12	(1,058)	16,514
Restricted income funds		3,646	39,453
Total charity funds		<u><u>2,588</u></u>	<u><u>55,967</u></u>

The notes at pages 9 to 16 form part of these accounts

Approved by the trustees and signed on their behalf by:

Signed _____

Name **SHEILA HENDRICKSON-BROWN**

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025

1. Accounting Policies

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

a) Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

Butetown Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no significant judgements made in the process of applying the entity's accounting policies. With respect to the next accounting period 2024-2025 the most significant area of uncertainty that will affect the carrying value of the assets held by the charity are the level of investment return and performance of the investment market. This will affect both the carrying value of investments and also the performance of the pension funds.

b) Preparation of the accounts on a going concern basis

The charity has reported a cash inflow for the year of £216,860 and notes that a profit of £7,067 was recorded for the year. The charity is currently self-financing, and the trustees are in the fortunate position that they do not rely on external finance to operate.

After reviewing the charity's forecasts and projections the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

c) Income

Fee income

Fees receivable are accounted for in the period in which the service is provided.

Deferred income - advance fees

Where income is received in advance of meeting any performance related conditions and there is not unconditional entitlement to the income, its recognition is deferred and included in creditors as deferred income until the performance

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

Donations and legacies

Donations and legacies receivable for the general purposes of the charity are credited to 'unrestricted funds'. Donations and legacies for purposes restricted by the wishes of the donor are taken to 'restricted funds'.

Investment income

Interest 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. Dividends are recognised once the dividend has been declared and notification has been received of the dividends due. This is normally upon notification by our investment advisor of the

Volunteer income - unpaid general volunteers

Like many charities, we often rely on the contribution of unpaid general volunteers in carrying out our activities. However, placing a monetary value on this contribution presents significant difficulties. For example, volunteers might complement the work of paid staff rather than replace them. These factors, together with the lack of a market comparator price for general volunteers, make it impractical for their contribution to be measured reliably for accounting purposes. Given this absence of a reliable measurement basis, the contribution of general volunteers is not included as income in these accounts.

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of marketing.
- Expenditure on charitable activities includes the costs of salaries, and other activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activity. Support costs include the costs of office salaries, and governance costs which support the charity in the provision of education. The bases on which support costs have been allocated are set out in note 7.

g) Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost. All assets are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset Category	Annual rate
Fixtures and fittings	20%
Computer equipment	20%

i) Stock

Stock is included at the lower of cost or net realisable value

k) Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments depreciated over their estimated useful economic lives on a straight-line basis as the deposit or similar account.

l) Debtors

Debtors are recognised at the settlement amount due after any discount offered.

m) Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

2. Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

3. Comparative information by fund

	Unrestricted		Restricted	
	2025	2024	2025	2024
	£	£	£	£
<u>Income and endowments from:</u>				
Rents & Room hire				
Meeting room hire	52,804	68,749	-	-
Rent receivable	37,062	44,576	-	-
Total Rents & Rooms hire	89,866	113,325	-	-
Grants received				
Race Council Cymru	-	-	-	1,750
TNL Windrush	-	-	1,485	7,063
GVS	-	-	7,845	3,423
CCC Buildings Grant	-	-	-	7,665
CCC Direct Food Grant	-	-	-	8,184
CF in Wales	-	-	5,000	5,000
UPCG1	-	-	-	19,056
UGPC2 Grant	-	-	15,030	-
LSIF	-	-	1,500	-
Community Pathway	-	-	2,250	-
Moondance Foundation	-	-	-	-
Young peoples' summer scheme	-	-	-	-
Young peoples project	-	-	-	-
National Lottery Grant	-	-	-	-
Cardiff Council	-	-	1,500	-
Food poverty	-	-	-	-
C3SC Grant	-	-	-	-
Neighbourly fund	-	-	1,500	-
Job Retention Scheme Government Grant	-	-	-	-
Race Council Cymru	-	-	-	-
Welsh Government Grant	-	-	-	-
Cardiff Council	-	-	-	-
National Museum of Wales	-	-	-	-
	-	-	-	-
Total Grant received	-	-	36,110	52,141
Gross Bar income	66,617	58,074	-	-
Food pantry income	1,133	1,973	-	-
Admissions and donations	1,984	450	-	-
Other income				
Interest income	280	271	-	-
Bond income	-	-	-	-
Total Other income	280	271	-	-
Total Income	159,879	174,093	36,110	52,141

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

	Unrestricted		Restricted	
	2025	2024	2025	2024
	£	£	£	£
<u>Resources Expended</u>				
Bar expenditure				
Purchases (in. stock movement)	21,708	28,823		
Entertainment	1,230	950	-	-
Bar staff	13,437	7,854	-	-
Total Bar expenditure	36,375	37,627	-	-
6. Analysis of expenditure on charitable activities				
<u>Establishment</u>				
Rates	6,897	6,742	-	-
Light, power and heat	27,260	25,338	-	-
Cleaning	17,554	14,005	-	-
Repairs, preventative maintenance and security	11,967	6,555	-	-
Total Establishment expenses	63,678	52,640	-	-
<u>Centre activities and charitable administration</u>				
Staff wages	57,502	63,466	-	-
Employer pension	1,169	985	-	-
Telephone	2,047	1,849	-	-
Postage and stationery	60	115	-	-
Licences	2,347	626	-	-
Computer costs	622	29	-	-
Insurance	4,451	4,019	-	-
Accountancy fees	3,913	3,818	-	-
Sundry expenses		34	-	-
Event and meeting hire expenses	6,838	4,903	-	-
Grant expenditure	-	-	32,465	31,595
Donation	-	-	-	-
Food Panty Costs	2,204	4,851	-	-
Centre and charitable activities	1,665	2,645	-	-
Bank charges	754	1,203	-	-
Bad debt	1,369	-	-	-
Depreciation	349	653	-	-
Total Centre activities and charitable administration	85,289	89,196	32,465	31,595
Total expenses	177,451	179,463	32,465	31,595

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the three key charitable activities undertaken in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

4. Net income/(expenditure) for the year

This is stated after charging:	2025	2024
	£	£
Depreciation	349	653
Accountancy services	3,913	3,818
	<u>4,262</u>	<u>4,471</u>

5. Analysis of staff costs, trustee remuneration and expenses

	2025	2024
	£	£
Salaries & NI costs - Centre staff	57,502	63,466
Salaries & NI costs - Bar staff	13,437	7,854
	<u>70,939</u>	<u>71,320</u>

6. Staff Numbers

The average monthly headcount was 3 staff (2024 - 4 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year was as follows:

	2025	2024
	Number	Number
Management	2	2
Domestic and administrative	1	2
	<u>3</u>	<u>4</u>

The charity considers its key management personnel comprise the trustees. The total employment benefits including employer pension contributions of the key management personnel were £Nil (2024: £Nil)

The number of employees whose emoluments exceeded £60,000 were:

	2025	2024
£60,000 - £70,000	0	0
£70,000 - £80,000	0	0
	<u>0</u>	<u>0</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

7. Related party transactions

During the year, the company entered into transactions with C3SC, a related party. Income of £2,250 was received from C3SC during the year. All transactions were conducted on normal terms

8. Tangible fixed assets - charity

	Computer Equipment	Fixtures and Fittings	Total
	£	£	£
Cost:			
As at 1 April 2024	2,932	26,048	28,980
Additions	-	-	-
As at 31 March 2025	<u>2,932</u>	<u>26,048</u>	<u>28,980</u>
Depreciation:			
As at 1 April 2024	2,495	25,034	27,529
Charge for the year	146	203	349
As at 31 March 2025	<u>2,641</u>	<u>25,237</u>	<u>27,878</u>
Net book value:			
As at 31 March 2024	<u>437</u>	<u>1,014</u>	<u>1,451</u>
As at 31 March 2025	<u>291</u>	<u>811</u>	<u>1,102</u>

9. Stock

	2025	2024
	£	£
Stock	3,000	3,745
	<u>3,000</u>	<u>3,745</u>

10. Debtors

	2025	2024
	£	£
Trade debtors	36418	30365
Prepayments	0	295
	<u>36418</u>	<u>30660</u>

11. Creditors: amounts falling due within one year

	2025	2024
	£	£
Trade creditors and accruals	-	96
Taxation and social security costs	16,650	13,285
	<u>16,650</u>	<u>13,381</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2025
(continued)

12. Analysis of charitable funds

	As at 1 April 2024	Incoming resources	Resources expended	Transfer between funds	As at 31 March 2025
	£	£	£	£	£
Unrestricted funds	16,514	159,879	(177,451)		(1,058)
Restricted funds					
UPC2 23-24 BCA		15,030 -	13,998		1,033
LSIF 24-03 BCA		1,500 -	1,500		-
RACE COUNCIL CYMRU WINDRUSH GRANT 24 BGC		1,485 -	1,487	-	2
THE NEIGHBOURLY FO NBRLY		500 -	522	-	22
GLAMORGAN VOLUNTAR GVS RIFCAP24/19		7,845 -	7,000		845
CARDIFF COUNCIL 1000 1502803404 K BGC		1,500 -	1,507	-	7
C F IN WALES/CLIEN PID-000002422		5,000 -	5,000		-
THE NEIGHBOURLY FO JD FOUNDATION		1,000 -	201		799
CPSM-06 BCC C3SC CPSM-06		2,250 -	1,250		1,000
Total Restricted funds	39,453	36,110 -	32,465		3,646
Total Funds	55,967	195,989	(209,915)	0	42,041

Unrestricted funds

The unrestricted funds are the funds which the directors are free to use in accordance with the charitable objectives of the

Restricted funds

The restricted funds are to be utilised in accordance with the restrictions attached to the grants received

BUTETOWN COMMUNITY ASSOCIATION

England & Wales - Charity number 524130

Accounts

Butetown Community Association

Report and Financial Statements

Year ending 31 March 2024

Charity number: 524130



Butetown Community Association

Annual Report
1st April 2023 – 31st March 2024



Centre details

Organisation Name & Address:

Butetown Community Association
Butetown Community Centre
Loudoun Square, Butetown
Cardiff. CF10 5JA
Tel: 029 20487658
Email: butetowncommunitycentre@gmail.com
Facebook: [Butetown Community Centre – Docks](#)
Website: Butetowncommunitycentre.co.uk

Organisation type: Registered Charity

Charity Registration No. 524130

Accountants: **Llewellyns Chartered Accountants**
Brook House, Brook Street, Cardiff, CF14 1DU

Management Committee: @ March 31 st 2024	Chairperson	Sheila Hendrickson-Brown
	Vice-Chair	Vacant
	Treasurer	Vacant
	Secretary	
	Committee	Carlton Peets Franklyn Parris Francine Cordle Joseph Brown Gaynor Legall

Centre Staff

Centre Manager	Carrole Fox
Caretaker	Peter Phillips Jr
Food Pantry Coordinator	Kervin Julien (part time)

Governance

The Trustees meet monthly on the second Thursday of each month. The Committee sets up sub-committees to focus on specific pieces of work such as special tasks or events. The finance sub-committee, headed by the Treasurer meets on the first Thursday of each month. The Annual General Meeting takes place once per year. New Trustees are elected at the AGM but as vacancies arise, Trustees are recruited as and when necessary. Induction and support of a new Trustee is undertaken by the Chair and Vice-Chair.

Trustees delegate the day-to-day management of the community centre to the Centre Manager, who is expected to adhere to the aims, objectives and policies of the Charity. The Chair and the Centre Manager meet regularly, the Centre Manager provides a written report to the Trustees at their monthly Management Committee meetings.

Our aims and objectives

Our aims and objectives are to enhance the quality of life for local people by providing educational, health, well-being and recreational activities in a safe and supportive environment for all, without discrimination of race, sex, political or religious opinions. The Association is non-party in politics and non-sectarian in religion.

The Butetown Community Centre's Management Committee is run by an unpaid voluntary group of dedicated, committed people with strong links to the community, who run the Community Centre on behalf of the local community. We are a registered charity, self-funding and do not operate to make a profit. All money raised is put back into the Centre to enable us to carry out our aims and objectives.

Chairperson's Report

I am pleased to present the Annual Report and Audited Accounts on behalf of the Management Committee of Butetown Community Association.

The report outlines both the Centre's financial position and key activities, developments and plans.

I joined the Committee last year and took over as the Chair part-way through the year following the resignation of the former Chair, Hilary Brown. It has been a busy year of opportunity and challenge in which I have been supported by the Management Committee from the start of my tenure as Chair to review the Centre's plans and operations with a view to responding to the need to change where needed the Centre's offer to ensure it reflects current demands and needs and is a welcoming and safe space for all our members, staff, volunteers, trustees, service providers and the wider community.

The Committee and I have taken the year to consolidate before moving forwards and have made changes to the Centre in terms of offering more activities, reviewing the membership offer – which I'm pleased to say has translated into a healthy increase in our membership

numbers, and trialling some new approaches. We are in the process of reviewing our policies, procedures and prices with the aim of making things simple, clear, consistent and fair and have begun developing our Business Plan. We are also working on our finance strategy and communications and hope you will see more services and activities on offer and be supported to be kept aware of developments and to share your thoughts and feedback.

My thanks in the meantime to fellow members of the Management Committee for your support and for your trust in inviting me to be Chair, to Carole and the staff and volunteer team for all your help and all you do to help people in our communities, to our local community and to all our members for making me feel so welcome in my role.

I look forward to working with you all in the forthcoming year and seeing more plans come to fruition. Onwards and upwards.

Sheila Hendrickson-Brown
Chairperson

Centre Manager's Report

During this reporting period, we have continued to pursue the aims and objectives of the Association - to enhance the quality of life for local people by providing educational, health, well-being and recreational activities in a safe and supportive environment for all.

Services and Activities

Butetown Food Pantry

- ❖ The Butetown Food Pantry offers a dignified and inclusive approach to tackling food poverty in the community. For a modest regular fee members choose 10 items of food - which include fresh fruit and vegetables, bread, milk, halal meat and food cupboard essentials with a Food Pantry opens at 12.00pm until 3.00pm. Food is donated and, when grant funding allows, is purchased from local supermarkets and from our neighbourhood halal butcher.
- ❖ A table of free surplus food is available on a daily basis, free food packs are available to the homeless community and a subsidised fee is available to Asylum Seekers with no recourse to public funds, free sanitary products are also available to those in need.
- ❖ Users of the Pantry average between 45-60 in number each week, and many arrive early to sit and talk to friends and neighbours and enjoy free refreshments thus adding value through increased social connection and wellbeing.

The Unpaid Carer's Group

- ❖ The Unpaid Carers Group has been supported by the C3SC Unpaid Carers Short Breaks Grant Scheme. The project was formed to offer respite to local Unpaid

Carers, who access free health and wellbeing activities such as arts and crafts, mindfulness sessions, sewing club, fitness class, information and support as well access to short breaks such as the cinema, local health Spa, craft studio sessions, along with a free lunch.

- ❖ The group offers information, advice and practical help such as tips and techniques for managing stress.
- ❖ 90% of the group have reported improved wellbeing and reduced feelings of loneliness and isolation.
- ❖ The Unpaid Carers Group, Supper Club provides social and emotional support to many and allows participants to engage with the wider community. A significant number have reported that they feel a stronger sense of community and have found new friendships at the Supper Club.

New Projects and New Partnerships

During this period, we continued to establish new initiatives and partnerships that support the wellbeing of the community and contribute to the Welsh Governments *Wellbeing of Future Generations Act and Race Equality Action Plan – an anti-racist Wales* to help deliver: a prosperous Wales, a resilient Wales., a healthier Wales, and a more equal Wales.

Adult Education

- ❖ This new partnership with Adult Learning Wales has enabled us to offer lifelong learning to mature people in the community to
- ❖ Develop basic education skills, such as literacy and numeracy.
- ❖ Develop new vocational skills and expertise to adapt to the changing labour market or to change career.
- ❖ Promote self-confidence and improve mental and physical health.
- ❖
- ❖ The Thursday morning I.T Class caters to all ages and abilities and is open to both men and women, The learners work at a steady pace with one-to-one support to attain a qualification at the end of the term.
- ❖ The Wednesday afternoon Men's Cooking Class equips participants with new life skills
- ❖ Encourages teamwork
- ❖ Promotes healthy eating awareness
- ❖ Improves mental health and combats loneliness and isolation.

Sky Up Digital Support

The new 'Sky Up' Project launched this period with resources from Sky UK Ltd -the British telecommunications company, who have provided us with free laptops, tablets and free Wi-Fi throughout the building to support people to succeed in the digital age, ensuring that everyone that enters the Community Centre and those who are most at risk of being digitally excluded are given access to the right skills, technology, and connectivity.

Butetown Job Club

The Butetown Job Club is in partnership with Cardiff Council's Into Work Service, offers weekly sessions of job searching support, CV writing support and free adult education classes, digital support and employment training.

The Caribbean Elders Wellbeing Project

Funded by the GVS Third Sector Capital Fund. We know that many older people in the community are negatively impacted by food and fuel poverty, the project supported a preventative approach to combat loneliness and isolation, encourage healthier lifestyles and improved well-being among older people. The funding enabled us to purchase resources for cooking classes, equipment and adaptations for IT classes and board games and sports games to encourage social interaction and enhanced health and wellbeing.

- ❖ **The Butetown Domino Social Club**, has been a resident group at the Centre for more than three decades, it offers a warm and welcoming haven to older individuals. Rooted in Caribbean culture, they come together for social events, lively domino matches, and memorable away days. Their weekly early evening sessions at BCC provide a space where members—many of whom arrived in the UK from Commonwealth countries like the Caribbean and Africa, form an integral part of our esteemed Windrush Generation.
- ❖ **The Tuesday Club**, has been a fixture at the Centre for over fifty years, they attend regularly, to offer emotional support and companionship to older people. During their meetings, they catch up, play bingo, and enjoy a complimentary lunch provided by a local volunteer.

Celebrating heritage and culture

Throughout this period, our community came together to celebrate diversity, heritage and culture. We take pride in being a wonderful venue that fosters connections, advocates for positive change, raises awareness, and revels in shared moments.

- 🚩 In April 2023, we celebrated Eid-al-Fitr with a free community meal, cooked by local Caterers – ShamShack. 180 people enjoyed a delicious, traditional meal.
- 🚩 In May the Unpaid Carers Group celebrated Africa Day (formerly African Freedom Day) by making African inspired Tote bags.
- 🚩 In June, the University of Alabama, Birmingham’s Afro-American Gospel Choir visited the Community Centre in partnership with the Urdd National Eisteddfod. The American choir treated us to an array of traditional gospel songs. The relationship between Wales and Alabama was formed over fifty years ago when children and families from Butetown raised money to donate a stained glass window to the 16th Street Baptist Church following a terrorist attack by the Ku Klux Klan.
- 🚩 This year to mark the 75th anniversary of the arrival of the Windrush Generation to the UK, we took part in the 1st march through the streets of Butetown to the Senedd and held a celebration event.
- 🚩 In August the Butetown Domino Club celebrated Jamaican Independence day with a domino tournament and dance at the centre.
- 🚩 During October we celebrated Black History Month by celebrating the achievements of African Americans throughout history and highlighting the contributions Black communities have made to Britain and Wales.
- 🚩 During the winter months we held children’s events to celebrate Diwali, Bon fire night and Christmas.

Enterprise Units and regular groups

The Enterprise Units remain an important resource for the Community Centre and the many community organisations who continue to successfully deliver their many different services and support to the community.

- ❖ Unit 1- The Heritage and Cultural Exchange is an organisation that aims to chronicle the heritage and cultural diversity of Tiger bay and the Docks with an online archive of photographs, oral histories and resources.
- ❖ Unit 2 – Hayaat Women Trust, offer a range of different services, advice and information, consultations, health and education projects to BAME women and families.
- ❖ Unit 3 – ICAHT, Cardiff Hijama Centre, is an integrative clinic that provides Hijama, natural holistic cupping therapies.
- ❖ Unit 4 – TMR, The MentorRing provides in person and online mentoring and support for people of all ages and backgrounds who can participate in volunteering, social and cultural activities.
- ❖ Unit 5 – Jukebox Collective are a community based, youth led collective of creatives, specialising in dance, artist management and consultancy. They provide children’s dance classes every Wednesday during term time and access to the community centres rehearsal space for productions, dance competitions etc.
- ❖ Office spaces – C3SC are a large organisation that supports and develops Cardiff’s third sector (charities and voluntary organisations)by providing specialist advice, information and training.

Room Hire

Meeting room hire - previously a regular and crucial income source for the centre, continues to pose challenges, as during this period room hire has not yet picked up due to organisations having continued to deliver their services online following the changes brought on by the pandemic, rendering the need for in person meetings no longer necessary or cost effect.

The Bar

The licensed bar continues to be one of the Community Centre’s most valued assets. As well as making a significant difference to our ability to generate unrestricted income it is also one of the biggest draws to people to use the Centre.

However, the reduction in bookings has meant the bar has seen a reduction in footfall and thus reduced its contribution to the Centre’s income. New activities have started to be introduced – such as the Supper Club and Bingo sessions – and the Entertainments Committee is trialling a range of activities to increase its contribution to the Centre’s income.

During this period, we remained a significant factor for many in the community, delivering a range of services, activities and benefits to local people and beyond.

We continue to provide free hall space to local groups for charity, fundraising purposes and public and health awareness meetings where residents can get information and have their voices heard.

We are always open to suggestions for community participation from individuals and organisations.

Membership

Between April 2023 – March 2024, we had a total of 141 members.

Volunteering

As a voluntary organisation, we continue to have a great reliance on our team of dedicated volunteers, who provide invaluable assistance in delivering our services and activities – including the food pantry and the Supper Club.

Our Management Committee also undertake their role as the Centre's board of trustees in a voluntary capacity.

Thank you to our volunteers, for whose dedication and support we are extremely grateful.

Carrole Fox

Centre Manger

Developments for 2024-2025

Looking to the next phase in our development, we will continue to work on the implementation of our Business and Strategic Plans. We will continue to improve our facilities, develop the services and activities we offer and look at ways to increase our income.

Treasurer's Report

**Butetown Community Centre
Annual General Meeting
Treasurer's Report**

During the period *April 2023 to March 2024*, Carole Fox the Centre Manager, supported by the Chair and Members of the Management Committee, has been successful in the following applications for funding:

Date	Source of Grant	Amount Received	Purpose of Grant
07/03/2024	CCC Buildings Grant	£7,665.06	Building Improvements
12/01/2024	CCC Direct Food Grant	£8,184.63	Food Pantry
20/11/2023	GVS	£3,422.90	Caribbean Wellbeing Group
10/10/2023	Community Foundation In Wales	£5,000.00	Food Pantry
16/08/2023	Race Council Cymru Windrush Celebration Day	£1,750.00	Windrush
30/06/2023	TNL Windrush	£7,063.00	Windrush
08/06/2023	Unpaid Carers Short Breaks Fund 1	£19,056.00	Unpaid Carers
	Total received	£52,141.59	

These grant monies were restricted, and therefore have paid for specific activities rather than core costs. Core costs – including salaries and maintenance - are paid for by the income raised through room bookings, tenant’s rents and income raised from events.

However, the use of the Centre and the income generated has not returned to pre-pandemic levels. The Committee are therefore reviewing the role of the Centre for the future to be better placed to match provision with current needs and demands.

Meanwhile, the Committee will be reviewing the pricing structures and prices charged to ensure they are balanced in terms of being reasonable alongside being sufficient to meet basic costs.

Plans for 2024/25

1. Look for more external funding and include core ‘management and building costs’ in bids for funding.
2. Take steps to encourage more groups to book our rooms.
3. Take steps to encourage more people to book and use our facilities.
4. Review rental and booking costs to create greater consistency and clarity and increase our income.

Butetown Community Association's mission is to:

Continue to provide a sustainable, safe and high quality community building that is run efficiently, for the use and benefit of the local community in line with our charitable objectives. We will continue to move forward to increase participation and memberships and to investigate and evaluate the need for new services and activities for the coming year.

Governance

The Trustees meet monthly on the second Thursday of each month. The Committee sets up sub-committees to focus on specific pieces of work such as special tasks or events. The finance sub-committee, headed by the Treasurer meets on the first Thursday of each month. The Annual General Meeting takes place once per year. New Trustees are elected at the AGM but as vacancies arise, Trustees are recruited as and when necessary. Induction and support of a new Trustee is undertaken by the Chair and Vice-Chair. Trustees delegate the day-to-day management of the community centre to the Centre Manager, who is expected to adhere to the aims, objectives and policies of the Charity. The Chair and the Centre Manager meet regularly, the Centre Manager provides a written report to the Trustees at their monthly Management Committee meetings.

Aims and Objectives

Our aims and objectives are to enhance the quality of life for local people by providing educational, health, well-being and recreational activities in a safe and supportive environment for all, without discrimination of race, sex, political or religious opinions. The Association is non-party in politics and non-sectarian in religion.

The Butetown Community Centre's Management Committee is run by an unpaid voluntary group of dedicated, committed people with strong links to the community, who run the Community Centre on behalf of the local community. We are a registered charity, self-funding and do not operate to make a profit. All money raised is put back into the Centre to enable us to carry out our aims and objectives

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2024
(continued)

Trustees' responsibilities in relation to the financial statements

The charity trustees are responsible for preparing a trustees' annual report and financial statements in accordance with

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2024

(continued)

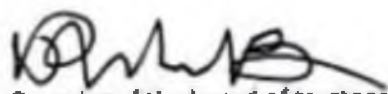
The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 and in other jurisdictions.

Statement as to disclosure to our Independent Examiner

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the independent examiner in connection with preparing their reports, of which the group's independent examiner's is unaware, and;
- the trustees, having made enquiries of fellow directors and the group's independent examiner that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant information and to establish that the Independent examiner's is aware of that information.



By order of the board of trustees

SHEILA HENDRICKSON-BROWN

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2024
(including income and expenditure account)

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
		£		£	£
<u>Income and endowments from:</u>					
Rent & Room hire		113,325	-	113,325	118,933
Grants received		-	52,141	52,141	42,212
Event costs & bar income		58,074		58,074	40,390
Food pantry income		1,973	-	1,973	3,517
Admissions, subscriptions and donations		450	-	450	3,540
Other income		271	-	271	-
Total income	3	174,093	52,141	226,234	208,592
<u>Expenditure:</u>					
Bar expenditure		37,627		37,627	53,084
Establishment costs		52,640		52,640	48,715
Centre activities and administration		89,196		89,196	58,320
Total expenditure	3	179,463	-	179,463	160,119
Net income/(expenditure) and net movement in funds before gains and losses on investments		- 5,370	52,141	46,771	48,473
Reconciliation of funds					
Total funds brought forward				-	32,617
Funds transfer		-		-	-
Total funds carried forward		- 5,370	52,141	46,771	81,090

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**Butetown Community Association
Balance Sheet at 31 March 2024**

	Notes	2024 £	2023 £
Fixed assets			
Tangible Assets	8	1,451	1,451
Investments		-	-
Total Fixed Assets		<u>1,451</u>	<u>1,451</u>
Current assets			
Stock	9	3,745	3,745
Debtors	10	30,660	7,797
Cash at bank and in hand		33,192	45,208
Bar cash and float		443	134
Total Current Assets		<u>68,040</u>	<u>56,884</u>
Liabilities			
Creditors falling due within one year	11	(13,381)	(18,197)
Net Current assets		<u>54,659</u>	<u>38,687</u>
Total assets less current liabilities		<u>56,110</u>	<u>40,138</u>
Creditors: falling due after more than one year			
Net assets			
The funds of the charity:			
Unrestricted income funds	12	16,514	21,884
Restricted income funds		39,453	18,907
Total charity funds		<u>55,967</u>	<u>40,791</u>

The notes at pages 9 to 16 form part of these accounts

Approved by the trustees and signed on their behalf by:

Signed 

Name **SHERIA HENDRICKSON-BROWN**

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024

1. Accounting Policies

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

a) Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

Butetown Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no significant judgements made in the process of applying the entity's accounting policies. With respect to the next accounting period 2024-2025 the most significant area of uncertainty that will affect the carrying value of the assets held by the charity are the level of investment return and performance of the investment market. This will affect both the carrying value of investments and also the performance of the pension funds.

b) Preparation of the accounts on a going concern basis

The charity has reported a cash inflow for the year of £x although notes that a small deficit was recorded for the year. The charity is currently self-financing, and the trustees are in the fortunate position that they do not rely on external finance to operate.

After reviewing the charity's forecasts and projections the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

c) Income

Fee income

Fees receivable are accounted for in the period in which the service is provided.

Deferred income - advance fees

Where income is received in advance of meeting any performance related conditions and there is not unconditional entitlement to the income, its recognition is deferred and included in creditors as deferred income until the performance

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

Donations and legacies

Donations and legacies receivable for the general purposes of the charity are credited to 'unrestricted funds'. Donations and legacies for purposes restricted by the wishes of the donor are taken to 'restricted funds'.

Investment income

Interest 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. Dividends are recognised once the dividend has been declared and notification has been received of the dividends due. This is normally upon notification by our investment

Volunteer income - unpaid general volunteers

Like many charities, we often rely on the contribution of unpaid general volunteers in carrying out our activities. However, placing a monetary value on this contribution presents significant difficulties. For example, volunteers might complement the work of paid staff rather than replace them. These factors, together with the lack of a market comparator price for general volunteers, make it impractical for their contribution to be measured reliably for accounting purposes. Given this absence of a reliable measurement basis, the contribution of general volunteers is not included as income in these accounts.

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of marketing.
- Expenditure on charitable activities includes the costs of salaries, and other activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activity. Support costs include the costs of office salaries, and governance costs which support the charity in the provision of education. The bases on which support costs have been allocated are set out in note 7.

g) Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost. All assets are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset Category	Annual rate
Fixtures and fittings	20%
Computer equipment	20%

i) Stock

Stock is included at the lower of cost or net realisable value

k) Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments depreciated over their estimated useful economic lives on a straight-line basis as the deposit or similar account.

l) Debtors

Debtors are recognised at the settlement amount due after any discount offered.

m) Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

2. Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

3. Comparative information by fund

	Unrestricted		Restricted	
	2024 £	2023 £	2024 £	2023 £
<u>Income and endowments from:</u>				
Rents & Room hire				
Meeting room hire	68,749	78,867	-	-
Rent receivable	44,576	40,066	-	-
Total Rents & Rooms hire	113,325	118,933	-	-
Grants received				
Race Council Cymru	-	-	1,750	-
TNL Windrush	-	-	7,063	5,000
GVS	-	-	3,423	-
CCC Buildings Grant	-	-	7,665	-
CCC Direct Food Grant	-	-	8,184	-
CF in Wales	-	-	5,000	-
UPCG1	-	-	19,056	-
Moondance Foundation	-	-	-	-
Young peoples' summer scheme	-	-	-	4,550
Young peoples project	-	-	-	8,480
National Lottery Grant	-	-	-	10,000
Warm spaces	-	-	-	3,000
Food poverty	-	-	-	6,379
C3SC Grant	-	-	-	-
Neighbourly fund	-	-	-	-
Job Retention Scheme Government Grant	-	-	-	-
Race Council Cymru	-	-	-	3,803
Welsh Government Grant	-	-	-	-
Cardiff Council	-	-	-	-
National Museum of Wales	-	-	-	-
Total Grant received	-	-	52,141	41,212
Gross Bar income	58,074	40,390	-	-
Food pantry income	1,973	3,517	-	-
Admissions and donations	450	3,540	-	-
Other income				
Interest income	271	-	-	-
Bond income	-	-	-	-
Total Other income	271	-	-	-
Total Income	174,093	166,380	52,141	41,212

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

	Unrestricted		Restricted	
	2024	2023	2024	2023
	£	£	£	£
<u>Resources Expended</u>				
Bar expenditure				
Purchases (in. stock movement)	28,823	36,550		
Entertainment	950	2,050	-	-
Bar staff	7,854	14,484	-	-
Total Bar expenditure	37,627	53,084	-	-
6. Analysis of expenditure on charitable activities				
<u>Establishment</u>				
Rates	6,742	6,198	-	-
Light, power and heat	25,338	21,269	-	-
Cleaning	14,005	13,052	-	-
Repairs, preventative maintenance and security	6,555	8,196	-	-
Total Establishment expenses	52,640	48,715	-	-
<u>Centre activities and charitable administration</u>				
Staff wages	63,466	40,394		12,804
Employer pension	985	760		-
Telephone	1,849	1,632		-
Postage and stationery	115	321		-
Licences	626	1,040		-
Computer costs	29	957		-
Insurance	4,019	3,576		-
Accountancy fees	3,818	4,011		-
Sundry expenses	34	10		-
Event and meeting hire expenses	4,903	1,414		-
Grant expenditure		-	31,595	27,495
Donation		-		-
Food Panty Costs	4,851	-		-
Centre and charitable activities	2,645	2,382		-
Bank charges	1,203	1,297		-
Depreciation	653	526		-
Total Centre activities and charitable administration	89,196	58,321	31,595	40,299
Total expenses	179,463	160,120	31,595	40,299

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the three key charitable activities undertaken in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

4. Net income/(expenditure) for the year

This is stated after charging:	2024	2023
	£	£
Depreciation	653	526
Accountancy services	3,818	4,011
	<u>4,471</u>	<u>4,537</u>

5. Analysis of staff costs, trustee remuneration and expenses

	2024	2023
	£	£
Salaries & NI costs - Centre staff	63,466	40,394
Salaries & NI costs - Bar staff	7,854	14,484
	<u>71,320</u>	<u>54,878</u>

6. Staff Numbers

The average monthly headcount was 6 staff (2021-6 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year was as follows:

	2024	2023
	Number	Number
Management	2	2
Domestic and administrative	2	2
	<u>4</u>	<u>4</u>

The charity considers its key management personnel comprise the trustees. The total employment benefits including employer pension contributions of the key management personnel were £Nil (2023: £Nil)

The number of employees whose emoluments exceeded £60,000 were:

	2024	2023
£60,000 - £70,000	0	0
£70,000 - £80,000	0	0
	<u>0</u>	<u>0</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

7. Related party transactions

There were no related party transactions during the year.

8. Tangible fixed assets - charity

	Computer Equipment	Fixtures and Fittings	Total
	£	£	£
Cost:			
As at 1 April 2023	2,932	26,048	28,980
Additions	-	-	-
As at 31 March 2024	<u>2,932</u>	<u>26,048</u>	<u>28,980</u>
Depreciation:			
As at 1 April 2023	2,095	24,781	26,876
Charge for the year	400	253	653
As at 31 March 2024	<u>2,495</u>	<u>25,034</u>	<u>27,529</u>
Net book value:			
As at 31 March 2023	<u>837</u>	<u>1,267</u>	<u>1,451</u>
As at 31 March 2024	<u>437</u>	<u>1,014</u>	<u>2,104</u>

9. Stock

	2024	2023
	£	£
Stock	3,745	3,745
	<u>3,745</u>	<u>3,745</u>

10. Debtors

	2024	2023
	£	£
Trade debtors	30365	7502
Prepayments	295	295
	<u>30660</u>	<u>7797</u>

11. Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors and accruals	96	3,600
Taxation and social security costs	13,285	14,597
	<u>13,381</u>	<u>18,197</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2024
(continued)

12. Analysis of charitable funds

	April 2023 £	Incoming resources £	Resources expended £	Transfer between funds £	As at 31 March 2024 £
Unrestricted funds	21,884	174,093	(179,463)		16,514
Restricted funds	18,907	52,141	(31,595)		39,453
Total Funds	40,791	226,234	(211,058)	0	55,967

Unrestricted funds

The unrestricted funds are the funds which the directors are free to use in accordance with the charitable objectives of

Restricted funds

The restricted funds are to be utilised in accordance with the restrictions attached to the grants received



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Butetown Community Association

**On accounts for the year
ended**

31 March 2024

**Charity no
(if any)**

524130

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2024**.

**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 Trust'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 material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:

Date: 31/01/25

Name:

MIKE TANN

**Relevant professional
qualification(s) or body
(if any):**

ACCA

BUTETOWN COMMUNITY ASSOCIATION

England & Wales - Charity number 524130

Accounts

Butetown Community Association

Report and Financial Statements

Year ending 31 March 2023

Charity number: 524130

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2023

Chair's report

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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).

SHEILA HENDRICKSON BROWN

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2023
(continued)

Reference and administrative details:

Charity number: 524130

Principal Office: Butetown Community Centre
 Loudoun Square, Butetown
 Cardiff
 CF10 5JA
 Tel: 029 2048 7658
 Facebook: Butetown Community Centre - Docks
 Website: www.butetowncommunitycentre.co.uk

Our advisers:

Independent Examiner: Llewellyns Certified Chartered Accountants
 1st Floor
 Brook House
 Brook Road
 Whitchurch
 Cardiff
 CF14 1DU

Bankers: Barclays Bank Plc
 28 Working Street
 Cardiff
 CF10 2DP

Directors and trustees:

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.
 The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees

Officers & Trustees			
	Sheila Hendrickson-Brown	Chair	Appointed February 2023; Chair wef 09/2023
	Lyn Eynon	Treasurer	Appointed on the 08/08/2021
	Rosamund Caines-Prentice	Vice-Chair	
			Appointed on the 08/08/2021
	Roy Joseph Brown	Committee	Appointed on the 08/08/2021
	Franklyn Parris	Committee	Appointed on the 08/08/2021
	Faisal Hashi	Committee	Appointed on the 08/08/2021
	Francine Sanders	Committee	Appointed on the 08/08/2021
	Carlton Peets	Committee	Appointed on the 19/04/2015
	Wendy Young	Committee	Appointed January 2023
	Hilary Brown	Committee Chair	Resigned 3 September 2023
Centre Staff	Carrole Fox	Centre Manager	
	Peter Phillips Jr	Caretaker	
	Carole Blades	Bar Manager	

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2023
(continued)

Governance

The Trustees meet monthly on the second Thursday of each month. The Committee sets up sub-committees to focus on specific pieces of work such as special tasks or events. The finance sub-committee, headed by the Treasurer meets on the first Thursday of each month. The Annual General Meeting takes place once per year. New Trustees are elected at the AGM but as vacancies arise, Trustees are recruited as and when necessary. Induction and support of a new Trustee is undertaken by the Chair and Vice-Chair. Trustees delegate the day-to-day management of the community centre to the Centre Manager, who is expected to adhere to the aims, objectives and policies of the Charity. The Chair and the Centre Manager meet regularly, the Centre Manager provides a written report to the Trustees at their monthly Management Committee meetings.

Aims and Objectives

Our aims and objectives are to enhance the quality of life for local people by providing educational, health, well-being and recreational activities in a safe and supportive environment for all, without discrimination of race, sex, political or religious opinions. The Association is non-party in politics and non-sectarian in religion.

The Butetown Community Centre's Management Committee is run by an unpaid voluntary group of dedicated, committed people with strong links to the community, who run the Community Centre on behalf of the local community. We are a registered charity, self-funding and do not operate to make a profit. All money raised is put back into the Centre to enable us to carry out our aims and objectives

Chairman's Report - Hilary Brown



Signed: Sheila Hendrickson-Brown

Chairman

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2023

(continued)

Centre Manager's Report

During this reporting period, we have continued to pursue the aims and objectives of the Association - to enhance the quality of life for local people by providing educational, health, well-being and recreational activities in a safe and supportive environment for all. As we settle back into 'normal life' and the social and economic challenges of the Covid-19 Pandemic which have had a long-term effect on most communities over the past two and a half years have started to ease we are now faced with further challenges, due to the rising costs of food and utilities. As always, we are committed redeveloping our services to best serve the community through these continued challenges into a brighter more stable future.

This year we responded to the current cost-of-living crisis by providing a 'Welcome Warm Space' for those in need, we provided free daily access to the venue, along with access to advice, information and well-being activities that fostered social interaction and increased community collaboration in a safe and welcoming environment which allowed people to stay warm, save on fuel costs, and access free healthy meals through the Luncheon Club and Thursday evening Supper Club. This initiative was funded by two C3SC Loneliness and isolation grants of £1500 each.



Children's Activities

◊ The Boys Youth Nights continued to flourish this year with the help of three grants to further expand and develop services for Boys from age 10 – 16. This year the Coordinator introduced a new music/ D.J Project to compliment the social and recreational programme.

◊ A grant from the National Museum of Wales enabled young people from BAME backgrounds, to access the National Museum of Wales in Cardiff (some for the first time), the young people took photographs and video footage of their visit, which enabled them to produce a video report of their experiences at the museum which they later presented at an exclusive film screening for family, friends and the management committee of the Community Centre.

◊ This year in collaboration with The Mentor Ring we held our children's summer playscheme. The free playscheme ran for two weeks during the August school holidays and provided free summer arts and crafts, games and sports activities with a free healthy lunch and refreshments. Up to 28 children from age 6-11 attended the daily sessions which provided 3 paid sessional play worker posts along with work experience opportunities 4 local Volunteers.



Windrush Projects

◊ The Windrush Awareness Project came to an end on 31st June 2022 after a successful year of promoting the Home Office Windrush Compensation Schemes and Windrush celebration Day to a wider audience through engaging workshops, entertaining and informative presentations & information surgeries and great cultural celebration events.

◊ This year we held the first annual flag raising ceremony in honour and appreciation of the hard work and tireless contributions of the Windrush Elders to the rebuilding of post war Britain and beyond.

◊ We also Hosted two Ministerial visits from Minister of State for Transport MP Kevin Foster on 11th May and Secretary of State for Wales, MP David Davies along with the Home Office Windrush lessons learned team.

◊ Windrush Celebration day was held on 25th June 2022 in honour of our Windrush Pioneers, over 30 elders received a glass award in recognition of their sacrifices and achievements made to the UK for over 74 years.



Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2023

(continued)

Butetown Food Pantry

◊ In January we celebrated our 1st year anniversary and welcomed our 2500th Customer to the Butetown Food Pantry, The Food Pantry is a sustainable and more dignified approach in tackling food poverty in the community, which follows a straightforward method in which members pay £4.00 and in return they choose their own shopping of 10 items which include fresh fruit and vegetables, bread, milk, halal meat and food cupboard essentials with a value of up to £25.00. The Food Pantry opens at 12.00pm until 3.00pm. Food is purchased weekly from local supermarkets and the halal meat is purchased from our neighbourhood butcher. Occasionally we receive donations from one of the local churches or kind individuals and organisations.

◊ Many of our members have reported that the social aspect of the Pantry is very beneficial to their wellbeing, with some members attending from as early as 8.30am, whereby they can sit and chat to friends and neighbours, enjoy free refreshments of tea, coffee, squash, toast and cakes which are surplus goods donated to us by our local Lidl and brought to us by our wonderful volunteers, at lunchtime they can enjoy a delicious plant based hot meal provided by Ty Krishna Cymru.

◊ Weekly Pantry users have risen from 14 in January 2021 to 65 in January 22 and continues to grow.

◊ A table of free donated food items is available on a daily basis, free foodpacks are available to the homeless community and a subsidised fee is available to Asylum Seekers with no recourse to public funds, free sanitary products are also available to those in need.

◊ In March 2023 we hosted the Cardiff food network, regional meeting for organisations who are passionate about finding solutions to tackle food poverty and the cost of living crisis.

◊ In October 22 the Food Pantry received a Morrisons Black History Month Heroes Award.

◊ In November 2022 the Food Pantry featured in a 'cost of living' programme on ITV evening News.



Celebrating Heritage and Culture

At Butetown Community Centre, we pride ourselves as being a great venue to bring people together, promote positive change, improve awareness and celebrate the many different cultures in the community. During this period the community celebrated:

◊ The Women's craft group celebrated St Davids Day by making Welsh Cakes and Welsh dragon pendants.

◊ On the 8th March 2022, in partnership with TMR, we celebrated International Women's Day in honour of local BAME women, with a presentation, afternoon tea and samosas culminating in the presentation of flowers in recognition of their achievements.

◊ The Ghana Association of Wales celebrated Ghana's 66th Independence Day on 5th March 2022 with a flag raising ceremony, presentations and an evening dance.

◊ A free community party was held for Eid al-Fitr on 22nd May 2022.

◊ The local and surrounding community celebrated Somaliland Independence Day with a public meeting and flag raising ceremony on 18th May 2022

◊ The Women's craft group celebrated Jamaican Independence on 6th August 2022 by making Jamaican bunting and flags.

◊ Eid al-Fitr was celebrated on 23rd April 2023 with a free traditional meal provided by local Caterers and resident takeaway business ShamShack.

Enterprise Units and Regular Groups

The Enterprise Units remain an important resource for the Community Centre and the many community organisations who continue to successfully deliver their many different services and support to the community.

◊ Unit 1- The Heritage and Cultural Exchange is an organisation that aims to chronicle the heritage and cultural diversity of Tiger bay and the Docks with an online archive of photographs, oral histories and resources.

◊ Unit 2 – Hayaat Women Trust, offer a range of different services, advice and information, consultations, health and education projects to BAME women and families.

◊ Unit 3 – ICAHT, Cardiff Hijama Centre, is an integrative clinic that provides Hijama, natural holistic cupping therapies.

◊ Unit 4 – TMR, The MentorRing provides in person and online mentoring and support for people of all ages and backgrounds who can participate in volunteering, social and cultural activities.

◊ Unit 5 – Jukebox Collective are a community based, youth led collective of creatives, specialising in dance, artist management and consultancy. They provide children's dance classes every Wednesday during term time and access to the community centres rehearsal space for productions, dance competitions etc.

◊ Office spaces – C3SC are a large organisation that supports and develops Cardiff's third sector (charities and voluntary organisations)by providing specialist advice, information and training.

◊ The Butetown Domino and Social Club have been a resident group at BCC for over 30 years providing a supportive, social and recreational space for older people who maintain and celebrate Caribbean culture through social events, domino matches, away days and hold weekly early evening sessions at BCC many members who came to the UK from Commonwealth countries such as the Caribbean and Africa and form part of our Windrush Generation.

◊ The Tuesday Club have been resident at BCC for over fifty years and meet regularly, to provide social support and friendship to older women who meet socially to catch up, play bingo and enjoy a free lunch provided by a local volunteer. The group forms a part of our stalwart group of older people who have been supporting our free Elders Christmas meal since 2012.

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2023

(continued)

Room Hire

Times have changed, and due to the Pandemic, organisation had to adapt their services to online platforms there for the need for in person meetings is no longer necessary or cost effect. Therefore meeting room hire which usually provides regular, vital income to the centre still remains a challenge as it is unlikely return to pre-pandemic levels, however this period were experienced increased numbers of bookings for weddings and funerals compared to last year along with bookings from community Service Providers for long term educational and support services has boosted take up and provided much needed funds to help us in our post Covid recovery.

The Bar

The licenced bar remains as ever, a much needed and valued asset to the Community Centre, it usually provides the majority of our income but this year with decreased numbers attending social evenings and a drop in bookings for evening events such as birthday parties, meaning that the centre remained closed for most Saturday evenings throughout the winter months only gaining momentum with the start of Butetown Domino Club tournaments and dances and Windrush events.

Thursday social evenings have continued the drop in attendance, with some occasions, the lack of customers has forced us to close. This has had a considerable effect on bar sales and on our ability to pay for the staff needed to facilitate the evening, if the numbers continue on this constant decline, we the closure of Thursday evenings as it is no longer financially viable, this period we must look at new ways of increasing footfall, utilising this community asset and increasing revenue.

The numbers attending the Sunday Socials have increased steadily and have surpassed pre-Pandemic levels and we remain hopeful that this trend remains viable and continues to grow.

With the ever rising costs of utilities, the bar is our second highest expenditure and we now need to explore ways to keep this facility current and viable therefore we need increased regular attendance and support from the community throughout the year, thus ensuring that it will remain available when the community needs it most. During this period we remained a significant factor for many in the community, delivering a range of services, activities and benefits to local people and beyond.

We continue to provide free hall space to local groups for charity, fundraising purposes and public and health awareness meetings where residents can get information and have their voices heard.

We are always open to suggestions for community participation from individuals and organisations.

New Projects

We continue to set up new initiatives during this period which support the community and contribute to, Welsh Governments Wellbeing of Future Generations Act and Race Equality Action Plan – an anti-racist Wales to help deliver:

- A prosperous Wales.
- A resilient Wales.
- A healthier Wales.
- A more equal Wales.

and inspire people to:

- Engage in their local community in a friendly and supportive environment.
- Improve health and well-being
- Improve their financial resilience and move out of food poverty
- Combat loneliness and social isolation
- Help young people to develop social skills, further education and employment
- Improve their self-esteem and confidence

Membership

At the end of this financial year, I can report that we have a total of 79 Members compared to 101 Members at 31st March 2022.

Volunteering

As a voluntary organisation, we rely heavily on volunteers, which without their assistance we would not have the capacity to deliver our services and activities for the local community. Our board of trustees, who are also volunteers, has as always guided and steered the organisation in the right direction to keep up the excellent work that we provide.

Volunteering is an enriching experience for those wishing to help their local community, while expanding the capacity of our projects. We are very grateful for the huge contribution they make to Butetown Community Centre.

Moving Forward

We are aware that we still ever many hurdles challenges to come as is the case with small charities. We have had a big drop in income due less footfall at some events and less party bookings. We are continuing to explore strategies to maintain our revenue and look to the future optimistically. We must increase all hirings at the Centre and provide more social events so that we can utilise the bar more regularly especially on Saturday nights. As always we need increased participation and support from our members and the local community if we are to continue to be self-sufficient.

I would like to take this opportunity to thank everyone concerned in the organisation, Staff, Committee Members, Volunteers, Members, users of the centre and supporters for all their support, hard work, commitment over the past year and would especially like to pay tribute to all those who have supported us and the community through this period as we press on to reestablish ourselves, strengthen and widen our activities and services

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2023

(continued)

Developments for 2023-2024

During this period of recovery, It is inevitable that it will take some time for things to return to normal, we will work on increasing usage levels and raising much needed income. But as we navigate through these challenging times we look forward to the coming year with increased optimism.

We will continue to work on the implementation of our Business and Strategic Plans. We will remain committed to continuous improvement of our facilities, our services and the development of staff and volunteers. In the next stage of our continued development we will work on increasing the profile of the centre, further develop our financial position so that it viable and robust so that we will be better prepared for any future unexpected eventualities. We must increase our membership as we recognise the important role that the members of the community have and as such we must encourage them to become more involved in the centre to ensure its long term sustainability for the local community.

Carrole Fox

Centre Manager, Butetown Community Centre

Treasurer's Report

I was elected as Treasurer on 12th January 2023.

During the period April 2022 to March 2023, Carrole Fox the Centre Manager has been successful in bids for the following grants:

Date:	Purpose of Grant:	Source of Grant:	Value of Grant:
22/04/22	Food Pantry	National Lottery	£10,000
03/05/22	Windrush Awareness Project	V4Change	£4,000
08/07/22	Windrush Awareness Project	V4Change	£1,000
02/08/22	Young People's Summer Scheme	C3SC SOF	£4,550
19/08/22	Windrush Celebration Event	Race Council Cymru	£3,803
12/09/22	Young People's Project	Cardiff County Council	£8,480
15/12/22	Warm Space Project	C3SC	£1,500
22/12/22	Food Pantry	C3SC	£6,379
20/02/23	Warm Space 2	C3SC	£1,500
07/03/23	Food Pantry	Neighbourly Fund	£1,000
Total 2022/23			£42,212

Even though we are successful in receiving grants none of these contribute to the running of the BCC including staff wages, utilities, and maintenance. Pre-pandemic our annual income was routinely £60k and along with a level of reserves the BCC has been able to function.

The profit from daytime social events is back to pre-pandemic levels. BCC rents office space to several organisations but could accommodate more. However, the bookings for use of meeting rooms have significantly dropped and has not returned to pre-pandemic levels.

Prices charged for BCC facilities have not been increased for several years. With the significant rise in the cost of living the BCC is costing more to run.

Plans for 2023/2024

1. Include 'management and building costs' element when bidding for future grants.
2. Encourage more groups to book our rooms.
3. Encourage more organisations to rent office space.
4. Increase the cost of renting rooms to cover increased utility and maintenance costs.

Wendy Young

Treasurer

Butetown Community Association's mission is to:

Continue to provide a sustainable, safe and high quality community building that is run efficiently, for the use and benefit of the local community in line with our charitable objectives. We will continue to move forward to increase participation and memberships and to investigate and evaluate the need for new services and activities for the coming year.

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2023
(continued)

Trustees' responsibilities in relation to the financial statements

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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;

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2023

(continued)

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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 and in other jurisdictions.

Statement as to disclosure to our Independent Examiner

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the independent examiner in connection with preparing their reports, of which the group's independent examiner's is unaware, and:
- the trustees, having made enquiries of fellow directors and the group's independent examiner that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant information and to establish that the independent examiner's is aware of that information.

By order of the board of trustees

SHEILA HENDRICKSON-BROWN

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2023
(including income and expenditure account)
for year ending 31 March 2023

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
		£			£
<u>Income and endowments from:</u>					
Rent & Room hire		118,933	-	118,933	57,826
Grants received		1,000	41,212	42,212	79,436
Bar income		40,390		40,390	33,347
Food pantry income		3,517	-	3,517	1,357
Admissions, subscriptions and donations		3,540	-	3,540	5,311
Other income		-	-	-	1
Total income	3	167,380	41,212	208,592	177,278
<u>Expenditure:</u>					
Bar expenditure		53,084		53,084	28,348
Establishment costs		48,715		48,715	32,872
Centre activities and administration		58,320		58,320	81,606
Total expenditure	3	160,119	-	160,119	142,826
Net income/(expenditure) and net movement in funds before gains and losses on investments		7,261	41,212	48,473	34,452
Reconciliation of funds					
Total funds brought forward		14,623	17,994	32,617	(1,835)
Funds transfer		-		-	-
Total funds carried forward		21,884	59,206	81,090	32,617

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

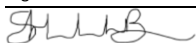
Butetown Community Association
Balance Sheet at 31 March 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible Assets	8	2,104	2,629
Investments		-	-
Total Fixed Assets		<u>2,104</u>	<u>2,629</u>
Current assets			
Stock	9	3,745	3,745
Debtors	10	7,797	295
Cash at bank and in hand		45,208	45,813
Bar cash and float		134	134
Total Current Assets		<u>56,884</u>	<u>49,987</u>
Liabilities			
Creditors falling due within one year	11	(18,197)	(19,999)
Net Current assets		<u>38,687</u>	<u>29,988</u>
Total assets less current liabilities		<u>40,791</u>	<u>32,617</u>
Creditors: falling due after more than one year			
Net assets			
The funds of the charity:			
Unrestricted income funds	12	21,884	14,623
Restricted income funds		18,907	17,994
Total charity funds		<u>40,791</u>	<u>32,617</u>

The notes at pages 9 to 16 form part of these accounts

Approved by the trustees on 6 March 2024 and signed on their behalf by:

Signed



Name SHEILA HENDRICKSON-BROWN

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

1. Accounting Policies

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

a) Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014.

Butetown Community Association meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no significant judgements made in the process of applying the entity's accounting policies. With respect to the next accounting period 2022-2023 the most significant area of uncertainty that will affect the carrying value of the assets held by the charity are the level of investment return and performance of the investment market. This will affect both the carrying value of investments and also the performance of the pension funds.

b) Preparation of the accounts on a going concern basis

The charity has reported a cash inflow for the year of £x although notes that a small deficit was recorded for the year. The charity is currently self-financing, and the trustees are in the fortunate position that they do not rely on external finance to operate.

After reviewing the charity's forecasts and projections the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

c) Income

Fee income

Fees receivable are accounted for in the period in which the service is provided.

Deferred income - advance fees

Where income is received in advance of meeting any performance related conditions and there is not unconditional entitlement to the income, its recognition is deferred and included in creditors as deferred income until the performance conditions are met.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

Donations and legacies

Donations and legacies receivable for the general purposes of the charity are credited to 'unrestricted funds'. Donations and legacies for purposes restricted by the wishes of the donor are taken to 'restricted funds'.

Investment income

Interest 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. Dividends are recognised once the dividend has been declared and notification has been received of the dividends due. This is normally upon notification by our investment advisor of the dividend yield of the portfolio.

Volunteer income - unpaid general volunteers

Like many charities, we often rely on the contribution of unpaid general volunteers in carrying out our activities. However, placing a monetary value on this contribution presents significant difficulties. For example, volunteers might complement the work of paid staff rather than replace them. These factors, together with the lack of a market comparator price for general volunteers, make it impractical for their contribution to be measured reliably for accounting purposes. Given this absence of a reliable measurement basis, the contribution of general volunteers is not be included as income in these accounts.

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of marketing.
- Expenditure on charitable activities includes the costs of salaries, and other activities undertaken to further the purposes of the charity and their associated support costs.

- Other expenditure represents those items not falling into any other heading
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activity. Support costs include the costs of office salaries, and governance costs which support the charity in the provision of education. The bases on which support costs have been allocated are set out in note 7.

g) Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost. All assets are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset Category	Annual rate
Fixtures and fittings	20%
Computer equipment	20%

i) Stock

Stock is included at the lower of cost or net realisable value

k) Cash at bank

Cash at bank and cash in hand includes cash and short term highly liquid investments depreciated over their estimated useful economic lives on a straight-line basis as the deposit or similar account.

l) Debtors

Debtors are recognised at the settlement amount due after any discount offered.

m) Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

2. Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

3. Comparative information by fund

	Unrestricted		Restricted	
	2023 £	2022 £	2023 £	2022 £
Income and endowments from:				
Rents & Room hire				
Meeting room hire	78,867	32,898	-	-
Rent receivable	40,066	24,928	-	-
Total Rents & Rooms hire	118,933	57,826	-	-
Grants received				
Windrush Grant	-	-	5,000	19,949
Moondance Foundation	-	-	-	-
Young peoples' summer scheme	-	-	4,550	-
Young peoples project	-	-	8,480	-
National Lottery Grant	-	-	10,000	-
Warm spaces	-	-	3,000	-
Food poverty	-	-	6,379	-
C3SC Grant	-	-	-	10,000
Neighbourly fund	1,000	-	-	-
Job Retention Scheme Government Grant	-	5,963	-	-
Race Council Cymru	-	-	3,803	19,845
Welsh Government Grant	-	-	-	7,555
Cardiff Council	-	-	-	13,906
National Museum of Wales	-	-	-	2,218
Total Grant received	1,000	5,963	41,212	73,473
Gross Bar income	40,390	33,347	-	-
Food pantry income	3,517	1,357	-	-
Admissions and donations	3,540	5,311	-	-
Other income				
Interest income	-	1	-	-
Bond income	-	-	-	-
Total Other income	-	1	-	-
Total Income	167,380	103,805	41,212	73,473

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

	Unrestricted		Restricted	
	2023	2022	2023	2022
	£	£	£	£
Resources Expended				
Bar expenditure				
Purchases (in. stock movement)	36,550	4,473		14,730
Entertainment	2,050	1,960	-	-
Bar staff	14,484	7,185	-	-
Total Bar expenditure	53,084	13,618	-	14,730
6. Analysis of expenditure on charitable activities				
Establishment				
Rates	6,198	5,130	-	-
Light, power and heat	21,269	17,412	-	-
Cleaning	13,052	3,996	-	-
Repairs, preventative maintenance and security	8,196	6,334	-	-
Total Establishment expenses	48,715	32,872	-	-
Centre activities and charitable administration				
Staff wages	40,394	28,878	12,804	27,063
Employer pension	760	652	-	-
Telephone	1,632	1,498	-	-
Postage and stationery	321	29	-	-
Licences	1,040	1,552	-	-
Computer costs	957	-	-	-
Insurance	3,576	3,335	-	-
Accountancy fees	4,011	2,122	-	-
Sundry expenses	10	80	-	-
Event and meeting hire expenses	1,414	-	-	13,686
Grant expenditure	-	-	27,495	-
Donation	-	1,529	-	-
Centre and charitable activities	2,382	414	-	-
Bank charges	1,297	768	-	-
Depreciation	526	-	-	-
Total Centre activities and charitable administration	58,320	40,857	40,299	40,749
Total expenses	160,119	87,347	40,299	55,479

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the three key charitable activities undertaken in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

4. Net income/(expenditure) for the year

	2023	2022
	£	£
This is stated after charging:		
Depreciation	526	-
Accountancy services	4,011	2,122
	<u>4,537</u>	<u>2,122</u>

5. Analysis of staff costs, trustee remuneration and expenses

	2023	2022
	£	£
Salaries & NI costs - Centre staff	40,394	28,878
Salaries & NI costs - Bar staff	14,484	7,185
	<u>54,878</u>	<u>36,063</u>

6. Staff Numbers

The average monthly headcount was 6 staff (2021-6 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year was as follows:

	2023	2022
	Number	Number
Management	2	1
Domestic and administrative	2	5
	<u>4</u>	<u>6</u>

The charity considers its key management personnel comprise the trustees. The total employment benefits including employer pension contributions of the key management personnel were £Nil (2022: £Nil)

The number of employees whose emoluments exceeded £60,000 were:

	2023	2022
£60,000 - £70,000	0	0
£70,000 - £80,000	0	0
	<u>0</u>	<u>0</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

7. Related party transactions

There were no related party transactions during the year.

8. Tangible fixed assets - charity

	Computer Equipment £	Fixtures and Fittings £	Total £
Cost:			
As at 1 April 2022	2,932	26,048	28,980
Additions	-	-	-
As at 31 March 2023	<u>2,932</u>	<u>26,048</u>	<u>28,980</u>
Depreciation:			
As at 1 April 2022	1,886	24,464	26,350
Charge for the year	209	317	526
As at 31 March 2023	<u>2,095</u>	<u>24,781</u>	<u>26,876</u>
Net book value:			
As at 31 March 2022	<u>837</u>	<u>1,267</u>	<u>2,104</u>
As at 31 March 2023	<u>1,046</u>	<u>1,584</u>	<u>2,630</u>

9. Stock

	2023 £	2022 £
Stock	3,745	3,745
	<u>3,745</u>	<u>3,745</u>

10. Debtors

	2023 £	2022 £
Prepayments	295	295
	<u>295</u>	<u>295</u>

11. Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors and accruals	3,600	3,600
Taxation and social security costs	14,597	16,399
	<u>18,197</u>	<u>19,999</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2023
(continued)

12. Analysis of charitable funds

	April 2022 £	Incoming resources £	Resources expended £	Transfer between funds £	As at 31 March 2023 £
Unrestricted funds	14,623	167,380	(160,119)		21,884
Restricted funds	17,994	41,212	(40,299)		18,907
Total Funds	32,617	208,592	(200,418)	0	40,791

Unrestricted funds

The unrestricted funds are the funds which the directors are free to use in accordance with the charitable objectives of the charity.

Restricted funds

The restricted funds are to be utilised in accordance with the restrictions attached to the grants received



Section A Independent Examiner's Report

Report to the trustees	Butetown Community Association		
On accounts for the year ended	31 March 2023	Charity no (if any)	524130
	Set out on pages 1-2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended DD / MM / YYYY.

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 Trust'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

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete if not applicable.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed:		Date:	06/03/2024
Name:	Annabel Dowell		
Relevant professional qualification(s) or body	FCCA		

(if any):

Address:

Section B Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.



BUTETOWN COMMUNITY ASSOCIATION

England & Wales - Charity number 524130

Accounts

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2022

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Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022

(continued)

Reference and administrative details

Charity number: 123456789 524130

Principal Office Butetown Community Centre
Loudoun Square
Cardiff
CF10 5UZ

Our advisers

Independent Examiner Llewellyns Certified Chartered Accountants
1st Floor
Brook House
Brook Road
Whitchurch
Cardiff
CF14 1DU

Bankers Barclays Bank Plc
28 Working Street
Cardiff
CF10 2DP

Directors and trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law.
The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees

Officers & Trustees Hilary Brown
Lyn Eynon
Ros Cains-Prentice
Francine Sanders
Chantelle Haughton
Carlton Peets
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Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022
(continued)

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To maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects. The Association shall be non-party in politics and non-sectarian in religion.

The trustees have considered the Charity Commission's guidance on public benefit, including guidance "Public Benefit: Running a Charity (PB2)" when reviewing the aims and objectives of the charity and in planning its future activities.

Strategic Report Achievements and performance

The past two years have been extremely challenging for us at Butetown Community Centre as it has been for most small charities and the voluntary sector during this period. The social and economic effects of the Covid-19 Pandemic will continue to be felt in our community for a long time to come, but hopefully we have come through the worst of it, and we are now more than ready to face the challenges ahead of us.

We started this reporting period in much the same way as we ended the last-in lockdown due to the Covid-19 Pandemic. The centre remained closed to the public but we continued to support the most vulnerable in our community through the BAME Emergency Food Box Scheme which delivered over 300 boxes of free food and essential items to the wider community, the scheme quickly expanded to include the provision of essential items and equipment for babies and children as well as clothes and much needed household goods.

As Covid restrictions started to ease, we were able to re-open the centre with safety measures in place on Tuesday 4th May 2021.

During this period of immense change and uncertainty we were able to welcome back many (although sadly not all) of the regular groups:

The Butetown Domino and Social Club came back to centre as soon as lockdown restrictions eased. We are thankful for their continued attendance and support as many of this group were deemed vulnerable and many were still shielding. We hope to continue our mutual support of the Butetown Domino Club who provide a vital social club for like minded people to come together to socialise, share a hobby and maintain a cultural tradition.

The Butetown Domino and Social Club also includes many members who came to the UK from Commonwealth countries such as the Caribbean and Africa and form part of the Windrush Generation. We were able to hold three socially distanced Windrush events thanks to project funding from the Home Office and Welsh Government.

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We now have Tenants in All five of the Enterprise units which provide much needed monthly income for the centre and in return they receive office spaces that are well maintained, inclusive of utilities, discounted function and meeting room hire and are well supported. During this period, we welcomed C3SC to the centre. They are a large organisation that supports and develops Cardiff's third sector (charities and voluntary organisations). They now occupy three rooms on the first floor and have already proved to be a huge asset to the community.

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2022

(continued)

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Butetown Community Centre

Report of the trustees (including strategic report) for the year ending 31 March 2022

(continued)

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During this period of recovery, It is inevitable that it will take some time for things to return to normal, we will work on We will continue to work on the implementation of our Business and Strategic Plans. We will remain committed to continuous improvement of our facilities, our services and the development of staff and volunteers. In the next stage of our continued development we will work on increasing the profile of the centre, further develop our financial position so that it viable and robust so that we will be better prepared for any future unexpected eventualities. We must increase our membership as we recognise the important role that the members of the community have and as such we must encourage them to become more involved in the centre to ensure its long term sustainability into the future.

Carrole Fox

Centre Manager, Butetown Community Centre

Financial review

The results for the year are shown on page 6 and the position at the end of the financial year on page 7.

The Charity made a surplus £32,617 of for the year ended 31 March 2022 (£1,831 deficit : 2021). Accumulated unrestricted income funds amounted to a surplus of £14,623 (£5,469 Deficit : 2021) and accumulated restricted income funds amounted to a surplus of £17,994 as at 31 March 2022 (£3,364 : 2021).

Plans for future periods

To further raise the profile of the centre and improve its ability to reach out to the community, to continue to increase

Principal Risks and uncertainties

Reserves policy

Any surplus funds are held in the Barclays Bank business reserve account.

Structure, Governance and Management Governing Document

The Butetown Community Centre is based in the Loudoun Square area of Cardiff. It was founded in 1968 and is a The policy and general management of the affairs of the Association are directed by a management committee which

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022
(continued)

Trustees' responsibilities in relation to the financial statements

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022
(continued)

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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.

Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware, and
- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of trustees
H. BROWN
05/01/2023

Butetown Community Association

Report and Financial Statements

Year ending 31 March 2022

Charity number: 524130

Butetown Community Association

Report of the trustees (including strategic report) for the year ending 31 March 2022

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Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022

(continued)

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Butetown Community Centre

Report of the trustees (including strategic report) for the year ending 31 March 2022 (continued)

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Financial review

The results for the year are shown on page 6 and the position at the end of the financial year on page 7.

The Charity made a surplus £32,617 of for the year ended 31 March 2022 (£1,831 deficit : 2021). Accumulated unrestricted income funds amounted to a surplus of £14,623 (£5,469 Deficit : 2021) and accumulated restricted income funds amounted to a surplus of £17,994 as at 31 March 2022 (£3,364 : 2021).

Plans for future periods

To further raise the profile of the centre and improve its ability to reach out to the community, to continue to increase

Principal Risks and uncertainties

Reserves policy

Any surplus funds are held in the Barclays Bank business reserve account.

Structure, Governance and Management Governing Document

The Butetown Community Centre is based in the Loudoun Square area of Cardiff. It was founded in 1968 and is a The policy and general management of the affairs of the Association are directed by a management committee which

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022
(continued)

Trustees' responsibilities in relation to the financial statements

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

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Butetown Community Association
Report of the trustees (including strategic report) for the year ending 31 March 2022
(continued)

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence 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.

Statement as to disclosure to our auditors

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant information, being information needed by the auditor in connection with preparing their report, of which the group's auditor is unaware, and
- the trustees, having made enquiries of fellow directors and the group's auditor that they ought to have individually taken, have each taken all steps that he/she is obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the board of trustees
H. BROWN
05/01/2023

Butetown Community Association
Statement of Financial Activities
(including income and expenditure account)
for year ending 31 March 2022

Note	Unrestricted	Restricted	Total Funds	Total Funds
	Funds	Funds	2022	2021
	£	£	£	£
Income and endowments from:				
Rent & Room hire	57,826	-	57,826	41,674
Grants received	5,963	73,473	79,436	72,878
Bar income	33,347	-	33,347	1,823
Food pantry income	1,357	-	1,357	-
Admissions, subscriptions and donations	5,311	-	5,311	1,000
Other income	1	-	1	505
Total income	3 103,805	73,473	177,278	117,880
Expenditure				
Expenditure				
Bar expenditure	13,618	14,730	28,348	1,192
Establishment costs	32,872	-	32,872	28,384
Centre activities and administration	40,857	40,749	81,606	91,600
Total expenditure	3 87,347	55,479	142,826	121,176
Net income/(expenditure) and net movement in funds before gains and losses on investments	16,458	17,994	34,452 -	3,296
Reconciliation of funds				
Total funds brought forward	- 5,469	3,634 -	1,835	1,461
Funds transfer	3,634 -	3,634	-	-
Total funds carried forward	14,623	17,994	32,617 -	1,835

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Butetown Community Association
Balance Sheet
31 March 2022

		2022	2021
		£	£
Fixed assets			
Tangible Assets	8	2,629	1,901
Investments			
Total Fixed Assets		<hr/> 2,629	<hr/> 1,901
Current assets			
Stock	9	3,745	3,745
Debtors	10	295	295
Cash at bank and in hand		45,813	5,666
Bar cash and float		134	404
Total Current Assets		<hr/> 49,987	<hr/> 10,110
Liabilities			
Creditors falling due within one year	11	<hr/> (19,999)	<hr/> (13,846)
Net Current assets		29,988	(3,736)
Total assets less current liabilities		<hr/> <hr/> 32,617	<hr/> <hr/> (1,835)
Creditors: falling due after more than one year			
Net assets			
The funds of the charity:			
Unrestricted income funds	12	14,623	(5,469)
Restricted income funds		17,994	3,634
Total charity funds		<hr/> 32,617	<hr/> (1,835)

The notes at pages 9 to 16 form part of these accounts

Approved by the trustees on **5th January 2023** and signed on their behalf by:

Signed

Name H.BROWN

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022

1. Accounting Policies

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

a) Basis of preparation

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014

Butetown Community Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

There are no significant judgements made in the process of applying the entity's accounting policies. With respect to the next accounting period 2021-22 the most significant area of uncertainty that will affect the carrying value of the assets held by the charity are the level of investment return and performance of the investment market. This will affect both the carrying value of investments and also the performance of the pension funds.

b) Preparation of the accounts on a going concern basis

The charity has reported a cash inflow for the year of £x although notes that a small deficit was recorded for the year. The charity is currently self-financing, and the trustees are in the fortunate position that they do not rely on external finance to operate.

After reviewing the charity's forecasts and projections the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

c) Income

Fee income

Fees receivable are accounted for in the period in which the service is provided.

Deferred income - advance fees

Where income is received in advance of meeting any performance related conditions and there is not unconditional entitlement to the income, its recognition is deferred and included in creditors as deferred income until the performance conditions are met.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022

Donations and legacies

Donations and legacies receivable for the general purposes of the charity are credited to 'unrestricted funds'. Donations and legacies for purposes restricted by the wishes of the donor are taken to 'restricted funds'.

Investment income

Interest 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. Dividends are recognised once the dividend has been declared and notification has been received of the dividends due. This is normally upon notification by our investment advisor of the dividend yield of the portfolio.

Volunteer income - unpaid general volunteers

Like many charities, we often rely on the contribution of unpaid general volunteers in carrying out our activities. However, placing a monetary value on this contribution presents significant difficulties. For example, volunteers might complement the work of paid staff rather than replace them. These factors, together with the lack of a market comparator price for general volunteers, make it impractical for their contribution to be measured reliably for accounting purposes. Given this absence of a reliable measurement basis, the contribution of general volunteers is not included as income in these accounts

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required, and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of marketing.
- Expenditure on charitable activities includes the costs of salaries, and other

activities undertaken to further the purposes of the charity and their associated support costs.

- Other expenditure represents those items not falling into any other heading
- Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022

f) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activity. Support costs include the costs of office salaries, and governance costs which support the charity in the provision of education. The bases on which support costs have been allocated are set out in note 7.

g) Tangible fixed assets

Individual fixed assets costing £x or more are capitalised at cost. All assets are depreciated over their estimated useful economic lives on a straight-line basis as follows:

Asset Category	Annual rate
Fixtures and fittings	20%
Computer equipment	20%

i) Stock

Stock is included at the lower of cost or net realisable value

k) Cash at bank

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

Debtors are recognised at the settlement amount due after any discount offered.

m) Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

2. Legal status of the Charity

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £1.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022

3. Comparative information by fund

	Unrestricted		Restricted	
	2022	2021	2022	2021
	£	£	£	£
Income and endowments from:				
<u>Rents & Room hire</u>				
Meeting room hire	32,898	14,886	-	-
Rent receivable	24,928	27,187	-	-
	<u>57,826</u>	<u>42,073</u>	-	-
<u>Grants received</u>				
Windrush Grant	-	-	19,949	3,949
Moondance Foundation	-	-	-	4,024
Community Foundation Fund	-	5,000	-	-
Community Foundation Resilience Fund	-	-	-	5,000
National Lottery Grant	-	-	-	9,999
South Wales Jamiaca Society Food Project	-	-	-	4,900
Welsh Council for Voluntary Action	-	-	-	20,321
C3SC Grant	-	-	10,000	989
Sustainability Health Grant	-	-	-	3,000
Job Retention Scheme Government Grant	5,963	15,696	-	-
Race Council Cymru	-	-	19,845	-
Welsh Government Grant	-	-	7,555	-
Cardiff Council	-	-	13,906	-
National Museum of Wales	-	-	2,218	-
	<u>5,963</u>	<u>20,696</u>	<u>73,473</u>	<u>52,182</u>
Gross Bar income	<u>33,347</u>	<u>1,823</u>	-	-
Food pantry income	<u>1,357</u>	-	-	-
Admissions and donations	<u>5,311</u>	<u>1,000</u>	-	-
<u>Other income</u>				
Interest income	1	5	-	-
Bond income	-	500	-	-
	<u>1</u>	<u>505</u>	-	-
Total Income	<u>103,805</u>	<u>66,097</u>	<u>73,473</u>	<u>52,182</u>

Butetown Community Association

Notes to the accounts for the year ended 31 March 2022 (continued)

	Unrestricted		Restricted	
	2022	2021	2022	2021
	£	£	£	£
<u>Resources Expended</u>				
<u>Bar expenditure</u>				
Purchases (in. stock movement)	4,473	-	14,730	-
Entertainment	1,960	-	-	-
Bar staff	7,185	-	-	-
	13,618	-	14,730	-
6. Analysis of expenditure on charitable activities				
<u>Establishment</u>				
Rates	5,130	4,840	-	-
Light, power and heat	17,412	12,984	-	-
Cleaning	3,996	3,866	-	3,514
Repairs, preventative maintenance and security	6,334	3,180	-	-
	32,872	24,870	-	3,514
<u>Centre activities and charitable administration</u>				
Staff wages	28,878	36,182	27,063	4,724
Employer pension	652	616	-	-
Telephone	1,498	2,344	-	-
Postage and stationery	29	11	-	-
Licences	1,552	157	-	-
Insurance	3,335	3,188	-	-
Accountancy fees	2,122	1,478	-	-
Sundry expenses	80	226	-	-
Event and meeting hire expenses	-	-	13,686	-
Carnival expenses	-	-	-	-
Expenses for COVID Charitable activities	-	-	-	9,623
Donation	1,529	-	-	-
Centre and charitable activities	414	-	-	31,912
Bank charges	768	190	-	-
Depreciation	-	949	-	-
	40,857	45,341	40,749	46,259
Total expenses	87,347	70,211	55,479	49,773

The charity initially identifies the costs of its support functions. It then identifies those costs which relate to the governance function. Having identified its governance costs, the remaining support costs together with the governance costs are apportioned between the three key charitable activities undertaken in the year. Refer to the table below for the basis for apportionment and the analysis of support and governance costs.

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022 (continued)

	2022	2021
4. Net income/(expenditure) for the year		
This is stated after charging:	£	£
Depreciation	-	949
Accountancy services	2,122	1,478
	<u>2,122</u>	<u>2,427</u>

5. Analysis of staff costs, trustee remuneration and expenses

	2022	2021
	£	£
Salaries & NI costs - Centre staff	28,878	40,206
Salaries & NI costs - Bar staff	7,185	-
	<u>36,063</u>	<u>40,206</u>

6. Staff Numbers

The average monthly headcount was 6 staff (2021-6 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year was as follows:

	2022	2021
	Number	Number
Fund raising		
Management	1	1
Domestic and administrative	5	5
	<u>6</u>	<u>6</u>

The charity considers its key management personnel comprise the trustees. The total employment benefits including employer pension contributions of the key management personnel were £Nil (2021: £Nil)

The number of employees whose emoluments exceeded £60,000 were:

	2022	2021
£60,000 - £70,000	0	0
£70,000 - £80,000	0	0
	<u>0</u>	<u>0</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022 (continued)

7. Related party transactions

There were no related party transactions during the year.

8. Tangible fixed assets - charity

	Computer Equipment	Fixtures and Fittings	Total
	£	£	£
Cost:			
As at 1 April 2021	2,203	26,048	28,251
Additions	729		729
As at 31 March 2022	<u>2,932</u>	<u>26,048</u>	<u>28,980</u>
Depreciation:			
As at 1 April 2021	1,886	24,464	26,350
Charge for the year			
As at 31 March 2022	<u>1,886</u>	<u>24,464</u>	<u>26,350</u>
Net book value			
As at 31 March 2022	<u>1,046</u>	<u>1,584</u>	<u>2,630</u>
As at 31 March 2021	<u>317</u>	<u>1,584</u>	<u>1,901</u>

9. Stock

	2022	2021
	£	£
Stock	3,745	3,745
	<u>3,745</u>	<u>3,745</u>

10. Debtors

	2022	2021
	£	£
Prepayments	295	295
	<u>295</u>	<u>295</u>

11. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors and accruals	3,600	3,600
Taxation and social security costs	16,399	10,246
	<u>19,999</u>	<u>13,846</u>

Butetown Community Association
Notes to the accounts for the year ended 31 March 2022 (continued)

12. Analysis of charitable funds

	As at 1 April 2021	Incoming resources	Resources expended	Transfer between funds	As at 31 March 2021
	£	£	£	£	£
Unrestricted funds	(5,469)	103,805	(87,347)	3,634	14,623
Restricted funds					
Windrush Grant	544	19,949	19,949	544	-
Sports Lottery	1,225	-	-	1,225	-
Community Resilience Fund	158	-	-	158	-
National lottery Grant	529	-	-	529	-
Welsh Council for Voluntary Action	1,029	-	-	1,029	-
C3SC Grant	113	10,000	10,000	113	-
Sustainability Health Grant	13	-	-	13	-
South Wales Jamaican Society Grant	23	-	-	23	-
Race Council Cymru	-	19,845	11,738	-	8,107
Welsh Government Grant	-	7,555	7,555	-	-
Cardiff Council	-	13,906	4,734	-	9,172
National Museum of Wales	-	2,218	1,503	-	715
Total Restricted Funds	3,634	73,473	55,479	3,634	17,994
Total Funds	(1,835)	177,278	(142,826)	0	32,617

Unrestricted funds

The unrestricted funds are the funds which the directors are free to use in accordance with the charitable objectives of the charity.

Restricted funds

The Sports Lottery grant was to provide funds to hire local fitness instructors to run fitness classes for Muslim women at the centre.

The Windrush Grant related to activities to celebrate Windrush Celebration Day 2020.

The Community Fund Resilience Fund, National Lottery Grant, Welsh Council for Voluntary Action, C3SC Grant and South

The Moonshine Foundation was a grant for the retention of a staff member for a 3 month period during the COVID-19 pandemic.

The C3SC grant relates to the development and set up of a new youth drop in service as well as a more sustainable food poverty scheme in the form of a food pantry.

The Race Council grant was for assistance with setting up a food pantry scheme. The grant was used to fit out a food pantry room with the necessary equipment and staff wages for the running of the scheme.

The Welsh Government grants related to costs towards a Welsh Windrush celebration day event. A second grant was procured to use for consultation with the community regarding the development of a race equality action plan.

The Cardiff Council grants related to the development of new recreational activities in the area with a dedicated youth night. The second grant was used for the provision of recreational activities and out of school education.

The National Museum of Wales funding was for the consultation with young people to engage with the museum through a series of visits and work shops

The restricted funds have now been transferred unrestricted funds. Permission from all grant providers has been sought for



Section A

Independent Examiner's Report

**Report to the trustees/
members of**

Charity Name
Butetown Community Association

**On accounts for the year
ended**

31 March 2022

**Charity no
(if any)**

524130

Set out on pages

1-2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2022**.

**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 Trust'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 material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

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.

* Please delete the words in the brackets if they do not apply.

Signed: NEIL SMITH

Date: 28/12/2022

Name: NEIL SMITH

**Relevant professional
qualification(s) or body
(if any):**

FCCA

Address: Llewellyns Chartered Certified Accountants

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

Empty box for disclosure details.

BUTETOWN COMMUNITY ASSOCIATION

England & Wales - Charity number 524130

Accounts

**Butetown Community Association
(Charity No. 524130)
Financial Statements
For the year ended 31 March 2021**

**Butetown Community Association
(Charity No. 524130)
Annual Report
For the year ended 31 March 2021**

Contents	Page No
Legal and administrative information	2
Trustees Report	3-4
Independent Examiner's Report	5
Statement of Financial Activities	6
Statement of Assets and Liabilities	7
Notes	8-14

**Butetown Community Association
(Charity No. 524130)
Annual Report
For the year ended 31 March 2021**

Reference and Administrative details

Registered Charity Name Butetown Community Association

Registered Charity Number 524130

Officers & Trustees
Mr C Peets
Mrs J Fox
Mrs H Brown
Mr F Parris
Ms G Legall (resigned 12/11/2020)
Mr R Brown
Mr M Walters
Mr L Eynon
Ms F Cordle
Mrs E Nelson
Mr K Nelson

Principal Office Butetown Community Centre
Loudoun Square
Cardiff
CF10 5UZ

Independent Examiner Llewellyns Certified Chartered Accountants
1st Floor
Brook House
Brook Road
Whitchurch
Cardiff
CF14 1DU

Bankers Barclays Bank Plc
28 Working Street
Cardiff
CF10 2DP

Butetown Community Association
(Charity No. 524130)
Annual Report
For the year ended 31 March 2021

REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 MARCH 2020

The Trustees present herewith their annual report, together with the financial statements of the charity for the year ended 31 March 2020. The financial statements have been prepared in accordance with the accounting policies set out on page 8 and comply with the Charity's Constitution and applicable law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Butetown Community Centre is based in the Loudoun Square area of Cardiff. It was founded in 1968 and is a registered charity. The Constitution of the Association was adopted on 10 July 1977.

The policy and general management of the affairs of the Association are directed by a management committee which meets not less than six times a year. The Management Committee deals with the general policy of the Association and the maintenance of the building. Members of the committee are elected at the AGM.

OBJECTS AND ACTIVITIES- PUBLIC BENEFIT

To promote the benefit of the inhabitants of Butetown and the neighbourhood 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 condition of life for the said inhabitants.

To maintain and manage, or to co-operate with any local statutory authority in the maintenance and management of the centre for activities promoted by the Association and its constituent bodies in furtherance of the above objects. The Association shall be non-party in politics and non-sectarian in religion.

The trustees have considered the Charity Commission's guidance on public benefit, including guidance "Public Benefit: Running a Charity (PB2)" when reviewing the aims and objectives of the charity and in planning its future activities.

ACHIEVEMENT AND PERFORMANCE

The Centre was closed during most of this period due to the enforced closure due to the COVID-19 pandemic. However, the community centre was still used as a hub for the emergency food parcel scheme in which over 300 families were provided with emergency food and essential items.

FINANCIAL REVIEW

The results for the year are shown on page 6 and the position at the end of the financial year on page 7.

The Charity made a deficit £3,296 of for the year ended 31 March 2021 (£1,461 surplus : 2020). Accumulated unrestricted income funds amounted to a deficit of £5,705 (£261 Deficit : 2020) and accumulated restricted income funds amounted to a surplus of £3,634 as at 31 March 2020 (£1,225 : 2020).

RESERVES POLICY

Any surplus funds are held in the Barclays Bank business reserve account.

Butetown Community Association
(Charity No. 524130)
Annual Report
For the year ended 31 March 2021

PLANS FOR FUTURE PERIODS

To further raise the profile of the centre and improve its ability to reach out to the community, to continue to increase memberships and attendance, to provide a sustainable income to enable us to run the centre efficiently, to investigate and evaluate the demand for services and activities and to prioritise those with the greatest community demand.

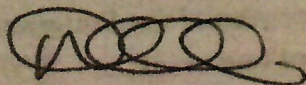
STATEMENT OF TRUSTEES RESPONSIBILITIES

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year (unless the charity is entitled to prepare accounts on the alternative receipts and payments basis). In preparing financial statements giving a true and fair view, the trustees should follow best practice and:

- a) select suitable accounting policies and then apply them consistently.
- b) make judgements and estimates that are reasonable and prudent.
- c) prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy the financial position of the charity, and which enable them to both ascertain the financial position of the charity and ensure that the financial statements comply with the provisions of 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 or other irregularities.

Mrs H Brown
Trustee



Dated:

10/08/2021

Butetown Community Association
(Charity No. 524130)
Annual Report
For the year ended 31 March 2021

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

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) 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 an independent examination is required. Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, 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 Charity Commission (under Section 145(5)(b) of the 2011 Act); and to state whether matters have come to my attention.

Basis of the 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 statements below.

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Llewellyns

Date 24/09/2021

Llewellyns
Chartered Certified Accountants
1st Floor, Brook House, Brook Road
Whitchurch, Cardiff
CF14 1DU

Butetown Community Association
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Balance sheet as at 31 March 2021

	Notes	2021 Total	2020 Total
		£	£
<u>Tangible Assets</u>			
Fixed Assets	10	1,901	2,850
<u>Current Assets</u>			
Stock		3,745	3,745
Debtors and prepayments	12	295	295
Cash at Bank		5,668	2,678
Bar cash and float		404	342
		10,110	7,060
<u>Current Liabilities</u>			
Creditor & Accruals (amount falling due within one year)	13	(13,846)	(8,449)
Net Current Assets		(2,536)	(1,389)
Net Assets		(1,835)	1,461
		2021	2020
		£	£
<u>Funds & Reserve</u>			
Unrestricted funds	14	(5,469)	236
Restricted funds	14	3,634	1,225
Total		(1,835)	1,461

**Butetown Community Association
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1. GENERAL INFORMATION

The charity is a registered charity in England and Wales and is unincorporated. The address of the principal office is Butetown Community Centre, Loudon Square, Cardiff, CF10 5UZ.

2. STATEMENT OF COMPLIANCE

These financial statements have been prepared in compliance with FRS 102, "The Financial Reporting Standard applicable in the UK and the Republic of Ireland", the 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) (Charities SORP FRS 102)) and the Charities Act 2011.

3. ACCOUNTING POLICIES

Basis of preparation

The financial statements are prepared under the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measures at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity. The charity constitutes a public benefit entity as defined by FRS 102.

Going concern

Although the Charity has a net surplus of £1,461 on accumulated unrestricted income funds, the accounts have been prepared on a going concern basis. The Charity continues to explore ways of increasing income and cutting expenditure. Payment plans have been agreed with gas and electricity suppliers to assist cashflow management.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

Designated funds are unrestricted funds set aside at the discretion of the trustees for a specific purpose.

Incoming resources

Incoming resources are recognised in the Statement of Financial Activities when, the charity becomes entitled to the resource, the trustees are virtually certain they will receive the resource and that the monetary value can be measured with sufficient reliability.

Unit rent and hire of meeting rooms are recognised on a receivable basis.

Grants are recognised when there is entitlement, certainty of receipt, and the amount can be measured with sufficient reliability.

Other sources of income are recognised as they are earned e.g. bar sales takings. Bank interest is recognised on a receivable basis.

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Resources Expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

The Statement of Financial Activities has three cost categories - Bar expenditure, Establishment costs, Centre activities & administration.

Tangible Assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in the recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is provided at rates calculated to write off the cost of each asset, less its residual value, over its effective useful life, on a reducing balance basis as follows: -

Fixtures and fittings 20% per annum

Computer equipment 20% per annum

Stocks

Stock is valued at the lower of cost and net realisable value.

Financial Instruments

Basic financial instruments are recognised at amortised cost using the effective interest methods, except for investments in non-convertible preference and non-puttable preference and ordinary shares, which are measured at fair value, with changes recognised in income or expenditure. Derivative financial instruments are initially recorded at cost and thereafter at fair value, with changes recognised in income or expenditure.

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4. ANALYSIS OF INCOMING RESOURCES

	2021	2020
	£	£
<u>Rents & Room Hire</u>		
Meeting room hire		
Rent receivable	14,486	50,249
	27,187	28,771
	41,673	79,020
 <u>Grants received</u>		
Windrush Grant	3,949	4,637
Moondance Foundation	4,024	-
Community Foundation Fund	5,000	-
Community Foundation Resilience Fund	5,000	-
National Lottery Grant	9,999	-
South Wales Jamaica Society Food Project	4,900	-
Welsh Council for Voluntary Action	20,321	-
C3SC Grant	989	-
Sustainability Health Grant	3,000	-
Job Retention Scheme Government Grant	15,696	-
	72,878	4,638
 <u>Gross Bar income</u>	1,823	59,843
 <u>Admissions and donations</u>	1,000	510
 <u>Other income</u>		
Interest income	5	-
Bond income	500	-
	505	-

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5. RESOURCES EXPENDED

	Restricted funds		Unrestricted funds	
	2021	2020	2021	2020
	£	£	£	£
<u>Bar Expenditure</u>				
Purchases (inc. stock movement)	-	-	1,192	26,450
Entertainment	-	-	-	2,020
Bar staff	-	-	-	3,620
Stock taker	-	-	-	
	<u>-</u>	<u>-</u>	<u>1,192</u>	<u>32,100</u>
<u>Establishment</u>	£	£	£	£
Rates	-		4,840	6,380
Light, power and heat		-	12,984	21,710
Cleaning	3,514	-	3,866	4,200
Repairs, preventative maintenance and security		-	3,180	7,830
	<u>3,514</u>	<u>-</u>	<u>24,870</u>	<u>40,130</u>
<u>Centre activities & charitable administration</u>	2021	2020	2021	2020
	£	£	£	£
Staff wages	4,724	-	36,182	50,760
Employer pension	-	-	616	700
Telephone	-	-	2,344	2,520
Postage and stationery	-	-	11	170
Licences	-	-	157	930
Insurance	-	-	3,188	3,390
Accountancy fees	-	-	1,478	1,070
Sundry	-	-	226	790
Event and meeting hire expenses	-	-	-	1,950
Carnival expenses	-	-	-	
Expenses for COVID charitable activities	9,623			
Donation	-	-	-	100
Centre and charitable activities	31,912	4,637	-	
Bank charges	-	-	190	860
Depreciation	-	-	949	940
	<u>46,259</u>	<u>4,637</u>	<u>45,341</u>	<u>64,130</u>

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6. SURPLUS / DEFICIT FOR THE YEAR

This is after charging

2021	2020
£	£

Depreciation

949	949
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7. TRUSTEES REMUNERATION AND EXPENSES

No trustees received any remuneration or expenses during the year.

8. STAFF COSTS

2021	2020
£	£

Salaries and NIC costs – Centre staff

40,206	50,768
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Salaries and NIC costs – Bar staff

-	6,266
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9. TAXATION

The Association is a registered charity. No liability for tax arises.

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10. TANGIBLE FIXED ASSETS

	Computer Equipment £	Fixtures and Fittings £	Total £
Cost			
At 1 April 2020	2,203	26,048	28,251
Additions	-	-	-
At 31 March 2021	<u>2,203</u>	<u>26,048</u>	<u>28,251</u>
Depreciation			
At 1 April 2020	1,678	23,723	25,401
Charge for the year	208	741	949
At 31 March 2021	<u>1,886</u>	<u>24,464</u>	<u>26,350</u>
Net Book value			
At 31 March 2021	<u>525</u>	<u>2,325</u>	<u>2,850</u>
At 31 March 2020	<u>525</u>	<u>2,325</u>	<u>2,850</u>

11. STOCK

	2021 £	2020 £
Stock	<u>3,745</u>	<u>3,745</u>

12. DEBTORS

	2021 £	2020 £
Prepayments	<u>295</u>	<u>295</u>

13. CREDITORS – AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors and accruals	3,600	1,200
Taxes and social security	<u>10,246</u>	<u>7,249</u>
	<u>13,846</u>	<u>8,449</u>

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14. CHARITY FUNDS

	As at 1 April 2020	Incoming resources	Resources expended	Transfer between funds	As at 1 April 2021
	£	£	£	£	£
Unrestricted funds	236	65,698	(71,403)		(5,469)
Restricted funds					
Windrush Grant	-	3,949	(3,406)	-	543
Sports Lottery	1,225	-	-	-	1,225
Community Fund Resilience Fund		5,000	(4,842)	-	158
National Lottery Grant		9,999	(9,470)	-	529
Welsh Council for Voluntary Action		20,322	(19,292)	-	1,029
C3SC Grant		989	(876)	-	113
Sustainability Health Grant		3,000	(2,987)	-	13
South Wales Jamaican Society Grant		4,900	(4,876)	-	23
Moondance Foundation		4,024	(4,024)	-	-
Total Restricted Fund Funds	1,225	52,182	(49,773)	-	4,853
Total Funds	1,461	117,880	121,176	-	(1,835)

Restricted Funds

The Sports Lottery grant was to provide funds to hire local fitness instructors to run fitness classes for Muslim women at the centre.

The Windrush Grant related to activities to celebrate Windrush Celebration Day 2020.

The Community Fund Resilience Fund, National Lottery Grant, Welsh Council for Voluntary Action, C3SC Grant and South Wales Jamaican Society grant were all relating to funding for the emergency food parcel scheme. This was the Centre's response to the COVID-19 pandemic

The Moonshine Foundation was a grant for the retention of a staff member for a 3 month period during the COVID-19 pandemic.

The restricted funds have now been transferred unrestricted funds. Permission from all grant providers has been sought for the transfer of residual values to be used for the main objectives of the organisation.

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Statement of Financial Activities of the year ended 31 March 2021

<u>Income and endowments from;</u>	Restricted	Unrestricted	Total	
	Funds	Funds	2021	2020
	£	£	£	£
Rents & room hire	-	41,674	41,674	79,021
Grants received	52,182	20,696	72,878	4,637
Bar income	-	1,823	1,823	59,843
Admissions, subscriptions and donations	-	1,000	1,000	510
Other income	-	505	505	-
Total income	52,182	65,698	117,880	144,011
	Restricted	Unrestricted	Total	
	Funds	Funds	2021	2020
	£	£	£	£
<u>Expenditure on;</u>				
Bar expenditure	-	1,192	1,192	32,012
Establishment costs	3,514	24,870	28,384	40,136
Centre activities & administration	46,259	45,341	91,600	68,774
Total Expenditure	49,773	71,403	121,176	141,012
Net Income / (Expenditure)	2,409	(5,705)	(3,296)	2,999
Reconciliation of funds				
Funds brought forward	1,225	236	1,461	(1,538)
Transfer of funds during year	-	-	-	-
Funds carried forward	3,634	(5,469)	(1,835)	1,461