

Southville Community Development Association

Accounts for the year ending

31st, March 2000

Charity No. 1000544
Company No 2542176



SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

REPORT OF THE TRUSTEES FOR THE YEAR ENDING 31 MARCH 2000.

INTRODUCTION

The Trustees submit the Statutory Report and Accounts of the Southville Community Development Association for the year ending 31 March 2000.

The results for the year are presented in the form of a Statement of Financial Activities, which incorporates the traditional income and expenditure account, in order to comply with the revised Statement of Recommended Practice for charities as issued by the Charity Commission in October 1995 and as identified in the Charities Act 1993.

PRINCIPAL AIMS AND ACTIVITIES

SCDA's most substantial asset is the Southville Centre, a multi-purpose building, within which is provided a range of opportunities for local people of all ages in a safe, accessible environment.

The Centre also provides a service to the wider community of Bristol by providing rooms for rent and associated activities.

SCDA aims to develop and deliver sustainable services to meet the needs of local people. It also directly and indirectly provides employment and supports local people to attend training and employment by providing a range of affordable, high quality childcare services.

SCDA works with other groups and organisations in the local community to support developments in the area.

PROGRESS DURING THE YEAR

SCDA continued to work on its long-term development strategy this year with a Scheme Design being developed to address the under capacity at the Southville Centre. A major Lottery bid will be submitted early in 2000/2001.

Major building works were undertaken to the nursery throughout the Summer and successfully completed without a break in the service provided to parents and carers.

In 99/2000, SCDA continued to work as a member of NET WORK South Bristol, the grouping of South Bristol Development Trusts who had successfully obtained ESF funding to develop the capacity of the voluntary and community sector in South Bristol. NET WORK South Bristol has provided training opportunities for staff and volunteers and is funding SCDA's second year Social Audit which is concentrating on a community survey.

Our childcare services remained at capacity, with the Nursery having a long waiting list and the holiday playschemes also being full throughout the year. The Summer playscheme was supported by a grant of £1564 from Bristol Holiday Playschemes and by Inclusive Play funding from Bristol City Council.

The level of core funding continues to cause concern to the Association and it is only with the continued loyalty and support of paid workers and volunteers that the level of activity at the Southville Centre and of the Association in its wider community development role, can be maintained.

In preparing the attached accounts, the Trustees consider the charity has:

- used suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- has prepared the accounts under the historical cost convention, in accordance with applicable accounting standards, following the recommendations Statement of Recommended Practice: Accounting by Charities.

The Trustees have responsibility for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable it to ensure that the financial statements comply with the Companies Act 1985. They also have responsibility for safeguarding the assets of the charity and for taking reasonable steps to prevent and detect fraud and other irregularities.

THE TRUSTEES

The Trustees constitute directors of SCDA for the purposes of the Companies Act 1985 and the trustees of the charity for purposes of the Charities Act 1993. There are up to ten Trustees elected by the SCDA membership at the Annual General Meeting. One third of the serving Trustees come up for election each year. The following members were in office at 31 March 2000 and served throughout the year, except where shown:

Ben Barker, Sally Archer, Michele Scott, Annie Cooper, Pat Dunmore (up to 22 March 2000), Billy Forsythe, Roger Cleeves, Paul Sankey, Doreen Kerr (from 18.9.99).

No Trustees received any remuneration for services as members of SCDA Management Committee, or for expenses.

No Trustees had any beneficial interest in any contract with SCDA.

SENIOR EXECUTIVE

Company Secretary and Centre Manager – Elaine Flint

Café Manager – Pat Biggs

Nursery Manager – Janice Clark

EMPLOYEES

SCDA had 32 full and part-time staff at 31 March 2000. Recruitment of staff follows our Equal Opportunities Policy and all staff have job descriptions and contracts of employment.

LEGAL STATUS

SCDA is a registered charity no: 1000544, it is also a Company Limited by guarantee no: 2542176.

BANKERS

Lloyds TSB, Bedminster Branch, East Street, Bedminster, Bristol BS3



SOLICITORS

Osborne Clarke, 50 Queen Charlotte St, Bristol BS1 4HE

AUDITORS

Dick Maule, Bristol Community Accountants, 12 Picton St, Bristol BS6.

The auditor, Dick Maule, has indicated his willingness to accept re-appointment under S385(2) of the Companies Act 1985.

Signed... (chair)... (Treasurer)
Date... 21.6.2000

Auditor's Report to the members of Southville Community Development Association

I have audited the financial statements set out on pages 5 to 9 which have been prepared under the historical cost convention and the accounting policies set out on page 7.

Respective responsibilities of the Trustees and auditor

As described on page 2 the Trustees are responsible for the preparation of the financial statements. It is my responsibility to form an independent opinion, based on my audit, on these financial statements and to report my opinion to you.

Basis of opinion

I conducted my audit in accordance with the Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In my opinion the financial statements give a true and fair view of the charitable company's affairs at 31st. March 2000, and of its incoming resources and application of resources, including its income and expenditure for the year then ended and have been properly prepared in accordance with the Companies Act 1985 .

Dick Maule
Chartered Accountant and Registered Auditor
12, Picton Street
Bristol 6

date: 6.7.00

Dick Maule

Southville Community Development Association

Balance sheet as at 31st. March 2000

	Notes	2000 £	1999 £
Tangible assets	(2)	3,579	<u>3,763</u>
Current assets			
Cafe stock		2,236	2,396
Debtors and prepayments	(3)	24,063	18,440
Joint bank account with Bristol City Council		49	49
Cash at bank and on hand		<u>36,080</u>	<u>26,653</u>
		62,428	47,538
Current liabilities			
Creditors: amounts falling due within 12 months	(4)	<u>(4,049)</u>	<u>(7,223)</u>
Net Current assets		<u>58,379</u>	<u>40,315</u>
		61,958	44,078
		=====	=====
Revenue reserve			
Unrestricted Reserves			
General Funds		14,730	39,364
Designated Funds		30,000	-
Restricted Funds		17,228	4,714
		<u>61,958</u>	<u>44,078</u>
		=====	=====

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

These financial statements were approved by the Council of Management on 21.6.2000

On behalf of the Council of Management

P. J. Sanby
dated:- 21.6.2000

Southville Community Development Association

Statement of Financial Activities for the year ended 31st. March 2000

	Notes	Unrestricted Funds General 2000 £	Designated 2000 £	Restricted Funds 2000 £	Total Funds 2000 £	1999 £
Income						
<i>Incoming resources</i>						
Grants		27,515	-	30,619	58,134	34,684
Subscriptions		47	-	-	47	48
Donations and fund-raising		172	-	-	172	55
Room hire		39,755	-	-	39,755	37,559
Rent		8,658	-	-	8,658	8,616
Cafe		51,345	-	-	51,345	47,146
Nursery		125,529	-	-	125,529	124,274
Youth club, Daycare and Playscheme		-	-	25,230	25,230	24,656
Sales and sundry earned income		3,894	-	-	3,894	3,198
Insurance claim		5,198	-	-	5,198	1,950
Investment income		389	-	-	389	655
<i>Total Incoming Resources</i>		<u>262,503</u>	-	<u>55,849</u>	<u>318,352</u>	<u>282,841</u>
Expenditure						
<i>Resources expended</i>						
Direct charitable expenditure		256,457	-	43,335	299,792	277,179
Management and administration	[8]	680	-	-	680	690
<i>Total Resources Expended</i>	[9]	<u>257,137</u>	-	<u>43,335</u>	<u>300,472</u>	<u>277,869</u>
Net incoming/ (outgoing) resources before transfers						
		5,366	-	12,514	17,879	4,972
Transfers between funds		(30,000)	30,000	-	-	-
Balance brought forward at 1st. April 1999		39,364	-	4,714	44,078	39,106
Balances carried forward at 31st. March 2000		<u>14,730</u>	<u>30,000</u>	<u>17,228</u>	<u>61,958</u>	<u>44,078</u>

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2000

The principal accounting policies adopted in the preparation of the financial statements are set out below and have remained unchanged from the previous year.

(1) Principal Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention, in accordance with applicable accounting standards, and follow the recommendations in Statement of Recommended Practice : Accounting by Charities.

Restricted funds

Restricted funds are to be used for specific purposes as laid down by the donor, unrestricted funds are income received and generated by the objects of the charity without further specified purpose and are available as general funds.

Designated funds

Designated funds are unrestricted funds earmarked by the committee for particular purposes.

Depreciation

Equipment and furniture are written off over the expected useful life of the asset, at 25% on the straight line basis.

The building is on a 999 year lease from Bristol City Council and would revert to Bristol City Council if the Association ceased operations. Expenditure on the project is therefore not capitalised.

(2) Tangible assets

	Furniture & equipment £	
Cost		
balance brought forward	40,246	
additions in the year	1,356	
	<u>41,602</u>	
Depreciation		
balance brought forward	36,483	
charge for the year	1,540	
	<u>38,023</u>	
Net book value at 31st. March 2000	<u>3,579</u>	
	=====	
Net book value at 31st. March 1999	<u>3,763</u>	
	=====	
	2000	1999
	£	£
(3) Debtors and prepayments		
Sundry debtors	<u>24,063</u>	<u>18,440</u>
(4) Creditors and accruals		
Amounts falling due within 12 months		
Sundry creditors	<u>4,049</u>	<u>7,223</u>

Southville Community Development Association

Notes to the accounts continued

(5) Capital commitments and contingent liabilities

There were none at 31st. March 2000

(6) Joint accounts with Bristol City Council

Representatives of Bristol City Council are joint signatories to these accounts, with the money being strictly spent on the new building project.

(7) Status

Southville Community Development Association is a charity, and a company limited by guarantee. No corporation tax is due.

(8) Management and administration of the charity

	Unrestricted Funds	
	2000	1999
	£	£
Audit fees	405	415
Accountancy fees	275	275
<i>Total Resources Expended</i>	<u>680</u>	<u>690</u>
	=====	=====

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2000

(9) Total Resources Expended

	Staff costs £	Depreciation £	Other £	Total 2000 £	1999 £
Direct charitable expenditure	203,671	1,540	94,581	299,792	277,179
Management and administration		-	680	680	690
	<u>203,671</u>	<u>1,540</u>	<u>95,261</u>	<u>300,472</u>	<u>277,869</u>
	=====	=====	=====	=====	=====

(10) Employee information

	2000	1999
Number of employees	32	26

(11) Trustees information

	£	£
Trustees remuneration and expenses	-	-
	=====	=====

(12) Restricted funds

	£
Day Care	1,829
Youth Club	335
Economic Audit	12,273
Social Audit	2,500
National Lottery Grant	292
	<u>17,228</u>
	=====

(13) Designated funds

Staff Contingency Reserve	30,000
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