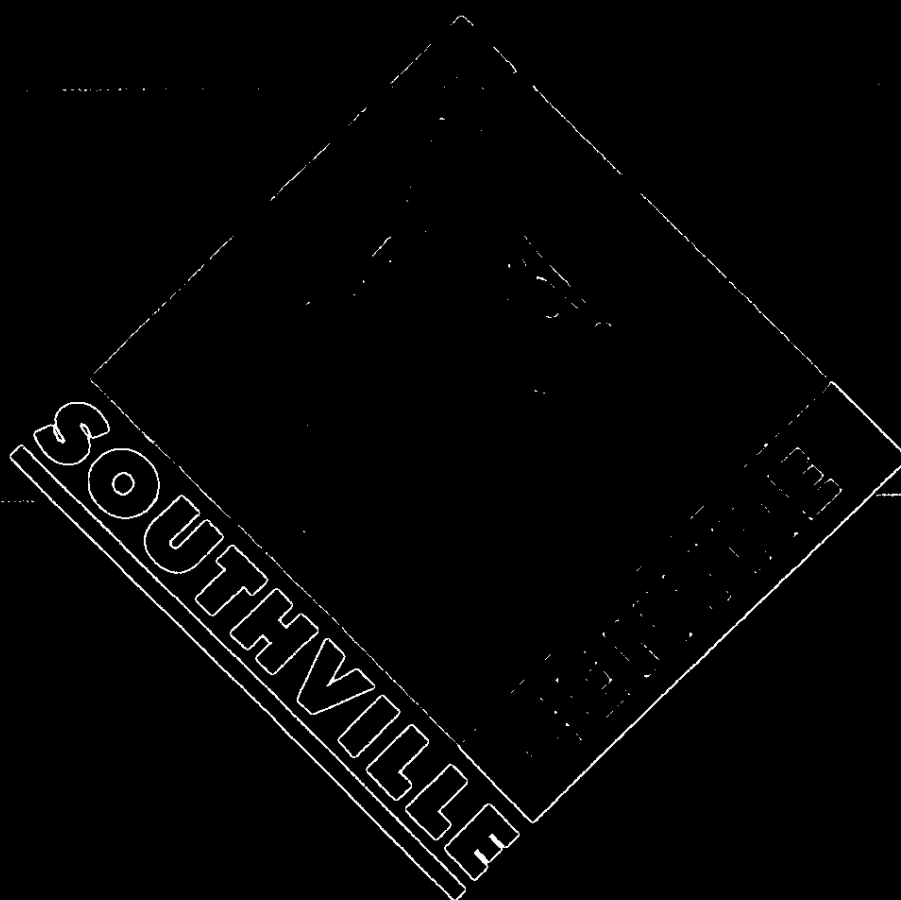


Southville Community Development Association

Annual Report and Accounts



For the year ending 31st March 2007

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THE
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Southville Community Development Association

Report of the Trustees for the year ending 31st March 2007

Introduction

The Trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the audited financial statements for the year ending 31st March 2007. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in October 2000 in preparing the annual report and financial statements of the charity.

Principal aims and activities

SCDA's principal aim is to improve the quality of life for those living in the Southville ward of Bristol and its neighbouring areas. The current areas of focus are on improving the local environment, harnessing the creativity of the local community, supporting children and older people and on developing the Southville Centre.

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.

Chair's Comments

A busy, but much less fraught year than the last two. Let's concentrate upon the good things

Firstly, the staff team, although bigger and including some new faces, is now working even more cooperatively and together than I remember for quite a while. Our dedicated staff has always been one of the key assets of Southville Community Development Association both for their professionalism and enthusiasm in doing their personal job, but also in seeing how their contribution fits into and enhances the purpose, impact and reputation of SCDA as a whole. **A BIG THANKS TO THEM!**

A good year for volunteers too! Literally hundreds of local people have given of their time and skills to promote activities both in Southville Centre itself and in projects within the community perhaps more than in any previous year. **A BIG THANKS TO THEM!**

And this year we didn't spend more money than we had coming in, just. **ALWAYS A RELIEF TO THE MANAGEMENT COMMITTEE!!**

Ben Barker, Chair, SCDA

Reserves Policy and Risk Management

The Trustees are maintaining a level of Designated Funds necessary to meet the requirements of any staff redundancy costs, particularly as SCDA has a small number of staff in post with 10 years' or more service. The level of unrestricted general reserves in 2006/07 is £29,687. This is in addition to a staff contingency reserve of £30,000 compared to the monthly wage bill of £26000. The Trustees aim to achieve an unrestricted reserve equivalent to 6 months' salary costs.

The greatest risk to the Association is its reliance on key staff - particularly at a managerial level - and key volunteers. This is understood by Trustees and is actively being taken into account in changes to staffing structures, to recruitment systems and to training budgets, including Trustee training. It is recognized that there is a

continuing need to review salaries as funds become available in order to reduce this risk

The Trustees are satisfied that all operational systems are in place to ensure sound governance of the Association and this has been upheld in the monitoring undertaken by our funding bodies.

Conclusion

In preparing the attached accounts, the Trustees consider that 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
- 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 the purposes of the Charities Act 1993. There are up to twelve 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 2006/2007:

| | |
|-----------------|----------------------------------|
| Ben Barker | (Chair) re-elected AGM 2006 |
| Matthew Symonds | (Vice Chair) re-elected AGM 2006 |
| Pamela Connor* | (Treasurer) |
| Roger Cleeves* | |
| Eric Booth* | |
| Doreen Kerr | resigned AGM 2006 |
| Linda Salter | |
| Kathy Russell | |
| Sophia Richards | re-elected AGM 2006 |
| Lee Talbot | |
| Marty Cummins | |
| Alex Phillips | co-opted AGM 2006 |

Hannah Coughlan and Trefor Patten were invited to attend Management Committee meetings as observers from Jan 07. There has been one vacancy during this year.

*Period of office ends October 2007

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 – Anne Malindine
Café Manager – Pat Biggs
Front of House Manager – Charlotte Summerford
Nursery Manager – Hannah Mee
Day Care Manager – Roma Widger
Out of School Child Care Manager – Alexandra Kalinowska

Employees

SCDA has 31 full and part-time staff at 31st March 2007. Recruitment of staff follows our Equal Opportunities Policy and all staff have job descriptions and contracts of employment.

SCDA is a registered charity number 1000544. It is also a Company Limited by Guarantee number 2542176.

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

Solicitors: Osborne Clarke, 50 Queen Charlotte Street, Bristol BS1 4HE

Auditors: Dick Maule, Bristol Community Accountants, 12 Picton Street, Bristol BS6 5QA

Signed *Matthew Gynn* ^{VICE} (Chair)

P-S-Carno *04/10/2007* (Trustee)

Date *3/10/2007*

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

I have audited the financial statements of Southville Community Development Association for the year ended 31st March 2007 which comprise of the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein (and the requirements of the Financial Reporting Standard for Smaller Entities2)

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. My audit work has been undertaken so that I might state to the charity's members those matters I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for my audit work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and auditors

As described in the Statement of Trustees' Responsibilities the trustees (who are also the directors of Southville Community Development Association for the purposes of company law) are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I report to you whether in my opinion the information given in the Trustees' Annual Report is consistent with the financial statements. I also report to you if, in my opinion, the charity has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding trustees' remuneration and transactions is not disclosed.

I read the Trustees' Annual Report and consider the implications for my report if I become aware of any apparent misstatements within it.

Basis of audit opinion

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) 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 made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all information and explanations which I considered necessary in order to provide us 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, in accordance with United Kingdom Generally Accepted Accounting Practice [for Smaller Entities] of the state of the charity's affairs as at 31st March 2007, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Trustees' Annual Report is consistent with the financial statements.

Dick Maule

Chartered Accountant and Registered Auditor

10 Picton Street
Bristol 6

dated: 5.10.07



Southville Community Development Association

Balance sheet as at 31st March 2007

| | Notes | 2007 £ | 2006 £ |
|--|-------|-----------------|-----------------|
| Tangible assets | (2) | 19,482 | <u>1,756</u> |
| Current assets | | | |
| Cafe stock | | 3,722 | 3,492 |
| Debtors and prepayments | (3) | 46,772 | 44,375 |
| Joint bank account with Bristol City Council | | 49 | 49 |
| Cash at bank and on hand | | <u>55,581</u> | <u>92,734</u> |
| | | 106,125 | 140,649 |
| Current liabilities | | | |
| Creditors amounts falling due within 12 months | (4) | <u>(23,730)</u> | <u>(27,479)</u> |
| Net Current assets | | 82,395 | 113,170 |
| Creditors amounts falling due after 12 months | (4) | <u>(12,877)</u> | _____ |
| Net assets | | <u>89,000</u> | <u>114,926</u> |
| Unrestricted Funds | (5) | | |
| General Funds | | 28,642 | 13,195 |
| Designated Funds | | 50,000 | 50,000 |
| Restricted Funds | | 10,358 | 51,731 |
| Total funds | | <u>89,000</u> | <u>114,926</u> |

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

On behalf of the Council of Management

Matthew Smith

3/10/2007

P-S-Cong

dated -

04/10/2007

Southville Community Development Association

Statement of Financial Activities [including Income and Expenditure Account]
for the year ended 31st March 2007

| | Notes | Unrestricted Funds 2007 £ | Restricted Funds 2007 £ | Total Funds 2007 £ | 2006 £ |
|--|-------|------------------------------------|----------------------------------|-----------------------------|----------------|
| Incoming resources | | | | | |
| Incoming resources from generated funds | | | | | |
| <i>Voluntary income</i> | | | | | |
| Donations and fund-raising | | 1,304 | - | 1,304 | 119 |
| Investment income and interest | | 2,024 | - | 2,024 | 1,863 |
| <i>Incoming resources from charitable activities</i> | | | | | |
| Grants and contracts | | 14,350 | 54,978 | 69,328 | 100,878 |
| Income from cafe | | 72,291 | - | 72,291 | 75,401 |
| Income from nursery | | 190,264 | - | 190,264 | 144,165 |
| Room hire | | 72,122 | - | 72,122 | 65,803 |
| Daycare and Playscheme | | 3,171 | | 3,171 | 5,621 |
| After School Club | | 46,680 | - | 46,680 | 37,351 |
| <i>Activities for generating funds</i> | | | | | |
| Rent | | 11,354 | - | 11,354 | 9,518 |
| Sales and sundry earned income | | 13,977 | - | 13,977 | 6,843 |
| Total Incoming Resources | | <u>427,537</u> | <u>54,978</u> | <u>482,515</u> | <u>447,563</u> |
| Resources expended | | | | | |
| Charitable activities | [11] | 406,100 | 96,351 | 502,451 | 419,932 |
| Governance costs | [11] | 5,990 | - | 5,990 | 5,700 |
| Total Resources Expended | | <u>412,090</u> | <u>96,351</u> | <u>508,441</u> | <u>425,632</u> |
| Net incoming/ (outgoing) resources | | 15,447 | (41,373) | (25,926) | 21,931 |
| Reconciliation of funds | | | | | |
| Total funds brought forward | | 63,195 | 51,731 | 114,926 | 92,995 |
| Total funds carried forward | | <u>78,642</u> | <u>10,358</u> | <u>89,000</u> | <u>114,926</u> |

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2007

(1) Principal Accounting Policies

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

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 1985 and the Statement of Recommended Practice Accounting and Reporting by Charities issued in March 2005

(b) Fund accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity

[ii] Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal

(c) Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income

[i] Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant

[ii] Donated services and facilities are included at the value to the charity where this can be quantified

[iii] The value of services provided by volunteers has not been included in these accounts

[iv] Investment income is included when receivable

[v] Incoming resources from charitable trading activity are accounted for when earned

[vi] Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance

(d) Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered

[i] Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes

[ii] Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them

[iii] Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity

[iv] All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis

(e) Fixed assets

Equipment and furniture are written off over the expected useful life of the asset, at 25% on the straight line basis. Items under £250 are not capitalised

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

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2007

(1) Principal Accounting Policies [continued]

[[f]Stock

Stock is stated at the lower of cost and net realisable value

(2) Tangible assets

| | Furniture & equipment £ |
|---|--|
| Cost | |
| balance brought forward | 51,426 |
| additions in the year | <u>19,377</u> |
| | <u>70,802</u> |
| Depreciation | |
| balance brought forward | 49,670 |
| charge for the year | <u>1,650</u> |
| | <u>51,320</u> |
| Net book value at 31st. March 2007 | <u>19,482</u> |
| Net book value at 31st. March 2006 | <u>1,756</u> |

| | 2007 £ | 2006 £ |
|--------------------------------------|-------------------|-------------------|
| (3) Debtors and prepayments | | |
| Sundry debtors | <u>46,772</u> | <u>44,375</u> |
| (4) Creditors and accruals | | |
| Amounts falling due within 12 months | | |
| Sundry creditors | <u>23,730</u> | <u>27,479</u> |
| Amounts falling due after 12 months | | |
| Loan | <u>12,877</u> | <u>-</u> |

The loan from Bristol City Council is unsecured and interest free until July 2008
Final interest terms and repayment schedule are yet to be finalised

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2007

(5) Movements in funds

| | Balance 1st April 2006 £ | Incoming Resources £ | Outgoing Resources £ | Balance Transfers £ | Balance 31st March 2007 £ |
|---------------------------|-----------------------------------|----------------------------|----------------------------|---------------------------|------------------------------------|
| Unrestricted funds | | | | | |
| <i>Designated Funds</i> | | | | | |
| Staff Contingency Reserve | 30,000 | - | - | - | 30,000 |
| Building Development Fund | 20,000 | - | - | - | 20,000 |
| | 50,000 | - | - | - | 50,000 |
| General Fund | 13,195 | 427,537 | (412,090) | - | 28,642 |
| | 63,195 | 427,537 | (412,090) | - | 78,642 |
| Restricted funds | | | | | |
| Day Care | 1,977 | 20,280 | (21,555) | - | 702 |
| Heritage Lottery Fund | 3,795 | 27,799 | (31,593) | - | - |
| Sustainable Southville | 5,590 | 5,328 | (3,707) | - | 7,211 |
| Walking to Health | 9,825 | 1,571 | (8,951) | - | 2,445 |
| FROGS | 29,918 | - | (29,918) | - | - |
| Home Front Recall | 627 | - | (627) | - | - |
| | 51,731 | 54,978 | (96,351) | - | 10,358 |

(6) Capital commitments and contingent liabilities

There were none at 31st March 2007

(7) 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

(8) Status

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

(9) Employee information

| | 2007 | 2006 |
|--|---------|---------|
| Number of employees | 33 | 33 |
| No employee received emoluments of more than £50,000 | | |
| | £ | £ |
| Salaries and wages | 297,346 | 255,618 |
| Social security costs | 18,971 | 16,370 |
| | 316,317 | 271,988 |

Southville Community Development Association

Notes to the accounts for the year ended 31st. March 2007

(10) Trustees information

| | £ | £ |
|------------------------------------|---|---|
| Trustees remuneration and expenses | - | - |

(11) Resources expended

| | Charitable Activities £ | Governance Costs £ | Total 2007 £ | Total 2006 £ |
|--|-------------------------------|--------------------------|--------------------|--------------------|
| Wages | 311,817 | 4,500 | 316,317 | 271,988 |
| Nursery | 5,340 | - | 5,340 | 4,273 |
| After school club | 2,329 | - | 2,329 | 3,566 |
| Community and respite costs | 5,821 | - | 5,821 | 4,677 |
| Print, post and stationery | 2,283 | - | 2,283 | 2,745 |
| Rates | 3,530 | - | 3,530 | 3,227 |
| Heat and light | 9,714 | - | 9,714 | 6,985 |
| Telephone | 5,769 | - | 5,769 | 4,292 |
| Cafe | 36,821 | - | 36,821 | 31,763 |
| Advertising and promotion | 808 | - | 808 | 30 |
| Training and recruitment | 4,226 | - | 4,226 | 467 |
| Sundry expenses | 1,434 | - | 1,434 | 490 |
| Direct project costs | 25,752 | - | 25,752 | 50,623 |
| Repairs and renewals | 28,436 | - | 28,436 | 19,781 |
| Equipment hire | 1,179 | - | 1,179 | 1,261 |
| Insurance | 10,506 | - | 10,506 | 10,425 |
| Cleaning | 1,918 | - | 1,918 | 1,972 |
| Auditors fees re audit | - | 650 | 650 | 650 |
| Auditors fees for accountancy and advice | - | 840 | 840 | 550 |
| Depreciation | 1,650 | - | 1,650 | 590 |
| Refreshments and volunteer expenses | - | - | - | 19 |
| Licenses and subscriptions | 3,244 | - | 3,244 | 2,958 |
| Grants paid over | 30,031 | - | 30,031 | - |
| Legal and professional | 8,947 | - | 8,947 | 2,291 |
| Bank charges | 896 | - | 896 | 8 |
| | <u>502,451</u> | <u>5,990</u> | <u>508,441</u> | <u>425,632</u> |

(12) Analysis of net assets between funds

| | General Funds £ | Designated Funds £ | Restricted Funds £ | Total £ |
|---------------------------------|-----------------------|--------------------------|--------------------------|---------------|
| Tangible fixed assets | 19,482 | - | - | 19,482 |
| Current assets | 45,767 | 50,000 | 10,358 | 106,125 |
| Current liabilities | (23,730) | - | - | (23,730) |
| Liabilities due after 12 months | (12,877) | - | - | (12,877) |
| Net assets at 31st March 2007 | <u>28,642</u> | <u>50,000</u> | <u>10,358</u> | <u>89,000</u> |

CEO's Report – 2007

This has been another year of change and growth within the Association – and it's been good! There's been more of the consolidation that began last year – in staffing, infrastructure systems, buildings maintenance and training of all sorts

We've appointed a Management Accountant and have been able to bring all the financial activities in-house. Mary Asfour has handed over to Samantha di Giovanni and deserves huge thanks for stepping in (temporarily) two years ago to ensure that the SCDA was solvent!

Sally Davis left the After School Club after many years of generous work in the community and Alexandra Kalinowska has taken that role. The future for out of school childcare is now on the national agenda with the Extended Schools Programme and we are becoming increasingly involved in integrated plans for the whole community – at last!

Katie Needs left us (temporarily) to have her first child and Hannah Mee has been appointed as Nursery Manager as Katie will not be returning to that role. There were so many families on First Steps' waiting list that we have extended the Nursery into the Stackpool Room. It opened today and both sites have committed all spaces to be full by Christmas – and there's still a waiting list!

Hilary Irvine has also moved on from her Day Care role – Roma Widger was appointed to take her place after a very rigorous interview by members of the group. The future of older people's care is still precarious but we have been able to make some headway with Adult Community Care and look forward to continuing and expanding that work in the community.

So the managers' team has changed and become more experienced. Changes in the community, reflected in demand on our services, have given much impetus to think strategically about the future and both managers and Management Committee are working on plans for the next two to ten years. It's exciting and reassuring that we can now see a more sustainable future ahead.

Thanks to the work of all the staff and volunteers, I am really proud of the professional service that we can offer thousands of people each week. The organisation is so much more than the sum of its parts and responds at ground level to the needs of this community and plays a big part in the wider community of Bristol – and beyond. In fact, recently Southville featured in the Guardian newspaper's 'Let's Move to' column. A local resident is quoted as saying "The Southville Centre is a real community centre, it stops the neighbourhood disappearing up its own backside". Now that's one use we hadn't thought of.

Anne Malindine 2007

AGM – Front of House

It has been a very busy year for the Front of House team, kicking off with the kind donation of the 'big desk' by Interchange in November 06, this has helped enormously by giving us more space to work and store equipment and literature. The 'big diary' has now gone! The new computerised room booking system is now working excellently, with still a few more tweaks here and there it has been a valuable investment and we have much more information at our finger tips. The system has made it much easier for our customers to book with us, it is quick and hassle free for both the booker and the receptionist and this has certainly encouraged more people to book with us. We are almost at maximum capacity with room bookings. We are issuing invoices from this system too which is much quicker and easier and payment is coming in more quickly as a result. We have recently started issuing groups with feedback forms and we have received some very positive comments – you are welcome to see the forms if you would like to.

In addition to the installation of the new room booking system we also have a more reliable, user friendly computer system, with a server that all of the Centre's computers operate from. This provides the Centre with a more secure, better backed up system which is much easier to use with regular IT support should we need it.

There is now a clear maintenance schedule in place. The building's electrics have recently been tested and passed for the next 2 years. The fire alarm maintenance programme has been set up with regular weekly checks being carried out by Southville Centre staff.

Painting in the Centre continues – the ladies loos are next!

We have increased the number and variety of classes offered to the community, in January 2006 we offered 14 per week, we now offer 24.

Plans for the second Christmas Market are underway. We hope to build on the success of last year's market by encouraging more shoppers with a more diverse range of stalls on offer.

The Front of House Department now has a fully trained staff team providing reception cover from 8.30am to 10pm, Monday to Saturday and Sundays when required.

Communication between the Centre's departments has improved massively with regular Manager's meetings, the Managers and the Centre Manager are all working closely together to provide a safe, happy and helpful service to its users.

With better systems in place and a more efficient service, the Front of House Department can look confidently to the future and continue to build on what has been achieved over the past year.

Charlotte Summerford
Front of House Manager

Projects in the Community

The last 12 months or so have seen some interesting developments within the community. Southville Community Development Association (SCDA) has been actively involved at the heart of many of these

Almost all the money earned by SCDA through the Southville Centre goes out again as staff wages, building costs and a hundred other unavoidable expenditures. Community projects depend therefore on external funding (grants and donations) and the time, energy and imagination of local people who volunteer.

The process of grant applications is a tedious activity, often followed by disappointment. I could write a lot about brilliant projects that didn't happen because we didn't get the money or nobody was able to do the work, but instead I'll highlight a few of the successful activities that have brought great credit to SCDA and to the local people that delivered them.

Bedminster Green Renaissance

This two year, Heritage Lottery funded project finished in December 2006. A detailed report is available, but among its tangible outcomes have been the Green Map, our Avon New Cut Book, strengthened parks and river groups and a heightened awareness locally of the importance of green spaces and rivers. The project members were awarded the Lottery's Heritage Heroes Award for our promotion of wildlife in the BS3 area. A further mark of our high reputation in this field is that NET-WORK South Bristol, of which we are a member, has been awarded a further grant from Heritage for a two-year project encouraging community involvement in rivers across South Bristol. Work on this will start in 2008.

Garden Competition

Like the Green Renaissance Project this is part of 'Sustainable Southville' and is co-ordinated through a steering group of local people and supported by volunteers. The Front Garden Competition started off a few years ago in the area around Southville Centre. By 2007 it had spread to include Ashton, Bedminster and Ashton Vale. In fact, it has become so large that we have split it into three areas, each with its own winners. Another innovation this year was the introduction of online voting, thus involving even more people. As well as the gardeners and volunteers who organized the competition, designed posters, acted as judges etc, we should thank Riverside Garden Centre and The Lounge in North Street for providing prizes and a major contribution towards printing costs. We know that we have a brilliant formula, both because of the enthusiasm of participants and the frequent enquiries from people outside the area who want to introduce their own schemes. Open Back Garden Day started

in 2006 Despite poor weather, the 2007 event boasted twice as many gardens
Look out for 2008!

Bedminster Walking Club

Our 'Healthy Walking Club' became independent in January 2007 For several years SCDA supported this group of mainly older people on a programme of weekly walks We did this firstly in collaboration with Bristol Parks and then with a grant from Awards for All It has long been our policy to encourage groups, when they are ready, to set themselves up with their own officers and identity I'm glad to say that the group is currently flourishing and still using Southville Centre as a starting point for many of their excursions

Greater Bedminster Community Partnership

This is a major, ongoing piece of community development work for which there has been very little external funding, so far The Bristol Partnership has been talking about setting up community partnerships for several years, but until very recently has done very little of practical significance outside 'areas of deprivation' Our decision in 2006 to go for a partnership covering Bedminster and Southville wards has therefore put us ahead of most other parts of Bristol We were pleased therefore to be invited to present a report on our progress to the Bristol Partnership in September 2007 Bristol Partnership are saying that they intend to establish 12-15 partnerships across the city by the end of 2008 and acknowledge that our experience in 'Greater Bedminster' provides a useful model

Southville Arts Trail

Like the Walking Group this annual event started life as a SCDA project which has now established itself firmly as a vigorous, independent organization reflecting great credit on the reputation of our community At Southville Centre we are very pleased to be a major venue for this great festival of local talent each May

Tons of people to thank

There's lots of people and organizations to thank for our successes this year I'll just pick out one Thank you to Matt at The Pigeon! Each month the faithful Pigeon carries news of all sorts, not least about SCDA projects It's easily the best way to get information out to a wide audience

Oasis Café Report – 2007

Reach for the Stars!

The Oasis Café team have been given the highest award of five stars from Bristol City Council (Scores on Doors) – for the outstanding standard of hygiene and staff knowledge of safer food practices. In Bristol there are more than 2000 food premises and only 300 have received the five star award – which puts us in the top 15%. I am very proud of my team and their 100% effort at all times. A 'very well done' to the team.

The café has achieved a very steady growth during this year, continuing to cater for all the various clients that use the Southville Centre.

Some of the public events include the Arts Trail, theatre, the older people's information day, a quiz night and the Christmas Market – all catered for with homemade dishes and cakes. The café is always at the heart of these events – a sociable, fun place to be with great food and atmosphere.

The good news is that the Café is now open every Saturday for breakfast, snacks, home-made cakes and much, much more! Come and relax with the newspapers, enjoy a cup from a wide choice of coffees with a snack.

The not so good news is that we have suspended evening bar functions due to the rising level of abuse of staff and premises. We have found that the way in which people drink has changed very considerably over recent years and it is impossible to police the building and the customers on some occasions. We will still have some public events for the community to enjoy in the future.

I would like to thank Anne Malindine, Charlotte Summerford, all the managers on the Managers' team, the Management Committee, the Centre staff – and especially my own staff team for all their continued and valuable support throughout the year.

Pat Biggs

Café and Catering Manager - September 2007

Finance report –September 2007

Since joining SCDA in June 2007 as Management Accountant I have spent much of my first 3 months reviewing the current financial systems. I have been greatly impressed by the responsibility that all the staff exhibit towards the Association's finances. I hope to use my experience and skills to introduce procedures that will strengthen financial controls, reduce administration time and improve reporting of management information.

Already the Payroll, and other services previously provided by external consultants, has been brought in-house. Work on the Payroll will include working with department managers to streamline the way staff salary details are recorded and to simplify the rates of pay.

The new Chaser Venue booking system allows the invoices for room hire to be directly imported into the accounting system. This has been a great success and ensures that invoices are matched directly to room hire. Across the organisation we are improving collection of payments from customers so as to reduce the exposure to ageing debts.

Later in the year work will begin on next year's budgets, to show clearly how each of the areas expects to meet the figures. This will also encompass producing break-even figures to assist in planning the best use of resources.

I would like to thank all my new colleagues for their sincere support and for making this such an enjoyable and rewarding role.

Samantha di Giovanni
Management Accountant

Out of School Child Care

Both the After School Club and Holiday Playscheme have undergone some huge changes in the past year. Sadly the children said goodbye to their longstanding playleader Sally Davis in January of this year and she is missed by many children who have known her since they first started school.

Alex Kalinowska took over as Out of School Childcare Manager in March and has already made many changes to the provision through developing a child centred approach to care and play. The children are being encouraged to play a more active role in their provision and thanks to a fantastic team of staff they are able to play, learn and explore their environment in a safe and fun way.

We have also said goodbye to a number of year 6 children who are growing up and moving on to secondary school and exciting new challenges. Now at the beginning of the new school year we are welcoming lots of new children many of whom are just beginning their journey through primary school and others who already have friends at the clubs or whose parents childcare needs are changing. We feel proud to offer a service that can adapt to the changing needs of families within the community.

We are able to welcome more and more children now that we have moved into the lower hall and have been registered by Ofsted to take greater numbers. We anticipate that numbers will build up slowly over the coming academic year in order for staff, children and the centre as a whole to adapt to these changes.

The year ahead will be about developing the provision and building on the hard work that has been put into the clubs over the last few months. Our main aims are to continue to improve the quality of the service and offer exciting play opportunities for as many children as we possibly can.

First Steps Day Nursery

This year for First Steps has been an exciting and busy year full of targets set and achievements made

The children, parents and staff have all had a fantastic year so far and continue to strive on developing and improving our services

The year began with a fantastic result of gaining The Bristol Standard which accredits us as investors in children quality assurance. This results in producing targets in achieving ofsted requirements and to ensure high standards of quality childcare. The staff worked as a fantastic team working together to achieve individual targets and providing evidence to support this

The Nursery has been of high capacity and still holds a healthy waiting list of perspective families. The staff continues to provide an excellent induction programme and settling in period for children

The nursery had a new heating and ventilation system installed at the end of last year which is running brilliantly and has made a huge difference to the environment, children and staff. The nursery was also painted and decorated and the parents have commented on the difference and how positive it has been for all of us

Following our successful ofsted inspection last year we have had follow up visits from other professional bodies which includes BAND and The Early Years Advisory Teachers Team who have all provided high praise and encouragement on First Steps as a high quality setting

The Nursery expansion is now upon us a new staff structure has been devised and the nursery will be based over two sites. The main nursery will remain for the 1-3 year olds and the stackpool room will be for the 3-5 year olds. All staff and children are really excited. The nursery is now registered by Ofsted to take up to 41 children between both sites

Well done to all the nursery staff and there continued efforts to provide high quality provision for children. It is a fantastic nursery that we are all proud of!

Hannah Mee

Nursery Manager

With special thanks to – amongst many others –

Bristol City Council

Heritage Lottery

Tesco

Quartet Foundation

Interchange Office Design

Lloyds TSB

HSBC

Business in the Community

Edwards Estate Agent

The Lounge

Riverside Garden centre

St Monica Trust

Awards for All