

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION
FINANCIAL STATEMENTS

31 MARCH 2011

Company Registration Number. 2542176
Charity Number. 1000544

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SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION
FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2011

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SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2011

The Trustees are pleased to present their report and the financial statements for the year ended 31 March 2011

Chairs Introduction

The past twelve months have been both challenging and exciting for SCDA. While we have not been immune to the financial challenges brought by the reduction in public funding, particularly in reduced room bookings from the public agencies, the organisation has sought to develop new, and expand existing, sources of income. We were delighted to welcome Dawn Primarolo MP to officially open our expanded nursery in September – nearly twenty years after she first opened the Southville Centre. This year has also seen a growth in wedding ceremonies being held at the centre and the creation of a “secular wall of remembrance” in the community garden. During 2010 the organisation successfully achieved the Social Enterprise Mark Award, recognising our commitment to operate as a financially sound social enterprise business with the purpose of generating income to reinvest back into the communities of BS3. In 2010 we also achieved a rare Gold Award from the Green Tourism Business Scheme, validating our practice as a low environmental impact organisation and a flagship model for creating environmental benefit for the local community. These are just some of the highlights from a very busy year for SCDA. These and many other achievements could not have been delivered without the continued hard work of SCDA staff, volunteers and trustees.

Matthew Symonds,
SCDA Chair of Trustees

STRUCTURE, GOVERNANCE AND MANAGEMENT

SCDA is the charity and development trust that runs the Southville Centre and leads a number of community development projects across Southville, Bedminster and Ashton – postal code of BS3. As of 31 March 2011 SCDA has 449 members who elect the trustees annually to oversee the running of the organization.

The charity's purposes are to serve the community as a centre for local activities, events and services as set out in the company's 'Memorandum and Articles of Association'. This is a set of rules that was agreed by the members when SCDA was established in 1990.

The charity provides a day nursery and out-of-school care for children, day care for older members of the community, a café, various classes, events and room hire. In addition, SCDA helps the local community to initiate local projects of benefit to local people, details of which are given below.

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

SCDA is both a registered charity and a company limited by guarantee.

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SCDA generates most of its funding through the nursery, room hire, events and cafe. Bristol City Council awards SCDA two annual grants that account for just over 2% of our income.

The organisation is run as a social enterprise. Any surpluses generated from our activities are reinvested in the Southville Centre and the community projects that we run or support. We do not have shareholders – other than the community – and so only the local community and local people benefit from any financial surplus generated.

We operate to achieve our 5 key aims:

- To encourage community involvement and participation in SCDA and the Southville Centre facilities
- To be a financially sustainable organisation, generating surplus through a thriving business which meets the needs of the community
- To promote and support community development in the local area
- To be a dynamic organisation that strives to set the highest standards in governance, management and service delivery
- To be as environmentally efficient and sustainable as possible

SCDA governance and management

The local community runs SCDA – that means any local resident (BS3) can become a member of SCDA. Membership is free – you can join now by filling in a membership form.

The SCDA Board of Trustees is responsible for the running of SCDA. The trustees consult with SCDA managers and users of the Centre on all major decisions.

A Chief Executive is employed to run SCDA and oversee the management of the Southville Centre. Day-to-day decisions about the Southville Centre are made by the Chief Executive Officer and the Management Team. To contact the SCDA email info@southvillecentre.org.uk

Each year SCDA has an Annual General Meeting (AGM) where all members are entitled to vote for those standing for the 12 places on the Board of Trustees. The Board is responsible for Governance of SCDA, agreeing policies and ensuring that the organisation abides by any legal requirements.

The 12 members of the SCDA Board of Trustees are all volunteers. Each member is elected for a period of 3 years and at the end of that period, can stand for re-election. Each year at the SCDA AGM a percentage of the Board of Trustees places come up for re-election and a Chair, Vice Chair and Treasurer are elected annually by the trustees at the first meeting following the AGM.

To ensure that new trustees are appointed regularly, the Board has continued to invite potential new trustees to shadow their meetings.

We would like to thank Charlie Bolton for his contribution as a trustee of SCDA as he retired from the Board of Trustees in June this year. We also welcome Tess Green onto the Board, Theresa was co-opted as a trustee in August this year.

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SCDA community and social benefit

SCDA offers a number of benefits and facilities for local people, these include

Nursery

SCDA has run a day Nursery since it first opened the Southville Centre in 1991. We currently provide nursery places for 54 children between the ages of 12 months and 5 years. The Nursery receives no direct council or government funding and is funded solely by charges.

Out of School Clubs

We run a Breakfast Club and an After School Club for children between the ages of 4 and 11 from Holy Cross School RC and Southville Primary School. These Out-of-School Clubs receive no council or government funding and are funded solely by charges.

Holiday Play Scheme

During the school holidays SCDA runs a daily play scheme for children aged between 4 and 11 years. The holiday club no longer receives direct council or government funding, but in 2010/11 was funded by charges, re-investment by SCDA and a small grant from 'Play Bristol'. It is expected that the holiday play scheme will be funded solely by charges in the future.

Play (toddler) Group

We run a drop-in Play Group (for babies through to toddlers) every Wednesday morning. This is usually attended by between 15 and 25 parents. The group provides play opportunities for children and allows parents to socialise; it is funded by making a small charge.

Older Peoples Monday Club

SCDA runs an older people's club every Monday for between 15-20 frail, older people, providing company, activities, and entertainment for those who attend. We receive a level of funding (approximately 65%) from Bristol City Council's Health & Social Care department to run the Monday Club; the cost of providing this service is partly met through SCDA and in The Pink Café off-setting some of our costs, the service users contribute towards their refreshments and lunches as well as the entertainment and additional grants are secured for crafts, trips, entertainment, a Christmas lunch and other activities.

Room Hire, Weddings and Civil Partnerships, Community Use - meeting space, exercise classes, art gallery, craft markets, food fayres and other uses

The Southville Centre is a fully accessible community building with a large hall, large conference room and two training or breakout rooms and one small meeting room that are available for hire. We also offer use of our hallways and café walls for local artists to display their art and other space for other local people and business's to use, such as the Organic

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Veg Boxes and organic bread sales meeting point for the healthy walking group and for local neighbouring charity The Guinness Trust to hold their residents' meetings SCDA has a scale of rates for room hire at the Southville Centre Higher rates are charged for private business and lower rates for social enterprise Mark Holders, National and local charities and community groups Some local voluntary groups are subsidized by SCDA and so are able to meet for free

Cafe

Since 2009 the Café and catering arrangement have been provided through a contract with an independent business In 2010 In the Pink took over the Southville Centre Café contract and the provision of nursery food In the Pink and SCDA have worked closely together to develop and market the Southville Centre as a wedding venue, establish a regular calendar of events as well as promote other events in the cafe

Music Space

SCDA sub-lets some rooms within the Southville Centre to Bristol MusicSpace, a local charity Bristol MusicSpace opened in 1991 as part of The MusicSpace Trust (Registered Charity No 328311) and provides a community-based music therapy service for children, young people and adults in Bristol and the surrounding area Their team of state-registered music therapists currently work with around 400 people each week at the Southville Centre and within outreach in a wide range of other settings from early years centres to residential homes The therapists and clients also use the Centre as a meeting space enjoying the cafe and making use of the accessible facilities

Local Employment

SCDA employs about 40 people 65% of the staff live within 2 miles of the Southville Centre allowing them to walk, cycle or use public transport to travel to work Around 25 local, self-employed people use the Southville Centre to offer evening classes, and courses, provide music lessons, sell produce and take part in our various events

Southville Centre customers

The Southville Centre is used by a wide range of people – more than 2,000 people a week at the moment – there is a wide range of users and uses including local families, local organisations and businesses, organic veg box scheme, older people and their carers, visitors to MusicSpace, City Council departments, local Police, celebrations of family and friends' events, workshops of all kinds, summer schools, blood donors, exercise and social groups and just passers-by who pop in for a cup of tea, a cake and a chat

Day and Evening classes

The Southville Centre hires rooms to a number of people who provide day and evening classes Current information is available from the Reception desk, the Pigeon or the Southville Centre website

Meetings, Conferences and Training Events

The Southville Centre is a popular venue used by Bristol City Council, Voluntary organisations and private business for meetings, conferences, and training

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YEAR ENDED 31 MARCH 2011

Parties and social events

The Southville Centre and Cafe cater for many weddings and celebrations each year and in 2010/11 the Centre has hosted an ever growing number of wedding and civil partnership ceremonies. It is also a popular venue used by local parents for children's parties and even wakes and other occasions.

Community Groups

In addition to running the Southville Centre, SCDA is involved in community development work with a huge number of local groups. Support is offered to community groups in many ways including subsidised meeting room use, the Centre's Reception and Café being a contact points for groups and professional expertise and resources being available. Key SCDA volunteers also support local groups.

Public information point and toilet facilities

The Southville Centre is open to the public from 8 30am – 9pm Monday, 8 30am -9 30pm Tuesday – Thursday and 8 30am -8pm on Friday and available for hire on Saturday and Sunday. Reception staff answer enquiries from the public on a whole range of questions and provide information and leaflets on a host of events and local services. There are notice boards for the use of local groups and residents and our fully accessible and disabled accessible toilet facilities are provided free-of-charge to the public as a public service.

SCDA's Community Development Work

SCDA continues to play a leading role in community development in Southville, Bedminster and Ashton (BS3). SCDA members and volunteers have been active in helping local residents to establish lots of local groups. SCDA continues to offer advice and practical support to local people who want to develop new groups that help to improve our community. During 2010/11 SCDA trustees have developed a social benefit policy to clarify the benefits we offer to community groups in BS3 as well as additional benefits. To find out more about any of these groups contact the Southville Centre on (0117) 923 1039 or email info@southvillecentre.org.uk

The groups are interconnected and often work together on projects.

Sustainable Southville Project (SSP)

This is a general name for several projects that have run since 2002 and aim to make our community more sustainable, promote environmental awareness, enhance green spaces and reduce negative impacts on our environment, e.g. from cars, CO₂ emissions. Although the Sustainable Southville Project started off in the neighbourhood nearest Southville Centre, it now includes a much wider area across 'Greater Bedminster' - roughly the area covered by the postal code BS3. There is a SSP Steering Group which co-ordinates SSP and is advisory to SCDA's Board of Trustees.

Current SSP activities include

Southville Green Team

This is a group of nearly 200 volunteers who work on projects that protect and promote wildlife and other environmental issues across Southville, Bedminster and Ashton.

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Front Garden Competition

The competition has run each summer since 2004 and is sponsored by SCDA and the Greater Bedminster Community Partnership this year. The competition was established to encourage local residents to improve their front gardens and make BS3 a more pleasant neighbourhood in which to walk and cycle.

Keep North Street Special

A project concentrating on promoting and protecting North Street as a local shopping street with a wide range of local independent traders. The project is also looking at improving the quality of the Street Scene. Supporting our retail streets, including North, East and West Streets, has been identified as a priority for the Greater Bedminster Community Partnership (local neighbourhood partnership).

'Patchwork' Community Garden Project

The Sustainable Southville Project (SSP) has identified several small bits of 'waste ground' locally. Since 2004 volunteers have cleared them of plastic bags, needles and other detritus and planted them. Sometimes we have added art works and somewhere to sit. A small group from the SSP looks after these spaces.

Butterfly Junction

Butterfly Junction is a piece of 'waste ground' belonging to Bristol City Council and near to the Create Centre. The Green Team and FrANC (see below) have been monitoring this site since 2002 and, so far, we have identified 20 species of butterfly as well as other creatures. Six butterfly species breed on-site. Although it would make a perfect car park, we hope to protect this space as an urban wildlife reserve.

Greater Bedminster Rivers and Green Spaces Network

This network sits within the Greater Bedminster Community Partnership. Its aim is that every significant green space and river in the Greater Bedminster area should have a support group of local people to speak up for it and ensure that its quality is maintained for the use of local people and wildlife. SCDA has therefore worked with local people, helped raise money, organised events and made links with agencies such as Bristol City Council and the police.

Most of the groups are currently developing plans in conjunction with the Bristol City Council parks and green spaces investment strategy which will guide future investment. Most of our local green spaces and rivers now have a support group, many of these have arisen from the Sustainable Southville Project and started off as part of SCDA, but are now independent organisations. Independent groups are marked**.

Dame Emily Park Project (DEPP)**

This group works to promote facilities and improve maintenance in Dame Emily Park. This group has been partially funded with a Heritage Lottery grant secured by SCDA. It has also raised over £60K itself, mainly for play equipment. It organises events in the park.

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Friends of Greville Smyth Park (FroGS)**

This group works to promote and improve maintenance and facilities in Greville Smyth Park. This group was established in 2004 as part of a lottery funded SCDA project. FroGS is now self governing and has raised over £60K towards play equipment and facilities for young people. For more information visit www.frogs.org.uk

Friends of the Avon New Cut (FrANC)**

This group works to promote and improve maintenance and access to the banks of the River Avon New Cut where it runs through Southville, Bedminster and Spike Island. This group has been partially funded with a Heritage Lottery grant secured by SCDA and became self-governing in 2006. For more information visit <http://www.frogs.org.uk>

Gores Marshalls**

SCDA initiated a project funded by Bristol City Council (Clean and Green fund) to establish a 'friends' group and a development plan for this open green space. The project has now ended and an independent self-organised 'friends group for Gores Marsh the "Gores Marshalls" has been established. The group has generated substantial funding which has been invested in play equipment for this space.

Kingfisher Group**

Local people supporting the Malago River and nearby green space (Cotswold Meadow) in Windmill Hill.

North Street Green Project

This group is part of the Green Team and works to promote and improve maintenance and facilities in North Street Green a 'pocket park', situated in the middle of North Street close to Luckwell Road. Over the last couple of years SCDA has secured small bits of funding to improve this space.

South Bristol Riverscapes Project

Bristol Living Rivers supports local river groups to improve their local rivers & streams & to raise awareness of Bristol's hidden urban waterways. The project also helps establish new river groups, providing support and help where needed. The South Bristol Riverscapes Project ran until 2010 in partnership with existing river groups based in South Bristol - The Malago Valley Conservation Group, the Friends of the Avon New Cut, the Kingfisher Group & the Friends of Nightingale Valley. This project was a joint initiative between Bristol City Council and Network South Bristol (of which SCDA was a member until NSWB ceased to operate in 2009). SCDA managed the funding and was responsible for the employment of the project worker (the worker was based at the CREATE Centre).

St Johns' Churchyard Group**

SCDA initiated this project working with local people to establish a support group, using funding from Safer Bristol Partnership. The first St John's church was established in the Middle Ages and provided a focus around which the village of Bedminster first formed. This group is now self-organised and independent.

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YEAR ENDED 31 MARCH 2011

Victoria Park Action Group (VPAG)**

This is an independent support group for Victoria Park, Windmill Hill. For more information visit www.vpag.org.uk

Greater Bedminster Community Partnership (GBCP)

SCDA has been active as a member of this Neighbourhood Partnership which aims to bring together the 4 local Councillors for Bedminster and Southville wards and representatives from business, voluntary groups, residents, schools, police and health groups in the local area. The GBCP aims to develop better communication between all local groups and a better 'joined-up' approach to the delivery of statutory and other services in Bedminster and Southville. It also wants to give local people more influence over local services.

The GBCP has established a Co-ordinating Group. It is also promoting

- **Greater Bedminster Online Forum**

This is an internet chat forum where local residents can raise and discuss local issues of their choice. The forum is open to any local resident to join. For more information visit <http://forums.e-democracy.org/groups/bemmy-forum/>

- **Bedminster and Southville Local Planning Group**

This is a group of local residents that meets to occasionally to consider large planning applications in Bedminster and Southville and offers advice and support on planning issues to local voluntary organisations.

Other Groups

Generally, SCDA has been involved in establishing these groups, but they are now independent. These include

- **Bedminster & Southville Healthy Walking Group**

This group became self-governing in 2007. It undertakes a weekly walk to various destinations in and around Bristol. Its members are mostly older people or people recovering from illnesses, operations, etc where regular, but not strenuous exercise is health giving. It is also good fun. For more information visit www.whi.org.uk and search 'Southville'.

- **Friends of Bristol South Pool (FoBS)**

This group works to retain, promote and improve the Swimming Pool and leisure facilities at Bristol South Pool situated in Dame Emily Park. The group has helped campaign for initial improvements to the pool (work is due to begin shortly). The group wishes to see the pool fully refurbished in the coming years. SCDA, DEPP and FoBS will be among the local organisations seeking to influence this process.

- **Southville LETS**

Southville Local Exchange and Trading Scheme (LETS) was one of the first groups established by SCDA. It is now an independent organisation. Members trade skills, time and lend tools in a collective barter scheme. The unit of currency is the Squid (Southville Quid). The Southville Centre is a collection and meeting point for the LETS scheme. Southville LETS is linked to other Bristol LETS groups through Bristol InterLETS. For more details visit www.bristolinterlets.co.uk

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- **Southbank Arts Trail**

The Southbank Arts Trail was founded by SCDA in 2003 and is now organised independently by the Southbank Bristol Arts. For more information see www.sbaweb.co.uk. SCDA offers the Southville Centre free-of-charge each year as the main host venue for the South Bank Arts Trail.

Reference and Administrative Details

The name of the charity

The Southville Community Development Association (SCDA)

Charity registration number

1000544

Company limited by guarantee registration number

2542176

Registered office address of the charity and the company

The Southville Centre, Beaulay Road, Southville, Bristol, BS3 1QG

The Trustees The trustees submit their annual report and the audited financial statements for the year ending 31 March 2011. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in 2005 in preparing the annual report and financial statements of the charity.

The trustees constitute directors of SCDA for the purposes of the Companies Act 2006 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 (AGM). One third of the serving trustees come up for election each year. The following members were in office during the financial year 2010/2011 and/or on the date the report was approved (November, 2011).

Matthew Symonds

(Chair)

Marty Cummins*

(Vice Chair)

James Vaccaro

(Treasurer) co-opted Feb 09

Pamela Connor

Crispin Edmonds*

Debra Hiom*

Sophia Richards

Charlie Bolton

Resigned June, 2011

Theresa Green

Elected August, 2011

* Period of office ends November 2011

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2011

Reserves Policy

The aim of the Trustees is to achieve an unrestricted reserve equivalent to 3 months' salary costs which is approximately £75,000. This will take several years to achieve but Trustees are committed to this policy.

Risk Management

The Trustees have considered the major risks to which the charity is exposed and have reviewed those risks and established systems and procedures to manage those risks.

Apart from the financial risk mentioned above, one of the greatest risks 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.

Trustees' responsibilities in relation to the financial statements

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

Company law requires the trustees to prepare financial statements for each financial 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 [company/group] for that period. In preparing these 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,
- make judgments 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 charitable company will continue in business.

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

TRUSTEES' ANNUAL REPORT

YEAR ENDED 31 MARCH 2011

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company [and the group] and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware -- there is no relevant audit information of which the charitable company's auditors are unaware, and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Auditor

Burton Sweet were re-appointed as the charitable company's auditor during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small entities.

Approved by the Trustees on and signed on their behalf by

Signed
(Chair)



Date

01/11/2011

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2011

We have audited the financial statements of Southville Community Development Association for the year ended 31 March 2011 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements.

In addition, we read all the financial and non-financial information in the Board Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
 - have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and
 - have been prepared in accordance with the requirements of the Companies Act 2006.
-

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES

YEAR ENDED 31 MARCH 2011

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements

Matters on which we are required to report by exception

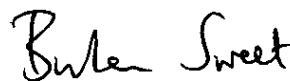
We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us,
- the financial statements are not in agreement with the accounting records and returns,
- certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit

Edward Marsh BSc (Hons) ACA DChA

Senior Statutory Auditor

For and on behalf of Burton Sweet Chartered Accountants, Statutory Auditor



Pembroke House
15 Pembroke Road
Clifton
Bristol BS8 3BA

Date

8th November 2011

Burton Sweet is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2011

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2011 £	Total Funds 2010 £
Incoming resources					
<i>Incoming resources from generated funds</i>					
Voluntary income	2	16,117	-	16,117	11,050
Interest receivable		-	-	-	11
<i>Incoming resources from charitable activities</i>	3	595,512	165,900	761,412	627,328
Total incoming resources		611,629	165,900	777,529	638,389
Resources expended					
<i>Charitable activities</i>	5	596,144	34,526	630,670	630,596
<i>Governance costs</i>	7	10,505	-	10,505	7,825
Total resources expended		606,649	34,526	641,175	638,421
Net incoming/(outgoing) resources					
- net income/(expenditure) for the year before transfers	8	4,980	131,374	136,354	(32)
Transfers between funds	16	138,347	(138,347)	-	-
Total funds at 1 April 2010		(22,207)	23,916	1,709	1,741
Total funds at 31 March 2011		121,120	16,943	138,063	1,709

The Charity has no recognised gains or losses other than the results for the year as set out above

All of the activities of the charity are classed as continuing

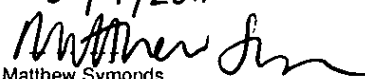
The notes on pages 16 to 22 form part of these financial statements


SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION
BALANCE SHEET
AS AT 31 MARCH 2011

		2011	2010
	Note	£	£
Fixed assets			
Tangible assets	11	172,729	40,012
Current Assets			
Debtors	12	30,449	21,929
Cash at bank		31,881	35,493
		<u>62,330</u>	<u>57,422</u>
Creditors Amounts falling due within one year	13	(89,464)	(85,082)
Net Current Assets		<u>(27,134)</u>	<u>(27,660)</u>
Creditors amounts falling due after more than one year	14	(7,532)	(10,643)
Net assets		<u><u>138,063</u></u>	<u><u>1,709</u></u>
Funds			
Unrestricted	16	121,120	(22,207)
Restricted	16	16,943	23,916
		<u><u>138,063</u></u>	<u><u>1,709</u></u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 the Companies Act 2006

These financial statements were approved and authorised for issue by the members of the committee on 01/11/2011 and are signed on their behalf by


Matthew Symonds
Chair


James Vaccaro
Treasurer

The notes on pages 16 to 22 form part of these financial statements

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the Statement of Recommended Practice (SORP), Accounting and Reporting by Charities, published in March 2005

b) Incoming resources

All income is accounted for as soon as the charity has entitlement to the income and there is certainty of receipt and the amount is quantifiable

Income from donations is included in incoming resources when these are receivable, except as follows

- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods,
- ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met

c) Grants

Grants, including grants for fixed assets, are recognised within the accounts as they become receivable. Grants received in the accounting period in respect of future accounting periods are deferred until those periods

d) Resources expended

Resources expended are accounted for on an accruals basis and have been classified under headings that aggregate all costs related to that activity. Resources expended include attributable VAT which cannot be recovered. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resource

Direct costs, including directly attributable salaries, are allocated on an actual basis to the activities. Overheads and other salaries are allocated between expense headings on the basis of time spent

Governance costs include the costs of governance arrangements which relate to the general running of the activity. These costs are associated with constitutional and statutory requirements and include and costs associated with the strategic management of the charity's activities

e) Fixed Assets

Tangible fixed assets costing more than £100 are capitalised and included at cost including any incidental expenses of acquisition

Leasehold Property – 2% straight line

Equipment, Furniture & Fittings - 15% per annum reducing balance

f) Pension Policy

The charity has arranged a defined contribution scheme for its staff. Pension costs charged in the SOFA represent the contributions payable by the charity in the period

g) Fund accounting

Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees

h) Restricted funds

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of support costs where applicable

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

2 Analysis of voluntary income

	Unrestricted	Restricted	Total Funds 2011	Total Funds 2010
	£	£	£	£
Bristol City Council	10,100	-	10,100	10,000
Other small grants	6,017	-	6,017	1,050
	16,117	-	16,117	11,050

3 Analysis of incoming resources from charitable activities

	Unrestricted	Restricted	Total 2011	Total 2010
	£	£	£	£
Daycare	25,446	7,950	33,396	30,610
Centre facilities	84,775	-	84,775	106,918
Family Services	452,933	153,170	606,103	412,062
Cafe	32,358	-	32,358	51,891
Restricted project grants	-	4,752	4,752	24,613
Other project income	-	28	28	1,234
	595,512	165,900	761,412	627,328

4 Grants receivable

	Unrestricted	Restricted	Total Funds 2011	Total Funds 2010
	£	£	£	£
<i>Restricted projects</i>				
Heritage Lottery Fund - Riverscapes project	-	4,752	4,752	19,560
EDF - Sustainable Energy project	-	-	-	4,973
<i>Family Services</i>				
Bristol Holiday Playschemes	1,073	-	1,073	2,418
BYCA Grant	-	-	-	-
Graduate Leader Fund	-	5,833	5,833	14,167
Other small grants	-	1,490	1,490	9,375
Capital grant	-	145,847	145,847	-
<i>Daycare</i>				
Bristol City Council Daycare grant	21,312	-	21,312	21,101
Better Bedminster Community Chest	-	950	950	-
John James Foundation Grant	-	-	-	4,000
Sobell Foundation	-	5,000	5,000	-
Merchant Venturers	-	2,000	2,000	-
	22,385	165,872	188,257	75,594

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

5 Analysis of resources expended on charitable activities

	Activities undertaken directly 2011 £	Support costs 2011 £	Total 2011 £	Total 2010 £
Daycare	23,076	2,376	25,452	25,762
Centre facilities	71,625	56,535	128,160	165,363
Family Services	369,973	37,058	407,031	345,367
Café	35,501	-	35,501	47,121
Restricted project expenditure	34,526	-	34,526	46,983
	534,701	95,969	630,670	630,596

6 Analysis of support costs

	Daycare 2011 £	Centre facilities 2011 £	Family Services 2011 £	Café 2011 £	Total 2011 £	Total 2010 £
Premises	1,170	29,073	18,248	-	48,491	40,377
Communication and IT	322	8,002	5,022	-	13,346	9,863
Postage and printing	128	3,169	1,989	-	5,286	5,866
Bank interest and charges	47	1,158	727	-	1,932	2,003
Other	497	9,857	7,759	-	18,113	43,003
Depreciation	212	5,276	3,312	-	8,800	7,061
	2,376	56,535	37,057	-	95,968	108,173

Support costs are allocated to activity on the basis of staff time spent

7 Governance costs

	Unrestricted £	Restricted £	Total Funds 2011 £	Total Funds 2010 £
Auditor's remuneration	2,505	-	2,505	1,825
Chief Executive's salary	8,000	-	8,000	6,000
	10,505	-	10,505	7,825

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

8 Net incoming/(outgoing) resources for the year

This is stated after charging

	2011 £	2010 £
Depreciation	8,800	7,061
Auditor's remuneration	2,505	1,825

The aggregate amount of expenses reimbursed to trustees in the year was £nil (2009 £nil) The number of trustees reimbursed was nil (2009 nil)

9 Staff costs and numbers

The aggregate payroll costs were

	2011 £	2010 £
Wages and salaries	367,707	351,264
Social security costs	25,462	22,700
Other pension costs	2,145	2,678
	395,314	376,642

No employee received emoluments of more than £60,000

The average weekly number of employees during the year, calculated on the basis of full time equivalents, was as follows

	2011 No	2010 No
Number of service staff	90	90
Number of admin staff	40	40
Number of management staff	50	50
	180	180

10 Taxation

The charity is exempt from corporation tax on its charitable activities

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

11 Tangible fixed assets

	Leasehold Improvements £	Furniture & Equipment £	Total £
Cost			
As at 1 April 2010	-	108,941	108,941
Additions	139,102	2,415	141,517
At 31 March 2011	<u>139,102</u>	<u>111,356</u>	<u>250,458</u>
Depreciation			
At 1 April 2010	-	68,929	68,929
Charge for the year	2,782	6,018	8,800
At 31 March 2011	<u>2,782</u>	<u>74,947</u>	<u>77,729</u>
Net book value			
At 31 March 2011	<u>136,320</u>	<u>36,409</u>	<u>172,729</u>
At 31 March 2010	-	40,012	40,012

12 Debtors

	2011 £	2010 £
Trade Debtors	28,837	18,925
Prepayments and accrued income	1,070	3,004
VAT	542	-
	<u>30,449</u>	<u>21,929</u>

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

13 Creditors amounts falling due within one year

	2011 £	2010 £
Trade creditors	22,182	38,711
Other creditors	42,625	27,834
Other loans	14,281	14,281
VAT Liability	-	1,158
Accruals and deferred income	10,376	3,098
	89,464	85,082

14 Creditors amounts falling due after more than one year

	2011 £	2010 £
Bristol City Council unsecured loan between 2 to 5 years	7,532	10,643

15 Commitments under operating leases

At 31 March 2011 the organisation had annual commitments under non-cancellable operating leases as set out below

	Equipment	
	2011	2010
	£	£
Operating leases which expire		
Between 2 to 5 years	5,352	6,337

SOUTHVILLE COMMUNITY DEVELOPMENT ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2011

16 Movement in funds

	At 01-Apr 2010 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2011 £
Restricted Funds					
Sustainable Southville	5,255	28	(3,065)	791	3,009
Older People	832	-	(52)	(780)	-
Riverscapes	1,380	4,752	(6,121)	(11)	-
Sustainable Energy project	3,482	-	(3,482)	-	-
Daycare activities and transport	4,000	7,000	(5,000)	-	6,000
Daycare Holiday at Home project	-	950	(516)	-	434
Graduate Leader Fund	4,167	5 833	(10,000)	-	-
Other Nursery grants	4 800	1 490	(6,290)	-	-
Nursery Capital grant	-	145 847	-	(138 347)	7,500
	23,916	165,900	(34,526)	(138,347)	16,943
Unrestricted funds					
General funds	(22,207)	611,629	(606,649)	138,347	121,120
	(22,207)	611,629	(606 649)	138,347	121,120
Total funds	1,709	777,529	(641,175)	-	138,063

Nursery Capital grant - The above transfers relate to the Net book Value of capital items which are no longer restricted by nature and therefore have been transferred to unrestricted funds

Purpose of restricted funds

- Sustainable Southville - to develop an understanding of sustainability and to form community groups within Bristol BS3
- Older People - to develop activities and independent organisations for older people in Bristol BS3
- South Bristol Riverscapes - to build links between communities and for rivers in South Bristol
- Sustainable Energy project - to develop renewable sources of Energy for use by the community
- Daycare activities and transport - funds received from John James Foundation, Sobell Foundation and the Merchant Venturers for spending on Daycare activities and transport
- Daycare Holiday at Home project - funds received from greater Bedminster Community Chest for work with older people
- Nursery grants - received capital grant from Bristol City Council for expansion of the nursery Also other small funds for improving quality and services

17 Analysis of net assets between funds

	Tangible Fixed assets £	Other Net assets £	Total £
Restricted funds	-	16 943	16,943
Unrestricted funds	172,729	(51,609)	121,120
	172,729	(34,666)	138,063

18 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital In the event of the company being wound up the liability of the members is limited to £1 each