

REGISTERED COMPANY NUMBER: 05560680 (England and Wales)
REGISTERED CHARITY NUMBER: 1111733

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 January 2017
for
Queens Park Residents Association

Caroline Slater Accountancy
1 Keepers Gate
Lytham St Annes
Lancashire
FY8 4FB

FRIDAY



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COMPANIES HOUSE

Queens Park Residents Association
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for the Year to 31 January 2017

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Queens Park Residents Association
Report of the Trustees
for the Year to 31 January 2017

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year to 31 January 2017. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
05560680 (England and Wales)

Registered Charity number
1111733

Registered office
45-47 Lord Street
Fleetwood
Lancashire
FY7 6DU

Trustees
Ms G King
C Porter
Ms D Morris
Ms A Allen
B Allen

Company Secretary
Ms G King

Independent examiner
Caroline Slater
1 Keepers Gate
Lytham St Annes
Lancashire
FY8 4FB

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its controlling document, Memorandum and Articles of Association and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The charity may appoint a trustee by ordinary resolution. Between 14 and 35 days notice before the general meeting must be given. The notice must state the trustees intention to appoint a new trustee, be signed by a trustee eligible to vote at the meeting, contain the details that if the person were to be appointed the charity would have to file at Companies House and be signed by the person proposed as a trustee.

Queens Park Residents Association
Report of the Trustees
for the Year to 31 January 2017

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

New trustees of the charity are presented with a copy of the guidelines to being a trustee as set out by the Charity Commission. The Chairman ensures that new trustees are aware of their responsibilities with regard to governance by providing literature from both the Charity Commission and Companies House and by using their own experience in this position to instruct them.

Organisational structure

The trustees of the charity are also directors for the purposes of company law.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The charities objectives are:

1. To relieve poverty, advance training and education and provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of providing conditions of life for the inhabitants of the Mereside and Blackpool, irrespective of race, nationality, colour, sex, disability, sexual orientation, religious or political belief or marital status by associating together with the said inhabitants and the local and statutory authorities, voluntary and other organisations.
2. To establish or secure the establishment of a community centre or meeting place and to maintain and manage the same (whether alone or in co-operation with any local authority or other person or body) in furtherance of these objects ensuring equal access to all groups of the said centre.

The strategies for achieving the above objects during the year were:

Carrying out various projects and events.

Obtaining various grants and seeking to source additional funds.

The provision of fax, telephone, internet and photocopying facilities.

In addition various committee members sit on many Council and Agency committees which allow networking and the passing of information to residents.

The trustees aim to ensure that at all times the charity operates in such a way that it serves the public benefit. The trustees are of the opinion that they have complied with their duty in section 4 of the Charities Act 2006 to have due regard to the guidance published by the Charity Commission in this regard.

Queens Park Residents Association
Report of the Trustees
for the Year to 31 January 2017

OBJECTIVES AND ACTIVITIES

Significant activities

The QPRA has continued to strengthen and consolidate its position on the Mereside estate in Blackpool, following the redevelopment of its old offices on the Queens Park Estate in Blackpool.

They had just over 7,651 clients through their doors during the year that this report covers i.e. 1 February 2016 to 31 January 2017. This has meant that they have had to widen the scope of work that they undertake to include a lot more benefit and appeal tribunal work and they fully expect that this particular sector of their work will expand due to the benefit cuts, the introduction of the Universal Credit System and the UK economy in general.

In addition, the QPRA have worked in partnership with a local company in Blackpool, who supply health care workers to the care industry and local residents. We have run 5 courses which equates to around 51 local residents getting a CACHE qualification and Preparing to Work in Adult Social Care Level 2 Certificate. All of these attendees went on to become fully employed with Baxter Life Care. We intend to carry on this working relationship in future years.

The future

We fully intend to expand the work we do in future years to include employing additional staff with specialist skills i.e. the provision of a free legal service/clinic which will mean the employment of a qualified solicitor. We have found that the cutbacks in the Legal Aid service has meant that more and more people, especially those on benefits and low incomes, are falling through the social net and going without proper legal representation especially in the fields of Benefits, Housing, Immigration and Debt.

All in all, this year has proved to be another very successful one and we hope that next year will be an even more positive and productive one.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

The charity operates The Lakes Community Office and with the support of the Big Lottery Fund it has been able to continue this community based project. As a result of this project tenants of the estate are supported in various ways including understanding and completing forms for those with literacy difficulties, arranging visits by agencies such as social services, housing and debt counselling including managing their bill payments.

The activities have resulted in a deficit for the year.

FINANCIAL REVIEW

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six months expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. It has not been possible to maintain this level of reserve throughout the year. Currently the organisation's main activities are funded by a dedicated Big Lottery Fund grant and therefore funding is secure for the coming year.

Principal funding Sources

As mentioned elsewhere the charity has received Big Lottery funding amounting to £96,880 for core funding and capital costs.

Queens Park Residents Association
Report of the Trustees
for the Year to 31 January 2017

FUTURE DEVELOPMENTS

The Queens Park Residents Association has gone from strength to strength since its formation in 2004. In this time we have built a firm foundation upon which to build our future. Our plans develop all of the time and are outlined elsewhere in this report.

Related Party Disclosures

Ms G M King received remuneration for her services as the Community Development Worker respectively under a contract of employment approved by the trustees and approved in the company's Memorandum and Articles of Association dated 11.01.08. Ms G M King is the only paid member of staff to hold a position of employment and as a trustee. There are two other paid employees. No remuneration was received by Ms G M King for her services as a trustee of the charity or as a director of the company.

No other trustee received any remuneration during this period and none of the trustees receive any financial expenses for services provided to the charity.

The charitable company is entitled to exemption from audit under section 477 of the Companies Act 2006 for the period ended 31 January 2017.

The members have not required the charitable company to an audit of its financial statements for the period ended 31 January 2017 in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for:

- (a) ensuring the charitable company keeps accounting records that comply with sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficit for each financial year in accordance with requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies act 2006 relating to financial statements so far as applicable to the charitable company.

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 27th October 2017 and signed on its behalf by:



Ms G King - Trustee

**Independent Examiner's Report to the Trustee of
Queens Park Residents Association**

I report on the accounts for the year to 31 January 2017 set out on pages seven to fourteen.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

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

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statements of Recommended Practice; Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Caroline Slater
1 Keepers Gate
Lytham St Annes
Lancashire
FY8 4FB

1st October 2018

Queens Park Residents Association
Statement of Financial Activities
for the Year to 31 January 2017

			Year Ended 31.01.17	Period 01.11.14 to 31.01.16
	Notes	Unrestricted fund £	Restricted funds £	Total funds £
INCOMING RESOURCES				
Income resources from charitable activities				
Big Lottery Fund Core	2	-	96,880	96,880
Total Incoming resources		-	96,880	96,880
RESOURCES EXPENDED				
Charitable activities				
Big Lottery Fund Core	3		98,298	98,298
Governance costs			555	555
Total resources expended		-	98,853	98,853
NET INCOMING/(OUTGOING) RESOURCES		-	1,973	1,973
RECONCILIATION OF FUNDS				
Total funds brought forward		2,104	25,983	28,087
TOTAL FUNDS CARRIED FORWARD		2,104	24,010	26,114

The notes form part of these financial statements

Queens Park Residents Association
Balance Sheet
At 31 January 2017

				Year Ended 31.01.17	Period 01.11.14 to 31.01.16
	Notes	Unrestricted fund £	Restricted funds £	Total funds £	Total funds £
FIXED ASSETS					
Tangible assets	8	4,578	14,068	18,646	21,036
CURRENT ASSETS					
Cash at bank			5,112	5,112	14,760
CREDITORS					
Amounts falling due within one year	9		2,356	2,356 -	7,709
NET CURRENT ASSETS/(LIABILITIES)		4,578	21,536	26,114	28,087
NET ASSETS		4,578	21,536	26,114	28,087
FUNDS	10				
Unrestricted funds				2,104	2,104
Restricted funds				24,010	25,983
TOTAL FUNDS				26,114	28,087

The notes form part of these financial statements

Queens Park Residents Association

Balance Sheet - continued

At 31 January 2017

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 January 2017.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 January 2017 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

The financial statements were approved by the Board of Trustees on 28 October 2017 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'G King', written over a horizontal line.

Ms G King - Trustee

The notes form part of these financial statements

Queens Park Residents Association
Notes to the Financial Statements
for the Year to 31 January 2017

1 ACCOUNTING POLICIES

Accounting convention

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 requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life.

Plant and machinery etc. - 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities

Fund accounting

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

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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements

Queens Park Residents Association
Notes to the Financial Statements
for the Year to 31 January 2017

2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

		Period 01.11.14
	Year Ended 31.01.17 £	to 31.01.16 £
Community Centre Grants		
Big Lottery Fund - Core	96,880	118,637
Big Lottery Fund - Capital		
	<u>96,880</u>	<u>118,637</u>

3 CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support Costs	Totals
	(See note 4) £	£	£
Big Lottery Fund Core	<u>98,298</u>	-	<u>98,298</u>

4 DIRECT COSTS OF CHARITABLE ACTIVITIES

	Period 01.11.14	
	Year Ended 31.01.17 £	to 31.01.16 £
Staff Costs	55,682	57,813
Utilities	5,378	5,053
Repairs and renewals	-	4,855
Travelling expenses	4,424	3,364
Office costs	18,847	26,795
Training and courses	3,773	5,847
Consultancy costs	3,978	2,448
Depreciation	6,216	9,685
Loss on sale of assets	-	550
	<u>98,298</u>	<u>116,410</u>

Queens Park Residents Association
Notes to the Financial Statements
for the Year to 31 January 2017

5 NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	Year Ended 31.01.17 £	Period 01.11.14 to 31.01.16 £
Depreciation - owned assets	6,216	9,685
Deficit on disposal of fixed asset	-	550

6 TRUSTEES' REMUNERATION AND BENEFITS

There were no trustee's remuneration or other benefits for the year ended 31 January 2017 nor for the period ended 31 January 2016.

Trustee's expenses

There were no trustee's expenses paid for the year ended 31 January 2017 nor for the year ended 31 January 2016.

7 STAFF COSTS

	Year Ended 31.01.17 £	Period 01.11.14 to 31.01.16 £
Wages and salaries	54,436	55,212
Social security costs	1,246	2,601
	<u>55,682</u>	<u>57,813</u>

The average number of employees during the period was as follows:

	Year Ended 31.01.17	Period 01.11.14 to 31.01.16
Directors	5	6

No employees received emoluments in excess of £60,000.

Queens Park Residents Association
Notes to the Financial Statements
for the Year to 31 January 2017

8 TANGIBLE FIXED ASSETS

	Plant and machinery etc. £
COST	
At 1 February 2016	56,399
Additions	3,826
Disposals	
	<hr/>
At 31 January 2017	60,225
DEPRECIATION	
At 1 February 2016	35,363
Charge for year	6,216
Eliminated on disposal	
	<hr/>
At 31 January 2017	41,579
NET BOOK VALUE	
At 31 January 2017	18,646
At 31 January 2016	21,036

9 CREDITORS; AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.01.17 £	31.01.16 £
Trade creditors	555	5
Taxation and social security	- 2,911	2,204
Other creditors	-	5,500
	<hr/>	<hr/>
	- 2,356	7,709

10 MOVEMENT IN FUNDS

	At 01.02.16 £	Net movement in funds £	At 31.01.17 £
Unrestricted funds			
General fund	2,104	-	2,104
Restricted funds			
Big Lottery Fund	25,983	- 1,973	24,010
	<hr/>		<hr/>
TOTAL FUNDS	28,087	- 1,973	26,114

Queens Park Residents Association
Notes to the Financial Statements
for the Year to 31 January 2017

10 MOVEMENT IN FUNDS - continued

Net movement in funds included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	-	-	-
Restricted funds			
Big Lottery Fund	96,880	- 98,853	- 1,973
TOTAL FUNDS	96,880	- 98,853	- 1,973

Queens Park Residents Association
Detailed Statement of Financial Activities
for the Year to 31 January 2017

	Year Ended 31.01.17 £	Period 01.11.14 to 31.01.16 £
INCOMING RESOURCES		
Income resources from charitable activities		
Community Centre Grants		
Big Lottery Fund - Core	96,880	118,637
Big Lottery Fund - Capital		
	<u>96,880</u>	<u>118,637</u>
Total incoming resources	96,880	118,637
RESOURCES EXPENDED		
Charitable activities		
Wages	54,436	55,212
Social security	1,246	2,601
Utilities	5,378	5,053
Repairs and renewals	-	4,855
Travelling expenses	4,424	3,364
Office costs	18,847	26,795
Training and courses	3,773	5,847
Consultancy costs	3,978	2,448
Depreciation	6,216	9,685
Loss on sale of tangible fixed assets	-	550
	<u>98,298</u>	<u>116,410</u>
Governance costs		
Accountancy		338
Independent examiner's fee	555	1,800
	<u>555</u>	<u>2,138</u>
Support costs		
Management		
Advertising		539
Finance		
Bank charges		5
		<u>544</u>
Total resources expended	98,853	119,092
Net (expenditure)/income	- 1,973	- 455

This page does not form part of the statutory financial statements