

# Bonny Downs Community Association

(A company limited by guarantee)

Report and Financial Statements

Year ended: 31 March 2014

Charity no: 1071625

Company no: 3625785



**Beever and Struthers**

Chartered accountants

15 Bunhill Row

London

EC1Y 8LP

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# Bonny Downs Community Association

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## Legal and administrative information

<b>Trustees:</b>	D H Mann	Chairman
	J Bishop	resigned – 27/11/12
	S Bynon	appointed - 29/01/13
	B Clark	resigned - 30/04/13
	C Ezeaku	
	R Marzetti	
	M R Pease	Secretary
	M Porter	
	B Sundhu	
	N Feltham	
P Varughese		
G Taylor	Treasurer	

**Chief Executive:** B P Laing

**Registered Office:** 49 Vicarage Lane  
East Ham  
London  
E6 6DQ

**Independent examiner:** Beever and Struthers  
15 Bunhill Row  
London  
EC1Y 8LP

**Bankers:** Co-operative Bank Plc  
1 Balloon Street  
Manchester  
M60 4EP

Barclays Bank Plc  
Newham Business Centre  
737 Barking Road  
London  
E13 9PL

# Bonny Downs Community Association

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## Report of the Trustees For the year ended 31 March 2014

The trustees, who are also the directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year end 31 March 2014. 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 charity is a charitable company limited by guarantee and was incorporated on 3 September 1998. It is governed by a memorandum and articles of association. Its objects are to relieve need, hardship and distress of the elderly or sick in the London Borough of Newham, or elsewhere, to advance education and to provide and promote the provision of sports and sporting facilities for all age groups in London Borough of Newham and elsewhere.

### Structure, governance and management

Bonny Downs Community Association (BDCA) was formed by local people in 1998 in order to develop The Well Community Centre in partnership with Newham Council. Initially all trustees were recruited from Bonny Downs Baptist church membership (and their families), however trustees are now drawn from a wider spectrum of the community.

The Charity is governed by its trustees who are also the directors and meet regularly to manage its affairs. The charity employs [45] staff, making up [15] full time equivalents, who are engaged in charitable activities, finance and day-to-day administration. The staff includes a chief executive who undertakes day-to-day management of the charity and reports to the trustees at a bi-monthly board meeting. Other staff report to the trustees through the chief executive.

The trustees acknowledge there are business risks associated with the service provided by the Bonny Downs Community Association and have sought to manage those risks via insurance and working closely with Newham Council, which owns the freehold to The Well Community Centre and Flanders Field sports ground from which the charity operates. The principal operating risk is continuity of grant funding to cover the costs of charitable activities.

### Objectives and activities

BDCA strive to make a real and lasting difference to the quality of life of local people by redeveloping disused local spaces, promoting community cohesion, encouraging healthier lifestyles and addressing the root causes of poverty.

Over the past fifteen years, BDCA has extended its remit to become a multi-purpose organisation delivering high-quality affordable events, activities and services through the local venues that we manage: The Well Community Centre, Flanders Playing Field, Bobby Moore Sports Pavilion and the Grow Together Be Together Community Garden. From these renovated venues, we deliver a range of targeted community projects which address specific areas of local need: Elders & their Carers, Children & Families, Food, Youth, Sports and Poverty Response.

Our strategic goals are to help our community to: CONNECT, be more ACTIVE, take time to REFLECT, keep on LEARNING, to GIVE and CELEBRATE more often and SUPPORT each other.

### Public benefit

The trustees have considered the guidance published by the Charity Commission in relation to public benefit. How the charity has delivered public benefits is set out in the 'Achievements and Performance 2013/14' section below.

### Volunteers

Bonny Downs Community Association encourages the involvement of volunteers, although it would be fair to say it is not especially dependent upon the work of volunteers, apart from the trustees. BDCA does not receive significant donations in kind or other intangible income.

### Related parties and related charities

The charity was born out of Bonny Downs Baptist Church and a number of the trustees and staff are also members of the church.

One of the trustees is employed by Britannia Village Hall, a community centre in West Silvertown, and Bonny Downs Community Association staff have been engaged to help develop children and families services at Britannia Village. BDCA also provide central admin support.

Bonny Downs Community Association also works closely with Newham Council, statutory services and other voluntary sector organisations operating in similar areas in Newham; running complimentary or collaborative services. For example: Vicarage Primary School hire our Children and Families team to provide 8 hours per week of family support services for the parents of pupils at their school.

In partnership with Bonny Downs Church, BDCA run a satellite distribution centre for Newham Foodbank in Bonny Downs Church Hall.

BDCA partner with Skills Enterprise to provide a job search club to help people who access our crisis support services to secure employment and increase their resilience.

## Report of the Trustees For the year ended 31 March 2014

### **Related parties and related charities (continued)**

BDCA are members of a local consortium called Youth Providers Partnership that brings together 6 local third sector organisations in order to work in partnership to improve services for young people across the London borough of Newham. The consortium has been successful in securing funding from the local authority to deliver a 2 year youth services contract.

We are also part of a Poverty Response consortium with 4 other charities. Led by Aston Mansfield, we have undertaken a mapping exercise to assess gaps in local services and created a signposting tool to assist local advisors.

### **Achievements and performance 2013/14**

BDCA has faced a difficult year as there have been significant funding challenges and our Chief Executive endured a 5 month long period of illness. Despite this and due to fantastic support from the staff and volunteer team, we were able to expand our portfolio of services in response to trends in local need and maintain our accounts in a healthy position.

### **Project updates**

Our Elders Project faced a great deal of uncertainty this year as our grants from Big Lottery and Lloyds TSB came to an end. Despite the diminishing resources, our team have managed to continue delivering a varied and inclusive programme including: gentle exercise classes, social activities, health promotion events, educational activities, holidays and trips and a 1-2-1 elders' advocacy service. Unfortunately, the expiry of current funding meant that the provision at our satellite sites had to be ceased. However the project still engages with an average of 415 local elders every week; many of whom would be sat indoors alone if it weren't for our project. We continue to share our learning and maximise our project's impact through participating in the StayWell consortium of local older people's service providers, conducting our own research into the impact of the personalisation agenda and participating in the Clinical Commissioning Group's 'Social Prescription' pilot scheme.

Our Children and Families project has continued delivering the core project activities including a range of activities for Under 5s and their carers, a leadership development programme for local young people and summer play scheme for 200+ local children. Our 'BDCA in the Park' after school club social enterprise has continued to flourish and provides a much needed affordable childcare service whilst simultaneously generating income to sustain the project. The team have generated additional earned income and extended their engagement with vulnerable local families through launching a range of commissioned family support services at Vicarage Primary School.

In response to the rising numbers of local residents seeking crisis support, we secured grants from Comic Relief, Santander, Lloyds Bank and Together in Service which have enabled us to launch a range of innovative local poverty response initiatives. In partnership with Bonny Downs Church, we opened a satellite distribution centre for Newham Foodbank in June 2013 and have been touched by the generosity of local residents who have donated tonnes of food to their neighbours in need. We also launched free CAP Money household budgeting courses, Community Money Advice debt surgery, benefits advice services and online job search support club. Several BDCA team members were also heavily involved in launching the NEWway night shelter and advocacy service for local homeless people.

The construction of our new 'Grow Together Be Together' community food growing garden was completed in April 2013. The first growing season was a real success with a wide variety of fruits, vegetables and herbs harvested. The produce was turned into healthy affordable meals in the Well Café and surplus produce was donated to families in need through the foodbank. The garden, and the community events it has hosted, have attracted high attendance levels and engaged with new user groups; particularly supporting volunteering, training and mental health issues. The team also generated earned income through hosting of corporate work days.

Our Youth team have continued delivery of a twice-weekly youth club in the Bobby Moore Pavilion. This drop-in recreational group attracts lots of 'at risk' kids who would otherwise be hanging around the street unsupervised. As we move toward the end of this current commissioning period, we are working with other local NGOs to develop a new borough wide youth consortium.

Due to lack of funding, direct delivery by our sports project has been limited to 2 sessions per week. However our sports facilities at Flanders have continued to be well-used by over 25 local sports clubs, community groups and schools.

Although there has been a slight reduction in hire income at The Well centre continues to provide a valuable home for a wide variety of exercise classes, social activities, support groups, learning opportunities and faith groups.

Unfortunately the financial challenges at The Well Café have continued. This prompted a review which led to a staffing restructure to reduce outgoings and therefore minimise losses.

In 2012/13 BDCA invested in a significant IT upgrade so that we now have a centralised server that allows for remote working. We also increased our fundraising capacity and created more robust fundraising and administration systems. In order to capture locally expressed needs, we conducted an extensive community consultation exercise in April 2013; distributing 750 questionnaires to local residents. The data collected helped inform our 7 new strategic priorities that were developed as part of the trustees' strategic review process. The launch of our new website has helped boost our communication and appeal to new funders and users.

## Report of the Trustees For the year ended 31 March 2014

### Challenges and Future plans

As usual, the task of securing funding has proven a real challenge during 2013/14. As local authority commissioned resources continue to shrink and competition for trust funding grows ever fiercer, BDCA have had to work tirelessly to secure enough grants to sustain our work.

Over the past year BDCA have successfully generated £348,388 in earned income through various income generation initiatives. Reducing our reliance on grants by maximising creativity and resourcefulness remains key to our future sustainability across all service areas.

As we look ahead to 2014/15 there are a number of exciting opportunities for development and expansion:

**Increased partnership working:** We are partnering with local charity The Renewal Programme to launch the collaborative 'East Ham Active' sports project. This programme of sport activities will help us to provide a range of new sport activities that will engage new users and encourage increased sports participation. We are also hopeful that the Youth Providers partnership consortium of local youth service providers BDCA are part of will secure commissioning and therefore be able to expand our engagement with local young people.

If funding is successfully secured, we will re-launch our Elders project and launch replicated elders' activity programmes in 4 satellite centres.

We will work to consolidate a number of the smaller poverty response initiatives into a more cohesive and sustainable project going forward.

By the end of 2014, BDCA will have completed the implementation of a new Views Coop CRM monitoring and evaluation system. This cloud-based database will accurately track user engagement which will dramatically increase our ability to demonstrate the value and impact of our work.

### Financial review

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) issued by the Charity Commission for England and Wales.

The Statement of Financial Activities shows incoming resources of £560,067 and resources expended of £551,147. Reserves carried forward amounted to £228,482 of these funds, £98,158 were restricted funds, leaving free reserves of £130,324.

The trustees had been seeking to hold reserves equivalent to six months running costs, to cover the orderly winding down of activities should future funding be withdrawn. At current activity levels this represents about £285,000.

The trustees are satisfied with the financial position of the charity.

### Statement of trustees' responsibilities

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 charity and the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. 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 Standard of Recommended Practice (SORP);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

# **Bonny Downs Community Association**

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## **Report of the Trustees For the year ended 31 March 2014**

### **Reporting accountants/auditors**

Beever and Struthers were appointed as the charitable company's reporting accountants at the 2013 AGM, as the trustees decided to take advantage of audit exemption. At the end of the financial year as the charitable company's income exceeded the audit threshold under the Charities Act 2011, the trustees appointed Beever and Struthers as auditors and they have expressed their willingness to continue in that capacity.

The report of the directors has been prepared taking advantage of the small companies exemption of section 415A of the Companies Act 2006.

This report was approved by the Board on 05 December 2014

M R Pease  
Secretary

A handwritten signature in black ink, appearing to be 'M R Pease', written over a large, stylized capital 'P'.

# Bonny Downs Community Association

## Independent auditor's report to the members on the accounts of Bonny Downs Community Association Limited

We have audited the financial statements of Bonny Downs Community Association Limited for the year ended 31 March 2014 which comprise the Statement of Financial Activities, the Summary Income and Expenditure Account, 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 charitable company's trustees, as a body, in accordance with regulations made under section 154 of the Charities Act 2011. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 charitable company and the charitable company's trustees 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 [set out [on page 4]], 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.

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly we have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

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.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standards – Provisions Available for Small Entities in the circumstances set out in note 7 to the financial statements.

### 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 Trustees' Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on or materially inconsistent with the knowledge acquired by us in the course of performing the audit. 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 2014, 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 (applicable to smaller entities); and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

*Beever and Struthers*

Beever and Struthers  
Statutory Auditor  
Chartered accountants

15 Bunhill Row  
London  
EC1Y 8LP  
Date: 5 December 2014

*Beever and Struthers is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.*

# Bonny Downs Community Association

## Statement of Financial Activities (including summary income and expenditure account) For the year ended 31 March 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
<b>Incoming Resources</b>					
Incoming resources from generated funds:					
Voluntary income					
Donations and gifts	2	15,048	247,052	<b>262,099</b>	280,252
Activities for generating funds	4	-	-	-	-
Investment income	3	355	-	<b>355</b>	362
Incoming resources from charitable activities:					
Government grants for activities	5	-	36,500	<b>36,500</b>	82,755
Activities in furtherance of charity's objects	6	261,113	-	<b>261,113</b>	239,309
<b>Total incoming resources</b>		<b>276,516</b>	<b>283,552</b>	<b>560,067</b>	602,678
<b>Resources expended</b>					
Cost of generating funds:					
Fund-raising costs	7	-	-	-	5,959
Investment management fees		-	-	-	-
		-	-	-	5,959
Charitable activities	7	243,436	292,477	<b>535,913</b>	539,701
Governance costs	7	15,234	-	<b>15,234</b>	4,770
<b>Total resources expended</b>	7	<b>258,670</b>	<b>292,477</b>	<b>551,147</b>	550,430
Net incoming resources/(resources expended) before transfers		17,845	(8,925)	<b>8,920</b>	52,248
Transfers between funds		-	-	-	-
<b>Net incoming resources/(resources expended)</b>		17,845	(8,925)	<b>8,920</b>	52,248
Realised gains on investment assets		-	-	-	-
<b>Net incoming resources/(resources expended) including realised gains on investments</b>		17,845	(8,925)	<b>8,920</b>	52,248
Unrealised gains on investment assets		-	-	-	-
Unrealised gains on assets for charity use		-	-	-	-
<b>Net movement in funds</b>		17,845	(8,925)	<b>8,920</b>	52,248
Fund balances brought forward at 1 April		112,479	107,083	<b>219,562</b>	167,314
Fund balance carried forward at 31 March	18	130,324	98,158	<b>228,482</b>	219,562

All of the above results are derived from continuing activities. All gains and losses recognised in the year are included above. Page 10 gives details of changes in resources applied for fixed assets for charity use.

# Bonny Downs Community Association

## Summary income and expenditure account For the year ended 31 March 2014

	Notes	2014 £	2013 £
<b>Incoming</b>			
Donations and gifts	2	262,099	280,252
Activities for generating funds	4	-	-
Grants	5	36,500	82,755
Activities in furtherance of the charity's objects	6	261,113	239,309
		<u>559,712</u>	<u>602,316</u>
<b>Charitable expenditure</b>			
Costs of generating funds		-	5,959
Costs of activities in furtherance of the charity's objects		535,913	539,701
Governance costs		15,234	4,770
	7	<u>551,147</u>	<u>550,430</u>
<b>Operating surplus for the year</b>		<b>8,565</b>	<b>51,886</b>
Interest receivable	3	355	362
Realised (loss)/gain on sale of investments		<u>8,920</u>	<u>52,248</u>
Surplus for the year			
		<u>8,920</u>	<u>52,248</u>
<b>Statement of Total Recognised Gains and Losses</b>		<b>2014 £</b>	<b>2013 £</b>
Surplus/(Deficit) for the year		<b>8,920</b>	<b>52,248</b>
Unrealised gain on investment		-	-
Total gains and losses recognised since 31 March 2014		<u>8,920</u>	<u>52,248</u>

All activities relate to continuing operations

# Bonny Downs Community Association

## Balance Sheets As at 31 March 2014

	Notes	2014 £	2014 £	2013 £	2013 £
<b>Fixed assets</b>					
Tangible assets	11		11,321		4,411
<b>Current assets</b>					
Debtors	12	46,918		17,195	
Short term deposits		-		-	
Cash at bank and in hand		208,393		252,181	
		<u>255,311</u>		<u>269,376</u>	
<b>Creditors: amounts falling due within one year</b>	13	(38,150)		(54,225)	
<b>Net current assets</b>			217,161		215,151
<b>Total assets less current liabilities</b>			<u>228,482</u>		<u>219,562</u>
<b>Creditors: amounts falling due after more than one year</b>	15		-		-
<b>Net assets</b>			<u>228,482</u>		<u>219,562</u>
<b>Funds:</b>					
<b>Unrestricted funds</b>					
General funds			130,324		112,479
<b>Restricted funds</b>			98,158		107,083
<b>Total funds</b>	18		<u>228,482</u>		<u>219,562</u>

The directors are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

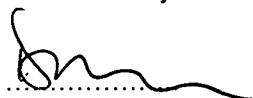
The directors acknowledge their responsibilities for:

- i ensuring that the company keeps accounting records which comply with section 386; and
- ii preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 396, and which otherwise comply with the requirements of this Act relating to accounts, so far as applicable to the company.

The accounts have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies' regime.

An audit is required under section 144 of the Charities Act 2011 and an audit report is included on page 5.

The financial statements on pages 6 to 19 were approved by the trustees on 5 December 2014 and signed on their behalf by:



**D H Mann (Chairman)**

**Statement of changes in resources applied for fixed assets  
For charity use for the year ended 31 March 2014**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2014 £</b>	<b>Total 2013 £</b>
Net movement in funds for the year	17,845	(8,925)	<b>8,920</b>	52,248
Resources used for net acquisitions of tangible fixed assets	(11,171)	-	<b>(11,171)</b>	(457)
	<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds available for future activities	6,674	(8,925)	<b>(2,251)</b>	51,791
	<hr/>	<hr/>	<hr/>	<hr/>

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

### 1 Accounting policies

#### (a) Basis of preparation

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" published in 2005 and the FRSSE (April 2008), the Companies Act 2006 and the Charities Act 2011.

The charity has availed itself of the provisions of the Companies Act 2006 and adapted the Companies Act formats to reflect the special nature of the charity's activities.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

#### (b) Company status

The charity is a company limited by guarantee. The members of the company include the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

#### (c) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. These funds are held to finance both working capital and capital investment.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income and gains are allocated to the appropriate fund.

#### (d) Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Hire charges and rental income are accounted for on an accruals basis.

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold. Donated facilities are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

#### (e) Deferred income

In accordance with the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

### 1 Accounting policies (*continued*)

#### (f) Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources. Premises overheads have been allocated on a floor area basis and other overheads have been allocated on the basis of the head count.

Charitable expenditure includes the costs of arranging and running charitable activities as well as managing and maintaining the properties that are available for hire by members of the community or let to tenants.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out centrally. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

#### (g) Tangible fixed assets and depreciation

Tangible fixed assets costing more than £250 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Plant and machinery	over 3 - 4 years
Office equipment, furniture and fittings	over 3 - 5 years
Sports equipment	over 4 years

#### (h) Investments

Investments are stated at market value at the balance sheet date. The SOFA includes the net gains and losses arising on revaluations and disposals throughout the year.

#### (i) Pension costs

The company operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against profits in the year they are payable.

#### (j) Finance and operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred. Assets purchased under finance lease are capitalised as fixed assets. Obligations under such agreements are included in creditors. The difference between the capitalised cost and the total obligation under the lease represents the finance charges. Finance charges are written-off to the SOFA over the period of the lease so as to produce a constant periodic rate of charge.

#### (k) Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

<b>2 Donations and gifts</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Individuals	-	9,372
Charitable foundations	174,824	133,859
National Lottery and Sport England	87,275	137,021
Churches	-	-
	<u>262,099</u>	<u>280,252</u>
<b>3 Investment income</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Interest receivable	355	362
	<u>355</u>	<u>362</u>
<b>4 Activities for generating funds</b>	<b>2014</b>	<b>2014</b>
	<b>£</b>	<b>£</b>
Events	-	-
Other sundry income	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>
<b>5 Grants</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
LB Newham:		
- Central administration	-	-
- Children and families	9,350	16,443
- Youth	-	10,770
- Elders	3,250	750
- Sports development/facilities	21,000	21,000
- Food project	-	250
- The Well	-	-
Equality and Human Rights Commission	2,900	33,542
	<u>36,500</u>	<u>82,755</u>
<b>6 Other income from charitable activities</b>	<b>2014</b>	<b>2013</b>
	<b>£</b>	<b>£</b>
Administration – Management fees receivable	15,262	14,363
The Well Community Centre room hire charges	85,575	89,835
Café and buffets sales	23,773	24,587
Children and families activities	73,232	40,336
Elders activities	12,299	21,822
Sports pitch hire and activity fees	47,839	48,366
Service Charge Income	-	-
Local Food Project	2,873	-
Poverty Response	260	-
Sundry income	-	-
	<u>261,113</u>	<u>239,309</u>

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

### 7 Total resources expended

	Staff Costs £	Other Direct Costs £	Other Allocated Costs £	Total 2014 £	Total 2013 £
Fund-raising costs	-	-	-	-	5,959
Central administration	65,168	29,156	(47,678)	<b>46,646</b>	15,654
The Well Community Centre	48,677	10,407	7,395	<b>66,479</b>	84,693
Café	17,319	12,510	2,096	<b>31,925</b>	34,210
Children and families	76,288	28,865	10,552	<b>115,705</b>	94,025
Youth	3,326	4,817	602	<b>8,745</b>	10,931
Elders	68,615	39,155	12,156	<b>119,926</b>	162,949
Food project	42,179	41,993	8,758	<b>92,930</b>	71,152
Sports development / facilities	33,803	13,635	6,119	<b>53,557</b>	66,087
Governance	7,432	7,802	-	<b>15,234</b>	4,770
<b>Total resources expended</b>	<b>362,807</b>	<b>188,340</b>	<b>-</b>	<b>551,147</b>	<b>550,430</b>

	Legal & Professional Expenses £	Office Running Expenses £	Total 2014 £	Total 2013 £
Support Costs included above:				
Fund-raising costs	-	-	-	-
Central administration	8,889	15,027	<b>23,916</b>	22,515
The Well Community Centre	1,236	(55)	<b>1,181</b>	2,707
Café	-	1,140	<b>1,140</b>	256
Children and families	334	2,135	<b>2,469</b>	2,001
Youth	-	148	<b>148</b>	173
Elders	150	4,749	<b>4,899</b>	4,424
Food project	-	10,854	<b>10,854</b>	4,576
Sports development / facilities	801	226	<b>1,027</b>	4,727
Poverty response	975	3,133	<b>4,108</b>	-
<b>Total Support Costs</b>	<b>12,385</b>	<b>37,357</b>	<b>49,742</b>	<b>41,379</b>

	2014 £	2013 £
Other direct costs include:		
Auditor/Independent Examiners remuneration (excluding VAT):		
Audit fees	<b>3,000</b>	2,900
Examination fees	-	-
Accountancy, taxation and other services	<b>1,605</b>	1,600
Operating lease rentals – Land and buildings	-	-
Depreciation – on owned assets	<b>4,261</b>	5,021

In common with many other organisations of our size and nature we use our auditors to assist with the preparation of the financial statements.

### 8 Trustees' remuneration

The trustees neither received nor waived any emoluments during the year (2013: £nil).

Out of pocket expenses were reimbursed to trustees as follows:

	2014 Number	2013 Number	2014 £	2013 £
Travel	-	-	-	-
Other – project running costs	-	-	-	-
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

There were no other transactions with the trustees during the period and no related party transactions took place during the period.

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

9 Staff costs	2014	2013
	£	£
Wages and salaries	338,075	310,284
Social security costs	20,552	19,923
Pension costs	4,179	4,086
Volunteer costs	3,074	1,937
Training costs	4,478	7,815
	<u>370,358</u>	<u>344,045</u>

There were no employees whose emoluments as defined for taxation purposes amounted to over £60,000 in either year.

The estimated full-time equivalent number of employees was 15.25 (2013: 14.5). The average number of employees during the year was 31 the full time equivalent staff analysed by function was:

	2014	2013
	Number	Number
Charitable activities	11.75	11.7
Management and administration of the charity	3.5	2.8

### 10 Pension costs

The charity operates a contributory pension scheme. It is a defined contribution scheme and contributions are charged in the statement of financial activities as they accrue. The charge for the year was £2,254 (2013: £4,086).

11 Tangible fixed assets	Sports Equipment £	Office Equipment £	Plant & Machinery £	Total £
<b>Cost</b>				
At 1 April 2013	12,628	31,523	13,947	58,098
Additions	-	11,171	-	11,171
Disposals	-	-	-	-
<b>At 31 March 2014</b>	<u>12,628</u>	<u>42,694</u>	<u>13,947</u>	<u>69,269</u>
<b>Depreciation</b>				
At 1 April 2013	12,261	27,635	13,791	53,687
Charge for year	114	4,047	100	4,261
Disposals	-	-	-	-
<b>At 31 March 2014</b>	<u>12,375</u>	<u>31,682</u>	<u>13,891</u>	<u>57,948</u>
<b>Net book value</b>				
<b>At 31 March 2014</b>	<u>253</u>	<u>11,012</u>	<u>56</u>	<u>11,321</u>
At 31 March 2013	<u>367</u>	<u>3,888</u>	<u>156</u>	<u>4,411</u>

Plant and machinery, sports and office equipment includes assets with a net book value of £nil (2013: £nil) held under finance leases.

Capital expenditure contracted for, but not provided in the financial statements, was £nil (2013: £nil).

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

<b>12 Debtors</b>	<b>2014</b>	<b>2013</b>
	£	£
Trade debtors	19,800	10,152
Amounts owed by related companies	1,000	1,000
Other debtors	326	795
Prepayments and other accrued income	25,792	5,248
	<u>46,918</u>	<u>17,195</u>
	<b>2014</b>	<b>2013</b>
	£	£
<b>13 Creditors: amounts falling due within one year</b>		
Bank overdraft	2,762	281
Trade creditors	-	-
Taxation and social security costs	6,024	5,828
Pension contributions	-	-
Other creditors	11,796	11,930
Accruals and deferred income	17,568	36,186
Deferred income - grants	-	-
	<u>38,150</u>	<u>54,225</u>
	<b>2014</b>	<b>2013</b>
	£	£
<b>14 Deferred income - grants</b>		
Balance brought forward at 1 April	-	-
Amount released to incoming resources	-	-
Amount deferred in the period	-	-
	<u>-</u>	<u>-</u>
Balance carried forward at 31 March	-	-
	<u>-</u>	<u>-</u>
	<b>2014</b>	<b>2013</b>
	£	£
<b>15 Creditors: amounts falling due after one year</b>		
Other loan (unsecured)	-	-
Other creditors	-	-
Accruals and deferred income	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

### 16 Financial commitments

At 31 March 2014 the charity has annual commitments under non-cancellable leases as follows:

	2014		2013	
Expiry date:	Land and buildings £	Other £	Land & Buildings £	Other £
Two to five years	-	-	-	992
Over five years	-	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>	<u>992</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

### 17 Capital commitments

At 31 March 2014 the charity has capital commitments as follows:

	<b>2014</b>	<b>2013</b>
	£	£
Authorised but not yet contracted for:	-	-
	<u>-</u>	<u>-</u>

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

18 Statement of funds	At 1 April 2013	Income	Expenditure	Investment Gains	Transfers	At 31 March 2014
	£	£	£	£	£	£
General reserve	18,672	-	-	-	-	18,672
Administration	(72,520)	15,682	75,596	-	-	(132,434)
The Well Community Centre	93,268	85,588	59,084	-	-	119,772
Café	(44,937)	23,773	29,829	-	-	(50,993)
Children and families	(18,973)	73,432	63,468	-	-	(9,009)
Elders	112,299	25,031	5,346	-	-	131,984
Sports development	33,283	1,625	5,641	-	-	29,267
Sports Facilities	-	46,305	19,094	-	-	27,211
Youth	(1,696)	-	(4,018)	-	-	2,322
Food project	(6,917)	3,885	1,047	-	-	(4,079)
Poverty response	-	1,195	3,584	-	-	(2,389)
<b>Total unrestricted funds</b>	<b>112,479</b>	<b>276,516</b>	<b>258,671</b>	<b>-</b>	<b>-</b>	<b>130,324</b>
<b>Restricted funds:</b>						
Administration:						
- Hear Me	5,055	(3,535)	1,520	-	-	-
- Barclays	957	-	957	-	-	-
- Garfield Weston Foundation	-	15,000	15,000	-	-	-
	6,012	11,465	17,477	-	-	-
Café	-	-	-	-	-	-
Children and families:						
- Newham Council Olympic soccer school	634	-	634	-	-	-
- Grassroots – let's get moving	744	-	230	-	-	514
- Toy library / Early years	-	-	-	-	-	-
- O2 Its Your Community	320	-	-	-	-	320
- Co-op Grant - Grandcarers	338	-	-	-	-	338
- Newham Council - Grandcarers	110	-	110	-	-	-
- Church Urban Fund (Near Neighbours)	2,911	-	1,308	-	-	1,603
- Newham Council (Go for it)	6	-	6	-	-	-
- Newham Council (Go for it) – Zumba	260	-	-	-	(208)	52
- Newham Council (Go for it) – Triple P Parenting	9	-	9	-	-	-
- Newham & District 41 Club	200	-	200	-	-	-
- Newham Council – small grants	33	-	33	-	-	-
- Newham Council – Tots Go Wild	-	1,450	905	-	-	545
- Newham Council – Summer Scheme	-	1,000	1,000	-	-	-
- Summer 2012: Fit and Fun in the Sun	616	6,000	6,342	-	-	274
- Henry Smith	22,768	29,800	29,800	-	-	22,768
- Newham Council (Community Goes Bokwa)	-	900	1,108	-	208	-
	28,949	39,150	41,685	-	-	26,414
Elders:						
- Newham Council (b)	509	3,250	3,325	-	-	434
- Big Lottery Fund	4,564	-	4,564	-	-	-
- Equality & Human Rights Commission	4,542	2,900	7,442	-	-	-
- East Thames	1,986	7,045	6,621	-	-	2,410
- Lloyds TSB Foundation	23,333	-	22,917	-	-	416
- City Bridge Trust	6,250	34,326	33,000	-	-	7,576
- Bill Hill Trust	-	5,000	5,000	-	-	-
- Leathersellers	-	10,000	10,000	-	-	-
- Newham Clinical Commissioning	-	5,560	3,743	-	-	1,817
- Les Lomax	-	1,070	-	-	-	1,070
- Others (a)	11,229	400	5,812	-	-	5,817
	52,413	69,551	102,424	-	-	19,540
(a) Others:						
- Ashurst	690	-	690	-	-	-
- St Pauls	1,887	-	1,887	-	-	-
- St Georges / Over the border	3,479	-	501	-	-	2,978
- St Georges Go-For-It	1,350	-	-	-	-	1,350
- Fruit and Veg	50	-	-	-	-	50
- Newham Go-For-It	1,328	-	330	-	-	998
- London Catalyst Samaritan	161	400	120	-	-	441
- Grassroots	284	-	284	-	-	-
- Charles French Trust	2,000	-	2,000	-	-	-
	11,229	400	5,812	-	-	5,817

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

18 Statement of funds (continued)	At 1 April 2013 £	Income £	Expenditure £	Investment Gains £	Transfers £	At 31 March 2014 £
(b) Newham Council						
- LBN Lets Get the Party Started	427	-	-	-	-	427
- LBN Holiday at Home 2012	11	-	11	-	-	-
- LBN Go-For-It French Class	71	-	71	-	-	-
- LBN Fun in the Sun	-	250	250	-	-	-
- LBN GFI Daytrips and Holidays	-	2,000	1,993	-	-	7
- LBN St George's Day	-	250	250	-	-	-
- LBN GFI Bowls Club	-	750	750	-	-	-
	<u>509</u>	<u>3,250</u>	<u>3,325</u>	<u>-</u>	<u>-</u>	<u>434</u>
Sports development:						
- Flanders Flame	1,703	-	1,703	-	-	-
- Barclays (Gym)	3,901	-	-	-	-	3,901
- Newham (Summer)	2,121	-	-	-	-	2,121
	<u>7,725</u>	<u>-</u>	<u>1,703</u>	<u>-</u>	<u>-</u>	<u>6,022</u>
The Well Community Centre:						
- Newham Council	801	-	-	-	-	801
Youth work:						
- Newham – ISS Opportunity Fund	-	-	-	-	-	-
- Clothworkers Foundation	5,220	-	-	-	-	5,220
- Youth Commissioning	5,713	13,463	12,161	-	-	7,015
	<u>10,933</u>	<u>13,463</u>	<u>12,161</u>	<u>-</u>	<u>-</u>	<u>12,235</u>
Food project:						
Big Lottery	-	84,275	84,275	-	-	-
LBN –grow together / be together	250	-	101	-	-	149
Aspers Casino	-	8,000	-	-	-	8,000
	<u>250</u>	<u>92,275</u>	<u>84,376</u>	<u>-</u>	<u>-</u>	<u>8,149</u>
Sports Facilities:						
Service Level Agreement	-	21,000	21,000	-	-	-
Sport England	-	3,000	-	-	-	3,000
	<u>-</u>	<u>24,000</u>	<u>21,000</u>	<u>-</u>	<u>-</u>	<u>3,000</u>
Poverty Response:						
Comic Relief	-	10,000	5,017	-	-	4,983
Lloyds TSB	-	3,000	1,500	-	-	1,500
Foodbank Wages	-	1,500	452	-	-	1,048
Foodbank Donations	-	2,128	1,600	-	-	528
Cinnamon	-	1,500	1,500	-	-	-
Together in Service/Lifeline	-	5,000	1,560	-	-	3,440
Poverty Response	-	535	-	-	-	535
Santander	-	9,984	21	-	-	9,963
	<u>-</u>	<u>33,647</u>	<u>11,650</u>	<u>-</u>	<u>-</u>	<u>21,997</u>
<b>Total restricted funds</b>	<u>107,083</u>	<u>283,551</u>	<u>292,476</u>	<u>208</u>	<u>(208)</u>	<u>98,158</u>
<b>Total funds</b>	<u>219,562</u>	<u>560,067</u>	<u>551,147</u>	<u>208</u>	<u>(208)</u>	<u>228,482</u>

The General reserve represents the free funds of the charity which are not designated for particular purposes.

# Bonny Downs Community Association

## Notes forming part of the financial statements For the year ended 31 March 2014

### 19. Analysis of net assets between funds

	Restricted funds £	Designated Funds £	General Funds £	Total £
<b>Fund balances at 31 March are represented by:</b>				
Tangible fixed assets	-	-	11,321	11,321
Current assets	98,158	160,202	(3,049)	255,311
Current liabilities	-	-	(38,150)	(38,150)
Long term liabilities	-	-	-	-
<b>Total net assets</b>	<u>98,158</u>	<u>160,202</u>	<u>(29,878)</u>	<u>228,482</u>

### 20 Related party transactions

Members of Bonny Downs Baptist Church formed the charity and the majority of the directors and trustees are also members of the church. The chief executive officer has also provided services to the church for which the charity has been reimbursed, the church also hires space at the Well Community Centre on the same terms as other voluntary sector groups.

	2014 £	2013 £
<b>Statement of Financial Activities:</b>		
- Donations and gifts	-	-
- Activities in furtherance of objects (hall hire)	8,898	9,075
- Activities in furtherance of objects (duty manager)	2,110	2,120
- Activities in furtherance of objects (photocopies)	590	881
- Activities in furtherance of objects (reimbursed expense)	224	98
	<u>11,822</u>	<u>12,174</u>
<b>Balance Sheet:</b>		
- Debtors	1,241	204
- Creditors due within one year	-	-
- Creditors due after one year	-	-
	<u>1,241</u>	<u>204</u>

One of the trustees was employed Transform Newham during the year (2013: 1). Transform Newham approved a grant to the charity which was received during the previous year. One of the trustees is employed by Britannia Village Hall to whom the Charity provided services in relation to Children and Families and Youth activities for which they were reimbursed staff salary costs and a management fee.

	2014 £	2013 £
<b>Statement of Financial Activities:</b>		
- Activities in furtherance of objects (Bridges Project-staff)	430	8,089
- Activities in furtherance of objects (Bridges Project-management fee)	30	315
- Activities in furtherance of objects (Bridges Project-photocopies and reimbursed expenses)	34	759
- Activities in furtherance of objects (Britannia Village Hall- staff)	10,000	9,794
- Activities in furtherance of objects (BVH – management fee)	810	1,200
- Activities in furtherance of objects (BVH – hire charges, photocopies and reimbursed expenses)	227	365
	<u>11,531</u>	<u>20,522</u>
<b>Balance Sheet:</b>		
- Debtors	<u>2,781</u>	<u>1,745</u>

### 21 Ultimate controlling party

The charitable company is controlled by the director/trustees acting together.

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