

# Annual Report

# 2016

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**Firthmoor & District Community Association**  
**Report of the Management Committee for the year ended 31<sup>st</sup> March 2016**

**Reference and Administration Information**

**Charity Name:** Firthmoor and District Community Association

**Charity registration number** 1144955

**Company registration number** 07842311

**Registered Office &  
Operational address** Firthmoor Community Centre  
Burnside Road  
Darlington  
Co. Durham  
DL1 4SU

**Management Committee**

Kevin Nicholson	Chairman
Maureen Martin	Deputy Chairman
Jonathan Dulston	Secretary
Steven James Tait	Treasurer
Sue Dulston	Trustee
Dorota Lulek	Trustee
Kayleigh Tait	Trustee

**Secretary**

Jonathan Dulston Trustee

**Administration**

Glenis Harrison Chief Officer

**Auditors**

J P Walters & Co  
Chartered Accountants and  
Registered Auditor  
67 Duke Street  
Darlington  
Co. Durham  
DL3 7SD

**Bankers**

Yorkshire Bank Plc  
35-37 High Row  
Darlington  
Co Durham  
DL3 7QT

## charity objects...

### an extract from our articles of association

- (a) To promote the benefit of the inhabitants of Firthmoor and Lascelles Park and the Neighbourhood thereof without distinction of sex, sexual orientation, race or of political, religious or other options, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and other leisure-time occupations with the object of improving the conditions of life for the said inhabitants.
- (b) To establish or secure the establishment of a Community Centre 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

### The area in which we operate general overview:

Firthmoor Community Centre is located in Eastbourne Ward in the south east of Darlington, the majority of which is comprised of Firthmoor Estate. Eastbourne is ranked 664th (worst 8% nationally) in the Government's Index of Multiple Deprivation (estimated using combined LSOA scores).

The area has a population of 5780 residents in 2,660 households. 22.4% of the population is aged under 16 with 19.3% over the age of retirement compared with 19.5% and 18.6% nationally. The proportion of the population from ethnic minorities is 2.2% compared with 2.1% in Darlington and 8.7% in England in Wales.

The unemployment rate in Eastbourne is 5.2%, the fourth highest in Darlington compared to the overall Darlington figure of 4. Youth unemployment in Eastbourne is the fourth worst in Darlington, with 38.8% of unemployed people aged between 18-24.

25.6% of the working age population receives key benefits, with 28.5 of children living in low-income households, the eleventh worst in Darlington. Eastbourne has the second highest proportion of single parent households in Darlington at 5.1%. Eastbourne also has the biggest problem with dental health among children, with an average of 3.5 decayed, missing or filled teeth (dmft). The ward also has the highest rate of teenage pregnancies in the town.

Educational attainment is low, with results at Key Stage 2 being the worst in Darlington, along with the lowest level of adults in further education (4.6%). Only 5% of people aged 18 to 20 progress to university.

Eastbourne has levels of car ownership that are significantly lower than the national rate, with 42.0% of households not owning a car compared to 26.8% nationally. House prices have stagnated, and the average price of a property in Eastbourne is £104,300, which is ranked as joint eighth in Darlington (along with Park East). A third of houses in Eastbourne are rented from social landlords.

## the report...

### Report of the Trustees for the Year Ended 31 March 2016

The trustees present their report with the financial statements of the charity for the period ended 31<sup>st</sup> March 2016. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's articles, the charity's Act 1993 and the statement of recommended practice (SORP): Accounting and Reporting by Charities 2005.



### Chairman's comments..

Our management team continue to work really hard, ensuring that our charity streamlines its resources, processes and policies – with the ultimate goal of creating a more efficient and cost effective business model.

I'm delighted that we now do more now for our community than we have ever done, events such as Firthmoor LIVE ensure that we lead the way when it comes to providing community activities. I'm confident that we now have the people, processes and systems in place to ensure that our charity is set up to succeed both now and in the future

We continue to adapt to the ever changing needs of our community and customers and I'm committed to delivering a first class service for our community, a service that is both appreciated and relevant. I'm really pleased with our progress; the team we have at Firthmoor continues to drive and deliver our vision of being the best community charity in Darlington.

I'd like to thank all those involved in transforming our charity each and every day, from our dedicated employees to loyal customers to our tireless volunteers, without each and every one of you we couldn't do what we do. When I look back at what we were, where we were headed, I can't help but feel immensely proud of what we have achieved together.

A handwritten signature in black ink that reads "Kevin Nicholson".

Kevin Nicholson | Chairman



### Chief Officer's comments..

At the outset of the financial year we were faced with setting challenges to the managers to ensure our long term financial sustainability, the automatic enrolment with Pensions and the National Living Wage increases presented us with a number of challenges, In addition to increasing running costs and ongoing maintenance and repairs of our aging building.

We continued to review our operational structure, ensuring best value was utilised throughout the whole team, making positive and innovative changes to our operation, being mindful about the long term challenges we face.

We listened to our members and expanded our services so that we are now open seven days a week and we made changes to our environment, using the space available to us to its maximum potential. Engaging with our members was a priority for us and through the use of social media we have been able to continuously keep our members updated and informed of events, topical interests and helpful facts. A full seasonal programme of events contributed to our increased customer base.

Despite the challenges, rising running costs and funding pressures on our service users, Firthmoor has this year seen one of the greatest increases in our cash flow. This is commendable in today's current economic climate and gives us the opportunities to support our long term future and our ability to improve our facilities. This year Firthmoor can proudly say we inspired our colleagues, strengthened our leadership model, commenced the process of building a sustainable future and above all we made a difference to our community.

I am extremely proud to have been part of this journey as the Chief Officer for the best community charity in Darlington.

A handwritten signature in black ink that reads "Glenis".

Glenis Harrison | Chief Officer

## Community Centre User Groups...

Firthmoor Community Centre is available throughout the year for a variety of both local and regional users in our variety of rooms for hire. The rooms we have range of rooms to accommodate from small groups to up to 200 people.

In addition to meetings we also accommodate local groups including Taekwondo, Dance and Karate we have also been able to as well and a host of other activities and groups including,

- Baby Clinic with Stay and Play Sessions
- Busy Feet (Stay and Play Session)
- Councillor Ward Surgeries
- Slimming World
- Groundworks Play Project
- Tool Library
- National Blood Services (NHS)
- Over 50's Group
- Police PACT
- Exercise classes

We have also been able to support the local heart foundation to enable them to work with people affected by cardiac issues. In addition to the above community groups, the centre is also a base for a Citizens Advice Bureau, Darlington Credit Union and the Burgess & Hyder Dental Group

The community centre also serves as a base for services that offer practical focused support for local people to reach their full potential, this includes free on site laptop hire, printing facilities, health and baby clinic, local authority children's centre services and polish family support group. The addition of chair cover and bow hire has increased the popularity of the room hire for Weddings, Christenings and Special occasions.

## Community Association Projects...

### Maidendale Nursery

Our nursery remained at capacity throughout the year where we offered funding places for 2, 3 and 4-year-old children, including paid childcare for all ages from 0-11 years. High quality resources were purchased to help enhance opportunities for the children's learning and ongoing development.

We appointed skilful practitioners to ensure that children had ongoing access to high quality learning and teaching. This was delivered in a stimulating, welcoming environment both in and outdoors. Due to this we have continued to have a 'GOOD' Ofsted rating, which we endeavour in the near future to become 'Outstanding'.

Plans are in place to look at the nursery's opening hours and flexibility in an ever changing market. It's important that the nursery is set up to respond to the changing needs of parents.

Within the nursery we continue to deliver a pay in advance system for nursery fees. We have found this to be very successful and has mitigated issues that were arising from aged debt. Our vision for the nursery is to continue and develop on the delivery of the childcare services. This will also have a large impact on the children and families within the local area.

Maidendale Nursery had a remarkable financial year giving us an opportunity to plan for future investment and refurbishment in the coming year..

### **Community Café**

Meeting the needs of our customers is very important to us throughout the whole organisation and especially in our Café. We listened to our customers and introduced seasonal lines, special offers, Mothers Days lunches and a customer reward scheme.

To ensure long term financial viability for our Café we revaluated our staff structure to ensure that staffing levels were cost effective for the future sustainability of our Café.

We reintroduced our Christmas fare throughout December to serve Christmas lunches all month long, with special lunch day with waitress service.

Our Café remains at the heart of Firthmoor Community Centre, producing nutritious meals and snacks in a friendly and welcoming environment

### **Community Fun Days, Trips & Social Evenings and Firthmoor LIVE 2016**

The local community continues to support our social evenings and fun days with an extremely high turnout, which include big hitters such as our Halloween and Christmas fetes. As a local charity we are so passionate about creating fantastic community experiences for the whole family to enjoy all year round.

Over the last twelve months we continue to facilitate more community events than any year before. These occasions are always aimed at raising the charity's profile and promoting our services to local people, this year's events were again great successes and were extremely well attended by hundreds local residents, and also well reported in local media.

Our organised trips have included South Shields, Leeds, Blackpool, the Polar Express, Forbidden Corner and several other locations within the north east, helping to support families to enjoy local attractions. We often ask for suggestions from the community, who love the idea of being able to think of a great place to go and have it safety and professional delivered for them and the community.

This year to Celebrate the Queen's 90<sup>th</sup> Birthday we hosted Firthmoor LIVE an open air outdoor concert. The event was our biggest and best yet with over three thousand people attending, the event ran over nine hours with live acts and bands entertaining the crowds.

### **Online Presence & Digital Services**

This technology enables our member to receive news, discounts and information in real time via our database of member's numbers. We also use the service to set reminders for our trustees meetings and to send important message to employees. All you need to do is register your mobile phone number with the charity to receive updates.

The charity is also runs as facebook page, with over 1700 'likes' to the page, which is an effective means of engagement with large numbers of people, often we can reach over 1.5k people with a post update. Social media is a key part of our engagement with the community and members; you can also follow us on Twitter searching for the user name @Firthmoor or visit our website [www.firthmoor.co.uk](http://www.firthmoor.co.uk)

## Fundraising & Support Projects...

### **Firthmoor Food Bank**

Many local people often find themselves in situations where they require additional support, and we feel having a foodbank locally is a vital tool in that support, launched two years ago the services is now well established and used.

Firthmoor Food Bank provides emergency food parcels to people in crisis. Our food bank is completely self-sustaining and relies on donations from individuals and groups. Our partnership working with groups such as our local Slimming World, local supermarkets and schools have supported the sustainability of this service.

### **Trips Savings Club**

To assist with budgeting for our regular trips and short break holidays we continue to provide a savings scheme where our members can save any amount in their budget for pending excursions which we have on offer.

This scheme has proved very popular with many members being able attend the trips without having to pull out large sums of money before hand; this scheme supports people to build up a reserve of funds and budget for our trips and days away several months in advance.

### **Volunteer Programme**

There is sound evidence that volunteering brings benefits to both the person volunteering and the people and organisation they support. We have developed a strong volunteer database this year, and we have focused on supported key activities within the charity whilst also support individuals to gain the confidence and experience in those roles; we are pleased to report that our volunteer numbers steadily are increasing.

## **Organisational Structure & Business Model**

### **Organisational Report of the Association for the Year Ended 31<sup>st</sup> March 2016**

Firthmoor & District Community Association is a voluntary group, run by local people who owned and are responsible for maintaining Firthmoor Community Centre. The charity provides supports and delivers essential community services for local people in Firthmoor - we are passionate about our community.

All our charitable activities focus on the provision of social, educational and leisure time activities either directly, or in partnership with others, to further our charitable purposes and aims for the public benefit and to enhance the wellbeing of our local community. We're continuing to develop new organisational structures, inspirational leadership and driving a new community culture, we're aiming to continually improve the overall efficiency and effectiveness of our charity.

Working closely with the Chairman, the Chief Officer is responsible for the day to day operational management of the charity, individual supervision of employees. The Chief Officer also ensures that the employee team continues to develop skills and working standards in line with good practice and legislation.

Firthmoor & District Community Association has a strategic change initiative to create the best Community Centre in Darlington, an organisation capable of delivering community services at the grass roots.

We want everyone to be involved in maintaining a great community building in the smartest and most efficient way possible. Our community's expectations continue to grow and in order that we meet those changes and expectations every element of our charity will need to adapt to ensure we are set up to succeed.

## Our Vision

*The charities vision is summarised as:*

**'To be widely recognised as the best community charity in Darlington, where we create unique community experiences that our members, residents and employees feel proud to be a part of'**

### Our Strategic Priorities

*The priorities that will help achieve the vision are:*

- ✓ **Inspiring our employees** – developing a culture that engages our employees, promoting clear values and behaviours, creating systems and processes that keep our employees up to date, on board and part of our journey, ensuring consistency, fairness and ownership.
- ✓ **Making a difference to our community**– maintaining and enhancing our reputation as a great place to be, delivering high quality standards that deliver a unique and practical benefit to local people, businesses and our members.
- ✓ **Strengthening our leadership model** – maintaining our current methods of governance, reviewing our impact and effectiveness in ensuring the stability of the administration, providing good governance and leadership by exercising effective controls, being open and accountable.
- ✓ **Building a sustainable future** – supporting our long-term future and our ability to improve our facilities, services and effectiveness by optimising surplus from any income by building and growing our business in order to better support our community in a socially responsible way

### Our Values

Accountability



**'own it'**

Communication



**'discuss it'**

Innovation



**'create it'**

Efficiency



**'do It'**

Trusting



**'believe it'**

### Delivering on our aims and objectives

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review focuses on the successes of each the key activities of our charity and the benefits they have brought to the people we are set up to support. The review also helps us ensure our aims, objectives and activities remain focused on our stated purposes.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives in planning our future activities.

In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set and how they most benefit the community.



### **The focus of our work**

Our main objectives for the year continued to be to advance education and to provide facilities in the interests of social welfare. The strategies we used to meet these objectives included:

- ✓ Working in partnership with others to provide a range of services and activities for local people
- ✓ Building upon our service delivery to provide an excellent customer focused environment for our users and members who access the centre on a daily basis
- ✓ environment where people want to spent more of their social and recreational time whilst providing healthy meals at affordable prices
- ✓ Working towards a fully maintain our self-sustaining community centre free from a further dependence on grant funding
- ✓ Promoting the advancement of education and health through the provision of an in-house nursery and dental practice

### **Recruitment, appointment and induction of trustees**

We regularly advertise for vacancies on the board, this is done through our website, Facebook page and via our community newsletter. We are also signed up to the local community voluntary service network.

Our new trustees are elected at the AGM for a one year term and are eligible for re-election each year, no term limits apply. Trustees elected at the AGM can reside in any area of Darlington; those wishing to be co-opted on to the board during the year must be a resident of the council wards of Eastbourne and Lascelles.

There are four officer positions available for election at each AGM. Honorary Officers are elected are Chairman, Deputy Chairman, Treasurer and Secretary, applications for trusteeship must be received before the meeting and a twenty one day general notice of this requirement is given.

All of our new trustees will be familiar with the practical work of the Charity and how the Community Centre is managed. The Chief Officer in partnership with the secretary is responsible for arranging induction sessions for new trustees, which involves issuing email accounts, ID Badges, explaining the structures of the Charity, its constitutional workings, and its current range of business activities, this includes a deep dive into the accounts and business plans. All trustees are required to sign the code of conduct and agree to our 'good governance' policy statement. Training is carried out as appropriate and where necessary guidance is updated or recommended.

### **How our activities deliver public benefit**

All our charitable activities focus on the provision of social, educational and leisure time activities either directly, or in partnership with others, to further our charitable purposes for the public benefit and to enhance the wellbeing of our local community.

### **Who used and benefitted from our services**

Firthmoor Community Centre provides services and activities that support people to reach their full potential. An important first step in providing the services that will benefit people's lives is in understanding the 'needs' that exist in the local community and how those 'needs' could best be met. From this starting point services and activities can then be established, alone or in partnership with our community, we are committed to ensuring our community improves and builds upon opportunities.

### **Principal Funding Sources**

Aside from the income generated from groups who use the Community Centre as a base to provide social and recreational activities the principal funding sources for the charity are now derived from our in-house childcare operations and room hire income.

Following constraints on local authority funding in Darlington, which led to all subsidies to Community Centre's being cut to zero, the charity has to ensure all income to cover running costs has to be derived from business activities e.g. room/office hire charges, nursery places, café sales etc.

### **Investment Policy**

Aside from retaining a prudent amount of working capital the charity has no funds to invest. If the charity had sufficient resources available Trustees would consider the options available, however, at this present time the Management Committee has decided to focus resources towards a continued cycle of repair and renewal of the building until such times as large surpluses can be accumulated for future planned investments

### **Reserves & Risks Policy**

In order to highlight any risks to the organisation the Board of Trustees and Chief Officer continually examine the charity's cash flow and reserves through regular budget reviews and updates, led by the treasurer. The charity has established policies in regards to finance, employee relations and operational health and safety, which are reviewed annual by the secretary. Where appropriate, systems or procedures have also been established to mitigate the risks the charity faces.

In the past the charity used to be highly depended on grant income, however, business income now forms all of the charities resources so emphasis of where the risks lie have changed, with greater attention now being placed not just on how we conduct our business, with emphasis on developing a strong leadership team, with accountable and dynamic managers.

The charity's current reserves statement and operational direction is to maintain sufficient working capital and manage cash flow to meet any known commitments. In most cases the charity's annual expenditure budgets are not executed until predicted income budgetary targets have been achieved, this approach has been adopted to ensure that there is a sufficient flow of cash to meet known commitments.

The charity has a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure.

Procedures are also place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre.

In 2015 and throughout 2016 we have introduced a manager toolkit, which is a system designed to support managers take a universal approach to operational tasks and management activities, it includes such things as meeting template notes, meeting invite templates, policies, reward templates, coaching documents and policy overviews.

As part of the annual budget approved each April, the charity treasurer on behalf of the trustees conducts a review of the approved budget each October, where appropriate, amendments will be made to ensure that any risks are identified in all of our operations

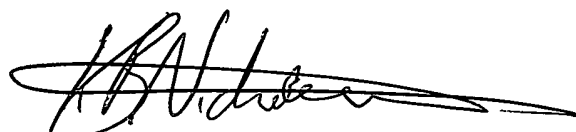
**Plans for Future Periods**

In the forthcoming year the charity plans to continue providing the wide range of services and activities outlined above and throughout this document and will encourage and support more groups and local people to take advantage of the excellent facilities the charity has to offer.

**Auditors**

The auditors, J P Walters & Co, were re-appointment as the charitable company's auditors 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 Part VII of the Companies Act 1985 relating to small entities.

Approved by the Management Committee on Thursday 12<sup>th</sup> October 2016 and signed on its behalf by Mr K Nicholson

A handwritten signature in black ink, appearing to read 'K. Nicholson', with a long horizontal flourish extending to the right.

**Kevin Nicholson | Chairman**

## **Firthmoor and District Community Association Report of the Trustees for the Year Ended 31 March 2016**

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

The trustees (who are also the directors of Firthmoor and District Community Association for the purposes of company law) are responsible for preparing the Report of the Trustees 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 of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

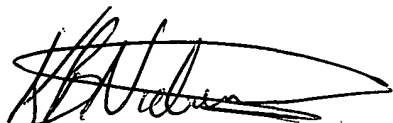
In so far as the trustees are aware:

- 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.

### **AUDITORS**

The auditors, J P Walters & Co Ltd, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 12<sup>th</sup> October 2016 and signed on its behalf by:



Kevin Nicholson | Chairman

## **Report of the Independent Auditors to the Members of Firthmoor and District Community Association**

We have audited the financial statements of Firthmoor and District Community Association for the year ended 31 March 2016 on pages six to fourteen. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the charitable company'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 charitable company's members those matters we are required to state to them in an auditors' 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of trustees and auditors**

As explained more fully in the Statement of Trustees Responsibilities set out on page three, 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 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 Report of the Trustees 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; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

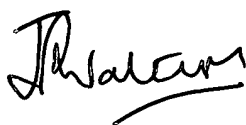
### **Opinion on other matter prescribed by the Companies Act 2006**

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

**Report of the Independent Auditors to the Members of Firthmoor and District Community Association****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; or
- the financial statements are not in agreement with the accounting records and returns; or
- 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.



John Walters BSc ACA (Senior Statutory Auditor)  
for and on behalf of J P Walters & Co Ltd  
Chartered Accountants and  
Statutory Auditors  
67 Duke Street  
Darlington  
Co. Durham  
DL3 7SD

12.10.2016

## Firthmoor and District Community Association

## Statement of Financial Activities for the Year Ended 31 March 2016

		Unrestricted funds	Restricted funds	31.3.16 Total funds	31.3.15 Total funds
	Notes	£	£	£	£
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	-	-	-	-
Activities for generating funds	3	148,202	-	148,202	152,967
<b>Incoming resources from charitable activities</b>					
Nursery	4	441,456	-	441,456	341,994
Kitchen		64,383	-	64,383	66,247
Play Group		-	-	-	4,165
General		5,278	-	5,278	1,047
Central Booking Pilot		-	-	-	-
Cafe Refurbishment		-	-	-	-
<b>Total incoming resources</b>		<b>659,319</b>	<b>-</b>	<b>659,319</b>	<b>566,420</b>
<b>RESOURCES EXPENDED</b>					
<b>Costs of generating funds</b>					
Fundraising trading: cost of goods sold and other costs	5	5,841	-	5,841	9,198
<b>Charitable activities</b>					
Nursery	6	374,658	-	374,658	360,117
Kitchen		66,176	-	66,176	63,838
General		139,537	21,073	160,610	180,015
Central Booking Pilot		-	-	-	-
Red Hall ESF Project		-	-	-	-
Cafe Refurbishment		-	-	-	-
Red Hall Caretaking		-	-	-	-
<b>Governance costs</b>	<b>8</b>	<b>3,208</b>	<b>-</b>	<b>3,208</b>	<b>3,823</b>
<b>Total resources expended</b>		<b>589,420</b>	<b>21,073</b>	<b>610,493</b>	<b>616,991</b>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		69,899	(21,073)	48,826	(50,571)
<b>Gross transfers between funds</b>	<b>15</b>	<b>-</b>	<b>(-)</b>	<b>-</b>	<b>-</b>
<b>Net incoming/(outgoing) resources</b>		<b>69,899</b>	<b>(21,073)</b>	<b>48,826</b>	<b>(-)</b>

The notes form part of these financial statements

continued...

**Firthmoor and District Community Association****Statement of Financial Activities – continued for the Year Ended 31 March 2016**

	Not es	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		55,772	1,053,626	1,109,398	1,159,969
		<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>125,671</u>	<u>1,032,553</u>	<u>1,158,224</u>	<u>1,109,398</u>

The notes form part of these financial statements



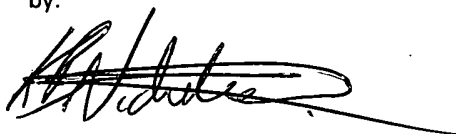
## Firthmoor and District Community Association

Balance Sheet At 31 March 2016

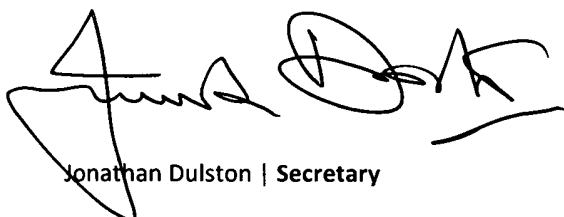
		Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
	Notes				
<b>FIXED ASSETS</b>					
Tangible assets	12	7,159	1,032,552	1,039,711	1,063,384
<b>CURRENT ASSETS</b>					
Debtors	13	4,822	-	4,822	4,660
Cash at bank and in hand		<u>126,806</u>	<u>1</u>	<u>126,807</u>	<u>69,269</u>
		131,628	1	131,629	73,929
<b>CREDITORS</b>					
Amounts falling due within one year	14	(13,116)	-	(13,116)	(27,915)
<b>NET CURRENT ASSETS</b>		<u>118,512</u>	<u>1</u>	<u>118,513</u>	<u>46,014</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		125,671	1,032,553	1,158,224	1,109,398
<b>NET ASSETS</b>		<u>125,671</u>	<u>1,032,553</u>	<u>1,158,224</u>	<u>1,109,398</u>
<b>FUNDS</b>	15				
Unrestricted funds				125,671	55,772
Restricted funds				<u>1,032,553</u>	<u>1,053,626</u>
<b>TOTAL FUNDS</b>				<u>1,158,224</u>	<u>1,109,398</u>

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 12<sup>th</sup> October 2016 and were signed on its behalf by:



Kevin Nicholson | Chairman



Jonathan Dulston | Secretary

The notes form part of these financial statements

## Firthmoor and District Community Association

Notes to the Financial Statements for the Year Ended 31 March 2016

### 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 each asset over its estimated useful life.

Land and buildings	- 2% on cost
Plant and machinery etc.	- 33% on reducing balance and 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.

### 2. VOLUNTARY INCOME

	31.3.16	31.3.15
	£	£
Gifts	-	-
Donations	-	-
	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>

# Firthmoor and District Community Association

Notes to the Financial Statements – continued for the Year Ended 31 March 2016

## 3. ACTIVITIES FOR GENERATING FUNDS

	31.3.16	31.3.15
	£	£
Fundraising events	6,900	2,461
Rental income	133,675	139,925
Trips	3,587	6,828
Feed in tariffs	4,040	3,753
	<u>148,202</u>	<u>152,967</u>

## 4. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Activity	31.3.16	31.3.15
		£	£
Nursery fees	Nursery	222,458	192,715
Grants	Nursery	218,998	149,279
Cafe income	Kitchen	64,383	66,247
Play Group charges	Play Group	-	4,165
Grants	General	-	-
Photocopying/Tool hire	General	776	700
Pitch hire	General	203	347
Miscellaneous	General	4,299	-
Grants	Cafe Refurbishment	-	-
		<u>511,117</u>	<u>413,453</u>

Grants received, included in the above, are as follows:

	31.3.16	31.3.15
	£	£
DBC Free Entitlement Grant	-	-
DBC Nursery Education Grant	94,971	75,725
DBC Early Years Grant	124,027	73,554
Employment Grant	-	-
Big Lottery Grant	-	-
Inclusion Grant	-	-
	<u>218,998</u>	<u>149,279</u>

**Firthmoor and District Community Association**

Notes to the Financial Statements – continued for the Year Ended 31 March 2016

**5. FUNDRAISING TRADING: COST OF GOODS SOLD AND OTHER COSTS**

	31.3.16	31.3.15
	£	£
Purchases	<u>5,841</u>	<u>9,198</u>

**6. CHARITABLE ACTIVITIES COSTS**

	Direct costs	Support costs (See note 7)	Totals
	£	£	£
Nursery	374,658	-	374,658
Kitchen	66,176	-	66,176
General	-	160,610	160,610
	<u>440,834</u>	<u>160,610</u>	<u>601,444</u>

**7. SUPPORT COSTS**

	Management £
General	<u>160,610</u>
	<u>160,610</u>

**8. GOVERNANCE COSTS**

	31.3.16	31.3.15
	£	£
Legal and professional fees	-	180
Trustees expenses	568	711
Trustees meeting costs	-	292
Auditors' remuneration	<u>2,640</u>	<u>2,640</u>
	<u>3,208</u>	<u>3,823</u>

## Firthmoor and District Community Association

Notes to the Financial Statements – continued for the Year Ended 31 March 2016

### 9. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.16	31.3.15
	£	£
Auditors' remuneration	2,640	2,640
Depreciation - owned assets	<u>23,673</u>	<u>30,751</u>

### 10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2016 nor for the period ended 31 March 2015.

#### Trustees' expenses

Trustees' expenses of £- were paid during the year (2015: £711).

### 11. STAFF COSTS

	31.3.16	31.3.15
	£	£
Wages and salaries	381,287	349,809
Social security costs	<u>-</u>	<u>3,499</u>
	<u>381,287</u>	<u>353,308</u>

The average monthly number of employees during the year was as follows:

	31.3.16	31.3.15
Full time	-	15
Part time	<u>-</u>	<u>13</u>
	<u>-</u>	<u>28</u>

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

## Firthmoor and District Community Association

Notes to the Financial Statements – continued for the Year Ended 31 March 2016

**12. TANGIBLE FIXED ASSETS**

	Land and buildings £	Plant and machinery etc £	Totals £
<b>COST</b>			
At 1 April 2015	1,351,673	55,671	1,407,344
Additions	-	-	-
At 31 March 2016	<u>1,351,673</u>	<u>55,671</u>	<u>1,407,344</u>
<b>DEPRECIATION</b>			
At 1 April 2015	298,048	45,912	343,960
Charge for year	<u>21,073</u>	<u>2,600</u>	<u>23,673</u>
At 31 March 2016	<u>319,121</u>	<u>48,512</u>	<u>367,633</u>
<b>NET BOOK VALUE</b>			
At 31 March 2016	<u>1,032,552</u>	<u>7,159</u>	<u>1,039,711</u>
At 31 March 2015	<u>1,053,625</u>	<u>9,759</u>	<u>1,063,384</u>

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.16 £	31.3.15 £
Trade debtors	4,822	4,660
Other debtors	-	-
	<u>4,822</u>	<u>4,660</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.16 £	31.3.15 £
Cost centre support loans	-	13,127
Trade creditors	-	1
Taxation and social security	4,629	4,629
Other creditors	<u>8,487</u>	<u>10,158</u>
	<u>13,116</u>	<u>27,915</u>

## Firthmoor and District Community Association

Notes to the Financial Statements – continued for the Year Ended 31 March 2016

## 15. MOVEMENT IN FUNDS

	At 1.4.15	Net movement in funds	Transfers between funds	At 31.3.16
	£	£	£	£
<b>Unrestricted funds</b>				
General fund	57,862	4,894	(1,700)	61,056
Nursery	8,870	66,798	-	75,668
Kitchen	(10,960)	(1,793)	1,700	(11,053)
Play Group	-	-	-	-
	<u>55,772</u>	<u>69,899</u>	<u>-</u>	<u>125,671</u>
<b>Restricted funds</b>				
General	<u>1,053,626</u>	<u>(21,073)</u>	<u>-</u>	<u>1,032,553</u>
<b>TOTAL FUNDS</b>	<u><u>1,109,398</u></u>	<u><u>48,826</u></u>	<u><u>-</u></u>	<u><u>1,158,224</u></u>

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	153,480	(148,586)	4,894
Nursery	441,456	(374,658)	66,798
Kitchen	64,383	(66,176)	(1,793)
Play Group	-	-	-
	<u>659,319</u>	<u>(589,420)</u>	<u>69,899</u>
<b>Restricted funds</b>			
General	-	(21,073)	(21,073)
	<u>-</u>	<u>(21,073)</u>	<u>(21,073)</u>
<b>TOTAL FUNDS</b>	<u><u>659,319</u></u>	<u><u>(610,493)</u></u>	<u><u>48,826</u></u>

# Firthmoor and District Community Association

## Detailed Statement of Financial Activities for the Year Ended 31 March 2016

	Year Ended 31.3.16 £	Year Ended 31.3.15 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	-	-
Donations	-	-
	-	-
<b>Activities for generating funds</b>		
Fundraising events	6,900	2,461
Rental income	133,675	139,925
Trips	3,587	6,828
Feed in tariffs	4,040	3,753
	148,202	152,967
<b>Incoming resources from charitable activities</b>		
Nursery fees	222,458	192,715
Play Group charges	-	4,165
Cafe income	64,383	66,247
Grants	218,998	149,279
Photocopying/Tool hire	776	700
Pitch hire	203	347
Central Booking Pilot	-	-
Miscellaneous	4,299	-
	511,117	413,453
<b>Total incoming resources</b>	659,319	566,420
<b>RESOURCES EXPENDED</b>		
<b>Fundraising trading: cost of goods sold and other costs</b>		
Cost of trips and fund raising	5,841	9,198
<b>Charitable activities</b>		
Wages	298,339	286,644
Insurance	-	-
Cleaning	520	603
Postage and stationery	-	-
Advertising	867	156
Sundries	6,665	1,835
Repairs and renewals	-	-
Consumables	53,488	55,544
Nursery meals	21,622	20,520
	381,501	365,302
<b>Carried forward</b>	381,501	365,302



# Firthmoor and District Community Association

## Detailed Statement of Financial Activities for the Year Ended 31 March 2016

	Year Ended 31.3.16 £	Year Ended 31.3.15 £
<b>Charitable activities</b>		
Brought forward	381,501	365,302
Core overhead contribution	<u>59,333</u>	<u>58,653</u>
	446,675	423,955
<b>Governance costs</b>		
Legal and professional fees	-	180
Trustees expenses	568	711
Trustees meeting costs	-	292
Auditors' remuneration	<u>2,640</u>	<u>2,640</u>
	3,208	3,823
<b>Support costs</b>		
<b>Management</b>		
Wages	82,948	86,168
Social security	-	-
Rates and water	2,662	2,863
Insurance	5,965	6,281
Light and heat	15,206	17,438
Telephone	2,178	3,153
Postage and stationery	2,075	2,790
Advertising	2,616	3,858
Sundries	2	-
Maintenance contracts	7,858	10,009
Licences and subscriptions	1,679	2,175
Computer costs	-	-
Cleaning	2,214	1,762
Employment engagement	2,994	3,307
Volunteer expenses	2,689	3,952
Repairs and renewals	5,851	5,507
Depreciation of property	21,073	26,852
Depreciation of fixtures	1,938	2,073
Depreciation of computer equipment	<u>662</u>	<u>1,827</u>
	<u>160,610</u>	<u>180,015</u>
<b>Total resources expended</b>	610,493	616,991
<b>Net income/(expenditure)</b>	<u>48,826</u>	<u>(50,571)</u>