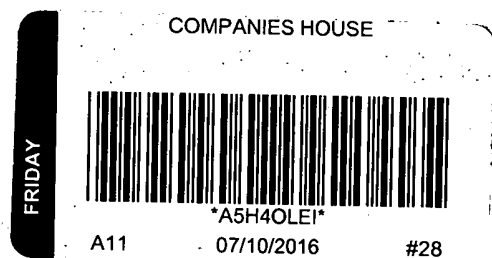


REGISTERED COMPANY NUMBER: 4754607 (England and Wales)
REGISTERED CHARITY NUMBER: 1100266

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016
FOR
BROCKWORTH COMMUNITY PROJECT



Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

BROCKWORTH COMMUNITY PROJECT
CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2016

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BROCKWORTH COMMUNITY PROJECT
REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 MARCH 2016

TRUSTEES	Mr N D Hopwood (Vice - Chair) Ms N J Walsh (Chair) Mr A Chakravarty Mrs G Comley Mrs V Rock Mr M Sissons (resigned 4.4.16) Mr M J Dickson Mr M P Nadin (appointed 6.8.15) Mr M S Couzens (appointed 7.1.16)
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COMPANY SECRETARY	Mr N D Hopwood
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REGISTERED OFFICE	Brockworth Library Moorfield Road Brockworth Gloucester Gloucestershire GL3 4EX
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REGISTERED COMPANY NUMBER	4754607 (England and Wales)
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REGISTERED CHARITY NUMBER	1100266
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INDEPENDENT EXAMINER	Andorran Limited 6 Manor Park Business Centre Mackenzie Way Cheltenham Gloucestershire GL51 9TX
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BANKERS	Lloyds Bank Eastgate Street Gloucester GL1 1NU
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Management Committee

Mr A Chakravarty
Mrs G Comley
Mr N D Hopwood
Mrs V Rock
Ms N J Walsh
Mr M J Dickson
Mr M Nadin

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2016. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objectives for which the Project is established were updated in the change to the Articles of Association that was passed on 2 August 2012. The Project is established to significantly contribute to the social and economic development of Brockworth by providing a community-based library and education centre, advice and support services for disadvantaged members of the local community and a positive meeting place and support centre for young people. Its objectives are:

- a the relief of persons in need, hardship and distress;
- b the advancement of education amongst persons resident within the area of benefit;
- c the provision of services and activities for the personal, social, educational and economic benefit of residents;
- d the advancement of such other charitable purposes in the interests of Social Welfare as are beneficial to the community within the benefit area.

The benefit area is primarily the civil parish of Brockworth, the wider county of Gloucestershire and surrounding areas.

Social investments

In planning the Project's activities for the year the trustees kept in mind the Charity Commission's guidance on public benefit. The focus of the Project's activities during the year, which explains the delivery by the Project of public benefit, is set out below under 'Achievement and performance' and above under 'Objectives and activities'.

Changes in trustees

Two new trustees, Mr Michael Nadin and Mr Matthew Couzens, were appointed during the year.

One trustee stood down with Mr Marc Sissons formally leaving the management group during the year due to ill health. The management committee wishes to place on record our thanks to Marc for his outstanding contributions to the Project during his time as a trustee.

There were no other changes to the management committee.

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

ACHIEVEMENT AND PERFORMANCE

Charitable activities

2015-16 has been yet another year of progress for Brockworth Community Project, where we have continued to play a full role in the community life of Brockworth whilst maintaining a position of financial stability under challenging circumstances.

Our 3 core staff - Monica, our office manager, Anne, our volunteer manager, and Hayley, our youth team manager - have been the glue which holds the organisation together. Hayley this year has in addition established herself as a bid writer of some skills, having been successful with a number of funding bids to support our youth activity.

In many ways this year has been one of "steady as she goes". Given the tremendous work that has been completed in the first three years of community operation, it was perhaps inevitable that we might not be able to maintain such momentum.

Despite that, there are a number of highlights worth mentioning:

- the successful Community Music programme funded by Big Lottery;
- the extremely popular Christmas calendar, with beautiful photography courtesy of Mike Nadin, one of our new trustees;
- the continued provision of five nights per week of youth activity;
- a number of excellent social events, including quiz nights, table-top sales and our ever popular Christmas grotto.

An important issue also resolved during the year up to April was the preparation for pension auto-enrolment. Special thanks to all of those involved in this process.

FINANCIAL REVIEW

Investment policy and objectives

Due to the relatively low level of funds available for investment, the trustees consider that bank deposits provide a satisfactory return to the Project. There were no surplus funds available during the year.

Reserves policy

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established 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, although realistically it is likely to be nearer three for the foreseeable future. Budgeted expenditure for 2016-17 is in the order of £100,000 and therefore the Management Committee's target is between £25,000 to £50,000 of unrestricted general funds.

The present level of such reserves available to the charity of £24,249, which falls marginally of the target level. The Management Committee will continue to keep both targets and achievement against those targets under review.

FUTURE PLANS

A new 3-year business plan was agreed during the year and we are now working to make that plan a reality. Significant housing development in Brockworth will bring both challenges and opportunities in the coming years.

Securing longer-term revenue funding remains a priority. We also have plans in progress to improve the kitchen and bathroom facilities on site and to improve the energy efficiency of the building.

As ever, we face the future with confidence and ambition.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Project is constituted as a company limited by guarantee and therefore has no share capital. In the event of the company being wound up and the liabilities and winding up expenses being in excess of assets, the liability of each member is limited to £1. The Project's governing document is its Memorandum and Articles of Association dated 19 May 2003 and updated on 2 August 2012.

BROCKWORTH COMMUNITY PROJECT

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2016

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

Details of officers and advisers are given on page 1 of this report. The power to appoint new trustees is vested in existing trustees.

Organisational structure

In accordance with the Articles of Association, the Project is directed by an Executive Committee comprising a Chair, Vice Chair, Treasurer, Secretary, and such other Honorary Officers as the Project shall decide. The Executive Committee meets monthly.

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

Approved by order of the board of trustees on 27 September 2016 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'N Walsh', followed by a horizontal line.

Ms N J Walsh - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BROCKWORTH COMMUNITY PROJECT**

I report on the accounts for the year ended 31 March 2016 set out on pages six to fifteen.

Respective responsibilities of trustees and examiner

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

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

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

Basis of the independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)

have not been met; or

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



 Roger Downes FCA
Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

27 September 2016

BROCKWORTH COMMUNITY PROJECT

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	1,174	-	1,174	1,282
Charitable activities	4				
Charitable		11,000	66,719	77,719	102,325
Other trading activities	3	12,271	3,967	16,238	11,356
Total		<u>24,445</u>	<u>70,686</u>	<u>95,131</u>	<u>114,963</u>
EXPENDITURE ON					
Raising funds	5	566	2,442	3,008	562
Charitable activities	6				
Charitable		(11,085)	105,065	93,980	76,349
Total		<u>(10,519)</u>	<u>107,507</u>	<u>96,988</u>	<u>76,911</u>
NET INCOME/(EXPENDITURE)		<u>34,964</u>	<u>(36,821)</u>	<u>(1,857)</u>	<u>38,052</u>
Transfers between funds	16	<u>(25,749)</u>	<u>25,749</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>9,215</u>	<u>(11,072)</u>	<u>(1,857)</u>	<u>38,052</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>15,034</u>	<u>37,630</u>	<u>52,664</u>	<u>14,612</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>24,249</u></u>	<u><u>26,558</u></u>	<u><u>50,807</u></u>	<u><u>52,664</u></u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

BALANCE SHEET AT 31 MARCH 2016

	Notes	Unrestricted funds £	Restricted funds £	31.3.16 Total funds £	31.3.15 Total funds £
FIXED ASSETS					
Tangible assets	13	11,580	23,410	34,990	42,996
CURRENT ASSETS					
Debtors	14	920	-	920	936
Cash at bank and in hand		14,719	3,148	17,867	33,402
		<u>15,639</u>	<u>3,148</u>	<u>18,787</u>	<u>34,338</u>
CREDITORS					
Amounts falling due within one year	15	(2,970)	-	(2,970)	(24,670)
NET CURRENT ASSETS		<u>12,669</u>	<u>3,148</u>	<u>15,817</u>	<u>9,668</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>24,249</u>	<u>26,558</u>	<u>50,807</u>	<u>52,664</u>
NET ASSETS		<u>24,249</u>	<u>26,558</u>	<u>50,807</u>	<u>52,664</u>
FUNDS	16				
Unrestricted funds				24,249	15,034
Restricted funds				<u>26,558</u>	<u>37,630</u>
TOTAL FUNDS				<u>50,807</u>	<u>52,664</u>

The notes form part of these financial statements

BROCKWORTH COMMUNITY PROJECT

**BALANCE SHEET - CONTINUED
AT 31 MARCH 2016**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2016.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2016 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Trustees on 27 September 2016 and were signed on its behalf by:

A handwritten signature in black ink, appearing to read 'N J Walsh', followed by a horizontal line.

Ms N J Walsh -Trustee

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2016

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company have been prepared in accordance with the Charities SORP (FRSSE) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015)', the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The Project relies on external funding to meet its day-to-day cash requirements and to fund its charitable activities. The levels of available funding have been decreasing in recent years and it is becoming more difficult to secure new funding sources.

The trustees consider that the Project should be able to generate sufficient funding going forward in order to enable it to provide planned services for a period of twelve months from the date of this report. Consequently the trustees consider it appropriate to prepare these financial statements on the basis that the Project is a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. 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.

Improvements to property	- 10% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities. It is not, however, exempt from VAT, and irrecoverable VAT is included in the cost of those items to which it relates.

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. DONATIONS AND LEGACIES

	31.3.16	31.3.15
	£	£
Donations	1,174	1,282

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2016

3. OTHER TRADING ACTIVITIES

	31.3.16	31.3.15
	£	£
Course fees	5,473	5,712
Other income	10,765	5,644
	<u>16,238</u>	<u>11,356</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	31.3.16	31.3.15
	£	£
Grants	<u>77,719</u>	<u>102,325</u>

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

	31.3.16	31.3.15
	£	£
Tewkesbury Borough Council	15,830	38,133
Brockworth Parish Council	15,625	25,465
Gloucestershire County Council	13,450	10,000
Summerfield Charitable Trust	10,000	-
Foyle Foundation	6,000	-
Big Lottery Fund	5,833	4,167
Police and Crime Commission	5,000	-
Southwest Foundation	2,440	7,760
Greggs	1,385	-
Gloucestershire Community Foundation	1,000	-
Severn Vale Housing Society	656	-
Rank Foundation	500	-
Guinness Heritage Trust	-	8,500
Lloyds TSB	-	8,300
	<u>77,719</u>	<u>102,325</u>

5. RAISING FUNDS

Other trading activities

	31.3.16	31.3.15
	£	£
Purchases	<u>3,008</u>	<u>562</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct costs (See note 7)	Support costs (See note 8)	Totals
	£	£	£
Charitable	<u>93,405</u>	<u>575</u>	<u>93,980</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2016

7. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.16	31.3.15
	£	£
Staff costs	46,731	43,019
Rent, rates and utilities	3,945	3,805
Insurance	1,688	1,395
Telephone	1,359	1,715
Stationery, postage & supplies	7,299	3,621
Sundries	2,474	901
Contracted services	14,820	10,081
Transport & travel	200	120
Maintenance & repairs	1,225	1,312
Bank charges	437	377
Equipment purchase & hire	2,032	3,947
Training costs	1,537	201
IT & website	1,002	950
Depreciation	8,656	4,365
	<u>93,405</u>	<u>75,809</u>

8. SUPPORT COSTS

	Governance costs £
Charitable	<u>575</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.16	31.3.15
	£	£
Depreciation - owned assets	<u>8,656</u>	<u>4,365</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

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

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2016 nor for the year ended 31 March 2015.

11. STAFF COSTS

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

31.3.16	31.3.15
11	10
<u>11</u>	<u>10</u>

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

BROCKWORTH COMMUNITY PROJECT

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016**

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	1,282	-	1,282
Charitable activities			
Charitable	16,800	85,525	102,325
Other trading activities	11,356	-	11,356
Total	29,438	85,525	114,963
 EXPENDITURE ON			
Raising funds	-	562	562
Charitable activities			
Charitable	34,595	41,754	76,349
Total	34,595	42,316	76,911
 NET INCOME/(EXPENDITURE)	(5,157)	43,209	38,052
 Transfers between funds	9,913	(9,913)	-
 Net movement in funds	4,756	33,296	38,052
 RECONCILIATION OF FUNDS			
Total funds brought forward	10,278	4,334	14,612
 TOTAL FUNDS CARRIED FORWARD	15,034	37,630	52,664

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2016

13. TANGIBLE FIXED ASSETS

	Improvements to property £	Computer equipment £	Totals £
COST			
At 1 April 2015	25,461	23,786	49,247
Additions	-	650	650
	<u>25,461</u>	<u>24,436</u>	<u>49,897</u>
At 31 March 2016	25,461	24,436	49,897
DEPRECIATION			
At 1 April 2015	637	5,614	6,251
Charge for year	2,546	6,110	8,656
	<u>3,183</u>	<u>11,724</u>	<u>14,907</u>
At 31 March 2016	3,183	11,724	14,907
NET BOOK VALUE			
At 31 March 2016	<u>22,278</u>	<u>12,712</u>	<u>34,990</u>
At 31 March 2015	<u>24,824</u>	<u>18,172</u>	<u>42,996</u>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16 £	31.3.15 £
Trade debtors	168	21
Prepayments	752	915
	<u>920</u>	<u>936</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.16 £	31.3.15 £
Trade creditors	1,302	7,657
Social security and other taxes	355	390
Income in advance	-	16,083
Accrued expenses	1,313	540
	<u>2,970</u>	<u>24,670</u>

BROCKWORTH COMMUNITY PROJECT

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED
FOR THE YEAR ENDED 31 MARCH 2016**

16. MOVEMENT IN FUNDS

	At 1.4.15 £	Net movement in funds £	Transfers between funds £	At 31.3.16 £
Unrestricted funds				
General fund	15,034	34,964	(25,749)	24,249
Restricted funds				
Youth Services	-	(20,712)	22,560	1,848
Capital Equipment	31,903	(8,256)	-	23,647
Library Services	-	303	-	303
Music	955	(195)	-	760
Career Advice Service	4,772	(7,961)	3,189	-
	<u>37,630</u>	<u>(36,821)</u>	<u>25,749</u>	<u>26,558</u>
TOTAL FUNDS	<u>52,664</u>	<u>(1,857)</u>	<u>-</u>	<u>50,807</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	24,445	10,519	34,964
Restricted funds			
Youth Services	26,609	(47,321)	(20,712)
Capital Equipment	400	(8,656)	(8,256)
Library Services	35,404	(35,101)	303
Music	5,833	(6,028)	(195)
Career Advice Service	2,440	(10,401)	(7,961)
	<u>70,686</u>	<u>(107,507)</u>	<u>(36,821)</u>
TOTAL FUNDS	<u>95,131</u>	<u>(96,988)</u>	<u>(1,857)</u>

BROCKWORTH COMMUNITY PROJECT

NOTES TO THE FINANCIAL STATEMENTS - CONTINUED FOR THE YEAR ENDED 31 MARCH 2016

16. MOVEMENT IN FUNDS - continued

Details of Restricted Funds

Youth Services

Funding for staff costs and expenses for Brockworth Youth Centre, other youth activities and offsite events.

Capital Equipment

Computers were purchased via this grant.

Library Services

Funding for operational costs to provide local community library services including an IT suite for public use.

Music

To provide music sessions for both children and adults in the Brockworth area.

Career Advice Service

A grant to provide career advice sessions, money management sessions and IT training sessions to the residents of Brockworth and the surrounding area.

Transfers between funds

Transfers are made between restricted and unrestricted funds at the end of every accounting period in cases where:-

- i) the activity of the restricted fund has come to an end and there is an unspent balance that is not repayable to the funder(s), when the surplus is transferred to unrestricted funds; and
- ii) the restricted fund is in deficit and has either come to an end or there is no prospect of a surplus in a later period, when the deficit is eliminated by transfer from unrestricted funds.

17. CONTINGENT LIABILITIES

Various funders retain the right to claw back grants should the use of the funds not be in accordance with the terms of the grant. In the opinion of the trustees no such liability exists at the year-end.

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2016.