

Newcourt Community Association

Report and Accounts

**Year ended
31 December 2015**

Registered Charity Number: 1152841



Newcourt Community Association

Year Ended 31 December 2015

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Newcourt Community Association

Reference and Administrative Information

Principal Office

Newcourt Community Centre
Blakeslee Drive
Exeter
EX2 7FN

Trustees

Councillor M Baldwin
A Clover
J Smith
P Brady
K Cretney
J Arkell
K Newbery
T Parker
P Johnson (resigned 21 April 2015)
PCSO Anthony Keller (appointed by
trustees on 11 May 2015)

Principal Bankers

Nat West
18 St Thomas Centre
Cowick Street
Exeter
EX4 3DL

Independent Examiner

Sharon Austen
Francis Clark LLP
Vantage Point
Woodwater Park
Pynes Hill
Exeter
EX2 5FD

Newcourt Community Association

Report of the Trustees

Year ended 31 December 2015

The trustees present the charity's Receipts and Payment Account for the year ended 31 December 2015. The reference and administrative information set out on page 1 forms part of this report.

The trustees are satisfied that the accounts comply with the requirements of the Charities Act 2011 and the terms of the Trust as described below.

The charity was registered with the Charity Commission on 12 July 2013, and took over the bank balance as at that date of its predecessor, the unincorporated association 'Newcourt Community Association'.

1. Structure, Governance and Management

Newcourt Community Association is a Charitable Incorporated Organisation (CIO) which is governed by an 'associated' model Constitution adopted on 16 June 2013.

New trustees are appointed by the decision of the members or the existing trustees, and ratified at the annual general meeting.

2. Objectives, Activities and Public Benefit

The charity's objects are to:

- benefit the residents of the Newcourt district of Exeter, Devon and its neighbourhood (without distinction of sex, sexual orientation, race or of political, religious or other opinions) by associating together these residents and the relevant local authorities, voluntary and other organisations in a common effort to improve community life and to provide facilities in the interests of social welfare and the local environment with the objective of improving the conditions of life for the residents.

In furtherance of these aims, but not otherwise, the CIO shall:

- communicate local information, gather and consider residents' ideas, concerns and opinions;
- design, manage and promote activities;
- consult and liaise with local authorities and other relevant parties.

The trustees are satisfied that the charity's objects meet the public benefit purpose of the advancement of community development.

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

Newcourt Community Association

Report of the Trustees

Year ended 31 December 2015

Risk Management

The trustees have identified any major risks facing the charity and taken such steps as they can to mitigate them.

Reserves Policy

The charity's free reserves at 31 December 2015 are £3,078, and the trustees' target level of free reserves is £2,000.

3. Achievements and Performance

The Newcourt Community has grown from a development with around 600 homes at the beginning of January 2015 – to 1,000 homes by the end of 2015. The Newcourt Community Association (CIO) has had a significant role in supporting and encouraging residents during this time.

There have been three main areas of activity over the last 12 months:

1. Establishing the Newcourt Community Centre

- a. The Centre is on target to become fully financially viable, through increased use by:
 - i. Individual local residents (e.g. birthday parties), societies (brownies, guides, men's circuit training), and the local parish church (Babies & Toddlers group, occasional Sunday family service).
 - ii. Small business users providing fitness, dance, theatre, exercise classes for members of the community
 - iii. Local County Council and NHS use of rooms for events such as safeguarding training etc.
- b. The income developed from above bookings has enabled the CIO to host an increasing number of complementary community activities and events in the Centre.
- c. The CIO continues to benefit from the grant from Exeter City Council's *New Homes Bonus Scheme* grant for Year II (from July 2015) enabling it to further equip the Centre and support ongoing operations. However, it is expected that the Centre will be able to be fully self-financing before these start-up funds are exhausted.
Two additional part-time administrative assistants, were appointed in November 2015, in order to support the Centre Manager in her work.

Newcourt Community Association

Report of the Trustees

Year ended 31 December 2015

2. Supporting the completion and opening of Newcourt Station

- a. A team of residents have worked closely with the County Council, Network Rail, Avocet Line Rail Users' Group and Station contractors to represent residents' concerns, monitor progress and report back to residents.
- b. The opening of the station, 4 June 2015, was celebrated, September 2015 with a special community event, involving stalls, BBQ, free 'goody bags' provided by GWR.
- c. The station is in process of being 'adopted' by the local community who with the help of a small grant from GWR (£500 first year; £100 onwards), will help ensure the station and its immediate environs continues to look attractive.

3. Events & Activities that Encourage Continued Community Cohesion

a. Community events for local residents

Several one-off events have been organised – including a Summer Barbecue to celebrate the Centre's first anniversary; community songs & desserts; a Bingo night; a Hallowe'en event; and a Christmas Party.

Regular community activities organised on a non-commercial basis include weekly Community Choir; baby and toddler groups; drop in Pop-up café and play session; men's circuits, brownies, guides & rainbows.

b. Youth activities

Winning a Rugby Legacy competition that funded youth football goals and equipment, and helped to fund some summer youth activities.

c. Communications

Various teams work together to ensure:

- new residents are welcomed onto the development, and email addresses collected.
- a twice-yearly broadsheet – *Newcourt News* – is produced (printed by Bradley's Estate Agents), and distributed to every home: provides residents with information on local initiatives, update on school build, new planning initiatives, Community Centre activities, ways to get involved, and adverts for local businesses.
- a Community Association webpage and Community Centre webpage provides local details
- relevant local information is emailed to residents on circulation list (about 450)

d. Litter picks and environment

Four litter picks have been organised by the environment team for any residents to join in, as well as bulb-planting in other parts of the estate.

Newcourt Community Association

Report of the Trustees

Year ended 31 December 2015

4. Financial Review

The surplus of receipts over payments for the period is £5,220. Further details are shown in the Receipts and Payments Account on page 7.

5. Plans for the Future

1. Continue to market the Community Centre within and outside Newcourt, deploying additional part-time staff as needed, and minimising the need for further grant funding from the local Council beyond that already pledged.
2. Survey the residents in Newcourt in regard to hopes and expectations they have of the development and how the Community Centre should be used to best serve the needs of the area; also discovering the availability of residents to volunteer to help meet such needs.
3. Develop a Community Garden at the back of the Community Centre, with the support of Tesco Bags funding.
4. Continue to schedule and organise community events and activities that help bring residents together.
5. Continue to work in favour of seeing much-needed provision for youth: Open a youth club at the Community Centre; Continue to campaign for the construction of a Multi-Use-Games-Area (MUGA).
6. Install additional speed restriction signage along the spine road through the development – in advance of the completion of the adoption of this road by the Council.
7. Form a sub-group (of residents, supported by Councillors and Police) to propose and negotiate appropriate parking restriction / permit arrangements (including yellow lines) for implementation at the point of road adoption.
8. Continue to monitor and react to developers' / Council plans.
9. Broaden the base of trustees so that the Charity better represents those residents living in more recently completed housing in other parts of the development.

J ARKELL

for and on behalf of the Trustees

Date: 6 April 2016

Newcourt Community Association

Independent Examiner's report to the Trustees

I report on the accounts of the charity for the year ended 31 December 2015, which comprise the Receipts and Payments Account, Statement of Assets and Liabilities and Notes to the Accounts.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for the period under s144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commissioner under s145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioner. 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 the seeking of 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 statement 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 s130 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

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.

Sharon Austen
Independent Examiner
Francis Clark LLP
Chartered Accountants
EXETER

6 April 2016

Newcourt Community Association

Receipts and Payments Account

Year ended 31 December 2015

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2015 £	Total 2014 £
Receipts					
Incoming resources from charitable activities					
Voluntary income	2	3,974	28,299	32,273	39,410
Total Receipts		<u>3,974</u>	<u>28,299</u>	<u>32,273</u>	<u>39,410</u>
Payments					
Charitable activities					
Direct charitable expenditure	4	3,054	20,906	23,960	12,911
Governance costs	5	-	1,158	1,158	3,526
		<u>3,054</u>	<u>22,064</u>	<u>25,118</u>	<u>16,437</u>
Purchase of fixed assets					
Fixtures, fittings, furniture		-	1,495	1,495	6,387
IT equipment		-	440	440	907
Total Payments		<u>3,054</u>	<u>23,999</u>	<u>27,053</u>	<u>23,731</u>
Surplus of receipts over payments		920	4,300	5,220	15,679
Cash balances at 1 January 2015		<u>2,158</u>	<u>15,342</u>	<u>17,500</u>	<u>1,821</u>
Cash balances at 31 December 2015		<u>3,078</u>	<u>19,642</u>	<u>22,720</u>	<u>17,500</u>

Newcourt Community Association

Statement of Assets and Liabilities

As at 31 December 2015

	Unrestricted Notes Funds	Restricted Funds	Total 2015	Total 2014
	£	£	£	£
Monetary assets				
Bank and cash balances	3,078	19,642	22,720	17,500
Debtors – ECC grant receivable	-	57,054	57,054	35,944
	<u>3,078</u>	<u>76,696</u>	<u>79,774</u>	<u>53,444</u>
Non -monetary assets				
Tangible fixed assets at net book value	-	6,216	6,216	5,835
	<u>3,078</u>	<u>82,912</u>	<u>85,990</u>	<u>59,279</u>
Liabilities				
Professional fees - accounts and independent examination	-	(1,200)	(1,200)	(1,200)
Total Funds	<u>3,078</u>	<u>81,712</u>	<u>84,790</u>	<u>58,079</u>

Approved by the Board of Trustees on 6 April 2016 and signed on its behalf by

J ARKELL

Trustee

Newcourt Community Association

Notes forming part of the accounts

Year ended 31 December 2015

1. Accounting Policies

a. Basis of accounting

The accounts are prepared on the Receipts and Payments basis, under the historical cost convention, and in accordance with section 133 of the Charities Act 2011.

b. Value Added Tax

The Association is not registered for Value Added Tax (VAT). Payments in these accounts therefore include VAT payable where appropriate.

c. Funds

Restricted funds are created when third party grants are made for a particular area or purpose.

Unrestricted funds represent monies available for general charitable purposes.

d. Tangible fixed assets

Tangible fixed assets are included in the Statement of Assets and Liabilities at cost less accumulated depreciation, charged at 20% straight line per annum.

2. Voluntary income

	Unrestricted Funds	Restricted Funds	Total 2015	Total 2014
	£	£	£	£
Grants	3,220	-	3,220	34,206
Rental income – Community Centre	-	28,277	28,277	4,411
Functions	665	-	665	453
Other income	89	22	111	340
	<u>3,974</u>	<u>28,299</u>	<u>32,273</u>	<u>39,410</u>

Newcourt Community Association

Notes forming part of the accounts

Year ended 31 December 2015

	Unrestricted Funds	Restricted Funds	Total 2015	Total 2014
	£	£	£	£
4. Direct charitable expenditure				
Light, heat and water	-	1,642	1,642	337
Rates and rent	-	-	-	399
Salaries	-	10,543	10,543	5,633
Telephone	-	910	910	428
Maintenance	-	1,596	1,596	192
Cleaning and catering	73	1,974	2,047	1,275
Postage and stationery	72	597	669	704
Miscellaneous	167	1,247	1,414	371
IT	-	386	386	187
Training	-	150	150	120
Insurance	-	1,168	1,168	1,576
Signs and advertising	-	-	-	988
Set up costs	-	693	693	701
Events and ring-fenced areas	2,742	-	2,742	-
	3,054	20,906	23,960	12,911

5. Governance costs

	Unrestricted Funds	Restricted Funds	Total 2015	Total 2014
	£	£	£	£
Legal fees	-	-	-	3,526
Independent examination	-	1,158	1,158	-
	-	1,158	1,158	3,526

No employee received emoluments exceeding £60,000 p.a. Trustees received no remuneration in the year.

6. Outstanding guarantees

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that at the period end the CIO did not have any outstanding guarantees to third parties nor any debts secured on assets of the CIO.