

Newcourt Community Association

Report and Accounts

**Period from 12 July 2013 to
31 December 2014**

Registered Charity Number: 1152841



Newcourt Community Association

Period Ended 31 December 2014

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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
P Johnson
K Newbery
T Parker

Principal Bankers

Nat West
55 Fore Street
Heavitree
Exeter
EX1 2RJ

Independent Examiner

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

Newcourt Community Association

Report of the Trustees

Period ended 31 December 2014

The trustees present the charity's Receipts and Payment Account for the period ended 31 December 2014. 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

Period ended 31 December 2014

Risk Management

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

Reserves

The charity's free reserves at 31 December 2014 are £2,158, and the trustees' target level of free reserves is £2,000.

3. Achievements and Performance

The main focus of activity over the last 18 months has been opening the Newcourt Community Centre. This has involved a significant investment of volunteer time and energy by local residents - drawn from the occupants of only up to 600 homes - and has included:

- Working with Exeter City Council (and grateful for their help) in getting the new Centre fit for purpose through providing: improved office facility; appropriate access to upstairs room; installation of upstairs kitchenette; CCTV security system; and more suitable flooring for the main halls.
- Applying for - and successfully securing - a grant pledge from Exeter City Council's *New Homes Bonus Scheme*, to assist with Year II (from July 2015) of the Centre's operational costs. (NB In advance of the registration of NCA as a CIO the Association had already applied for and received promise of *New Homes Bonus* funding to equip the Centre and assist with Year I operations.)
- Advertising for, interviewing and appointing Ms Hayley Toy who started work as part-time Centre Manager in May 2014; instituting a line management process, by which the Centre Manager and a Centre team is accountable to the CIO Trustees.
- Celebrating the opening of the Centre by the Lord Mayor of Exeter on Saturday 12 July 2014 - an event attended by around 150 residents and representatives of the Council.
- Furnishing the Centre with chairs, tables, etc. and setting up a functioning office facility.
- Instituting preferential hiring rates for local community and charitable groups and regular rates that are attractive to outside organisations and groups. Reaching 50% of the booking rate target after only six months operating, from such as brownies, guides, fitness, church, toddlers etc.

Newcourt Community Association

Report of the Trustees

Period ended 31 December 2014

Additional achievements

1. Community Events for local residents

Several one-off events have been organised, with the most successful being a Christmas fair, organised by a small team of committed parents and attended by 300 - with face-painting, Santa's grotto and other children's activities.

2. Tracking Rail Station-build process (completion expected Summer 2015)

A team has worked closely with the County Council, Network Rail, Avocet Line Users Group and Station contractors - to represent residents' concerns, monitor progress and report back to residents concerning progress on the building of Newcourt Station.

3. Communications

Various teams have worked together to ensure:

- New residents are welcomed onto the development, and email addresses collected.
- The design, production (courtesy of Bradley's Estate Agents) of a twice-yearly edition of *Newcourt News*, distributed to every home, providing residents with updates on Open Spaces, Community Centre, Public Transport, planning consents for new builds and various local initiatives.
- Regular email update to residents on circulation list (360+) with relevant local matters.
- The launch and maintenance of a Community Association web-page and a Community facebook page.

4. Litter Picks and environment

Over the last 18 months a team has organised six opportunities for residents to join together in community litter-picks and autumn bulb-planting on open spaces.

5. Representation over Planning issues

Residents have worked together to make representation to the Councils about various planning concerns, including: those related to Newcourt Station build; threatened over-intensive development proposals in some parts of Newcourt; and the IKEA store proposals.

4. Financial Review

The surplus of receipts over payments for the period is £15,679. Further details are shown in the Receipts and Payments Account on page 6.

However, the charity has been awarded a second year grant from ECC of £21,110, and will also receive the balance of the year 1 grant income of £35,944 during the year commencing 1 January 2015.

Newcourt Community Association

Report of the Trustees

Period ended 31 December 2014

5. Plans for the Future

1. Marketing the Centre within and outside the Newcourt area and continuing to complete the basic equipping of the Centre, so as to enable the Centre to survive with minimal grant assistance from the local Council by the beginning of its third year of operations.
2. Re-energising the Neighbourhood Watch scheme that has seen the coming and going of two NW co-ordinators over the last year.
3. Continue to press for working street lighting, satisfactory road adoption, speed and parking restrictions and a pedestrian crossing near the Play Park over to Omaha Drive.
4. Prepare well for the traffic/foot flow through Newcourt as a consequence of the Rugby World Cup events in Exeter.
5. Continue to work towards seeing much-needed provision for youth: such as a drop-in opportunity at the Community Centre; development of a Community Garden; progress on the construction of a Multi-Use-Games-Area (MUGA).
6. Continue to develop opportunities for residents to drop in to the Community Centre at events like the Pop-Up Café idea that volunteers have staffed since New Year 2015. Explore the possibilities for some kind of 'friendship club' environment for older residents.
7. Bring together a team of residents to form a Residential Development Response sub-group – to monitor and react to developers'/Council plans.
8. 'Adopt' the new Newcourt Station on its opening.

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for and on behalf of the Trustees Date:

2015

Newcourt Community Association

Independent Examiner's report to the Trustees

I report on the accounts of the charity for the period ended 31 December 2014, 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

2015

Newcourt Community Association

Receipts and Payments Account

Period ended 31 December 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £
Receipts				
Incoming resources from charitable activities				
Voluntary income	2	547	38,863	39,410
Total Receipts		547	38,863	39,410
Payments				
Charitable activities				
Direct charitable expenditure	4	210	12,701	12,911
Governance costs	5	-	3,526	3,526
		210	16,227	16,437
Purchase of fixed assets				
Fixtures and fittings		-	768	768
Furniture		-	5,619	5,619
IT equipment		-	907	907
Total Payments		210	23,521	23,731
Surplus of receipts over payments		337	15,342	15,679
Cash balances transferred from predecessor entity at 12 July 2013		1,821	-	1,821
Cash balances at 31 December 2014		2,158	15,342	17,500

Newcourt Community Association

Statement of Assets and Liabilities

As at 31 December 2014

	Notes	Unrestricted Funds	Restricted Funds	Total 2014
		£	£	£
Monetary assets				
Bank and cash balances		2,158	15,342	17,500
Debtors – ECC grant receivable		-	35,944	35,944
		<u>2,158</u>	<u>51,286</u>	<u>53,444</u>
Non- monetary assets				
Tangible fixed assets at net book value		-	5,835	5,835
		<u>2,158</u>	<u>57,121</u>	<u>59,279</u>
Liabilities				
Professional fees - accounts and independent examination		-	(1,200)	(1,200)
		<u>2,158</u>	<u>55,921</u>	<u>58,079</u>
Total Funds		<u>2,158</u>	<u>55,921</u>	<u>58,079</u>

Approved by the Board of Trustees on

2015 and signed on its behalf by

Trustee

Newcourt Community Association

Notes forming part of the accounts

Period ended 31 December 2014

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 2014 £
Grants	400	33,806	34,206
Rental income – Community Centre	-	4,411	4,411
Functions	147	306	453
Other income	-	340	340
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	547	38,863	39,410
	<hr/>	<hr/>	<hr/>

Newcourt Community Association

Notes forming part of the accounts

Period ended 31 December 2014

	Unrestricted Funds £	Restricted Funds £	Total 2014 £
4. Direct charitable expenditure			
Light and heat	-	337	337
Rates and water	-	399	399
Salaries	-	5,633	5,633
Telephone	-	428	428
Lift	-	192	192
Cleaning and catering	93	1,182	1,275
Postage and stationery	57	647	704
Miscellaneous	60	311	371
Licences / domain	-	187	187
Training	-	120	120
Insurance	-	1,576	1,576
Signs and advertising	-	988	988
Set up costs	-	701	701
	<u>210</u>	<u>12,701</u>	<u>12,911</u>

5. Governance costs

	Unrestricted Funds £	Restricted Funds £	Total 2014 £
Legal fees	-	3,526	3,526
	<u>-</u>	<u>3,526</u>	<u>3,526</u>

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.