

# BS3 Community Development

## Report and Audited Financial Statement



---

**31 March 2022**

---

### **BS3 Community Development**

**The Southville Centre, Bealey Road, Southville, Bristol, BS3 1RQ**

Registered charity no: 1000544. Company limited by guarantee no. 2542176

# Contents

Reference & Administrative Details	3
Chairs Statement	5
CEO Statement of Objectives and Activities	6
Achievements and Performance	7
Our Work	8
Early Education & Childcare (EE&C)	8
Community and Engagement	10
Community Centres, Room Hire & Events	11
Income Generation	12
Our Team	13
Future Plans	15
Financial Review	16
Structure, Governance & Management	19
Audit Report	25
Financial Statements	29

# Reference & Administrative Details

**Company number** 02542176.

**Charity number** 1000544.

**Registered office and operational address:**

The Southville Centre, Beaufey Road, Bristol BS3 1QG.

**Trustees**

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Peter Duncan Bird		Co-Chair
Peter Thomas Phillips		Co-Chair
Jenny Alice Brown		Co-Vice Chair
Mark Andrew Coates		Co-Vice Chair
Catherine Hector	(resigned 11/03/2022)	Treasurer
Sarah Louise Hughes		
Isabel Katherine Sibley Kearney		
Jessica Woodsford	(resigned 22/10/2021)	SEnCo
Elizabeth Jane Normand		SEnCo & Safeguarding
Elsa Maters	(resigned 04/10/2021)	
Zoe Frances Rice	(resigned 07/10/2021)	
Rosemary Susan Tomlinson	(resigned 13/02/2022)	
Sally Elizabeth Jaeckle	(resigned 13/09/2021)	

# Reference & Administrative Details

## **Company Secretary and Chief Executive Officer**

Dr Simon Derek Hankins

## **Bankers**

Co-operative Bank, PO Box 250, Delf House, South Way, Skelmersdale, WN8 6WT.

Lloyds Bank, 284 Wells Road, Bristol, BS4 2PY.

CAF (Charities Aid Foundation) Bank 25 Kings Hill Avenue West Malling Kent ME19 4JQ

## **Auditors**

Godfrey Wilson Limited, chartered accountants and statutory auditors.

5th Floor, Mariner House, 62 Prince Street, Bristol, BS1 4QD.

# Chairs' Introduction

As joint chairs of the Board of Trustees, we are pleased to present the Annual Report and Financial Statements describing BS3 Community Development's work during 2021-22. It has been a busy and challenging year for all of us as we adapt to the post-pandemic environment and work to restore a sense of normality to BS3 Community.

We are delighted to have fully re-opened our centres, welcoming the community back to use our room-hire facilities and to enjoy the variety of activities based here. Our café has been refurbished and re-opened as a welcoming community hub following the ethos of 'Connecting, Supporting and Developing our Community'. This is an inclusive space, intended to link our community services with people, becoming a place to meet and access fresh and healthy food.

A generous grant from the Power to Change Community Business Fund, with match funding from the Enover Community Trust and the Veolia Environmental Trust, has enabled much-needed maintenance and improvement works to be carried out to the Southville Centre. Visitors will notice the significant enhancements that have been made to the Milford Hall, café, entrance, and reception areas.

With support provided by The Cranfield Trust, we have carried out an evaluation of our organisational structure and employee roles. Individuals have also been part of a programme of mentoring and leadership coaching, providing an opportunity for personal growth and flexibility to adapt to the changing needs of our community. This will also support future recruitment and allow opportunities for internal career progression.

The Board of Trustees is justifiably proud of the achievements of our staff and volunteers, particularly under the continuing challenging circumstances. We have not only managed to survive but have also implemented measures which will improve our resilience and adaptability over the coming years. As ever, the trustees will continue to work with the management team to ensure that the excellent outcomes and achievements by BS3 Community Development continue.

On behalf of the Board, we would like to thank everyone for their dedication and support over the last twelve months.

# Chief Executive Officer's Statement of Objectives & Activities

During the second year of the pandemic and with Brexit, we expected planning for 2021-22 to be difficult. As we began to emerge from the pandemic with the 'new normal', this proved to be the case, as restrictions were lifted and state support withdrawn.

In the early days of the pandemic everyone worked hard to respond and learn about the impact of the restrictions. We had to adapt, re-shape and re-purpose our services, activities and operations to continue supporting communities in the BS3 postcode. Our need for resilience and non-stop response in spite of increased staff absences (due to Covid-19) proved strenuous. There was further pressure to recruit in an already challenged sector; the need for staffing ratios in the nursery setting and the demand for our front-line teams to be out in the community, meant that everyone had to pull together to keep our services going.

With the withdrawal of the Government's financial support, there was an increase in competition for charitable trust funding and foundation grants, which was a financial challenge for the charity. However, through careful management, strong leadership and continued hard work, we ended the year with a small surplus.

Through the dedication of our teams, followers and local community, we have achieved a huge amount over 2021-22. The impact of the pandemic elevated the reputation of the Voluntary & Community Sector (VCS). This enabled us to step forward in supporting our communities, the work of Bristol City Council, NHS and others.

Looking ahead at current affairs like the cost-of-living crisis, the Russian invasion of Ukraine and the fuel price increases, we will be reflecting on their impact in our 2022-23 review with the same determination to overcome challenges that may lie ahead.

Dr Simon D. Hankins,  
CEO

# Achievements and Performance

We are proud of what we have achieved over 2021-22. As always, our teams are at the core of everything we do and make our successes possible. Here are some of our highlights;

- Re-opened our community centres in July;
- Expanded our nursery offer by opening a new room for our one-year-olds;
- Undertook renovation works of the Southville Centre, making it more energy efficient, safer and inviting for community use;
- Continued to support the BS3 COVID-19 Mutual Aid Group;
- Renovated and launched our café, The School Room;
- Continued to work on the 'Make It Local' initiative (in partnership with Bristol City Council's (BCC), Adult Social Care);
- Became involved with Community Connectors;
- Grown our nursery offer to local families;
- Become further involved in the NHS Health and Local Authority Social Care integration and transformation initiative;
- Are actively involved with the South Bristol Locality Partnership;
- Part of trialling new approaches that focus on the wrap-around support for people's medical and social needs;
- The Chessel Centre was inspected by Ofsted in June 2021 with recognition for "good, with outstanding elements."; and
- Successfully completed BCC's two-year Ambitions Programme and achieved gold awards within The Bristol Standards.

# Our Work

## Early Education & Childcare (EE&C)

We provide **103** nursery places for children between the ages of 1 and 5 years at the Southville Centre and a further **54** spaces at the Chessel Centre.

Our mission is to provide a safe place with high-quality, inclusive care and education. We aim to support children in becoming active, inquisitive and independent learners by providing educational plans based on individual needs. We strive to build secure attachments and support emotional wellbeing through positive, meaningful relationships with both children and parents or carers.

During 2021-22, our nurseries had three main areas of focus;

- Ensuring continued high-quality provisions;
- Supporting disadvantaged children; and
- Achievements recognised by Ofsted.

Demand for full-time early education and childcare remains high in the BS3 area. We have extended wraparound care for children in the Raleigh room, supporting term-time only families. Furthermore, we have developed and expanded our early years offer at the Southville Centre by adding an additional room for our 1- to 2-year-olds.

The decision to create an additional room, stemmed from the need to divide our 1 to 3-year-old room, to reduce capacities during the pandemic. We noticed an increase in the wellbeing of our youngest children. The Beaulley room opened in April 2021 and has been well received and extremely successful, offering up to fifteen placements.

We are passionate about keeping our team up to date and making improvements through looking at new research, implementing projects and reviewing practices, policies and procedures. We have been building our city-wide network; the team have connected with health and social care professionals, working with BAND and South Bristol Network for Early Years Professionals to exchange visits and share advice on best practice. We have been working with health professionals to support our staff, helping tackle issues of social, geographic and economic isolation.

# Our Work

We have developed further plans and projects to help ensure we continue to provide safe and secure environments for children;

- We have applied for funding from BCC to further invest in children with Special Educational Needs and Disabilities (SEND) This funding will allow for a greater number of staff in our rooms and benefit children that require enhanced individual support;
- Since parent-partnership is a key part of our vision, we have developed the involvement of parents in children's development through face-to-face meetings, discussing progress and strategies, offering information, resources and advice. Furthermore, we offer networking opportunities to our families;
- We offer families additional support during the Christmas period and half term breaks, especially those in receipt of EYPP and two-year-old funding;
- We are splitting our three years-plus rooms into;  
a.) school leavers and b.) children who will return after the summer. This will enable us to focus on the requirements and interests of each group. It also allows an opportunity to fully prep and support the children in advance of their move to primary school in September;
- Part of our development plan for 2021-22 was to include sociological community objectives into our EE&C services. We have seen the return of our popular weekly toddler group and our intergenerational grandparent and grandchild group;
- Extra-curricular activities such as French and Spanish lessons and local farm trips have been taking place, proving popular and successful with 42 children accessing these sessions each week; and
- During February we were part of the South Bristol Lantern Parade involving huge support from our families and we will be involved again this year.

We are extremely proud of our nursery settings and feel honoured to support local families in giving children the opportunity for the best start. Our team is dedicated to achieving high standards and further develop our offer.

# Our Work

## Communities & Engagement

Following government guidelines, our centres were closed during the pandemic to protect the staff and children in our nurseries.

We remodelled groups and activities to support our older friends, initiating programmes such as doorstep birthday deliveries, intergenerational story times, volunteer led regular phone call check-ins, jigsaw swaps and when weather permitted, tea in the park. We engaged with our younger members of Bedminster Youth Club via weekly blogs and vlogs. Our social prescribers continued to support people over the phone, instead of at the GP surgeries. We ensured that updates from the Council and Health Partners were shared with the community.

As an organisation we have experience in addressing isolation and loneliness. We engage with what residents want and need in order to help them feel connected during uncertain and challenging times. We set up a multitude of initiatives to help combat these issues:

- Share Talk and Remember group (STAR) a bereavement and loss peer support group;
- Check in and Chat befriending service, a programme matching volunteers with like-minded residents for regular phone calls; and
- Mental health peer support groups, in Bedminster and Ashton in partnership with Changes Bristol.

We continue to support economically vulnerable residents with access to fresh and affordable food, working with Family Action, the Larder and Bedminster Food Club. We also have been working closely with local schools, arranging funding through council grants for essentials; food, school uniforms and utility bills.

There is an increased demand and value for the voluntary sector. The need for services has meant an increase in our partnership opportunities, working with organisations across Bristol City, North Somerset and South Gloucestershire (BNSSG). Amongst this, we are involved with the community mental health framework and adult social care redesign.

# Our Work

## Community Centres, Room Hire & Events

Since re-opening our Centres, we have seen the return of the groups and activities affected by the pandemic that use our spaces, including our Monday Club for older people, now celebrating its 31<sup>st</sup> year.

The significant funding we received has allowed for improvements to our buildings and room hire spaces. The Southville centre has undergone some major principal works; in the Milford Hall; the dated sound absorber has been replaced with acoustic panels, parquet flooring refurbished, brickwork and walls repainted and windows repaired. At The Chessel Centre work in the garden has been undertaken with renovations to drainage, installation of soft surfaces to the outdoor play area and an upgrade of the treehouse. Emergency defibrillators have been installed at both our sites for community use.

We continue to be an active, accessible and engaging community hub promoting local groups and offering a space for community networking with the café being pivotal to this. We also offer free noticeboard and website advertising and a photocopying service. In early 2022 we re-shaped our venue hire offer with a view to facilitate weddings. Taking our wedding catering offer in-house we delivered two successful weddings at the start of the year. We have further promoted our services to increase enquiries and secure room-hire contracts for next year and beyond.

We are currently building our network of regular clients for meetings and events and exploring unique community offers for ad-hoc events, hosted by both us and other organisations. We are reviewing Christmas and other seasonal, cultural or city celebrations in order to build our presence within the community and focus on ways that enrich the lives of local people.

# Income Generation

## Early Education & Childcare

Our nursery provision generates income through the delivery of government funded Free Early Education Entitlement (FEEE) spaces, alongside nursery spaces paid for by parents. This supports our wider offering throughout BS3 Community Development and the running of the centres.

## Community Centres, Room Hire & Events

During the pandemic, room hire, community groups and activities halted with the closure of our centres, directly impacting income. However, classes have been returning along with a schedule of new activities. We have introduced a tiered bracket system for room hire costs, opening the offer to the community whilst supporting local businesses and residents. We continue to build back our activities and expand our room hire offer.

## Grant Writing

In 2021-22 we applied for 22 grants that had a total value of £521,000 of which we secured £75,700 from six funders. The focus for our fundraising approach was on re-building our trading activities; nurseries, room hire and events, as well as developing our business case to bring our catering and café in-house.

## Music Space sub-lease

A regular five-year rent review was undertaken by Vickery Holman who recommended an uplift; this was implemented in June 2021. Music Space's sub-lease ended 31 March 2022. We have worked with Vickery Holman to develop Heads of Terms with Music Space, a new sub-lease for a further ten years has been finalised and a new underlease signed.

## Café & Catering

Due to the pandemic, the café space at the Southville Centre was closed and food for our nursery rooms was delivered by Kate's Kitchen, a local caterer. The contract with Kates Kitchen ended on 31 August 2021 and we have now taken the café in-house.

## Fundraising Activities

Due to the pandemic, no fundraising activities were undertaken. However, with the re-introduction of the café and events spaces, we have plans to revisit fundraising activities.

# Our Team

By the end of 2021-22 we had **96** employees

- 39 full-time
- 49 part-time
- 8 with casual worker contracts

Equivalent to 61 full-time employees, with a total of 55% of the workforce based in the BS3 postcode area. A number of staff reach key long service milestones: **7** with five years, and **1** with ten years, **1** with fifteen years, and **1** with twenty-five years.

During the height of Covid-19 we had a phenomenal **1,152** volunteers, many of whom volunteered at the local vaccination clinic whilst on furlough from their employment. Our regular volunteer numbers, operating within a range of our services are between 40 and 60, each typically offering between 2 and 5 hours a week.

At the end of 2021-22 we had **7** Trustees and **4** Probationary Trustees. All of whom are from the BS3 postcode area. Our Trustees play an active part in our work; with a Trustee dedicated to each nursery room and Elizabeth Norman as our SEND and Safeguarding Trustee.

We aim to recruit professionals that are passionate, enthusiastic and share values with those of the charity. We have **4** qualified teachers working across our centres, helping to ensure that each preschool room is led by QTS teacher. Within our recruitment process, we focus on promoting equality, diversity and inclusion and we continue to develop processes for this.

In 2021 we appointed our first apprenticeship and following the success of this, will have a further **3** apprenticeship opportunities available across the different levels within our team structure. This includes linking with local colleges and universities. We offer support, coaching and training to students via our continually growing internal training hub, shared knowledge and resources.

We invest in staff continuing professional development with **4 main** certifications.

- **2** Employees received their Early Years Level 3 certifications;
- **1** Employee completed Higher Level Teaching Assistant qualification (HLTA); and
- **1** Employee achieved AAT Advanced Diploma in Accounting, Level 3

# Our Team

## **Other non-statutory training included:**

- Understanding Autism
- Minute-taking
- Understanding Autism, Asperger's and ADHD
- Ascent Early Leaders Training Programme
- First Aid
- Manual Handling (of children)
- Child Protection and Safeguarding
- Food Hygiene (Level 2)
- Adult Safeguarding
- THRIVE mental health champion training
- Creating an inclusive workforce
- Staff Resilience and Wellbeing
- Domestic Abuse Awareness
- Safer Recruitment
- Designated Safeguarding Lead
- Training in Makaton sign language
- Fire Warden
- Body Image Awareness
- Managing Medication

We re-structured departments between July and September 2021 to bring together our three main areas of work; Finance and Operations, Early Education and Childcare and Communities & Engagement. Two departments restructured as follows;

## **Communities and Engagement:**

- Facilities
- Engagement (communications, reception, room hire, events)
- Café & Catering
- Community Development
- Community Webs Social Prescribing

## **Finance and Operations:**

- Accounts
- Payroll
- Human Resources
- Policy Development

We thank all our staff, volunteers and trustees for their commitment to the charity with flexibility, understanding and support to one-another, throughout the pandemic and other challenges of 2021-22.

# Future Plans

We have initiated a new approach for the updating of our three-year business plan, aiming to involve a greater number of people from our community. We are seeking to understand the current pressures and challenges that our local community experience, exploring our place in supporting people in the things that matter most to them.

We are working closely with Bristol City Council, Adult Social Care, within their Make It Local initiative and pursuing the development of an 'Introductory Agency' Community Business, that will match local Care Seekers with local Care Givers. We hope to make significant progress with this development over the coming months.

We are involved in the NHS Health and Local Authority Social Care transformation programme that has resulted in the formation of an Integrated Care Board (ICB), with the Bristol North Somerset South Gloucestershire (BNSSG) area being divided into six 'Localities' with South Bristol being one. Our CEO is the Deputy Chair of the South Bristol Locality Partnership (SB-LP) Board. The SB-LP Board brings together the key NHS, Local Authority Social Care providers and other VCS organisations in order to integrate Health & Social Care. This will have impactful benefits for those living and working in the BS3 area, as well as the charity.

Our Community Webs Social Prescribing service will continue to operate within Bridge View Medical Primary Care Network (PCN) in partnership with Knowle West Health Park to provide a Social Prescriber for Bedminster Family Practice (part Swift PCN).

Our teams have been reviewing our approach and position on equalities, diversity, inclusion and belonging (EDIB). This continuing work will be built on what has been achieved so far, as well as our ambitions for change in the future.

Our nursery expansion plans are back on for the implementation of an intergenerational nursery care, co-located in an older people's care home. This is an ambition since participating in the Channel 4 TV programme 'A Care Home for 4-Year-Olds'. We are pursuing developments following the purchase of the Vassal Centre, Fishponds (North Bristol) in 2021 by Bristol Charities, who plan to re-develop the site. This will include older people's sheltered accommodation, a nursery, current tenants and affordable housing for younger adults. After undergoing a tender process, we have been selected as Bristol Charities nursery provider of choice. Our work with Bristol Charities will allow us to develop a curriculum for the nursery children that incorporates meaningful interactions with the older residents.

We will continue to explore opportunities to increase income generated by our community-based businesses, lease contract, service level agreements, grants and fundraising activities. Bringing our catering and café offer in-house is a new community business venture for the charity with much potential.

# Financial Review

## Investment Policy & Performance

BS3 Community Development has a measured attitude to risk, consciously investing cash funds into financial institutions/companies involved in the Financial Services Compensation Scheme (FSCS). During 2022/23, BS3 Community Development will continue to review its investment policy and seek to protect reserves and cash held by the organisation.

As of 31 March 2022, BS3 Community Development had investments in different term funds, namely:

- Business bank accounts;
- Deposit bank accounts (instant access); and
- Savings bank accounts (instant access).

## Investment Decisions

Where appropriate, the Head of Finance and Operations proposes new or updated investments to the Finance sub-committee; these are actioned only if approved by that standing committee and sanctioned by the full board.

## Investment Management

BS3 Community Development investments are reviewed according to the terms of the investment. Investments are monitored to ensure that the interest rate secured is acceptable to the Finance sub-committee members and trustees.

## Going Concern

The Trustees are confident that BS3 Community Development remains a going concern.

As of 31 March 2022, the charity held unrestricted, general free cash reserves of £684,049. This is made up of unrestricted, undesignated funds and are not committed to or invested in tangible fixed assets, long-term liabilities, or liabilities due within 12 months. These liabilities due include loan payments, charity bond interest payments although exclude the repayment of the charity bonds of £560,000.

Trustees are planning to finance the repayment of the charity bond through the general funds of the charity (a figure of £280,000) and through a loan/mortgage with CAF Bank limited (a figure of £280,000). The charity's forecasts through to March 2023 show the cash-flow projections falling no lower than £587,000.

# Financial Review

As of 31 March 2022 the cash balance was £1,101,452. An unrestricted surplus of £99,220 (which increased to £158,673 after transfer between funds), this was generated over the course of the fiscal year.

The trustees consider that the charity has sufficient unrestricted, undesignated funds along with the re-mortgaging of the Chessel Centre to pay back the charity bonds. Projected income for childcare and community services and grant raising continues to make the charity a viable going concern for a period of at least twelve months from the date on which these financial statements are approved. The trustees therefore consider it appropriate to adopt the going concern basis for the preparation of the accounts.

## Financial Risk Management, Objectives & Policies

Trustees are integrally involved in the scrutiny of organisational planning and in reviewing all major risks. Sub-committees also support the Senior Management team (SMT).

2021-22 saw the return of sub-committees, with a new Café & Catering sub-committee (replacing the task and finish group) and the restructuring of the BS3 Community Development sub-committee. This replaced the Communities & Engagement sub-committee. Financial reports are prepared for the Finance sub-committees and reported to the board of trustees via regular meetings.

Close oversight of financial performance and especially cash-flow, continues;

- The charity maintains a Risk Assessment Framework and Risk Management Policy which includes a financial risk section;
- The register is updated and reviewed quarterly;
- The SMT, members of the Finance sub-committee, other sub-committees and the board of trustees review financial reports on a regular basis;
- All payments are approved/authorised by a minimum of two members of SMT;
- Transactions exceeding £2,000 that do not appear in the budget have trustee authorisation in addition to SMT authorisation.

# Financial Review

## Principal Risks & Uncertainties

The most significant risk for BS3 Community Development is the requirement to repay or refinance our Charity Bonds (£560,000). Repayment is due at the end of February 2023. The charity is currently negotiating a new loan/mortgage for the Chessel Centre which will be in place during the winter of 2023. The charity also has sufficient funds to support the repayment of the charity bonds, with half the money being raised through the Charities Aid Foundation Bank and the other half being paid via general funds.

We recognise the cost-of-living crisis, along with an increased demand on the charity's services which may in turn reduce financial capacity of our customers and service users. The charity continues to research and apply for charitable funding for the support of services and needs of the organisation and the community it serves.

Post pandemic, we have also noticed changes in service user and customer behaviour, although this appears to be changing and customers settle back to pre-pandemic working patterns. Any changes in customer make up and service users translate into financial transactions that still produce a balance comparable and higher than prior years, we note this change and are working to ensure we continue to receive maximum occupancy of services and to analyse income streams.

Last year we identified the climate of fundraising as a significant risk. However, we have not found this to be the case. We continue to review our fundraising action plan and keep a focus on this area of our work. At a time when demand for funding is increasing due to post-pandemic impacts and the cost-of-living crisis this may yet restrict the level of funding available in the future.

Another principal risk is the charity's opening of the café and catering provision. In 2021 the charity and Kate's Kitchen parted company. Although the initial investment into the café has been supported by Power to Change funding, we recognise that the café will take time to establish and therefore remains a risk during this period.

# Financial Review

## Reserves Policy

It was agreed that during 2022-23, the charity would start to use a risk-based analysis to set reserve figures, based on the make-up of the charity's income, although at the time of this report the work had not been undertaken.

Designated funds set aside to contribute towards the repayment of the charity bonds, were transferred to general funds in March 2022. In May 2022, trustees agreed to a further £80,000 should be used towards the charity bond repayment bringing the total of funds to be used to half the debt, or £280,000.

The financial risks and liabilities the charity could be exposed to, should it be forced to close have been reviewed and a Reserves Policy was previously adopted. The range and level of reserves required by the charity is set out below and prioritised in the following order:

- In the medium-term the charity had previously required to set-aside finances for the repayment of £560,000 to the 'SCDA 4% Charity Bonds' investors by the end of February 2023. The intention being to reduce the level of a loan, to seek appropriate re-financing of the residual amount. The level of funding required had been agreed at a minimum of 50% of the cost of the charity bond, and a process is underway to secure the loan and ensure repayment in February 2023. As the liability moved from long term to short term debt, designated funds set aside for this purpose were moved into the charity's' general funds.
- To fund a total of £498,563 was set as a target which represents three months trading from our 2021-22 budget. The charity's free reserves of £684,049 (see Going Concern above) meet this target.

In 2021-22, the charity's strategy for financial survival was to focus on continuing to provide services, principally through its primary trading activities and funded services. The charity further secured contracts/service level agreements with statutory sector organisations (and others), as well as submitting applications for grant funding and unrestricted grants through the local and national Governments. This strategy has been re-enforced by the continuing impacts of the COVID-19 pandemic.

BS3 Community Development agree income and expenditure levels during the annual budgeting process, alongside scrutiny of income streams and expenditure requirements during the year. Levels of surplus income are reviewed during each financial year.

# Structure, Governance & Management

## Constitution

The company is constituted under an Articles of Association and is a registered charity, number 1000544.

## Method of Appointment or Election of Trustees

Trustees of BS3 Community Development are all volunteers. Trustees are each elected and co-opted under the terms of the Articles of Association for a period of up to nine years.

The management of the charitable company is the responsibility of the trustees. The trustees constitute as directors of BS3 Community Development for the purposes of the Companies Act 2006 and are trustees for the purposes of the Charities Act 2011.

There is a limit of fifteen trustees who can be elected by the BS3 Community Development membership at the Annual General Meeting (AGM). At the AGM, either one third or three (whichever is the greater number) of the trustees stand for re-election. If they so wish, or if agreed by the board, the longest serving third or three, step down and put themselves forward for re-election. The chair (or co-chairs) and vice-chair (or co-vice-chairs) are elected annually by the trustees at the first meeting following the AGM.

## Policies Adopted for the Induction and Training of Trustees

To ensure that new trustees are appointed regularly, the board undertakes a regular skills audit of current trustees and matches those against the skills required by our strategic business plan. When recruiting new trustees, the board aims to attract a diverse range of candidates who have the skills, expertise and experience the charity needs.

Potential trustees are given a formal induction to the charity and provided with the Articles of Association, business plan, information on our activities and services and organisational structure. Trustees are also given information on the role's responsibilities and charity law.

# Structure, Governance & Management

Trustees undertake a formal probationary period, during which they are expected to become a member of BS3 Community Development, become familiar with our activities and attend at least three trustee board meetings as an observer. On completion of a probationary period, they can be formally co-opted as a trustee by the trustees prior to standing down and be put forward for election at the next AGM. Prior to being elected, potential trustees complete a formal trustee declaration.

## Pay Policy for Senior Staff

The SMT salary and rewards are associated with specific roles, which are not gender specific. Parity is sought between the same or similar jobs. During 2021-22 the charity undertook a Job Evaluation with external support from Chris Mitford-Slade, the Cranfield Trust and Lucy Downes, a UWE master's student. Job families have been created which map job roles against a set of essential criteria. Three job families have been created within which to map our job roles. This process brought to light changes within the senior staffing roles and led to new job descriptions being constructed based on the needs of the charity and the areas of responsibility taken by existing staff.

## Organisational Structure and Decision-making

The board of trustees is ultimately responsible for the overall control and strategic direction of BS3 Community Development, including ensuring that the organisation abides by any legal requirements. Day-to-day management is delegated to our CEO and the senior management team.

The senior management team comprises of:

- Becca McDougall, Head of Finance & Operations
- Kelly Murphy, Head of Early Education & Childcare
- Ruth Green, Head of Communities & Engagement
- Simon Hankins, Chief Executive Officer
- Dawn Lockhart, Head of Communications (left July 2021)

The trustees have paid due regard to the Charity Commission's public benefit guidance in their strategic direction and decision-making process.

# Structure, Governance & Management

## Membership

BS3 Community Development is a membership organisation. Anyone can become a 'Member' with a two-year membership costing £2. Trustees must be members.

Each year, BS3 Community Development has an Annual General Meeting where all members are entitled to vote for those standing for available places on the board of trustees.

We also have 'Supporters'; there is no fee to be a supporter. Supporters receive regular news about what BS3 Community Development.

## Risk Management

The trustees have adopted a Risk Management Framework and have considered the major risks to which the charity is exposed. This framework is understood by trustees and is actively considered (where practically possible) in staffing structures, benefits packages, recruitment, review systems and training budgets, including trustee training.

The trustees are satisfied that all operational systems are in place to ensure sound governance and management of the charity; this has been upheld in the monitoring undertaken by our funding bodies and auditors.

## Trustees' Responsibilities Statement

The trustees (as directors of the charity for the purposes of company law) are responsible for preparing the Trustees' Report and the Financial Statements. This is in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Ireland (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each fiscal year, which give a true and fair view of the state of affairs of the charity and of the income and expenditure for that period. In preparing those financial statements the trustees are required to:

# Structure, Governance & Management

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities Statement of Recommended Practice (SORP);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the 'going concern' basis, unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the charity and which enables them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware; and
- The trustees have taken all steps that they ought to have, to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity, but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

## Auditors

The auditors, Godfrey Wilson Limited, have indicated their willingness to continue in office. The designated trustees will propose a motion re-appointing the auditors at a meeting of the trustees.

# Structure, Governance & Management

## Trustees' Statement

The trustees (as directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of BS3 Community Development (the company) for the year ending 31 March 2022.

The trustees confirm that the annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the SORP, applicable to charities preparing their accounts in accordance with the Financial Reporting Standard, applicable in the UK and Ireland (FRS 102) (effective 1 January 2019).

Since the company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

Approved by the trustees on 10 November 2022 and signed on their behalf by

*Peter Bird*

*Peter Phillips*

Peter Bird and Peter Phillips, Co-Chairs

## Independent auditors' report

To the members of

BS3 Community Development

### Opinion

We have audited the financial statements of BS3 Community Development (the 'charity') for the year ended 31 March 2022 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2022 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.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

## Independent auditors' report

To the members of

BS3 Community Development

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

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

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) have been prepared in accordance with applicable legal requirements.

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

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement set out in the trustees' report, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

## Independent auditors' report

To the members of

BS3 Community Development

### **Our responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The procedures we carried out and the extent to which they are capable of detecting irregularities, including fraud, are detailed below:

(1) We obtained an understanding of the legal and regulatory framework that the charity operates in, and assessed the risk of non-compliance with applicable laws and regulations. Throughout the audit, we remained alert to possible indications of non-compliance.

(2) We reviewed the charity's policies and procedures in relation to:

- Identifying, evaluating and complying with laws and regulations, and whether they were aware of any instances of non-compliance;
- Detecting and responding to the risk of fraud, and whether they were aware of any actual, suspected or alleged fraud; and
- Designing and implementing internal controls to mitigate the risk of non-compliance with laws and regulations, including fraud.

(3) We inspected the minutes of trustee meetings.

(4) We enquired about any non-routine communication with regulators and reviewed any reports made to them.

(5) We reviewed the financial statement disclosures and assessed their compliance with applicable laws and regulations.

(6) We performed analytical procedures to identify any unusual or unexpected transactions or balances that may indicate a risk of material fraud or error.

(7) We assessed the risk of fraud through management override of controls and carried out procedures to address this risk. Our procedures included:

- Testing the appropriateness of journal entries;
- Assessing judgements and accounting estimates for potential bias;
- Reviewing related party transactions; and
- Testing transactions that are unusual or outside the normal course of business.

Independent auditors' report

To the members of

BS3 Community Development

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. Irregularities that arise due to fraud can be even harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charity'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 charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Alison Godfrey*

Date: 10 November 2022

**Alison Godfrey FCA  
(Senior Statutory Auditor)**

For and on behalf of:  
**GODFREY WILSON LIMITED**  
Chartered accountants and statutory auditors  
5th Floor Mariner House  
62 Prince Street  
Bristol  
BS1 4QD

## BS3 Community Development

### Statement of financial activities (incorporating an income & expenditure account)

For the year ended 31 March 2022

	Note	Restricted £	Unrestricted £	2022 Total £	2021 Total £
<b>Income from:</b>					
Donations	3	26,676	47,953	<b>74,629</b>	272,446
Charitable activities	4				
Early Education and Childcare In Community and Older People's Services		224	1,658,582	<b>1,658,806</b>	1,317,284
The Centres		237,638	-	<b>237,638</b>	353,715
		<u>47,700</u>	<u>22,627</u>	<b><u>70,327</u></b>	<u>196,309</u>
<b>Total income</b>		<u>312,238</u>	<u>1,729,162</u>	<b><u>2,041,400</u></b>	<u>2,139,754</u>
<b>Expenditure on:</b>					
Raising funds		-	15,332	<b>15,332</b>	41,670
Charitable activities					
Early Education and Childcare In Community and Older People's Services		593	1,492,533	<b>1,493,126</b>	1,088,828
The Centres		209,752	379	<b>210,131</b>	355,123
		<u>96,676</u>	<u>121,698</u>	<b><u>218,374</u></b>	<u>149,542</u>
<b>Total expenditure</b>	6	<u>307,021</u>	<u>1,629,942</u>	<b><u>1,936,963</u></b>	<u>1,635,163</u>
<b>Net income</b>		5,217	99,220	<b>104,437</b>	504,591
Transfers between funds		<u>(59,453)</u>	<u>59,453</u>	<u>-</u>	<u>-</u>
<b>Net movement in funds</b>	7	<u>(54,236)</u>	<u>158,673</u>	<b><u>104,437</u></b>	<u>504,591</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		<u>271,338</u>	<u>957,405</u>	<b><u>1,228,743</u></b>	<u>724,152</u>
<b>Total funds carried forward</b>		<u><u>217,102</u></u>	<u><u>1,116,078</u></u>	<b><u><u>1,333,180</u></u></b>	<u><u>1,228,743</u></u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 17 to the accounts.

## BS3 Community Development

### Balance Sheet

As at the 31 March 2022

	Note	£	2022 £	2021 £
<b>Fixed assets</b>				
Tangible assets	11		<b>1,171,693</b>	1,123,959
<b>Current assets</b>				
Stock	12	<b>924</b>		-
Debtors	13	<b>108,207</b>		123,432
Cash at bank and in hand			<b><u>1,101,452</u></b>	<u>985,131</u>
			<b>1,210,583</b>	1,108,563
<b>Liabilities</b>				
Creditors: amounts falling due within 1 year	14		<b><u>(837,531)</u></b>	<u>(203,416)</u>
<b>Net current assets</b>			<b><u>373,052</u></b>	<u>905,147</u>
<b>Total assets less current liabilities</b>			<b>1,544,745</b>	2,029,106
Creditors: amounts falling due after more than 1 year	15		<b><u>(211,565)</u></b>	<u>(800,363)</u>
<b>Net assets</b>	16		<b><u>1,333,180</u></b>	<u>1,228,743</u>
<b>Funds</b>				
Restricted funds	17		<b>217,102</b>	271,338
Unrestricted funds				
Designated funds			<b>5,410</b>	135,000
General funds			<b><u>1,110,668</u></b>	<u>822,405</u>
<b>Total charity funds</b>			<b><u>1,333,180</u></b>	<u>1,228,743</u>

These accounts have been prepared in accordance with the special provisions applicable to companies subject to the small companies' regime.

Approved by the trustees on 10 November 2022 and signed on their behalf by

*Peter Bird*

*Peter Phillips*

Peter Bird - Co-Chair

Pete Phillips - Co-Chair

BS3 Community Development

Statement of cash flows

For the year ended 31 March 2022

	2022 £	2021 £
<b>Cash used in operating activities:</b>		
Net movement in funds	104,437	504,591
<i>Adjustments for:</i>		
Depreciation charges	31,571	37,478
Interest paid	29,015	22,585
Decrease /(increase) in stock	(924)	-
Decrease / (increase) in debtors	15,225	(63,098)
Increase / (decrease) in creditors	66,780	1,630
	<u>246,104</u>	<u>503,186</u>
<b>Net cash provided by operating activities</b>		
<b>Cash flows from investing activities:</b>		
Purchase of tangible fixed assets	(79,305)	-
	<u>(79,305)</u>	<u>-</u>
<b>Net cash used in investing activities</b>		
<b>Cash flows from financing activities:</b>		
Repayment of borrowing	(50,478)	(30,023)
Cash inflow from new borrowing	-	50,000
	<u>(50,478)</u>	<u>19,977</u>
<b>Net cash provided in / (used in) financing activities</b>		
<b>Increase / (decrease) in cash and cash equivalents in the year</b>	<b>116,321</b>	<b>523,163</b>
Cash and cash equivalents at the beginning of the year	<u>985,131</u>	<u>461,968</u>
<b>Cash and cash equivalents at the end of the year</b>	<b><u>1,101,452</u></b>	<b><u>985,131</u></b>

**Analysis of changes in net debt**

	At 1 April 2021 £	Cash flows £	Other non- cash movements £	At 31 March 2022 £
Cash	<u>985,131</u>	<u>116,321</u>	<u>-</u>	<u>1,101,452</u>
Loans falling due within 1 year	(17,965)	21,463	(588,798)	<b>(585,300)</b>
Loans falling due after 1 year	<u>(800,363)</u>	<u>-</u>	<u>588,798</u>	<b>(211,565)</b>
<b>Total</b>	<b><u>166,803</u></b>	<b><u>137,784</u></b>	<b><u>-</u></b>	<b><u>304,587</u></b>

## 1. Accounting policies

### a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

BS3 Community Development meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### b) Going concern basis of accounting

The after affects of the pandemic, the cost of living crisis and the war in Europe is all adding to the impact on the global economy and financial instability in the UK. This in turn affects the charity, with more need for community services and support. The trustees have considered the impact of these issues on the charity's current and future financial position. The charity holds unrestricted, general reserves of £484,048 and £217,102 of restricted funds to continue delivering services and improvements. At 31 March 2022 the charity held a cash balance of £1,101,452. The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. In addition, the charity continues to review the diversity of its income and apply for contracts and grant funding. For this reason, the accounts have been prepared on the going concern basis.

### c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of goods and services being delivered, including nursery provision, events and room hire is deferred until criteria for income recognition are met.

### d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. Accounting policies (continued)

### e) Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

### f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

### g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the organisation and the costs are shared on the basis of activity on a percentage of square meterage used. Irrecoverable VAT is included in 'running costs' in note 6.

### h) Allocation of central costs

#### **Support and governance costs:**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Governance costs are the costs associated with the governance arrangements of the charity, including costs of complying with the constitutional and statutory requirements and any costs associated with the strategic management of the charity's activities. These costs have been allocated across the activities of the charity using square meterage and full time equivalent employees of each activity, or funder's specific or agreed requirements, as cost drivers.

#### **Centre costs:**

Along with the allocation of support and governance costs, the charity also apportions some of the Centres' expenditure for buildings, running and staffing costs across the activities of the charity. This full cost recovery method better reflects the true cost to the charity of each activity and the Centres. The charity has developed percentage formulae based on square meterage for buildings costs, and full time equivalent employees for running and staffing costs. These formulae are used as cost drivers or those specific to funders requests or agreed requirements. Costs are then allocated back to each charitable activity. Formulae templates are adjusted annually to ensure a true reflection of the charity's activities in its finances.

### i) Tangible fixed assets

Depreciation is provided at rates calculated to write-down the cost of each asset to its estimated residual value over its expected useful lifetime. The depreciation rates in use are as follows:

- |                                    |   |
|------------------------------------|---|
| ▪ Leasehold improvements           | 2% straight line basis                                    |
| ▪ Fixtures, fittings and equipment | 25% straight line basis                                   |
| ▪ Land and buildings               | 2% straight line basis (retaining land value of £275,000) |

Items of equipment are capitalised where the purchase price is, or exceeds, £1,000.

**1. Accounting policies (continued)**

**j) Impairment of fixed assets**

At each reporting period end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss, if any.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in the statement of financial activities. Impairment losses are charged as a direct charitable cost to The Centres.

**k) Stock**

Stock is recognised as an asset and relates to the purchase value of non perishable goods for the School Room café.

**l) Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**m) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**n) Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**o) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

The charity bond is recognised as a concessionary loan. The bond is initially recognised at the amount received and is subsequently adjusted to reflect any accrued interest payable. The bond is reviewed for impairment and to the extent the loan is irrecoverable, a corresponding impairment loss is recognised in the SOFA.

**p) Pension costs**

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

**q) Accounting estimates and key judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

**1. Accounting policies (continued)****q) Accounting estimates and key judgements (continued)**

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key source of estimation uncertainty that has a significant effect on the amounts recognised in the financial statements is depreciation, as described in note 1(i).

**2. Prior period comparatives**

	Restricted £	Unrestricted £	2021 Total £
<b>Income from:</b>			
Donations	30,886	241,560	<b>272,446</b>
Charitable activities			
Early Education and Childcare	-	1,317,284	<b>1,317,284</b>
In Community and Older People's Services	353,715	-	<b>353,715</b>
The Centres	187,156	9,153	<b>196,309</b>
<b>Total income</b>	<b>571,757</b>	<b>1,567,997</b>	<b>2,139,754</b>
<b>Expenditure on:</b>			
Raising funds	-	41,670	<b>41,670</b>
Charitable activities			
Early Education and Childcare	-	1,088,828	<b>1,088,828</b>
In Community and Older People's Services	355,123	-	<b>355,123</b>
The Centres	20,572	128,970	<b>149,542</b>
<b>Total expenditure</b>	<b>375,695</b>	<b>1,259,468</b>	<b>1,635,163</b>
<b>Net income / (expenditure)</b>	<b>196,062</b>	<b>308,529</b>	<b>504,591</b>
Transfers between funds	1,750	(1,750)	-
<b>Net movement in funds</b>	<b>197,812</b>	<b>306,779</b>	<b>504,591</b>

**3. Income from donations**

	Restricted £	Unrestricted £	2022 Total £
Donations - fundraising	4,122	-	<b>4,122</b>
Donations - organisations	11,622	2,943	<b>14,565</b>
Donations - individuals	7,932	1,952	<b>9,884</b>
Donations - gifts in kind	3,000	24,170	<b>27,170</b>
Donations - unrestricted grants	-	18,888	<b>18,888</b>
<b>Total income from donations</b>	<b>26,676</b>	<b>47,953</b>	<b>74,629</b>

During the year, the charity received gifts in kind including, second hand IT equipment and furniture, Ascent Women's Early Leaders training, Chairing & Minute taking training, Coaching and Mentoring, HR support and pro bono professional and legal fees. In the prior year, gifts in kind included nursery equipment, executive coaching, Ascent Women's Leadership training, HR support and pro bono professional and legal fees and consultancy work.

**Prior period comparative:**

	Restricted £	Unrestricted £	2021 Total £
Donations - fundraising	-	16,749	16,749
Donations - organisations	21,122	3,512	24,634
Donations - individuals	9,764	2,463	12,227
Donations - gifts in kind	-	26,743	26,743
Donations - unrestricted grants	-	192,093	192,093
<b>Total income from donations</b>	<b>30,886</b>	<b>241,560</b>	<b>272,446</b>

**4. Income from charitable activities**

	Restricted £	Unrestricted £	2022 Total £
Early education and childcare:			
Childcare income	<u>224</u>	<u>1,658,582</u>	<u>1,658,806</u>
Total early education and childcare	<u>224</u>	<u>1,658,582</u>	<u>1,658,806</u>
In Community and OPS:			
Grants	<u>237,638</u>	<u>-</u>	<u>237,638</u>
Total In Community and OPS	<u>237,638</u>	<u>-</u>	<u>237,638</u>
The Centres:			
Grants	47,700	2,973	50,673
Rental and room hire income	-	10,288	10,288
Other	<u>-</u>	<u>9,366</u>	<u>9,366</u>
Total Centres	<u>47,700</u>	<u>22,627</u>	<u>70,327</u>
<b>Total income from charitable activities</b>	<u><u>285,562</u></u>	<u><u>1,681,209</u></u>	<u><u>1,966,771</u></u>
<b>Prior period comparative:</b>			2021
	Restricted £	Unrestricted £	Total £
Early education and childcare:			
Childcare income	<u>-</u>	<u>1,317,284</u>	<u>1,317,284</u>
Total early education and childcare	<u>-</u>	<u>1,317,284</u>	<u>1,317,284</u>
In Community and OPS:			
Grants	<u>353,715</u>	<u>-</u>	<u>353,715</u>
Total In Community and OPS	<u>353,715</u>	<u>-</u>	<u>353,715</u>
The Centres:			
Grants	187,156	-	187,156
Rental and room hire income	-	1,157	1,157
Other	<u>-</u>	<u>7,996</u>	<u>7,996</u>
Total Centres	<u>187,156</u>	<u>9,153</u>	<u>196,309</u>
<b>Total income from charitable activities</b>	<u><u>540,871</u></u>	<u><u>1,326,437</u></u>	<u><u>1,867,308</u></u>

**5. Government grants**

The charity received government grants during the year from HMRC relating to the Coronavirus Job Retention Scheme. The total value of such grants in the period ending 31 March 2022 was £1,388 (2021: £114,021). The charity received unrestricted grants from Bristol City Council - Business restart grant for the period ending 31 March 2022 of £12,000 and £4,000 Hospitality & Leisure grant (2021: £78,071). There are no unfulfilled conditions or contingencies attached to these grants.

## BS3 Community Development

### Notes to the financial statements

For the year ended 31 March 2022

#### 6. Total expenditure

	Raising funds £	Charitable activities - Early Education and Childcare £	Charitable activities - In Community and OPS £	Charitable activities - The Centres £	Support and governance costs £	2022 Total £
Staff costs (note 9)	9,958	932,154	104,695	141,277	198,574	<b>1,386,658</b>
Other staffing costs	-	2,862	823	152	20,543	<b>24,380</b>
Direct project costs	315	132,746	33,908	93,043	5,873	<b>265,885</b>
Grants payable (note 8)	-	-	100	-	-	<b>100</b>
Premises costs	-	-	126	71,044	24,582	<b>95,752</b>
Depreciation	-	-	-	18,259	13,312	<b>31,571</b>
Finance costs	-	-	-	25,686	3,980	<b>29,666</b>
Professional fees	-	710	-	1,200	17,579	<b>19,489</b>
Running costs	-	254	1,773	3,632	77,203	<b>82,862</b>
Promotion and advertising	-	-	500	-	100	<b>600</b>
<b>Sub-total</b>	<b>10,273</b>	<b>1,068,726</b>	<b>141,925</b>	<b>354,293</b>	<b>361,746</b>	<b>1,936,963</b>
Allocation of support and governance costs	3,617	300,172	48,241	9,716	(361,746)	-
Allocation of centre costs to other activities	1,442	124,228	19,965	(145,635)	-	-
<b>Total expenditure</b>	<b>15,332</b>	<b>1,493,126</b>	<b>210,131</b>	<b>218,374</b>	<b>-</b>	<b>1,936,963</b>

Total governance costs were £6,950 (2021: £6,600).

Costs allocated to The Centres show the total cost of running the Southville and Chessel centres. Where these costs are shared by other activities (Early Education and Childcare and In Community and OPS) they are allocated in line with the policy stated in note 1 (h). The remaining cost in The Centres represents the cost of running the centres as a community building.

**6. Total expenditure (continued)**

<b>Prior period comparative</b>	Raising funds £	Charitable activities - Early Education and Childcare £	Charitable activities - In Community and OPS £	Charitable activities - The Centres £	Support and governance costs £	2021 Total £
Staff costs (note 9)	32,132	714,042	170,779	67,646	208,643	1,193,242
Other staffing costs	-	1,720	1,106	-	13,429	16,255
Direct project costs	613	84,310	27,159	21,194	11,500	144,776
Grants payable (note 8)	-	-	68,978	-	-	68,978
Premises costs	-	157	43	39,327	20,007	59,534
Depreciation	-	-	-	18,298	19,180	37,478
Finance costs	-	-	-	6,105	16,480	22,585
Professional fees	-	-	100	-	18,451	18,551
Running costs	-	1,470	2,823	35,687	32,462	72,442
Promotion and advertising	-	493	350	-	479	1,322
<b>Sub-total</b>	<b>32,745</b>	<b>802,192</b>	<b>271,338</b>	<b>188,257</b>	<b>340,631</b>	<b>1,635,163</b>
Allocation of support and governance costs	6,813	204,927	59,901	68,990	(340,631)	-
Allocation of centre costs to other activities	2,112	81,709	23,884	(107,705)	-	-
<b>Total expenditure</b>	<b>41,670</b>	<b>1,088,828</b>	<b>355,123</b>	<b>149,542</b>	<b>-</b>	<b>1,635,163</b>

BS3 Community Development

Notes to the financial statements

For the year ended 31 March 2022

**7. Net movement in funds**

This is stated after charging:

	<b>2022</b>	2021
	£	£
Depreciation	<b>31,571</b>	37,478
Operating lease payments	<b>11,912</b>	11,912
Trustees' remuneration	<b>Nil</b>	Nil
Trustees' reimbursed expenses	<b>Nil</b>	Nil
Auditors' remuneration:		
▪ Statutory audit	<b>6,950</b>	6,600
	<b><u>6,950</u></b>	<b><u>6,600</u></b>

**8. Grants payable:**

	<b>2022</b>	2021
	£	£
Redcliffe Parish Discretionary Fund		
Awards to 1 individual for £100	<b>100</b>	-
BCC - DEFRA:		
Ashton Gate Primary School	-	10,000
Ashton Park Secondary School	-	8,000
Southville Primary School	-	6,100
Holy Cross Primary School	-	5,000
Parson Street Primary School	-	4,400
Luckwell Primary School	-	3,600
Grants to 57 individuals between £100-£220	-	11,330
BCC - Winter Support Fund:		
Ashton Gate Primary School	-	4,000
Luckwell Primary School	-	4,000
Grants to 10 individuals of £100	-	1,000
Discretionary TNB Awards:		
Awards to 25 individuals of under £200	-	3,348
Community Webs:		
Knowle West Health Park	-	8,200
	<b><u>100</u></b>	<b><u>68,978</u></b>

Grants payable are to schools, individuals and charitable organisations across Bristol. All grants are paid to fund charitable activities. The grants shown above do not include any contribution to core costs.

**9. Staff costs and numbers**

Staff costs were as follows:

	<b>2022</b>	2021
	£	£
Salaries and wages	<b>1,258,654</b>	1,103,480
Social security costs	<b>74,551</b>	62,245
Pension costs	<b>20,543</b>	14,366
Non-salaried staffing costs	<b>32,910</b>	13,151
	<b><u>1,386,658</u></b>	<b><u>1,193,242</u></b>

No employee earned more than £60,000 during the year.

Key management personnel of the charitable company comprise the trustees, CEO, Head of Head of Early Education and Childcare, Head of Communication, Head of Communities and Engagement, Head of Finance and Operations. The total employee benefits of the key management personnel were £199,161 (2021: £206,574).

Included within salaries and wages in 2021 are redundancy and termination payments of £2k. There were no redundancy or termination payments made in 2022.

Staff numbers were as follows:

	<b>2022</b>	2021
	No.	No.
Average head count	<b>95.25</b>	86.42
Full time equivalent	<b>61.00</b>	55.45

**10. Taxation**

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

**11. Tangible fixed assets**

	Leasehold improvements £	Fixtures, fittings and equipment £	Land and buildings £	Total £
<b>Cost</b>				
At 1 April 2021	223,765	221,717	1,337,321	<b>1,782,803</b>
Additions in year	<u>67,330</u>	<u>3,975</u>	<u>8,000</u>	<b>79,305</b>
At 31 March 2022	<u>291,095</u>	<u>225,692</u>	<u>1,345,321</u>	<b>1,862,108</b>
<b>Depreciation</b>				
At 1 April 2021	20,683	209,398	428,763	<b>658,844</b>
Charge for the year	<u>4,475</u>	<u>13,313</u>	<u>13,783</u>	<b>31,571</b>
At 31 March 2022	<u>25,158</u>	<u>222,711</u>	<u>442,546</u>	<b>690,415</b>
<b>Net book value</b>				
<b>At 31 March 2022</b>	<u><b>265,937</b></u>	<u><b>2,981</b></u>	<u><b>902,775</b></u>	<u><b>1,171,693</b></u>
At 31 March 2021	<u>203,082</u>	<u>12,319</u>	<u>908,558</u>	<u>1,123,959</u>

The Southville Centre (Beauley Road, Bristol) is on a 999 year lease from Bristol City Council. The lease was signed in 1990 and is for a peppercorn rent. The costs of renovating the site and building were expensed in the year they were incurred, in line with accounting policies and standards at the time. Included within land and buildings is land worth £275,000 which has not been depreciated.

**12. Stock**

	2022 £	2021 £
Stock - The School Room Café	<u><b>924</b></u>	<u>-</u>

**13. Debtors**

	2022 £	2021 £
Trade debtors	<b>80,873</b>	27,605
Prepayments	<b>4,364</b>	-
Accrued income	<b>22,970</b>	95,117
Other debtors	-	710
	<u><b>108,207</b></u>	<u>123,432</u>

**BS3 Community Development****Notes to the financial statements**

For the year ended 31 March 2022

**14. Creditors : amounts due within 1 year**

	<b>2022</b>	2021
	£	£
Bank loan	<b>25,300</b>	17,965
Trade creditors	<b>42,605</b>	26,802
Accruals	<b>33,502</b>	44,029
Deferred income *	<b>50,000</b>	-
Other taxation and social security	<b>25,741</b>	14,711
Charity bond	<b>560,000</b>	-
Other creditors	<b>100,383</b>	99,909
	<b><u>837,531</u></b>	<b><u>203,416</u></b>

\* Deferred income movements in the year:

	<b>2022</b>	2021
	£	£
At 1 April 2021	-	-
Deferred during the year	<b>50,000</b>	-
Released during the year	<u>-</u>	<u>-</u>
At 31 March 2022	<b><u>50,000</u></b>	<b><u>-</u></b>

Deferred income relates to funding received in advance of entitlement being met. This will be released in 2022/23.

**15. Creditors : amounts due after 1 year**

	<b>2022</b>	2021
	£	£
Bank loan	<b>177,633</b>	195,495
Charity bond	-	560,000
Bounce back loan	<b>33,932</b>	44,868
	<b><u>211,565</u></b>	<u>800,363</u>
<b>Analysis of debt maturity</b>		
Debt due after more than one year:		
repayable between one and five years	<b>92,261</b>	648,037
repayable in five years or more	<b>119,304</b>	152,326
	<b><u>211,565</u></b>	<u>800,363</u>

CAF Bank loan is on a flexible tracker loan, at 2.75% above base rate. The charity has seen these rates rise to 4.5% in August. This loan will be transferred to a fixed rate over a three or five year period, when the loan for the Charity Bond repayment is secured.

The charity bonds are unsecured, and are repayable in full in February 2023. Interest is payable annually in arrears at 4% gross. Tax of £2,240 in relation to the charity bond was paid to HMRC. The charity had designated funds of £200,000 during 2021-22, although at the end of March 2022, as the debt on the charity bonds matured, the designated funds were transferred to general funds. A further £80,000 post year end, was notionally allocated. The figure of £280,000 being that set aside by the trustees to support paying back investors. The board are seeking to secure a further loan from CAF bank for £280,000 over a twenty year period, to ensure the timely payback of the unsecured loan via the charity bonds.

The charity secured a Government backed Business Interruption Payment - Bounce Back Loan via the Cooperative Bank in a bid to secure future low interest loans should the organisation require additional cashflow, in the early part of the pandemic. The loan was secured at 2.5% interest with no payments due within the first year of the loan.

BS3 Community Development

Notes to the financial statements

For the year ended 31 March 2022

**16. Analysis of net assets between funds**

	Restricted funds £	Designated funds £	General funds £	<b>Total funds £</b>
Tangible fixed assets	-	-	1,171,693	<b>1,171,693</b>
Net current assets	217,102	5,410	150,540	<b>373,052</b>
Non current liabilities	-	-	(211,565)	<b>(211,565)</b>
<b>Net assets at 31 March 2022</b>	<b><u>217,102</u></b>	<b><u>5,410</u></b>	<b><u>1,110,668</u></b>	<b><u>1,333,180</u></b>
<b>Prior period comparative</b>				
	Restricted funds £	Designated funds £	General funds £	Total funds £
Tangible fixed assets	-	-	1,123,959	1,123,959
Net current assets	271,338	135,000	498,809	905,147
Non current liabilities	-	-	(800,363)	(800,363)
<b>Net assets at 31 March 2021</b>	<b><u>271,338</u></b>	<b><u>135,000</u></b>	<b><u>822,405</u></b>	<b><u>1,228,743</u></b>

## 17. Movements in funds

	At 1 April 2021 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2022 £
<b>Restricted funds</b>					
Community development:					
In Community projects:					
Community Webs	42,560	63,116	(81,675)	-	24,001
Swift Social Prescribing	-	7,558	(6,928)	-	630
Bedminster Youth Club	11,511	4,350	(16,051)	190	-
SW&EB Health Inequalities	4,919	30,005	(26,222)	-	8,702
CCG Community Connectors	-	16,000	(1,236)	-	14,764
St Monica's Community Connectors	-	38,526	(6,000)	-	32,526
Knowle West HPC - Sirona	-	10,000	(10,684)	684	-
Tech&Talk	1,032	-	(2,063)	1,500	469
Hyper Local	812	-	-	-	812
Alonely	3,318	-	-	(1,500)	1,818
Make it Local - Phase II	-	66,150	(8,781)	-	57,369
BS3 Community Larder	10,817	(508)	(10,309)	-	-
Community Awards & grants	-	200	(100)	-	100
Mental Health Changes	3,253	4,705	(4,547)	-	3,411
In community projects	5,255	13,825	(23,442)	6,763	2,401
Older people's services	6,461	9,636	(11,714)	-	4,383
Early education and childcare:					
Grandparent & Toddler group	316	975	(593)	-	698
Organisational - buildings improvements	181,084	47,700	(96,676)	(67,090)	65,018
	<u>271,338</u>	<u>312,238</u>	<u>(307,021)</u>	<u>(59,453)</u>	<u>217,102</u>
<b>Total restricted funds</b>					
<b>Unrestricted funds</b>					
<b>Designated funds:</b>					
Charity bond	115,000	-	-	(115,000)	-
Power to change match funding	20,000	-	(14,350)	(240)	5,410
<i>Total designated funds</i>	<u>135,000</u>	<u>-</u>	<u>(14,350)</u>	<u>(115,240)</u>	<u>5,410</u>
General funds	<u>822,405</u>	<u>1,729,162</u>	<u>(1,615,592)</u>	<u>174,693</u>	<u>1,110,668</u>
<b>Total unrestricted funds</b>	<u>957,405</u>	<u>1,729,162</u>	<u>(1,629,942)</u>	<u>59,453</u>	<u>1,116,078</u>
<b>Total funds</b>	<u>1,228,743</u>	<u>2,041,400</u>	<u>(1,936,963)</u>	<u>-</u>	<u>1,333,180</u>

## 17. Movements in funds (continued)

### Purposes of restricted funds

#### Community Webs

Funding from NHS England / CCG (although paid via local Primary Care Network (PCN) Bridge View Medical (BVM)) for the delivery of social prescribing in their GP surgeries (or remotely during the pandemic).

#### SWIFT Social Prescribing

Funding from NHS England / CCG (although paid via local Primary Care Network (PCN) to Knowle West Health Park, who then subcontract the delivery of social prescribing for one BS3 surgery to BS3 Community).

#### Bedminster Youth Club

Funds awarded from Quartet for the ongoing delivery and development of Bedminster Youth Club. This provision has been transferred to specialist youth provider LPW (Learning Partnership West).

#### SW&EB Health Inequalities

Carried forward funds from Bristol City Council to support health inequalities in South and West Bedminster. Along with sizeable donations from local residents and Action Greater Bedminster.

#### CCG Community Connectors

Test and learn project with multiple stakeholders, VCS and statutory. Delivery partner is Knowle West Health Park. Connectors are local go to people that are based in the community to take time to connect and understand what is important to them. Connectors are able to support with access to local activities, groups and services.

#### St Monica's Community Connectors

Test and learn project with multiple stakeholders, VCS and statutory. Delivery partner is Knowle West Health Park. Connectors are local go to people that are based in the community to take time to connect and understand what is important to them. Connectors are able to support with access to local activities, groups and services.

#### Knowle West HPC - Sirona

A letter of understanding exists to enable the engagement of BS3 Community Development with South Bristol Locality Board to develop communities that live healthy and fulfilled lives.

#### Tech&Talk

Funds held for ILOP (Improving Lives for Older People) for tech and talk computer and chat cafes.

#### Hyper Local

Funds held for local group ILOP (Improving Lives for Older People) for delivery of workshops around retirement, isolation and loneliness.

## 17. Movements in funds (continued)

### **Alonely**

A series of monologues performed by local volunteers that did research in flu clinics, libraries and on the street talking to older people about loneliness - the life stories were worked into a performance with a dramaturg and producer and have been performed in many places, including at the House of Commons, to many colleges and at many events to raise awareness of loneliness and hopefully provoke thinking about, and reduce the stigma attached to, loneliness.

Funds held for local group ILOP (Improving Lives for Older People) for delivery/production of Alonely monologues around isolation and loneliness.

### **Make it Local**

Bristol City Council Funded work to support the identification of Community Led Adult Social Care, including engagement, partnership working and asset based community development support - development of platform for introductory agencies underway for launch at the end of 2022.

### **BS3 Community Larder**

Partnership working with St Pauls Church (BS3 Larder) for emergency food support during the pandemic - collecting donations / utilising for food supplies.

### **Redcliffe Parish**

Discretionary funding for individuals that are economically vulnerable.

### **Bedminster Food On Our Doorstep**

Foodclub in partnership with Family Action for BS3 residents.

### **Mental Health Changes - Bristol**

Funds from NHS England/CCG/Changes Bristol for partnership work and community outreach regarding mental health peer support groups.

## **In Community projects**

### **General Community projects**

- Secret Gardens - local residents open their homes for the weekend to allow community members to have a 'mooch', often tea and cake served!

- Good Garden Awards - certificates are distributed by volunteer 'garden judges' to homes in BS3 that 'make a difference to their street by adding some colour', a hanging basket has received an award before!

- Including and not exclusively our contributions to the Food On Our Doorstep project, Peer support and case management for link workers during the pandemic and other delivery work, engagement with the Local Parks Groups (supported by Bristol City Council) and engagement in research with the University of Bristol for reimagining day care.

## 17. Movements in funds (continued)

### Older people's services

Older peoples club, historically run from our centre but remodelled due to Covid. Including Monday Club, Tea Dances and Stroll and Chat.

### Grandparent and Toddlers group

An intergenerational play group run from our Chessel Centre site; weekly Grandparent and Toddler sessions, in partnership with Children Centre Leaders; Hempals and originally funded by Quartet Community Foundation - on hold during the pandemic.

### Organisational - Buildings Improvement:

Power to Change – Community Support Fund Capital Grant with match funding, supporting buildings maintenance, improvements, and repair works; to enable the retention of existing customer base, increase the potential activity and footfall, including more sustainable options for our facilities.

### Purposes of designated funds

#### Charity Bond

During 2021-22 the trustees agreed to transfer a further £85,000 to designated funds to increase the sum set aside to £200,000 towards the repayment of the charity bond debt of £560,000. As the charity bond debt moved from a long term liability (over 12 months) to a short term liability (within 12 months) on the balance sheet at the end of March 2022, the designated funds were subsequently released into the general funds of the organisation, showing a net transfer of funds from designated to general funds of £115,000.

#### Transfers between funds

Transfer of funds not stated under funders notes, Power to Change and match funding, required a transfer of funds from restricted funds to general funds, to cover capital costs of the building improvements at the Southville Centre of £67,090. Transfer of funds for ILOP projects took place in the same project are and totalled £1,500. Other transfers relate to the transfer of general funds to cover small project overspends.

## 17. Movements in funds (continued)

## Prior period comparative

	At 1 April 2020 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2021 £
<b>Restricted funds</b>					
Community development:					
In Community projects:					
Community Webs	26,786	65,533	(49,759)	-	42,560
Bedminster Youth Club	17,039	10,260	(15,788)	-	11,511
Discretionary TNB Fund	3,348	-	(3,348)	-	-
SW&EB Health Inequalities	4,725	997	(803)	-	4,919
Tech&Talk	2,256	-	(1,224)	-	1,032
Hyper Local	812	-	-	-	812
Alonely	3,318	-	-	-	3,318
Make it Local phase I	-	80,000	(80,851)	851	-
BS3 Community Larder	-	18,007	(7,190)	-	10,817
Legacy Project NLF	-	73,416	(73,718)	302	-
Community Awards & grants	-	63,900	(63,330)	(570)	-
Covid Support Grants	-	44,650	(45,093)	443	-
Mental Health Changes	-	4,706	(1,453)	-	3,253
In community projects	-	10,010	(5,479)	724	5,255
Older people's services	676	12,872	(7,087)	-	6,461
Early education and childcare:					
Grandparent & Toddler group	316	-	-	-	316
Organisational development	14,250	-	(14,250)	-	-
Organisational - buildings improvements	-	187,406	(6,322)	-	181,084
<b>Total restricted funds</b>	<b>73,526</b>	<b>571,757</b>	<b>(375,695)</b>	<b>1,750</b>	<b>271,338</b>
<b>Unrestricted funds</b>					
<i>Designated funds:</i>					
Charity bond	-	115,000	-	-	115,000
Power to Change match funding	-	20,000	-	-	20,000
<i>Total designated funds</i>	-	135,000	-	-	135,000
General funds	650,626	1,432,997	(1,259,468)	(1,750)	822,405
<b>Total unrestricted funds</b>	<b>650,626</b>	<b>1,567,997</b>	<b>(1,259,468)</b>	<b>(1,750)</b>	<b>957,405</b>
<b>Total funds</b>	<b>724,152</b>	<b>2,139,754</b>	<b>(1,635,163)</b>	<b>-</b>	<b>1,228,743</b>

**18. Operating lease commitments**

The charity had operating leases at the year end with total future minimum lease payments as follows:

	2022 £	2021 £
Amount falling due:		
Within 1 year	6,912	11,912
Within 1 - 5 years	<u>8,564</u>	<u>6,905</u>
	<u><u>15,476</u></u>	<u><u>18,817</u></u>

**19. Related party transactions**

Trustees of the charity use the nursery services at BS3 Community Development and these transactions are carried out at arms length.

The following third party transactions occurred in the year ended 31 March 2022:

- i) Isabel Kearney, a trustee, was paid £290 to provide some fundraising mentoring during the year. There was no balance outstanding at the year end; and
- ii) Spike Productions, a company run by the husband of Ruth Green who is a member of BS3's senior management team, was contracted to undertake some of the renovations work on the Southville Centre. The total balance paid for this work was £6,077. No amounts were outstanding at the year end.

All transactions were carried out at arms length.