

Charity Registration No. 800843

BEAUFORT COMMUNITY ASSOCIATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

tc accounts · tax · legal · financial planning

10 Bridge Street
Christchurch
Dorset
BH23 1EF

BEAUFORT COMMUNITY ASSOCIATION

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BEAUFORT COMMUNITY ASSOCIATION

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr B Crawford Mr A Russell Mr C Mayne Cllr L Lewis Cllr R Lawton Mrs S Wickens Cllr E Coup Cllr M Davies
Charity number	800843
Principal address	Beaufort Road Bournemouth Dorset BH6 5LB
Independent examiner	TC Group 10 Bridge Street Christchurch Dorset BH23 1EF

BEAUFORT COMMUNITY ASSOCIATION

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Beaufort Community Association (BCA) was set up in a common effort with the local council and other voluntary organisations to advance education and provide facilities in the interest of social welfare for recreation and leisure-time occupation to improve life chances of those in the community.

BCA manages a Childcare department which incorporates an early years educational Pre School, Breakfast and After School clubs, Holiday Clubs and a Toddler Group. Members of the community hire Community Centre rooms for various activities covering a wide educational and leisure spectrum.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The Association welcomes support from volunteers, to help support staff in a variety of roles enabling day to day operations of the Centre.

There were no donated goods or services in the year. No financial value has been placed on the services of volunteers as it is considered this value would be too hard to quantify.

BEAUFORT COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

Chairperson's Report Year ending 31st March 2023

Beaufort Community Association continues to build operational strength since Covid and is enjoying renewed success in reinforcing its community links.

The refurbishment of the Café and new front entrance is well under way and near to completion. This project will see a fresh new outlook for the entrance and Café facility to be enjoyed by the local community.

The newly refurbished toilets have attracted many compliments and is now a much nicer and comfortable facility.

The Trustees are extremely grateful to the Centre Manager, Shamas D'Agostino, who manages the Centre so well and efficiently and for his continued dedication to guiding the Association forward.

The new accounting system and administrative procedures implemented by the Treasurer and Centre Manager, continue to produce long term efficiencies.

The Pre School department continues to go from strength to strength under the able management of Adele Hartwell. The Team continues to work well together in providing a happy and solid early years educational experience.

The Wraparound department, which includes Breakfast and After School Clubs continues to be a very popular and a much needed community resource. 2022 was the first year this department started to provide a summer holiday club again since prior to Covid, it proved very popular with many parents within our community most grateful that this resource is being provided again.

In response to community demand, a weekly Toddler Group was started in November 2022 and is growing in popularity.

The Trustees are grateful to all our dedicated staff who help to make the Centre function, thank you.

We receive support from BCP and look forward to developing the Community Centre further this coming year.

My thanks go to all members of the committee and volunteers for ensuring the Centre runs efficiently and smoothly. A special thank you to Margaret Duncan, our Treasurer who continues in her commitment to our financial affairs ensuring we are running smoothly.

Blair Crawford

Interim Chair

BEAUFORT COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

The Future of the Centre

We are fortunate to have 'hands on' Trustees to contribute to meeting the needs of our community as we move forward strategically. The environment we operate in is continually changing and therefore requires that we are constantly seeking new avenues to serve our community whilst managing resources wisely in these austere times. We hope to attract more volunteers.

Childcare

There was an increase in the number of children across all the childcare departments, especially the early years educational Pre School setting. Wraparound also showed a steady increase in children attending. As research clearly shows, children who attend an early year's educational setting have far better outcomes in their preparation for school than those not attending preschool. The Centre is therefore playing a key role in the community in providing an excellent early year's educational experience and continuing to foster positive attitudes toward school.

Financial review

The attached financial statements show the state of the finances.

The Association does not currently have an investment policy.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use nor fixed assets (the free reserves) should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year. The free reserves totalled £150,057 for the year and this representing 6 months expenditure.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

BEAUFORT COMMUNITY ASSOCIATION

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

Structure, governance and management

Governing Document

Beaufort Community Association is a registered Charity governed by its Constitution which was last amended in 2011 and revised in 2018. General committee members are elected on an annual basis, with officers elected from the general committee. The Annual General Meeting is to be held in the near future, following that of the financial statements year-end.

The trustees who served during the year and up to the date of signature of the financial statements were:

Rev P Southcombe	(Resigned 10 December 2022)
Mr B Crawford	
Mr A Russell	
Mr C Mayne	
Mrs M Duncan	(Deceased 27 January 2024)
Cllr L Lewis	
Cllr R Lawton	
Mrs S Wickens	
Cllr E Coup	
Cllr M Davies	

The trustees' report was approved by the Board of Trustees.

Mr B Crawford

Trustee

Dated: 9 February 2024

BEAUFORT COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF BEAUFORT COMMUNITY ASSOCIATION

I report to the trustees on my examination of the financial statements of Beaufort Community Association (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

BEAUFORT COMMUNITY ASSOCIATION

INDEPENDENT EXAMINER'S REPORT (CONTINUED)

TO THE TRUSTEES OF BEAUFORT COMMUNITY ASSOCIATION

James Paget on behalf of
TC Group

10 Bridge Street
Christchurch
Dorset
BH23 1EF

Dated: 12 February 2024

BEAUFORT COMMUNITY ASSOCIATION

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

		Unrestricted funds 2023	Total 2022
	Notes	£	£
<u>Income from:</u>			
Donations and legacies	3	20	72,050
Charitable activities	4	336,884	211,175
Investments	5	191	5
		<hr/>	<hr/>
Total income		337,095	283,230
		<hr/>	<hr/>
<u>Expenditure on:</u>			
Charitable activities	6	314,321	261,818
		<hr/>	<hr/>
Net income for the year/ Net movement in funds		22,774	21,412
		<hr/>	<hr/>
Fund balances at 1 April 2022		135,689	114,277
		<hr/>	<hr/>
Fund balances at 31 March 2023		158,463	135,689
		<hr/> <hr/>	<hr/> <hr/>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

BEAUFORT COMMUNITY ASSOCIATION

BALANCE SHEET

AS AT 31 MARCH 2023

		2023		2022	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	10		8,406		8,786
Current assets					
Stocks	11	903		1,587	
Debtors	12	48,402		40,075	
Cash at bank and in hand		122,065		95,750	
		<u>171,370</u>		<u>137,412</u>	
Creditors: amounts falling due within one year	14	<u>(21,016)</u>		<u>(9,875)</u>	
Net current assets			150,354		127,537
Total assets less current liabilities			158,760		136,323
Creditors: amounts falling due after more than one year	15		(297)		(634)
Net assets			<u>158,463</u>		<u>135,689</u>
Income funds					
Unrestricted funds			158,463		135,689
			<u>158,463</u>		<u>135,689</u>

The financial statements were approved by the Trustees on 9 February 2024

Mr B Crawford
Trustee

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Beaufort Community Association is a Charity registered in England and Wales and is governed by its Constitution which was last amended in 2011.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest pound.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	One year straight line
Plant and equipment	20% on reducing balance
Fixtures and fittings	10% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.6 Impairment of fixed assets

At each reporting 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).

1.7 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

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

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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

3 Donations and legacies

	Unrestricted funds	Total
	2023	2022
	£	£
Donations and gifts	20	86
JRS grant income	-	71,964
	<hr/>	<hr/>
	20	72,050
	<hr/> <hr/>	<hr/> <hr/>

4 Charitable activities

	Charitable Income	Charitable Income
	2023	2022
	£	£
Sales within charitable activities	121,304	101,769
Charitable rental income	105,648	64,352
Other income	109,932	45,054
	<hr/>	<hr/>
	336,884	211,175
	<hr/> <hr/>	<hr/> <hr/>

5 Investments

	Unrestricted funds	Total
	2023	2022
	£	£
Interest receivable	191	5
	<hr/>	<hr/>
	<hr/> <hr/>	<hr/> <hr/>

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

6 Charitable activities

	Charitable Expenditure 2023 £	Charitable Expenditure 2022 £
Depreciation and impairment	1,874	1,941
Rates and water	3,366	3,758
Insurance	2,452	2,399
Light and heat	29,682	18,244
Childcare consumables	10,253	4,906
Outings and functions	-	150
Childcare equipment	141	185
Repairs, renewals and maintenance	32,981	17,202
Cleaning and laundry	4,977	5,121
Licenses and subscriptions	1,583	1,476
Other staff costs	904	156
Uniform and clothing	607	25
Bank charges	196	65
	<hr/>	<hr/>
	89,016	55,628
Share of support costs (see note 7)	221,503	201,589
Share of governance costs (see note 7)	3,802	4,601
	<hr/>	<hr/>
	314,321	261,818
	<hr/> <hr/>	<hr/> <hr/>
Analysis by fund		
Unrestricted funds	314,321	257,518
Restricted funds	-	4,300
	<hr/> <hr/>	<hr/> <hr/>
For the year ended 31 March 2022		
Unrestricted funds	257,518	
Restricted funds	4,300	
	<hr/>	
	261,818	
	<hr/> <hr/>	

BEAUFORT COMMUNITY ASSOCIATION**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 MARCH 2023****7 Support costs**

	Support costs	Governance costs	2023	2022
	£	£	£	£
Staff costs	206,326	-	206,326	187,702
Telephone	9,460	-	9,460	8,848
Print, postage and stationery	2,831	-	2,831	3,468
Sundry expenses	38	-	38	366
Training	538	-	538	-
Computer and website expenses	2,310	-	2,310	1,205
Accountancy	-	2,740	2,740	2,900
Legal and professional fees	-	1,062	1,062	1,701
	<u>221,503</u>	<u>3,802</u>	<u>225,305</u>	<u>206,190</u>
Analysed between				
Charitable activities	<u>221,503</u>	<u>3,802</u>	<u>225,305</u>	<u>206,190</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

9 Employees

Number of employees

The average monthly number of employees during the year was:

	2023	2022
	Number	Number
	22	19
	<u> </u>	<u> </u>
Employment costs	2023	2022
	£	£
Wages and salaries	198,813	183,082
Social security costs	5,300	2,740
Other pension costs	2,213	1,880
	<u> </u>	<u> </u>
	<u>206,326</u>	<u>187,702</u>

Average monthly number of employees, under a contract of service, during the year was 22 (2022: 19), most of whom are part time. There are no highly paid staff. Key management personnel remuneration totalled £27,343. (2022: £26,559).

10 Tangible fixed assets

	Leasehold land and buildings	Plant and equipment	Fixtures and fittings	Total
	£	£	£	£
Cost				
At 1 April 2022	84,644	67,952	71,205	223,801
Additions	-	1,496	-	1,496
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2023	84,644	69,448	71,205	225,297
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Depreciation and impairment				
At 1 April 2022	84,644	61,003	69,370	215,017
Depreciation charged in the year	-	1,689	185	1,874
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2023	84,644	62,692	69,555	216,891
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Carrying amount				
At 31 March 2023	-	6,756	1,650	8,406
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
At 31 March 2022	-	6,951	1,835	8,786
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

		(Continued)	
10	Tangible fixed assets		
11	Stocks	2023	2022
		£	£
	Finished goods and goods for resale	903	1,587
		=====	=====
12	Debtors	2023	2022
	Amounts falling due within one year:	£	£
	Trade debtors	16,661	36,279
	Prepayments and accrued income	31,741	3,796
		=====	=====
		48,402	40,075
		=====	=====
13	Loans and overdrafts	2023	2022
		£	£
	Other loans	634	971
		=====	=====
	Payable within one year	337	337
	Payable after one year	297	634
		=====	=====

The concessionary loan is interest free and relates to work on emergency lighting at the centre funded by Bournemouth Borough Council to the value of £1,981.

BEAUFORT COMMUNITY ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

14 Creditors: amounts falling due within one year

	2023	2022
	£	£
Borrowings	337	337
Other taxation and social security	3,285	-
Trade creditors	2,667	2,342
Other creditors	474	349
Accruals and deferred income	14,253	6,847
	<u>21,016</u>	<u>9,875</u>

15 Creditors: amounts falling due after more than one year

	2023	2022
	£	£
Borrowings	297	634
	<u>297</u>	<u>634</u>

16 Related party transactions

Transactions with related parties

The charity has a close working relationship with BCP Council, which has provided grant funding and donations for the furtherance of the charity's objects. The Association occupies the centre under a lease for 99 years, with BCP Council (signed 20 September 1999). The terms of this lease provide that the Association is responsible for all interior repairs and decoration, and the Council is responsible for exterior maintenance to the property.

During the year £5,606 was payable to BCP Council. This represented £3,360 for maintenance costs and £2,246 for cleaning costs. At the year end there was a balance of £634 due on the concessionary loan from BCP Council.

Users of the community centre have where necessary installed their own equipment at the premises for their required activity only. Such equipment is excluded from the financial statements, as the assets have not been donated. The charity's trustees do not act as custodian trustees nor do they have responsibility for such assets.