

**BARNES COMMUNITY ASSOCIATION**

**Annual report and unaudited financial statements**

**For the year ended 31 December 2017**

# **BARNES COMMUNITY ASSOCIATION**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Trustees</b>	Steven Mindel Nicki Urquhart Gary Smith Philip Thomas Shelina Begum-Parmar Alison Cowpe Katherine Riggs Mandy Stewart James Felix Merlene Emerson Rory O'Dell	(Appointed 29 June 2017) (Appointed 4 May 2017) (Appointed 29 June 2017)
<b>Charity number</b>	1156379	
<b>Registered office</b>	Rose House 70 Barnes High Street Barnes London SW13 9LD	
<b>Independent examiner</b>	Annie Lee WSM Advisors Limited Connect House 133-137 Alexandra Road Wimbledon London SW19 7JY	
<b>Bankers</b>	Natwest 149 Church Road London SW13 9HS	

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# BARNES COMMUNITY ASSOCIATION

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# **BARNES COMMUNITY ASSOCIATION**

## **TRUSTEES' REPORT**

**For the year ended 31 December 2017**

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The trustees present their report and accounts for the year ended 31 December 2017.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts 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)

Barnes Community Association (the BCA) was established more than forty years ago as a Charitable Association. On 26 March 2014 it was reconstituted as a Charitable Incorporated Organisation (CIO) with a new constitution dated 28 February 2014, with a voting Membership and with Trustees to manage its affairs.

### **Objectives and activities**

The charity's objects are:

To promote the benefit of the inhabitants of Barnes ("the neighbourhood") without distinction of sex, race, political, religious or other opinions, by fostering a sense of community in the neighbourhood and bringing together the inhabitants, the local authorities and voluntary associations in a common effort to:

- (1) advance education and to provide facilities for recreation and leisure-time occupations, in the interests of social welfare, and with the object of improving the conditions of life in the neighbourhood;
- (2) promote the preservation, development and improvement, for the public benefit, of the character and amenities of the neighbourhood; and,
- (3) establish a Community Centre ("the Centre") and acquire, maintain and manage, either alone or in co-operation with others, the centre for activities promoted by the CIO and its members in furtherance of the above objects.

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

### **Achievements and performance**

#### **(1) Improving the conditions of life in the neighbourhood**

The BCA improves the conditions of life in the neighbourhood both through its own actions and through supporting the activities of local charities and not-for-profit organisations.

Rose House, a 17th Century building in the centre of Barnes, is the headquarters of the BCA and a centre for the community. It is staffed every day by the BCA staff and volunteers who welcome residents and visitors alike and offer them information and help. During term time mornings most of the rooms in the house are used by The BCA English School (a separate charity). The School provides education to some 200 students of 20 different nationalities during the course of a year. The building also hosts classes in other subjects and offers facilities for recreation and leisure-time occupations.

This year the BCA provided in total £47,923.78 of financial support to 26 other voluntary organisations that underpin the social fabric of the neighbourhood. The interest-free loan to OSO Community Arts Centre which had been made previously was repaid during the year. A significant activity during 2017 was the BCA's fundraising for FiSH for the sum of £30,000 which was raised to support their appeal to replace an existing community bus with a new one; this was a truly community effort and the BCA is very grateful for the support from local businesses and individuals and families to meet this fundraising target. We have sponsored events such as the Barnes Music Festival and Barnes Children's Literature Festival. We have made grants across a wide spectrum, including out of the Porter's Trust, to organisations such as Barnes District Brownies and Guides, St Mary Barnes Scouts, Mortlake Scouts and Barnes Film Festival and many more organisations. Some of these have been involved with us in joint fundraising activities or have benefited from a contribution from the event because of their work to prepare and help make it happen.

# **BARNES COMMUNITY ASSOCIATION**

## **TRUSTEES' REPORT (CONTINUED)**

**For the year ended 31 December 2017**

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Our monthly publication, Prospect, is used to promote the events and activities of a whole range of voluntary organisations; regularly those of FiSH Neighbourhood Care, Barnes Community Players, Barnes Literary Society, OSO Community Arts Centre, The Friends of Barnes Common and London Wetland Centre.

The BCA itself organises the annual BCA Societies & Volunteers Open Day which provides a platform for not-for-profit local clubs and societies to operate a 'one-stop shop' for recruiting new members and for networking amongst themselves. It also organises and funds a Christmas Day lunch at the Barnes Green Centre for those who are alone at this time.

The BCA runs a number of fundraising events, some of which are sponsored in whole or in part by local businesses, which also generate real community spirit. In 2017 for the first time, we introduced a new fund raising initiative through the generous support of the Barnes Turkey Runners to raise money to cover the costs of the Christmas Day lunch. Such was its success that we hope this will become a regular activity in the BCA calendar.

The 43rd annual BCA Barnes Fair attracted many thousands of visitors and is the BCA's largest fundraising event. Not only does the Fair raise funds for the BCA but importantly the BCA also rents stalls at a concessionary rate to local charities and groups to raise their own funds. We were grateful for fine weather for the 2017 event as this encouraged higher attendance.

The annual BCA Food Fair, now in its seventh year, showcases exhibitors from near and far, and also attracts thousands of visitors, and is growing in its popularity and interest from exhibitors and attendees.

The Barnes Fashion Show, run in partnership with the Friends of St Mary's Barnes, raises funds for charities and acts as a platform for local fashion businesses, which significantly contribute to the viability of our shopping areas. This year, the event supported three charities.

Every October the BCA holds its BCA Grand Jumble Sale raising funds for itself and participating partners that include St Mary Barnes Scout Group, Barnes District Brownies and Guides and the PTAs of the Barnes primary schools. Smaller events include the BCA Christmas Festival where additional initiatives were introduced in 2017 to bring new exciting stallholders to be part of the festival and our traditional BCA Easter Duck Race was held again on Beverley Brook which bring the community together socially and both raise funds.

During 2017, following positive resident response to a Richmond Council initiative, Barnes become the first dementia friendly park in the Richmond borough, with paths re-laid and re-surfacing works done around Barnes pond. The Barnes project is part of a wider initiative, 'Friendly Parks for All', which encourages everyone, including people with dementia, to enjoy local parks and the benefits to their health and wellbeing that might result from the great outdoors. Additionally, during 2017, with the help of a focused and determined project co-ordinator, there was an activity to promote dementia friendly businesses in Barnes. The BCA is very grateful for the support received from the local Council to help with these local initiatives.

# **BARNES COMMUNITY ASSOCIATION**

## **TRUSTEES' REPORT (CONTINUED)**

**For the year ended 31 December 2017**

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### **(2) Preserving the character and improving the amenities of the neighbourhood**

The quality of the buildings in Barnes and the low density of housing, together with large open spaces, are among the most enviable features of the area but need both constant protection and support. The longstanding and respected BCA Environment Group meets monthly and makes representations on subjects ranging from aircraft noise to traffic, as well as reviewing planning applications. The group does not claim to represent all local people, but does aim to give an informed view on relevant local topics. We noted the retirement of Ben Mackworth-Praed during 2017 and the appointment of a new Chairman Raphael Zachary-Younger. We thank Ben for his huge contribution to the Environment Group and BCA and wish Raphael equal success.

There is a close association with the Friends of Barnes Common (FOBC), itself a charity, which is Richmond Council's official consultee on our Local Nature Reserve – over 50 hectares (100 acres) of Metropolitan Open Land. FOBC aims to preserve the character of the Common for future generations through conservation work and wildlife walks and talks. We also liaise closely with the voluntary group that runs the Leg o' Mutton nature reserve.

At the centre of Barnes is its Green with an ancient Pond. In 2001 Barnes Pond lost all its water. The BCA raised the funds for Richmond Council to restore the Pond. Concerned that it would not be adequately cared for in future, the BCA employs the Common Keeper (jointly funded by itself, Richmond Council and support where we can from local business) who works with the Council and its contractors to maintain Barnes Pond and the Green to a high standard that local people expect. The Pond is promoted and used as an educational resource by the Common Keeper.

In 2008, recognising that thriving shops, cafés, pubs and restaurants are essential to the 'village' character of Barnes and that many have been struggling in a difficult economic climate, the BCA decided to employ a Barnes Town Centre Manager (TCM) (jointly funded with Richmond Council) to help revitalise our shopping areas for the benefit of all who live in the neighbourhood. Since then the retail scene across Barnes has continued to improve as businesses have gained confidence in Barnes as a destination and sought to locate here, boosted by the success of new businesses.

In 2013 the TCM established a "Town Team" for Barnes as part of an initiative promoted by the Department of Communities and Local Government. The Town Team is a strategic group made up of local people who support the work of the TCM and lead Town Team projects for the benefit of Barnes. The work of the Town Team was been informed by the outcome of the 'Big Barnes Ponder', which brought 300 local residents together to give their views on the future of Barnes.

Six 'Ponder' teams which were formed as a result of the Big Barnes Ponder have continued to make progress with their projects and to drive change locally. A proposal for 20mph zone has been introduced and a proposal for improvements to Suffolk Road recreation ground is progressing well and we hope the project will be completed this year. A Friends of Suffolk Road group has recently been created under the auspices of the BCA and we look forward to supporting their activities.

The marketing team continued its research into a brand for Barnes and has been organising successful web-based promotions offering incentives from local businesses and cafes/restaurants to encourage visitors from neighbouring villages to come to Barnes to use our shops and businesses. A team is also reviewing an opportunity to restore the original, and now unused, Barnes Railway Bridge as a green walkway.

In 2016 the Town Team persuaded Richmond Council to fund a feasibility study into the future of Barnes High Street, Church Road and Station Road. The initial consultants' report was issued in early 2018 and we will consider its findings and how they can benefit the local area.

We have been working with local community groups as the development of the area round Stag Brewery takes shape to ensure that local views are included in the final design decisions.

# **BARNES COMMUNITY ASSOCIATION**

## **TRUSTEES' REPORT (CONTINUED)**

**For the year ended 31 December 2017**

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### **(3) The Future**

A structural review led to reconstitution of the BCA as a CIO and that in turn gave the impetus to conduct a wide-ranging operational review which continues to be ongoing. We have more to do to engage effectively with the membership and to communicate the achievements of the BCA to the inhabitants of Barnes and, in particular to promote volunteering. Increasing membership is a focus for us for 2018 and it is key that we look at what other parts of the Barnes community we can introduce to the BCA and demonstrate the value we can bring, with members' support, to improve further the community and environment we all enjoy. We are pleased that we are starting to see the impact of some of the Ponder Group projects.

#### **Statement on Public Benefit**

In setting the above objects and managing its activities the Trustees have given careful consideration to the Charity Commission's guidance on Public Benefit.

#### **Financial review**

The financial review covers the year ended 31 December 2017 with the comparatives for a twelve month period to 31 December 2016. Income for the period was £229,073 (2016: £222,477) of which £52,712 was income allocated to restricted funds. Total expenditure amounted to £245,638 (2016: £217,664) for the year.

The results for the period show a shortfall of expenditure against income of £16,853 (2016 an excess of income over expenditure of £4,813).

It is the policy of the charity to aim for a break-even position on its regular charitable activities. The shortfall in the year was due to a number of causes. Membership subscriptions fell slightly, the Porter's Trust were not able to make a grant to us in the year, the income from the Barnes Fair was lower and we were not successful in finding a local sponsor for our Greenkeeper. We also sponsored the Dementia Friendly Village initiative. On the positive side we did raise substantial funds from appeals, enabling us to increase our grants and donations to local good causes by £34,000, the main beneficiary being the £30,000 to FiSH for their new bus.

The net Funds and cash position at the end of the period, though weakened by the shortfall in the year, remain strong overall because of the asset held in Rose House and therefore the Trustees consider the overall financial position of the charity to be satisfactory.

#### **Policy on reserves**

In considering their policy on reserves the Trustees have taken account of particular risks that they carry, which are:

- cancellation of Barnes Fair, which is the main fundraising event because of adverse weather;
- unplanned maintenance of the freehold property, Rose House, a 17thC listed building;
- inherent risks arising from employment contracts.

In view of these risks the Trustees consider it prudent to maintain reserves equivalent to at least six months of its current level of expenditure.

The trustees have 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.

# BARNES COMMUNITY ASSOCIATION

## TRUSTEES' REPORT (CONTINUED)

For the year ended 31 December 2017

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### Structure, governance and management

There is a maximum of twelve trustees of which nine are elected by the membership. The elected trustees may nominate a further three trustees in order to bring additional skills and experience to the trustee board. At each AGM three of the elected trustees retire and all the nominated trustees retire.

At the AGM to be held on 26 April 2018, Micky Forster has retired and will not offer herself for re-election. Mandy Stewart and Nicki Urquhart also retire by rotation, as Elected Trustees, and are eligible for re-election if they so wish. James Felix, Rory O'Dell and Philip Thomas automatically retire, as Nominated Trustees, but may be re-nominated if invited and if they so agree.

The trustees normally meet ten times per year. The trustees appoint from amongst their number the officers – Chairman, Vice-Chairman, Hon. Treasurer and Hon. Secretary.

The Trustees who served the CIO during the year were as follows:

Steven Mindel	
Nicki Urquhart	
Gary Smith	
Philip Thomas	
Shelina Begum-Parmar	
Jane Bennett-Powell	(Resigned 6 April 2017)
Alison Cowpe	
Micky Forster	(Resigned 11 January 2018)
Alexandra Nash	(Resigned 6 April 2017)
Katherine Riggs	
Mandy Stewart	
James Felix	(Appointed 29 June 2017)
Merlene Emerson	(Appointed 4 May 2017)
Rory O'Dell	(Appointed 29 June 2017)

New Officers were appointed as follows:

Steven Mindel (Chairman)	Nicki Urquhart (Vice-Chairman)
Gary Smith (Hon Treasurer)	Alison Cowpe (Hon Secretary)

At the same time the trustees collectively reviewed the Charity Commission's Guidance (CC3) 'The Essential Trustee: what you need to know' as part of the induction for new trustees and as a refresher for existing trustees.

The CIO employs a small team of part-time staff supplemented by volunteers. We continue to engage with the membership and to communicate the achievements of the BCA to the inhabitants of Barnes through our database and our systems of communication including the new website and a social media presence. The BCA's monthly publication Prospect has continued to promote the BCA and keep its members informed about our activities. During the year two editions of Prospect are distributed to all the households in Barnes. We also now send out electronically Prospect + to further inform the membership on a monthly basis.

# **BARNES COMMUNITY ASSOCIATION**

## **TRUSTEES' REPORT (CONTINUED)**

**For the year ended 31 December 2017**

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### **Independent Examiner**

WSM Advisors Limited were appointed as the charity's independent examiner for the period and have expressed their willingness to continue in that capacity.

### **Acknowledgements**

We thank the Porter's Trust for allocating funds to us for distribution within the context of our charitable remit. We are most grateful to those businesses that have generously sponsored our various fundraising events. We are also grateful to Richmond Council for their continuing cooperation and for the joint funding of two staff positions.

We also wish to put on record our thanks to our loyal and hardworking staff and to all those members who volunteer their time in various capacities, including producing and distributing *Prospect*, manning Rose House on a daily basis and running our various fundraising events.

Finally we would like to thank all the Trustees who have retired during the year for the many years of service they have given to the BCA and wish them success in the future as several have continued to support other local charities.

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

Signed on behalf of the Trustees

Alison Cowpe (Hon. Secretary)

Dated: 23 April 2018

# **BARNES COMMUNITY ASSOCIATION**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF BARNES COMMUNITY ASSOCIATION**

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I report to the trustees on my examination of the accounts of Barnes Community Association (the charity) for the year ended 31 December 2017.

#### **Responsibilities and basis of report**

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

I report in respect of my examination of the charity's accounts 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**

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 accounts do not accord with those records; or
- 3 the accounts 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 accounts to be reached.

**Annie Lee**

**For and on behalf of WSM Advisors Limited**

Connect House  
133-137 Alexandra Road  
Wimbledon  
London  
SW19 7JY

Dated: .....

# BARNES COMMUNITY ASSOCIATION

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

For the year ended 31 December 2017

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	Notes	Unrestricted funds £	Restricted funds £	Total 2017 £	Total 2016 £
<b><u>Income from:</u></b>					
Donations and legacies	3	17,304	41,481	58,785	36,377
Charitable activities	4	28,024	-	28,024	29,169
Other trading activities	5	130,905	11,164	142,069	156,602
Investments	6	128	67	195	329
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total income</b>		176,361	52,712	229,073	222,477
		<hr/>	<hr/>	<hr/>	<hr/>
<b><u>Expenditure on:</u></b>					
Charitable activities	7	193,214	52,424	245,638	217,664
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		(16,853)	288	(16,565)	4,813
		<hr/>	<hr/>	<hr/>	<hr/>
Fund balances at 1 January 2017		144,822	14,313	159,135	154,322
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Fund balances at 31 December 2017</b>		127,969	14,601	142,570	159,135
		<hr/> <hr/>	<hr/> <hr/>	<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.

# BARNES COMMUNITY ASSOCIATION

## BALANCE SHEET

As at 31 December 2017

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	Notes	2017 £	£	2016 £	£
<b>Fixed assets</b>					
Tangible assets	12		66,962		66,329
<b>Current assets</b>					
Debtors	14	8,228		8,700	
Cash at bank and in hand		75,459		90,748	
		<u>83,687</u>		<u>99,448</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(8,079)</u>		<u>(6,642)</u>	
Net current assets			75,608		92,806
<b>Total assets less current liabilities</b>			<u>142,570</u>		<u>159,135</u>
<b>Income funds</b>					
Restricted funds	17		14,601		14,313
<u>Unrestricted funds</u>					
Designated funds	18	39,412		39,412	
General unrestricted funds		<u>88,557</u>		<u>105,410</u>	
			127,969		144,822
			<u>142,570</u>		<u>159,135</u>

The accounts were approved by the Trustees on 23 April 2018

Steven Mindel  
Trustee

Gary Smith  
Trustee

Company Registration No. 1156379

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 December 2017

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### 1 Accounting policies

#### 1.1 Accounting convention

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

The accounts have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the accounts, 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 accounts.

#### 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 accounts.

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.

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.

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Grant receivable is recognised on a receipt basis.

Membership subscription is credited to the statement of financial activities when received. Subscription income received in advance is deferred,

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

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### 1 Accounting policies

(Continued)

Interest receivable 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.

Income from fundraising activities is received and is recognised in the period when earned. Income from advertisements is recognised when the booking is completed. Other income including the sale of goods and services is recognised on sale and on completion of the service.

### 1.5 Resources expended

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

Grants payable are payments made to third parties in the furtherance of the charitable objects of the charity. Grants awards that are subject to the recipient fulfilling performance conditions are only accrued when the recipient has been notified of the grant and any remaining unfulfilled condition attaching to that grant is outside of the control of the charity.

Expenditure is recognised in the period in which they are incurred. Expenditure on charitable activities include the costs of the fundraising and the events held for the community and the purpose of the charity and their associated support costs.

Expenditure includes attributable VAT which cannot be recovered.

Support costs represent indirect charitable expenditure including back office costs, finance, personnel and governance costs. Support costs have been allocated between governance costs and other support costs.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on the usage of the centre and its facilities.

### 1.6 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:

Freehold land and property	No depreciation
Equipment, fixtures & fittings	10% reducing basis per annum
Computer equipment	33.33% straight line basis per annum

Freehold land is not depreciated.

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.

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

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### 1 Accounting policies

(Continued)

#### 1.7 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).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, and other short-term liquid investments with original maturities of three months or less.

#### 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.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### *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 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.

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.

### 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.

Areas of accounting judgments include support cost allocation.

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.

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 3 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2017	Total 2016
	£	£	£	£
Sponsorships	6,500	3,528	10,028	5,000
Legacies receivable	1,440	-	1,440	1,700
Grants and sponsorship	2,064	2,750	4,814	19,425
Other donations	187	35,203	35,390	4,333
Gift Aid donations	7,113	-	7,113	5,919
	<u>17,304</u>	<u>41,481</u>	<u>58,785</u>	<u>36,377</u>
<b>For the year ended 31 December 2016</b>	<u>17,952</u>	<u>18,425</u>		<u>36,377</u>

### 4 Charitable activities

	2017 £	2016 £
Membership fee income	23,338	23,187
Prospect advertisements	4,686	5,982
	<u>28,024</u>	<u>29,169</u>

### 5 Other trading activities

	Unrestricted funds	Restricted funds	Total 2017	Total 2016
	£	£	£	£
Fundraising events	112,368	11,164	123,532	135,927
BCA goods	-	-	-	63
Room hire income	18,537	-	18,537	19,807
Photocopier income	-	-	-	530
Recycling	-	-	-	275
	<u>130,905</u>	<u>11,164</u>	<u>142,069</u>	<u>156,602</u>
<b>Other trading activities</b>	<u>130,905</u>	<u>11,164</u>	<u>142,069</u>	<u>156,602</u>
<b>For the year ended 31 December 2016</b>	<u>142,232</u>	<u>14,370</u>		<u>156,602</u>

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

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### 6 Investments

	Unrestricted funds	Restricted funds	Total 2017	Total 2016
	£	£	£	£
Interest receivable	128	67	195	329
	=====	=====	=====	=====
<b>For the year ended 31 December 2016</b>	320	9		329
	=====	=====		=====

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

7 Charitable activities	Fundraising		"Prospect" Town Centre		General		Green Keeper/ Appeals/ FOSRR		Porter's Fund		BARTS		Total		Total	
	Fundraising	"Prospect" Town Centre Newsletter	Manager	Manager	General	Green Keeper/ Appeals/ FOSRR	Porter's Fund	BARTS	Total 2017	Total 2016						
Staff costs	21,538	-	11,546	10,557	9,656	-	-	53,297	47,947							
Direct costs	51,697	-	383	1,143	363	-	-	53,586	64,541							
Christmas lights	-	-	-	-	-	-	-	9,626	21,189							
Bank charges	-	-	-	-	178	-	-	259	200							
Office expenses	486	10,837	161	499	-	-	-	11,983	10,759							
Other cost	1,370	-	1,148	-	291	-	217	3,026	-							
Repairs and maintenance	109	-	-	-	435	-	-	544	73							
Licence	-	-	-	-	-	-	-	-	50							
Depreciation	-	-	-	-	74	-	-	74	-							
Meeting expenses and gifts	990	-	-	-	-	-	-	990	-							
Donations	9,799	-	-	1,800	30,000	6,325	-	47,924	13,912							
	85,989	10,837	13,238	13,999	40,997	6,325	9,924	181,309	158,671							
Share of support costs (see note 9)	6,032	3,016	1,207	48,264	1,207	-	603	60,329	58,993							
Share of governance costs (see note 9)	-	-	-	4,000	-	-	-	4,000	-							
	92,021	13,853	14,445	66,263	42,204	6,325	10,527	245,638	217,664							

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

7 Charitable activities								(Continued)	
	Fundraising	"Prospect" Town Centre Newsletter	Manager	General	Green Keeper/ Appeals/ FOSRR	Porter's Fund	BARTS	Total 2017	Total 2016
	£	£	£	£	£	£	£	£	£
<b>Analysis by fund</b>									
Unrestricted funds	92,021	13,853	14,445	66,263	6,632	-	-	193,214	
Restricted funds	-	-	-	-	35,572	6,325	10,527	52,424	
	92,021	13,853	14,445	66,263	42,204	6,325	10,527	245,638	
<b>For the year ended 31 December 2016</b>									
Unrestricted funds	100,245	9,352	11,945	61,680	-	-	-	183,222	
Restricted funds	-	-	-	-	9,830	3,250	21,362	34,442	
	100,245	9,352	11,945	61,680	9,830	3,250	21,362	217,664	

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

8 Donations paid	2017	2016
	£	£
<b>Fundraising</b>		
<b>Jumble Sale</b>		
Barnes District Girl Guides	500	500
Barnes Primary School	500	500
Lowther Primary School	500	-
Mortlake Scouts	500	-
St Mary Magdalane	500	500
St Mary's Barnes Scouts	1,000	1,000
St Osmunds School	500	500
	<hr/> 4,000 <hr/>	<hr/> 3,000 <hr/>
	<b>2017</b>	<b>2016</b>
	£	£
<b>Barnes Food Fair</b>		
Barnes Methodist Church	1,000	-
Barnes WI	150	-
NSPCC	-	1,000
	<hr/> 1,150 <hr/>	<hr/> 1,000 <hr/>
	<b>2017</b>	<b>2016</b>
	£	£
<b>Barnes Fair</b>		
Barnes Brownies ( Book stall)	3,299	2,983
FiSH	1,000	-
Friends of Barnes Common	-	1,000
	<hr/> 4,299 <hr/>	<hr/> 3,983 <hr/>
	<b>2017</b>	<b>2016</b>
	£	£
<b>BCA Duck Race</b>		
Friends of Barnes Common	150	-
St Mary's Barnes Scouts	200	-
	<hr/> 350 <hr/>	<hr/> - <hr/>
	<b>2017</b>	<b>2016</b>
	£	£
<b>Green Keeper/Appeals/FOSRR</b>		
FiSH	30,000	-
	<hr/> <hr/>	<hr/> <hr/>

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 8 Donations paid

(Continued)

	2017	2016
	£	£
<b>Porter's Fund</b>		
Barnes Children's Literature Festival	1,250	1,000
Barnes Film Festival	1,200	1,000
Barnes Literary Society	500	-
Barnes Music Festival	1,000	-
BYT	250	250
Holly Lodge	500	500
MIND	625	-
Mortlake Scouts	1,000	500
	<u>6,325</u>	<u>3,250</u>
<b>General Funds</b>		
Barnes Music Festival	-	1,000
British Heart Foundation	600	-
Crossway	200	-
FiSH	-	580
MIND	-	350
Mortlake Community	500	-
Powerjam	-	500
St Mary's Church	500	-
West London River Group	-	250
	<u>1,800</u>	<u>2,680</u>
<b>Total donations payable</b>	<u><u>47,924</u></u>	<u><u>13,912</u></u>

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 9 Support costs

	Support costs	Governance costs	2017	2016	
	£	£	£	£	
Depreciation	793	-	793	735	
Salaries and wages	24,860	-	24,860	22,848	
Bank charges	28	-	28	-	
Photocopier	806	-	806	890	
Office expenses	7,329	-	7,329	7,289	
Professional fees	-	-	-	808	
Computer maintenance	2,362	-	2,362	2,369	
Rent and rates	1,070	-	1,070	586	
Light and heat	1,941	-	1,941	1,725	
Insurance	4,852	-	4,852	5,694	
Repairs and maintenance	14,295	-	14,295	10,433	
Meeting expenses and gifts	1,993	-	1,993	1,236	
Accountancy fees	-	4,000	4,000	4,380	Governance
	<u>60,329</u>	<u>4,000</u>	<u>64,329</u>	<u>58,993</u>	
Analysed between					
Charitable activities	<u>60,329</u>	<u>4,000</u>	<u>64,329</u>	<u>58,993</u>	

Support costs represent the costs of maintaining and running Rose House together with the financial administration of the BCA.

These costs are allocated across the charitable activities based on the trustees estimate of the appropriate proportion attributable to each activity.

Governance costs includes payments to the independent examiner of £4,000 (2016-£4,000) for preparation of the annual accounts and the independent examination.

### 10 Trustees

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

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 11 Employees

#### Number of employees

The average monthly number employees during the year was:

	2017 Number	2016 Number
Average head count of employees during period	7	6

#### Employment costs

	2017 £	2016 £
Wages and salaries	78,157	70,795

The above cost have been included as follows:

	2017 £	2016 £
Charitable expenditure	53,297	47,947
Support cost	24,860	22,848
	<u>78,157</u>	<u>70,795</u>

There were no employees whose annual remuneration was £60,000 or more.

### 12 Tangible fixed assets

	Freehold land and property £	Equipment, fixtures & fittings £	Computer equipment £	Total £
<b>Cost</b>				
At 1 January 2017	61,363	37,027	620	99,010
Additions	-	1,353	146	1,499
At 31 December 2017	<u>61,363</u>	<u>38,380</u>	<u>766</u>	<u>100,509</u>
<b>Depreciation and impairment</b>				
At 1 January 2017	-	32,267	414	32,681
Depreciation charged in the year	-	611	255	866
At 31 December 2017	<u>-</u>	<u>32,878</u>	<u>669</u>	<u>33,547</u>
<b>Carrying amount</b>				
At 31 December 2017	<u>61,363</u>	<u>5,502</u>	<u>97</u>	<u>66,962</u>
At 31 December 2016	<u>61,363</u>	<u>4,760</u>	<u>206</u>	<u>66,329</u>

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 12 Tangible fixed assets (Continued)

The BCA holds the legal title to the freehold property at Rose House, 70 Barnes High Street, London, SW13 9LD. The BCA is required to meet a contingent undertaking to make a donation of £7,500 to the Barnes Workhouse Fund in the event of the subsequent disposal of the building.

### 13 Financial instruments

	2017	2016
	£	£

**Carrying amount of financial assets**

Debt instruments measured at amortised cost	8,228	8,700
	<u>          </u>	<u>          </u>

**Carrying amount of financial liabilities**

Measured at amortised cost	6,245	4,380
	<u>          </u>	<u>          </u>

### 14 Debtors

	2017	2016
	£	£

**Amounts falling due within one year:**

Trade debtors	1,128	-
Other debtors	7,100	8,700
	<u>          </u>	<u>          </u>
	8,228	8,700
	<u>          </u>	<u>          </u>

### 15 Creditors: amounts falling due within one year

	2017	2016
	£	£
Other taxation and social security	1,154	978
Deferred income	680	1,284
Trade creditors	1,895	-
Other creditors	350	-
Accruals	4,000	4,380
	<u>          </u>	<u>          </u>
	8,079	6,642
	<u>          </u>	<u>          </u>

### 16 Deferred income

	2017	2016
	£	£
Arising from subscriptions in advance	680	1,284
	<u>          </u>	<u>          </u>

# BARNES COMMUNITY ASSOCIATION

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

For the year ended 31 December 2017

### 17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 January 2017	Incoming resources	Resources expended	Transfers	Balance at 31 December 2017
	£	£	£	£	£
Porter's Trust	7,371	-	(6,325)	-	1,046
BART Fund	5,563	13,914	(10,527)	(5,000)	3,950
Pond Fund	1,379	3,595	(4,974)	-	-
Specific Appeals	-	35,203	(30,568)	-	4,635
FOSRR Fund	-	-	(30)	5,000	4,970
	<u>14,313</u>	<u>52,712</u>	<u>(52,424)</u>	<u>-</u>	<u>14,601</u>

### 18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 January 2017	Incoming resources	Resources expended	Balance at 31 December 2017
	£	£	£	£
Rose House	39,412	-	-	39,412
	<u>39,412</u>	<u>-</u>	<u>-</u>	<u>39,412</u>

### 19 Analysis of net assets between funds

	General Fund	Restricted Fund	Total
	£	£	£
Fund balances at 31 December 2017 are represented by:			
Tangible assets	66,962	-	66,962
Current assets/(liabilities)	61,007	14,601	75,608
	<u>127,969</u>	<u>14,601</u>	<u>142,570</u>

### 20 Related party transactions

The key management personnel is considered to be the Chairman, Vice Chairman and Treasurer. None of the key management personnel have been remunerated in the year.

Steven Mindel is a trustee of the charity and also is a trustee of Barnes Community Art Centre. The charity provided an unsecured interest free loan advance to Barnes Community Art Centre of £6,000 in previous years. At 31 December 2017, a balance of £350 (2016: £1,800) remained outstanding.