

NEWTOWN COMMUNITY ASSOCIATION (EXETER, DEVON) FOR THE YEAR ENDED 31ST DECEMBER 2020

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CHARITY INFORMATION

FOR THE YEAR ENDED 31ST DECEMBER 2020

CHARITY NAME:	Newtown Community Association (Exeter, Devon
REGISTERED CHARITY NUMBER:	1173331
ADDRESS:	11 Belmont Road Exeter EX1 2HF
CURRENT TRUSTEES:	Stephen Palmer (Secretary) Jackie Holdstock Rory McNeile Kevin Winser
INDEPENDENT EXAMINER:	Mr M B J Cronin MAAT FCIE Bowhill Bookkeeping Services 172 Newman Road Exeter EX4 1PO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31ST DECEMBER 2020

The trustees present their report together with the financial statements for the year ended 31st December 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 9 and 10 and comply with the charity's Trust Deed, the Charities Act 2011, the Statement of Recommended Practice: Accounting and Reporting by Charities Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102).

Structure, Governance and Management

Newtown Community Association (Exeter, Devon) is a Charitable Incorporated Organisation (CIO) which is governed by an 'associated' model Constitution adopted on 28th May 2017. The charity was registered with the Charity Commission on 8th June 2017, assets being transferred from the unincorporated 'Newtown Community Association.'

Newtown Community Association is governed by a board comprising a minimum of 3 and a maximum of 12 appointed trustees. New trustees are appointed either through being elected by the members, or coopted by the existing trustees. At each Annual General Meeting, one third of the trustees retire from office on a rotation basis.

The trustees who served during the year and up to the date the report was approved are as follows:

Peter Montgomery (Chair to 31st August 2020)
Stephen Palmer (Secretary)
James Leigh (Treasurer) (to 7th June 2021)
Julia Crockett (to 24th Jan 2020)
Jo Evans (to 4th September 2020)
Jackie Holdstock
Doris Marcelo Sanchez (to 3rd August 2020)
Moragh Mason (to 31st Jan 2020)
Rory McNeile
Nikki Milican (to 3rd July 2020)
Kev Winser (from 14th December 2020)

No nominations for Trustee were received for the AGM.

Objectives

The objects of the CIO are as follows:

- (a) promote the benefit of all the inhabitants of Newtown, Exeter (the area bounded by the roads of Polsloe Road, Mount Pleasant Road, Iddesleigh Road, Old Tiverton Road, Sidwell Street, Paris Street and Heavitree Road.) and the neighbourhood, without distinction of sex, sexual orientation, nationality, age, disability, race or of political, religious or other opinions by associating together the said inhabitants and the statutory authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants;
- (b) establish, or to secure the establishment, of a community centre (hereinafter called "the centre") and to maintain and manage the same (whether alone or in co-operation with any statutory authority or other person or body) in furtherance of the above objects;
- (c) promote such other charitable purposes as may from time to time be determined by majority vote of the management committee of the association.

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST DECEMBER 2020

Public Benefit

The Trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011. The trustees are satisfied that the charity's activities as described in this report meet the public benefit purposes of the advancement of community development and the advancement of education.

Main activities and achievements during the year

The year has been a strange one for Newtown Community Association. We started the year with the number of bookings for the Community Centre increasing. Then came the first Covid-19 lockdown, and everything stopped suddenly. A lot of work went into obtaining guidance and planning for reopening. Limited reopening started on 14 September, but the loft room and the kitchen were kept closed, and a longer buffer time between bookings was implemented. The second lockdown in November had different guidance, and a very limited range of activities were permitted to continue, so the Centre did not close completely.

Acoustic panelling has been fitted in the large room, giving a huge improvement in sound quality. We are grateful to API Communications Ltd for donating the cost of fitting the panels. Unfortunately, it was not possible to register the solar panels for the Feed-In-Tariff due to a rule which required the building energy certificate to be dated before the FIT cut-off date which was before the building was completed. This means we will receive less income than expected from the electricity that we generate. We have also struggled to get the Smart Export Guarantee tariff set up due to conflicting information, and we registered a complaint with Ofgen. Lockdown delayed necessary work, including resolving problems with the electricity meter from the old hut.

A Centre Manager was recruited in October 2019 as a contractor on a temporary basis up to 15 hours per week, with a remit to develop policies and processes for managing the bookings and relationship with hirers and others. A recruitment process took place with 17 applicants for the role. After careful consideration, the Trustees were pleased that it was implemented as a role-share by Kerrie Seymour and William Paley as self-employed contractors, initially up to 10 and 5 hours per week from the beginning of August. We have self-employed contractors for cleaning and security, and these continued through the lock-down period.

The NCA "Friends of Belmont Park" group have worked with Exeter City Council Parks and Open Spaces team on ideas for improving the children's play area in Belmont Park, and new play equipment and the better visibility across the play area are a real improvement; moving the table tennis tables to near the Centre has worked well too. Many thanks to Jo Evans for organising and leading the FOBP group; we need a volunteer to take on this role. Removal of the old hut was completed, the site was levelled and seeded with grass, which has grown well. The two semi-circular planters were moved to the south side of the new building, but have not yet been filled and planted.

Meeting our Purposes

NCA works to fulfil its purposes in two main ways. The first is through use of the Community Centre by a wide variety of user groups. These cover a wide range of cultures, languages and interests, and there are very few days when there is not at least one booking, and most days have several bookings.

The second way is by acting as an umbrella for a variety of groups. Some of these are regular specific NCA activities, especially the Community Choir, Social Café, Qigong and Newtown Roots Band groups which have met and/or performed regularly. Others are for specific projects.

Trustees and Members have represented NCA at a number of local consultations.

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST DECEMBER 2020

Reach and engagement

The NCA website http://newtowncommunity.org.uk/ has continued to operate. Use of the Hallmaster package was implemented in December 2019 and integrated with the website (thanks to Peter Montgomery for much time and effort in setting this up) and has developed since then, including the ability for users to make bookings directly, and use of the package to generate invoices.

NCA news has continued to be shared through Jayne Leaver's Community Builder newsletter for the Newtown area. This cooperation is working very well, though it would be helpful to have a NCA volunteer to work with Jayne.

NCA social media presence was managed through most of 2020 by Nikki Milican, and has now been handed on to Key Winser.

The 2020 AGM was held on 21 September as a virtual meeting over Zoom.

NCA Community Centre Bookings for 2020

Bookings were showing steady growth until the first lockdown. While the Centre was closed, all booking fees were refunded. The partial reopening later in the year was restricted to regular groups with their own risk assessment, and no individual bookings were accepted.

Regular groups and classes included:

Music lessons - Violin and Piano

Dance groups - Tap, Bulgarian, La Reuda and Swing

Sport and Fitness - Taido martial arts, Capoeira, Yoga, Pilates

PHD study Group

Language and cultural groups - Saudi groups, Spanish and French lessons, German families, Bulgarian society

Out of school provision - Kids art club, Science Home ed, Woodcraft Folk, Princess Ballerinas, Bulgarian school, Kids Art club

Pre-school - Jumping Beans, Monkey Music

Wellbeing - Meditation, Westbank lunch club, Wellbeing Café, Magic Carpet

NCA activities - Qigong, Social Cafe, Roots Band

NCA activities:

Qigong

Social Café stopped meeting during lockdown, but made a cautious return.

Roots Band

The Community Choir has not been able to operate since the beginning of the first lockdown.

Please get in touch by email secretary@newtowncommunity.org.uk or the Centre Manager on manager@newtowncommunity.org.uk or Assistant Manager on assistantmanager@newtowncommunity.org.uk or the Centre Manager on assistantmanager@newtowncommunity.org.uk or Assistant Manager on assistantmanager@newtowncommunity.org.uk or the Centre Manager on assistantmanager@newtowncommunity.org.uk or the Centre Manager or assistantmanager@newtowncommunity.org.uk or the Centre Manager or assistantmanager@newtowncommunity.org.uk or the Centre Manager or assistantmanager@newtowncommunity.org.uk or <a href="m

TRUSTEES' REPORT (continued)

FOR THE YEAR ENDED 31ST DECEMBER 2020

Financial Review

The CIO made a net deficit in the year of £20,255 (2019- surplus £250,994).

Total income showed a significant reduction compared to the previous year, due to the large grants that were received in 2019 for the new centre build. Centre rental income reduced by 15% compared to 2019 – the result of closure of the centre due to the Covid 19 pandemic restrictions.

Total expenditure decreased by 23% compared to the previous year. The impact of the Covid 19 pandemic restrictions is reflected in the reduction of event costs and the increase in cleaning costs compared to 2019. The increase in centre management/admin/security costs is the result of the appointment of 2 self-employed contractors during the year.

The CIO carried forward balances at 31st December 2020 of £495,403, of which £390 was held in restricted funds.

Reserves Policy

Unrestricted reserves totalled £495,013 at the year-end of which £16,375 was held in net current assets and is the effective charity reserves. This equates to between 4-5 months unrestricted expenditure and is considered an adequate reserve by the trustees. The trustees continue to monitor the financial situation of the charity.

The report was approved by the Trustees on 29 August 2021 and signed on their behalf by:

Trustee

Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

NEWTOWN COMMUNITY ASSOCIATION (EXETER, DEVON)

I report on the accounts of the charitable incorporated association for the year ended 31 December 2020, which are set out on pages 7 to 15.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the CIO are not required to be audited and are eligible for independent examination, I report in respect of my examination of the CIO's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 CIO as required by section 130 of the Act; or
- 2. the accounts do not accord with those records.

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.

Mr M Cronin MAAT FCIE **Bowhill Bookkeeping Services** 172 Newman Road

Exeter

Marin crown EX4 1PQ

Date 31 08 2021

STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31ST DECEMBER 2020

				Total			Total
		Unrestricted Funds	Restricted Funds	Funds 2020	Unrestricted Funds	Restricted Funds	Funds 2019
	Note	£	£	£	£	£	£
INCOME FROM:							
Donations	11	12,633	1,200	13,833	4,100	287,724	291,824
Charitable activities	12	14,313	<u>-</u>	14,313	22,091	-	22,091
TOTAL		26,946	1,200	28,146	26,191	287,724	313,915
EXPENDITURE ON:							
Charitable activities	13	47,591	810	48,401	58,472	4,449	62,921
TOTAL		47,591	810	48,401	58,472	4,449	62,921
NET INCOME/(EXPENDITURE)		(20,645)	390	(20,255)	(32,281)	283,275	250,994
TRANSFERS BETWEEN FUNDS		-	-	-	283,275	(283,275)	-
NET MOVEMENT IN FUNDS		(20,645)	390	(20,255)	250,994	-	250,994
RECONCILIATION OF FUNDS:							
TOTAL FUNDS BROUGHT FORWARD		515,658	<u>-</u>	515,658	264,664		264,664
TOTAL FUNDS CARRIED FORWARD		495,013	390	495,403	515,658	-	515,658

BALANCE SHEET

AS AT 31ST DECEMBER 2020

	Note	£	At 31st Dec 2020 £	£	At 31 st Dec 2019 £
FIXED ASSETS: Tangible assets	2		478,638		497,538
CURRENT ASSETS:					
Debtors Cash at bank and in hand	3	428 17,812		812 39,346	
LIABILITIES:		18,240		40,158	
Amounts falling due within one year	4	(1,475)		(22,038)	
NET CURRENT ASSETS			16,765		18,120
TOTAL NET ASSETS			495,403		515,658
THE FUNDS OF THE CHARITY:					
Restricted Income Funds Unrestricted Funds	5		390 495,013		- 515,658
TOTAL CHARITY FUNDS			495,403		515,658

The notes on pages 9-15 form an integral part of these accounts.

These accounts were approved by the trustees on 29 August 2021 and signed on their behalf by:

Trustee

Secretary

NEWTOWN COMMUNITY ASSOCIATION (EXETER, DEVON) NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020

1. ACCOUNTING POLICIES

a) Basis of Accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to the accounts. The financial statements have been prepared with the Statement of Recommended Practice: 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) (effective 1st January 2019) and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102). The financial statements have also been prepared with the Charities Act 2011.

Newtown Community Association (Exeter, Devon) meets the definition of a public benefit entity under FRS 102.

b) Tangible Fixed Assets: Leasehold Property: New Centre

The site of the new centre is held on a lease of 35 years from Exeter City Council. As there is no recompense for the association should it be wound up before the expiry of the lease, it was felt prudent by the trustees to depreciate the property over 25 years (4% on a straight line basis) rather than the full length of the lease.

c) Tangible Assets: Fixtures and Fittings and Equipment

Fixtures and Fittings and Equipment are capitalised when the amount exceeds £500. Fixtures and Fittings are depreciated at a rate of 15% and equipment at a rate of 20%.

d) Debtors

Debtors are measured on initial recognition at the settlement amount after any discounts. Prepayments are valued at the amount prepaid net of any trade discounts due.

e) Cash at bank

Cash at bank includes 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.

f) Creditors

Creditors are recognised when 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 are normally recognised at their settlement amount after allowing for any trade discounts due.

q) Income

All income is included in the Statement of Financial Activities when the charity is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

Donations are recognised when received by or on behalf of the charity.

Grant income is credited in the period in which it is receivable and any amounts relating to future periods are shown under creditors.

Rental income and monies received from charity events are accounted for on a receivable basis.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2020

1. ACCOUNTING POLICIES (continued

h) Volunteer help

The value of any voluntary help received is not included in the financial statements but is described in the trustees' annual report.

i) Expenditure

Expenditure is included on an accruals basis.

Charitable activities are costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

i) Fund Accounting

Funds held by the charity are:

Unrestricted Income Funds

These are funds that are not subject to any restrictions regarding their use and are available for application within the charitable objects for the general purposes of the charity.

Restricted Income Funds

These are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for particular purposes.

k) Financial Instruments

The charity only has financial assets and 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.

I) Going concern

The trustees consider there are no material uncertainties about the charity's ability to continue as a going concern.

NEWTOWN COMMUNITY ASSOCIATION (EXETER, DEVON) NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020

2. TANGIBLE FIXED ASSETS

	Leasehold Property	Fixtures & Fittings	Equipment	Total
	£	£	£	£
COST				
At 1 January 2020	526,459	-	-	526,459
Additions	-	1,981	593	2,574
At 31st December 2020	526,459	1,981	593	529,033
DEPRECIATION				
At 1 January 2020	28,921	_	_	28,921
Charge for year	21,058	297	119	21,474
At 31st December 2020	49,979	297	119	50,395
NET BOOK VALUE				
At 31 st December 2020	476,480	1,684	474	478,638
At 31 st December 2019	497,538		-	497,538

3. DEBTORS

	2020 £	2019 £
Other Debtors Prepayments	- - 428	- 812
	428	812

4. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Other Creditors	475	21,038
Accruals	1,000	1,000
	1,475	22,038

NEWTOWN COMMUNITY ASSOCIATION (EXETER, DEVON) NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31ST DECEMBER 2020

5. RESTRICTED FUNDS

	Fund Balances B/Forward	Income	Expenditure	Fund Balances C/Forward
	£	£	£	£
Exeter Seed Bank	-	200	-	200
Qigong	-	1,000	(810)	190
				-
Total Funds	-	1,200	(810)	390

ANALYSIS OF FUNDS

	Restricted Funds £	Unrestricted Funds £	Total Funds £
Fixed Assets	-	478,638	478,638
Current Assets	390	17,850	18,240
Liabilities: Due within one year	-	(1,475)	(1,475)
Net Assets	390	495,013	495,403

A grant from Devon County Council of £200 was made during the year for Exeter Seed Bank. This has been carried forward to be spent in this financial year.

A grant from Devon County Council for tackling inequalities amounting to £1,000 was made in September 2020. £810 was spent for the Qigong event/activity with £190 carried forward to be spent in this financial year.

6. TRUSTEES' REMUNERATION AND EXPENSES/RELATED PARTY TRANSACTIONS

The trustees' insurance includes trustee indemnity insurance.

No remuneration directly or indirectly out of the funds of the CIO was paid or is payable for the year to any Trustee or to any other person or persons known to be connected to any of the Trustees.

There were no trustee expenses paid for the year ended 31st December 2020 nor for the year ended 31st December 2019.

There were no related party transactions during the year.

7. OPERATING LEASES

The site of the new centre is leased from Exeter City Council on a 35-year-old lease at a "peppercorn" rent of £1.

8. OUTSTANDING GUARANTEES

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

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2020

9. GOVERNMENT GRANTS

The charity received grants from Devon County Council and Exeter City Council totalling £13,383 in the year. £12,183 of these grants were for support of the charity during the Covid 19 pandemic. £200 was a restricted grant for Exeter Seed Bank. £1,200 was for tackling inequalities funding.

10. ACCOUNTING AND INDEPENDENT EXAMINATION

£950 was paid for the charity's independent examination in the year which included an element for accounts preparation.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2020

					Total			Total
		Note	Unrestricted	Restricted	Funds	Unrestricted	Restricted	Funds
			Funds	Funds	2020	Funds	Funds	2019
			£	£	£	£	£	£
	INCOME FROM:							
11.	Donations and Legacies							
	Donations		-	-	-	4,100	-	4,100
	Grants	9	12,633	1,200	13,833	-	287,724	287,724
			12,633	1,200	13,833	4,100	287,724	291,824
12.	Charitable activities							
	Centre rental		10,229	-	10,229	12,058	-	12,058
	Events: Community Choir		410	-	410	1,585	-	1,585
	Events: Roots Band		1,514	-	1,514	1,745	-	1,745
	Events: Qi Gong/Social Café		1,885	-	1,885	4,078	-	4,078
	Events: Other		275	-	275	2,625	-	2,625
			14,313	-	14,313	22,091	-	22,091

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31ST DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
	EXPENDITURE ON:	-	-	-	-	-	_
13.	Charitable activities						
	Events: Community Choir	240	-	240	2,800	-	2,800
	Events: Roots Band	800	-	800	2,746	-	2,746
	Events: Qi Gong/Social Café	1,028	810	1,838	-	4,149	4,149
	Events: Other	15	-	15	236	241	477
	Cleaning Costs	3,411	-	3,411	2,281	59	2,340
	Utilities: Electric & Water	1,062	-	1,062	2,855	-	2,855
	Rates & Waste Collection	359	-	359	675	-	675
	Insurance	1,140	-	1,140	1,027	-	1,027
	Mobile Phone	241	-	241	174	-	174
	Repairs & Renewals	519	-	519	880	-	880
	Removal of old hut	-	-	-	19,889	-	19,889
	Centre Management/Admin/Security Costs	13,335	-	13,335	2,025	-	2,025
	Licences	929	-	929	-	-	-
	Website	86	-	86	86	-	86
	Printing/Newsletter	55	-	55	625	-	625
	Sundries	(34)	-	(34)	15	-	15
	Independent exam fee 10	950	-	950	1,100	-	1,100
	Depreciation	21,474	-	21,474	21,058		21,058
		47,591	810	48,401	58,472	4,449	62,921