



The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 30th April 2018.

BCA Trustees for the year ending 2017/2018

MALCOLM MACINNES
CATHY WILLIAMS

HELEN CAMPER
JOE WESTON

CATHY MAWER
TED BLACKMORE SQUIRES

BCA Governing Document

Brookvale Community Association (BCA) is a charity governed by its constitution that was adopted 24th February 1975 and updated May 2008. It is registered as a charity with the Charity Commission. Charity No 1174719. Its registered address is Brookvale Village Hall, Lower Brook St, Basingstoke RG21 7RP. Brookvale Community Association held an EGM on 24th November 2016 when it was agreed to adopt a new Constitution as a Charitable Incorporated Organisation (CIO).

BCA Appointment of Trustees

Trustees and honorary officers are elected by the members at the AGM. The trustees shall retire from office at the end of the annual general meeting three years after his or her appointment but shall be eligible for re-election. Trustees can be nominated by members associate members or existing Trustees.

The trustees undertake ongoing professional development to help keep up to date.

BCA - the Objects of BCA

To promote the benefit of the inhabitants of Brookvale and the neighbourhood (hereinafter called 'the area of benefit') without distinction of sex or of political, religious or other opinions, by associating the local authorities, voluntary organisations and inhabitants 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.

To establish and secure the Village Hall (hereinafter called the 'Hall') and to maintain, or to co-operate with any local statutory authority in the maintenance and management of such a Hall for activities promoted by the Association and its constituent bodies in furtherance of the above objects.

To promote such other charitable purposes as may from time to time be determined.

The Association shall be non-party in politics and non-sectarian in religion. The area of benefit shall be Brookvale and the neighbourhood together defined by Basingstoke.

BCA Public Benefit for the Year Ending 2017/18

The BCA has had regard to the Charity Commission's guidance on public benefit. Its impact can be illustrated by the growing footfall in the Village Hall across the wide range of groups hosted and the family parties and community festivals. Further development is planned over the next 3 years. The Brookvale Community Garden is maturing and is available for residents' use.

Events organised by BCA included the eighth year of Brookvale in Bloom. The event gave local residents the opportunity to become involved in Brookvale in Bloom which aims to make Brookvale a beautiful place to live and to support local residents understanding of the Conservation Area of Brookvale.

A **Sustainability Day** was held on 16TH September, part of Basingstoke Green Week, with workshops and educational films.

The **10th December play** was A Christmas Carol, produced by Proteus. This was a very enjoyable event with good feedback from the audience, cast and volunteers!

We ran a **coach trip** for non-drivers, 1st July to Shanklin, benefitting residents from within Brookvale and from the wider community.

The **Halloween kids disco** was very successful, and it will be repeated in 2018.

BCA ran a performance 8th July Dally **about the Bush** and on 9 July **Thornycroft Day**.

The BCA provides free of charge its Lyndon Jones Room to support the NCT B.A.B.I.E.S (Babies and Breastfeeding: Information, Encouragement, Support) service. This service is funded through NCT Branch fundraising and personal donations, without which the service would not be able to run.

The lottery continues to be run by Cathy Mawer and BCA thank her for her continued commitment. Funds from the lottery will go towards the Hall redevelopment.

The Blurb (newsletter) and the website (at Brookvale.org.uk) continue to offer information to the community of Brookvale about what's going on. This year **BCA** managed to produce 3 Blurbs going out to over 1200 homes each time. Editions are now in colour, to attract more readers. The committee would like to thank those (Malcolm and others) that help to pull the Blurb together and those volunteers that distribute it. The BCA website undergoes continual update and improvement. The BCA also has a very active Facebook page, to distribute up-to-date news, and get views and feedback from the community.

Hiring of the hall was taken up by many families from the Brookvale community and surrounding area as well as the regular hirers providing a wide choice of groups for children and adults that make up our core income.

The Development Sub Committee continues to work on behalf of the Brookvale community to ensure developments are what the local residents want and that issues of access around Brookvale are addressed.

Grants

Funding from the Local Infrastructure Fund, paid by developers, continued to upgrade the hall further and to fund the employment of a community development manager up to December 2017.

BCA Reserves Policy

It is the policy of the charity to maintain free reserves at a level that balances our objective to develop and support services with our need to remain financially stable. A minimum level of free reserves equating to at least 3 months of unrestricted expenditure without any income is considered sufficient to cover management, administration and support costs and to respond to emergency needs which arise from time to time. Restricted reserves include amounts for use in 2018-2019 including additional solar panels £13,000, and grants received for equipment.

Assets Managed by the Trustee

BCA manages Brookvale Village Hall and fundraise to maintain and develop the building and ensure the building is there for community use. The building is currently provided by the Basingstoke and Deane Borough Council for a "peppercorn" ground rent and free of business rates. The Council do not envisage an increase in charges for the lease and rent being levied on the Charity in future years. The Charity Commission is Trustee for the lease, being for 80 years from 1 May 2008.

Note from Chair of Trustees

The charity has managed to deliver community events/activities and maintain the hall successfully, without grants for family events. Community response to some events has been disappointing.

However the committee needs more volunteers to continue to deliver our community events as volunteer resources are dwindling. I have to thank these volunteers for the support they give. Without them the community would not have a hall and I am very grateful to their ongoing support.

The Hall suffered from 2 break-ins over the New Year, both theft and extensive damage. Our thanks go to Tesco and Carters Construction for replacements, and to David Morgan working on repairs, and continuing to help with maintenance. Thanks too to the team of volunteers who cleared up –twice.

The **solar panels** funded by Developers Contributions, known as Section 106, continue to cut costs and provide income. Events continued to be attended by the community with **Brookvale in Bloom** promising to be another success next year.

Work on the **Hall upgrade** has continued throughout the year. Our continuing thanks to the volunteer team that is making the project happen.

The Community Garden planting has developed, in the land beyond the Hall grounds. More volunteers can take advantage of the opportunities this provides

2017/18 has been a year of change for BCA as we employed a Community Development Centre Manager until December.

David Elkins was appointed as Accounts Examiner at the AGM, but was not able to help due to other commitments.

Expenditure last year on the Hall upgrade reduced cash holding, but the Accounts this year show a strong balance sheet and the Trustees are confident of the charity’s ability to continue as a going concern.

Finally – my personal thanks to Joe Weston who are stepped down during the year. Many thanks to all those that supported the BCA in **2017/18**. Let’s hope the success continues into coming years.

Signed  H Camper Chair Date .14/8/18

Signed  C Williams Treasurer Date 14/8/18



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity No: **Brookvale Community Association**

to (if any)
2693386

Receipts and payments accounts

For the period from **01/05/2017** To **30/04/2018**

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Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Hall hire	24,659	-	-	24,659	20,251
Hire deposits	339	-	-	339	292
Events	850	-	-	850	1,348
Donations	40	-	-	40	48
Grants	-	-	-	-	265
LIF - S108	-	9,671	-	9,671	7,946
LIF payroll	4,297	3,710	-	8,007	32,472
SSE FIT	1,246	-	-	1,246	4,650
Lottery fund collections	12	-	-	12	1,193
Lottery fund donations	2	-	-	2	1
Lottery fund interest	260	-	-	260	-
Sundry receipts	-	-	-	-	-
Sub total (Gross income for AR)	31,704	13,281	-	44,985	68,977

A2 Asset and investment sales, (see table).

Sub total	-	-	-	-	-
Total receipts	31,704	13,281	-	44,985	68,977

A3 Payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A3 Payments					
Hall:					
Ground rent	-	-	-	-	2,342
Utilities	2,386	-	-	2,386	2,173
Maintenance	3,050	-	-	3,050	6,340
LIF Building works - hall extn	-	9,686	-	9,686	1,200
Cleaning/ materials	1,200	-	-	1,200	1,848
Insurance	2,113	-	-	2,113	1,751
Equipment Purchase	3,695	-	-	3,695	1,357
Safety Protection/ Certification	2,602	-	-	2,602	426
Safety Protection/ Certification	538	-	-	538	-
Administration including:					
Payroll etc	-	18,667	-	18,667	22,703
Stationery	873	-	-	873	630
Event costs	1,131	-	-	1,131	3,373
Hall costs	720	-	-	720	626
Staff training	118	-	-	118	50
AGM costs	50	-	-	50	-
Sundry payments	988	-	-	988	1,363
Internet	755	-	-	755	390
Sub total	20,268	28,255	-	48,523	48,632

A4 Asset and investment purchases, (see table)

Sub total	-	-	-	-	-
Total payments	20,268	28,255	-	48,523	48,632
Net of receipts/(payments)	11,436	(14,974)	-	(3,478)	20,345
A5 Transfers between funds	(5,559)	5,559	-	-	16,702
A6 Cash funds last year end	27,672	9,375	-	37,047	37,047
Cash funds this year end	33,569	33,569	-	67,138	67,138

Section B Statement of assets and liabilities at the end of the period

Categories	Unrestricted funds	Restricted funds	Endowment funds
	to nearest £	to nearest £	to nearest £
B1 Cash funds			
Bank	31,927	-	-
Petty cash	324	-	-
Lottery account	1,318	-	-
Total cash funds	33,569	-	-
(agree balances with receipts and payments account(s))			
B2 Other monetary assets			
Details			
Unrestricted funds	-	-	-
Restricted funds	-	-	-
Endowment funds	-	-	-
B3 Investment assets			
Details			
Fund to which asset belongs	-	-	-
Cost (optional)	-	-	-
Current value (optional)	-	-	-
B4 Assets retained for the charity's own use			
Details			
Fund to which asset belongs	-	-	-
Cost (optional)	-	-	-
Current value (optional)	-	-	-
B5 Liabilities			
Details			
Fund to which liability relates			
Refundable Hire deposits	-	339	-
Councillors grants held	-	327	-
Amount due (optional)	-	666	-
When due (optional)	-		-

Signed by one or two trustees on behalf of all the trustees

Signature: *[Signature]*
 Print Name: *Alan Cooper*
 Date of approval: *16/8/18*

Signature: *[Signature]*
 Print Name: *Cathy Williams*
 Date of approval: *16/8/18*