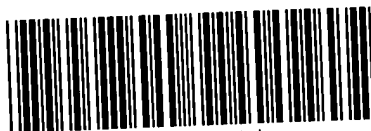


**HARTCLIFFE COMMUNITY PARK FARM LTD**  
**ACCOUNTS**

**YEAR ENDED 31 MARCH 2018**

**Charity Number 298805**  
**Company Registration Number 2102228**

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**HARTCLIFFE COMMUNITY PARK FARM LTD**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31<sup>ST</sup> MARCH 2018**

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# **HARTCLIFFE COMMUNITY PARK FARM LTD**

## **Legal and administrative information**

**YEAR ENDED 31 MARCH 2018**

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### **Status**

Hartcliffe Community Park Farm is a company limited by guarantee and a registered charity governed by its memorandum and articles of association. Charity number 298805, Company No 2102228.

### **TRUSTEES**

The directors of the charitable company ("the charity") are its trustees for the purposes of the charity law and throughout this report are collectively referred to as the trustees.

The Trustees who served during the year and since the year end were as follows:

Lorraine Horgan	Chair
Steven Martin	Treasurer
Cllr Tim Kent	Vice Chair
Roy Pedwell	Secretary
Ray Pedwell	
Andy Betteridge	
Peter Finch	Resigned 27 July 2017
Nigel Emery	

### **Registered Office**

Hartcliffe Community Park Farm  
Lampton Avenue  
Hartcliffe  
Bristol  
BS13 0QH

### **Independent Examiners**

Bristol Community Accountancy Project  
The Park,  
Daventry Road, Knowle  
Bristol BS4 1DQ

### **Bankers**

The Co-operative Bank plc	HSBC Bank
16 St Stephens Street	24 College Green
Bristol	Bristol BS1 5TD

# **HARTCLIFFE COMMUNITY PARK FARM LTD**

## **TRUSTEES REPORT**

### **YEAR ENDED 31 MARCH 2018**

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The Trustees present their report and the unaudited financial statements of the charity for the year ended 31<sup>st</sup> March 2018.

Reference and administrative information set out on page 2 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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) (effective 1 January 2015).

#### **Structure, Governance and Management**

##### **The Directors**

The Board of Directors, who are Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 2.

There shall be at least three members of the executive board and no maximum. Any member shall hold office only until the next Annual General Meeting and at the first Annual General Meeting all members of the Executive Board shall resign from office, and at the Annual General Meeting in every subsequent year one third of the members of the Executive Board shall retire by rotation. The members to retire shall be those who have been longest in office since their last appointment.

##### **Risk review**

We hold £24,028 in reserve of which £4,096 are restricted funds and £19,932 are unrestricted funds. £10,330 of the unrestricted funds are held as stock. The unrestricted funds are held in order to meet any unforeseen expenditure. We aim to keep the entire unrestricted funds in reserve.

##### **Public benefit**

In shaping the objectives for the year and planning activities, the trustees have considered the Charity commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

##### **Objectives and activities**

##### **Objects of the Charity**

The objects of Hartcliffe Community Park Farm Ltd are:

- To assist in the relief of poverty of young unemployed persons in Hartcliffe and the surrounding area (the area of benefit). To advance the education of the residents of the 'area of benefit' and the public at large, particularly young people, in agriculture, horticulture, home crafts, country life, protection and improvement of the natural environment through best environmental practices, especially by encouraging reduction, reuse and recycling and related subjects and in the principles of self discipline and good citizenship and through their leisure activities so that they

# **HARTCLIFFE COMMUNITY PARK FARM LTD**

## **TRUSTEES REPORT**

**YEAR ENDED 31 MARCH 2018**

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develop their physical, mental and spiritual capacities and grow to full maturity as individuals and members of society and their conditions of life may be improved.

- To promote humanity and morality amongst the residents of the area of benefit by educating them in care and consideration of all animals in need of care and protection, and for these purposes to care for and exhibit animals in common agricultural and domestic use that the public, and particularly young people will learn a greater awareness of appreciation for such animals.
- To provide education and training for persons resident in the area of benefit who have need for such facilities by reason of their age, youth, infirmity or disablement, poverty or social and economic circumstances, so as to prepare them for any trade, occupation or service and thereby advance them in life to enable them to earn their own livelihood.
- To relieve physically or mentally disabled residents of the area of benefit by the provision of remedial, recreational or therapeutic activity facilities, subject where appropriate to the consent of the medical advisers of such persons.

### **Review of activities**

Hartcliffe Community Park Farm has had a challenging year, with negatives and positives. The Farm submitted a bid for core funding to Bristol City Council, the bid failed, and therefore all Bristol City Council funding ceased at the end of June this year.

This has presented a challenge for the project, to change and evolve, and the Board has been looking at all aspects of the project to achieve this. All the animals now have to self-sustain and generate income.

The solar panels have now been installed on the barn roof, this will help cut energy bills and the glass conservatory that is an extension of the resources building is now complete.

Repairs and improvements to buildings are continuing, the two large poly tunnels are full of plants and vegetables thriving.

The Farms Community Allotments continue to expand, and are very popular, with the local community.

The Farm will continue to engage with all the Schools, Colleges, Nurseries and Academies that use the project as part of their curriculum, and to gain qualifications.

The basic premise of the project will remain the same. It will be a Community Park Farm with animals but the Board feel confident that it can also evolve and change into a successful self-sustaining Community Project.

I would like to thank all members of the Board and volunteers that have helped to sustain and improve the Farm throughout the year.

L Horgan - Chair

# HARTCLIFFE COMMUNITY PARK FARM LTD

## TRUSTEES REPORT

YEAR ENDED 31 MARCH 2018

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### Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and regulations.

The trustees are required to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of its incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees and signed on their behalf by:

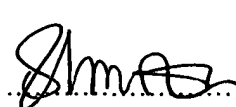
Roy Pedwell  
Trustee



Registered Office

Hartcliffe Community Park Farm  
Lampton Ave  
Hartcliffe  
Bristol  
BS13 0HQ

Steven Martin  
Trustee



1/11/18

# HARTCLIFFE COMMUNITY PARK FARM LTD

## Independent Examiner's Report to the Trustees

**YEAR ENDED 31 MARCH 2018**

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I report on the accounts of the company for the year ended 31st March 2018 which are set out on pages 7 to 15.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

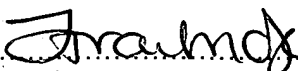
### Independent examiner's statement

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Joanne Trowbridge MAAT

  
.....  
Bristol Community Accountancy Project  
The Park, Daventry Road,  
Knowle, Bristol, BS4 1DQ

..... 1 / 11 / 2018

# HARTCLIFFE COMMUNITY PARK FARM LTD

## STATEMENT OF FINANCIAL ACTIVITIES (Including Income and Expenditure Account)

YEAR ENDED 31 MARCH 2018

		Unrestricted Funds	Restricted Funds	Total Funds 2018	Total Funds 2017
	Note	£	£	£	£
<b>Incoming and Endowments from:</b>					
Donations and legacies	3	15,170	7,800	22,970	31,431
Charitable activities	4	3,404	-	3,404	1,425
Other Trading activities	5	15,748	-	15,748	4,525
Investments	6	3	-	3	4
<b>Total</b>		<b>34,325</b>	<b>7,800</b>	<b>42,125</b>	<b>37,385</b>
<b>Expenditure On:</b>					
Charitable activities	7	19,668	5,890	25,558	32,437
Other	8	3,184	-	3,184	5,561
<b>Total</b>		<b>22,852</b>	<b>5,890</b>	<b>28,742</b>	<b>37,998</b>
<b>Net Income</b>		<b>11,473</b>	<b>1,910</b>	<b>13,383</b>	<b>(613)</b>
Gross transfers between funds		-	-	-	-
<b>Net incoming resources</b>		<b>11,473</b>	<b>1,910</b>	<b>13,383</b>	<b>(613)</b>
<b>Total funds at 1 April 2017</b>		<b>8,459</b>	<b>2,186</b>	<b>10,645</b>	<b>11,258</b>
<b>Total funds at 31 March 2018</b>	<b>15</b>	<b>19,932</b>	<b>4,096</b>	<b>24,028</b>	<b>10,645</b>

All of the activities of the charity are classed as continuing

The notes on pages 9 to 15 form part of these financial statements

As required by paragraph 4.67 of the SORP, the brought forward and carried forward funds above have been agreed to the Balance Sheet.



# HARTCLIFFE COMMUNITY PARK FARM LTD

## BALANCE SHEET

YEAR ENDED 31 MARCH 2018

	Note	2018 £	2017 £
<b>Fixed assets</b>	<b>12</b>	<b>473</b>	<b>529</b>
<b>Current assets</b>			
Stock		10,330	4,520
Cash at bank		13,891	7,829
Cash in hand		1,560	-
		<u>25,781</u>	<u>12,349</u>
<b>Creditors : Amounts falling due within one year</b>	<b>13</b>	<b>(2,226)</b>	<b>(2,233)</b>
		<u>(2,226)</u>	<u>(2,233)</u>
<b>Net current assets</b>		<b>23,555</b>	<b>10,116</b>
<b>Net assets</b>		<b><u>24,028</u></b>	<b><u>10,645</u></b>
<b>Funds</b>			
Restricted funds	<b>14</b>	4,096	2,186
Unrestricted funds	<b>14</b>	<u>19,932</u>	<u>8,459</u>
		<b><u>24,028</u></b>	<b><u>10,645</u></b>

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

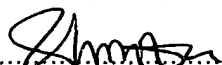
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

These financial statements were approved by the trustees on 1/11/18 and are signed on their behalf by:

  
.....  
Roy Pedwell  
Director

  
.....  
Steven Martin  
Director

The notes on pages 9 to 15 form part of these financial statements

# HARTCLIFFE COMMUNITY PARK FARM LTD

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

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### 1 Basis of Preparation

- a) These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The financial statements have been prepared in accordance 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) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and with the Charities Act 2011.

- b) The charity meets the definition of a public benefit entity as defined by FRS 102.
- c) The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

### 2 Accounting Policies

- a) Income from donations/grants is included in income when these are receivable, except as follows:
- i) When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods.
  - ii) When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-condition have been met.
- b) Expenditure is recognised in the period in which it is incurred. Expenditure includes attributable VAT which cannot be recovered.
- c) Most expenditure is directly attributable to specific activities, and has been included in those cost categories. Support cost have been allocated 100% towards the charitable activities of the charity.
- d) Unrestricted funds can be used in accordance with the charitable objects at the discretion of the trustees.
- e) Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.
- f) Depreciation of fixed assets (see note 10) is calculated to write off the cost or valuation over useful lives as follows:
- Motor Vehicles - 25% reducing balance
  - Plant & Machinery - 10% reducing balance
  - Fittings & Fixtures - 10% reducing balance
- g) The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently recognised at amortised cost using the effective interest method.

# HARTCLIFFE COMMUNITY PARK FARM LTD

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

### Income and Endowments From:

#### 3 Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Donations & Sponsorships	7,966	-	7,966	2,400
Fundraising	4,557	-	4,557	-
Grants	2,647	7,800	10,447	29,031
	<u>15,170</u>	<u>7,800</u>	<u>22,970</u>	<u>31,431</u>

#### 4 Charitable Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Rural Payments Agency	2,179	-	2,179	422
Allotment rents	1,225	-	1,225	1,003
	<u>3,404</u>	<u>-</u>	<u>3,404</u>	<u>1,425</u>

#### 5 Other Trading Activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Rent	3,494	-	3,494	1,912
Café rent	2,292	-	2,292	25
Eggs	5,343	-	5,343	1,124
Hay/straw & animal feed	1,660	-	1,660	1,009
Livestock	2,213	-	2,213	143
Miscellaneous items	746	-	746	312
	<u>15,748</u>	<u>-</u>	<u>15,748</u>	<u>4,525</u>

#### 6 Investments

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Bank Interest	<u>3</u>	<u>-</u>	<u>3</u>	<u>4</u>

# HARTCLIFFE COMMUNITY PARK FARM LTD

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

### 7 Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Staff costs	10,253	4,800	15,053	16,615
Farm animal costs	3,985	-	3,985	3,384
Admin & sundries	2,935	-	2,935	525
Site & buildings	4,011	1,090	5,101	9,153
Heat & light	780	-	780	2,541
Vehicle/transport costs	536	-	536	161
Telephone	1,332	-	1,332	1,235
Refuse, Health & Safety	1,103	-	1,103	320
Volunteers expenses	487	-	487	169
Depreciation	56	-	56	64
Stock revaluation	(5,810)	-	(5,810)	(1,730)
	<u>19,668</u>	<u>5,890</u>	<u>25,558</u>	<u>32,437</u>

### 8 Other costs

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Independent examination fees	599	-	599	599
Insurance	2,585	-	2,585	4,962
	<u>3,184</u>	<u>-</u>	<u>3,184</u>	<u>5,561</u>

**HARTCLIFFE COMMUNITY PARK FARM LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018**

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**9 Net incoming resources for the year**

This is stated after charging:

	2018	2017
	£	£
Independent examination fees	599	599
Depreciation	56	64
	<u>655</u>	<u>663</u>

**10 Staff costs and numbers**

The aggregate payroll costs were:

	2018	2017
	£	£
Wages and salaries	15,053	16,615
Social security costs	-	-
	<u>15,053</u>	<u>16,615</u>

No employee received emoluments of more than £60,000.

The average monthly head count was 2 staff (2017: staff)

**11 Trustee remuneration and expenses**

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2017: £nil) neither were they reimbursed expenses during the year (2017: £nil). No charity trustee received payment for professional or other services supplied to the charity (2017: £nil).

**12 Related Party Transactions**

There have been no related party transactions throughout the year (2017: £1500)

**13 Taxation**

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**HARTCLIFFE COMMUNITY PARK FARM LTD**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2018**

**13 Tangible fixed assets**

	<b>Motor Vehicle</b>	<b>Plant &amp; Machinery</b>	<b>Fittings &amp; Fittings</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Cost</b>				
At 1 April 2017	1,945	9,813	1,135	12,893
At 31 March 2018	<u>1945</u>	<u>9,813</u>	<u>1,135</u>	<u>12,893</u>
<b>Depreciation</b>				
At 1 April 2017	1,926	9,384	1,054	12,364
Charge in year	5	43	8	56
At 31 March 2018	<u>1,931</u>	<u>9,427</u>	<u>1,062</u>	<u>12,420</u>
<b>Net book value</b>				
At 31 March 2018	<u>14</u>	<u>386</u>	<u>73</u>	<u>473</u>
At 31 March 2017	<u>19</u>	<u>429</u>	<u>81</u>	<u>529</u>

**14 Creditors: amounts falling due within one year**

	<b>2018 £</b>	<b>2017 £</b>
Accruals	599	599
Loan	1,500	1,500
HM Revenue & Customs	127	134
	<u>2,226</u>	<u>2,233</u>

# HARTCLIFFE COMMUNITY PARK FARM LTD

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

### 15 Movement in funds

	At 01-Apr 2017 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2018 £
<b>Restricted funds</b>					
Bristol City Council - Allotment	2,186	-	-	-	2,186
Bristol City Council	-	4,800	(4,800)	-	-
Quartet Community Foundation	-	1,000	(474)	-	526
Greggs Foundation	-	2,000	(616)	-	1,384
Neighbourhood Watch	-	1,222	(1,222)	-	-
	<u>2,186</u>	<u>9,022</u>	<u>(7,112)</u>	<u>-</u>	<u>4,096</u>
<b>Unrestricted funds</b>					
General funds - Includes increase/ decrease in stock value	8,459	28,515	(22,852)	-	14,122
	-	5,810	-	-	5,810
	<u>8,459</u>	<u>34,325</u>	<u>(22,852)</u>	<u>-</u>	<u>19,932</u>
<b>Total funds</b>	<u>10,645</u>	<u>43,347</u>	<u>(29,964)</u>	<u>-</u>	<u>24,028</u>

#### Purpose of Restricted funds:

Bristol City Council - Allotment, Polytunnels and Cattle Barn Renovations

Quartet Community Foundation - Kids Corner fencing

Greggs Foundation - Incredible Edible Polytunnels

### 16 Analysis of net assets between funds

	General Funds £	Restricted Funds £	Total Funds £
Fixed Assets	473	-	473
Cash at Bank and In Hand	11,355	4,096	15,451
Other Net Current Assets/Liabilities)	8,104	-	8,104
	<u>19,932</u>	<u>4,096</u>	<u>24,028</u>

# HARTCLIFFE COMMUNITY PARK FARM LTD

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2018

### 17 Analysis of Charitable Funds - Previous Year (as required by paragraph 4.2. of the SORP)

	At 01-Apr 2016 £	Incoming resources £	Outgoing resources £	Transfers £	At 31-Mar 2017 £
<b>Restricted funds</b>					
Bristol City Council - Allotment	4,143	-	(1,957)	-	2,186
Bristol City Council-Renovations	1,500	-	(1,500)	-	-
Bristol City Council - Polytunnels	1,903	-	(1,903)	-	-
Tesco	-	3,000	(3,000)	-	-
Community Development	793	-	(793)	-	-
	<u>8,339</u>	<u>3,000</u>	<u>(9,153)</u>	<u>-</u>	<u>2,186</u>
<b>Unrestricted funds</b>					
General funds - Includes increase/ decrease in stock value	2,919	32,655	(28,845)	-	6,729
	-	1,730	-	-	1,730
	<u>2,919</u>	<u>34,385</u>	<u>(28,845)</u>	<u>-</u>	<u>8,459</u>
<b>Total funds</b>	<u>11,258</u>	<u>37,385</u>	<u>(37,998)</u>	<u>-</u>	<u>10,645</u>

### Analysis of net assets between funds - previous year

	General Funds £	Restricted Funds £	Total Funds £
Fixed Assets	529	-	529
Cash at Bank and In Hand	5,643	2,186	7,829
Other Net Current Assets/Liabilities)	2,287	-	2,287
	<u>8,459</u>	<u>2,186</u>	<u>10,645</u>

### 18 Company limited by guarantee

The company is limited by guarantee and as such has no issued share capital. In the event of the company being wound up the liability of the members is limited to £1 each.