

BRISTOL CITY COMMUNITY TRUST

(LIMITED BY GUARANTEE)

REPORT AND FINANCIAL STATEMENTS

MAY 31, 2015

COMPANY NUMBER 4357727

CHARITY NUMBER 1093059

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

Continued

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name: Bristol City Community Trust (The Trust)

Registered Charity Number: 1093059

Registered Company Number: 04357727

Directors and Trustees:

D A Baker (appointed June 26, 2014)

J S Edwards

C G M Gillard

J Greenwood

B Hall

D J Harman (appointed August 21, 2015)

J Lansdown

M D Lea

G Price

Bankers:

Barclays Bank PLC

Triodos Bank

Auditors:

Stone & Partners

571 Fishponds Road

Fishponds

Bristol

BS16 3AF

Registered office:

571 Fishponds Road

Fishponds

Bristol

BS16 3AF

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

The Trustees present their report and audited financial statements for the year ended May 31, 2015.

The Trust's objects (its charitable purposes) are to further and assist in the education (on both a social and physical basis) of children attending schools within Bristol and the neighbouring area through the use of football and other sports activities as educational tools. In the furtherance of those objects it provides Bristol and its surrounding area facilities at (inter alia) the Ashton Gate Stadium, Bristol for meetings, lectures and classes for the benefit of such children regardless of sex, colour, creed or ability.

The Trust's role within the greater Bristol area is to use the power of football and other sporting activities to improve the lives of people through participation in sport, exercise and education. The Trust acknowledges with gratitude the support provided to the charity in this work by Bristol City Football Club.

The Trust recognises the positive role it can play within the community. We provide fun, safe and enjoyable activities whilst making sure that quality counts in the services we provide.

The Trust is a registered charity (Charity Number: 1093059), having gained charitable status in 2002.

Due to the success and popularity of the Trust's work it now employs 29 staff. This has enabled the Trust to strengthen and broaden its partnerships with a wide variety of individuals and organisations.

With a dedicated, committed and extremely passionate team of staff, the Trust is able to develop a wide range of creative projects whilst also delivering them to the highest standards.

The Charity has 6 key objectives

1. Increase participation in Sport and develop talent pathways
2. Promote wellbeing and healthy lifestyles within local communities
3. Deliver an inclusive programme of activities that involves and engages hard to reach groups, improving community cohesion
4. Develop and empower leaders, coaches and volunteers
5. Engage and inspire young people by raising and celebrating educational achievement
6. Govern the operations of the Trust efficiently and effectively

We recognise that football, and in particular, Bristol City Football Club, has the ability to engage people, improve community cohesion and raise the hopes and aspirations of people from the greater Bristol region. The Trust is also committed to ensuring that it responds to local needs whilst working strategically in line with regional and national agendas.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

May 31, 2015

Through the diverse range of programmes delivered by Bristol City Community Trust, we aim to get people active, raise attainment in schools, work closely with our communities and create a new paid and volunteer workforce to increase future capacity. Through key partnerships and a robust multi-agency approach, we ensure that we can achieve our aims and objectives effectively and efficiently. Our partnership work underpins the entire scheme delivery programme and enables us to work strategically within the greater Bristol region.

The Trust currently runs activity programmes within Bristol, North Somerset, South Gloucestershire and Bath & North East Somerset.

The strength of these programmes and their reputation for excellence and quality has continued to grow during this year. Constant monitoring and evaluation of the delivery programmes is undertaken to ensure that all activities remain of the highest standard. The Trust continues to evolve and ensures that its delivery programme is innovative and cutting edge.

Activities for the public benefit

The Trust is supported by the Football League Trust whose four core themes are social inclusion, community cohesion, health and education and sports participation. Therefore each of our projects delivers at least one of these themes although they can cross over into multiple areas. In addition to this we are able to help organisations who are developing local community facilities, developing people or wanting to promote and raise awareness of community work.

The Trustees confirm that they have had regard to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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Participation

Soccer Schools - the Trust ran camps during all school holidays during 2014/2015. The range of programmes available meant that we were able to cater for a variety of ages and abilities. Our fun-based holiday programmes are aimed at providing a great introduction to football for those who have never taken part and an opportunity for a more specific training programme for children who already play football on a regular basis. Our coaches have all attained the FA's youth coaching awards and are able to create the right environment for children aged 5-16 years.

Team coaching - the Trust provides team coaching sessions at local clubs. This is a great way for our coaches to support local junior team managers, help to develop the club's players and share Bristol City's coaching curriculum so that local teams understand the club's footballing ethos.

School delivery - the Schools programme has grown during this last reporting year with 20,948 participants taking part from all corners of the city. We deliver a variety of sports including football, boxing, table tennis, hockey and tennis. Expertise in each sport was provided by one of our qualified sports coaches and all sessions were in line with the national curriculum at KS1 and KS2. When coaching early years our coaches focus on agility, balance and coordination to ensure that the young people develop their physical literacy.

Premier League 4 Sport - the Trust is proud to deliver this pioneering sports participation programme, funded by the Premier League, Sport England and the Youth Sport Trust. The programme is being delivered by trusts and foundations linked to Premier and Football League clubs. We have worked with 445 participants across a variety of sports; table tennis, hockey, boxing and judo.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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PL Girls Football – The trust has continued to provide grassroots football sessions to 543 women and girls between the ages of 14 and 25. Bristol City Community Trust is a proud delivery partner in the South West. With national investment of over £2.4m over the next two years from Sport England, the Trust has been delivering season-long coaching programmes within the greater Bristol area.

Bristol City Deaf FC – The trust continues to support Bristol City Deaf Football Club. The team won the England Deaf Plate Cup three years ago when they narrowly defeated Everton Deaf reserves. The team reclaimed the trophy during the 2013/2014 season beating Manchester United in a gruelling final. Bristol City Deaf FC play in the local Bristol and District League, which sees them play regular fixtures against other local mainstream teams and is managed by a former deaf student

Player Pathway Centres – these will be for young footballers wanting to advance their skills. Designed for both girls and boys aged 5-14, these centres will offer a great introduction to the game for those not signed to a club as well as extra training sessions for those who are already part of a team.

Walking football - some people may have relegated football to their past but Bristol City Community Trust gives over 55s the opportunity to strap their football boots back on and have a kick around! The initiative is delivered by Bristol City Community Trust students so that they can gain real experience and develop their coaching and leadership skills as well as being a great way for them to learn from the older generation.

Match day experiences and parties – many youngsters who dream of walking out with their heroes as an official Bristol City mascot have been able to do so during the past season. Mascots have enjoyed an extended look at the match-day action rarely seen by supporters with a pre-match tour taking them into the magical world of professional football. The youngsters later took part in the pre-match warm-up on the pitch before experiencing the thrill of stepping out with the team to be greeted by the huge roar of the loudest supporters in the country

City Foundation and Match day draw – Bristol City Community Trust continues to manage and administer the match day draw and City Foundation membership scheme.

Stadium tours – the Trust hosted many stadium tours during the 2014/15 season. It is a great opportunity for fans and visitors to the city to discover the inner workings of Ashton Gate Stadium. Visitors are able to experience the pitch from a player's perspective with a behind the scenes guide of the changing rooms, tunnel and dugout, as well as a sneak peek into the Directors' areas.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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Social Inclusion

Homeless FA - in a joint partnership with the Homeless FA and the Quartet Foundation 15 local homeless people who were keen to turn their lives around attended the club's training ground, where they met the manager and his assistant. They were put through their paces before going head to head with the first team squad.

On-target - delivered in partnership with the Football League Trust, local schools, leisure providers and local police and activists, work with the hardest to reach young people and help to reduce crime, disorder and anti-social behaviour, as well as improving school attainment, reducing absenteeism and providing individuals with important life skills.

Health

The Trust delivered the healthy schools initiative focused on raising physical activity levels of young children aged 5-11 in the greater Bristol area. This programme included a fun and informative educational programme where youngsters are given the opportunity to discover foods to have more of and understand those that should be avoided. This programme also engaged with the children's families to inform them of the importance of leading a healthy lifestyle, highlighting the short and long term benefits it can bring to themselves and their children.

Bristol Together Championships – Bristol Together Championships is an annual sporting tournament that pulls together primary schools from across the city. Schools could only enter by twinning with a school serving children from a very different background and forming a joint team. We brought 280 of the city's children together, breaking down suspicion and stereotypes and building relationships across the racial, ethnic, class and geographical fractures that have defined city conflict.

The aims of the programme were to;

1. Promote community cohesion and break stereotypes.
2. Increase the number of children playing sport and promote an active lifestyle.
3. Increase the number of girls playing sport.
4. Increase local football playing opportunities in schools.
5. Establish this project as a landmark event in Bristol so schools across the city look to this as an annual highlight.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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In the lead up to the one-day tournament, each school hosted two training sessions. These sessions focused on developing the following skills in young people;

- Emotional intelligence
- Communication
- Leadership
- Self-awareness
- Team building

At the beginning of the process every child was given a notebook and asked to keep a journal of their thoughts and feelings about the other pupils before and after each training session. These journals provided an insight into their changing attitudes during the length of the project. The programme culminated in a tournament held at Keynsham Town Football Club.

Education

Based at Ashton Gate Stadium, boys and girls between the ages of 16 and 19 have the chance to combine academic studies with a practical football experience by undertaking one of the following courses

- EDEXCEL BTEC Level 3 National Diploma in Sport (Performance and Excellence) pathway
- Level 2 Diploma in Sport
- Foundation degree in community football coaching and development

The courses aim to meet the needs of those aspiring to have a career in sport, health and the leisure industry. The broad study base and range of qualifications available provides a variety of experiences and opportunity to acquire knowledge across a diverse range of subjects. The courses last for two years and offer a variety of theory and practical lessons. The programme content is very broad as it caters for all interests with units ranging from physiology and nutrition to performance analysis and psychology.

Students also have the opportunity to train and play Futsal which is a small sided version of football played indoors on a court. The simple formula of a smaller pitch ensures that players touch the ball more often and have to make more decisions. The low bounce of the ball also helps precise control and develops confidence. Students will compete for Bristol City Football Club against other Football League Clubs in the league. Their progress is well documented on the league website.

During the year 30 Futsal scholars took part in an inspiring football tour to Croatia and Holland. The Trust organised the trips to enhance the scholars' personal, social and cultural

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MAY 31, 2015

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development. The Easter tour lasted five days and involved training in the morning followed by matches against local opposition in the evenings.

Futsal – Bristol City Futsal Club (Men’s) has proudly taken their place in history as a member of the FA’s National Futsal League. The FA National Futsal League is the premier futsal league in England administered by The Football Association. Futsal is a variety of association football that is typically played on an indoors court. It is considered to be a version of five-a-side that was developed in Uruguay and Brazil in the late 1930’s. In Brazil Futsal is played by more people than football with several Futsal players moving on to careers as successful professional football players. We are confident that this fun and fast format of the game will be a catalyst for change in this country. It will raise standards and create better players. Bristol City Futsal Club is committed to developing technically better players of all ages and creating an opportunity for them to play at the highest level. There are currently 24 teams in 3 regions: North, Midlands and South. It is the highest level of futsal within England. Our Women’s team won the FA Futsal Cup that was held at the Copperbox Arena in London.

Bridgwater College – We continue to work with the college to support two apprentices.

Botswana - In 2014 33 representatives (including staff, students and volunteers from the Trust) embarked on a 10 day trip to Gaborone, Botswana to carry out community based work. The community projects included visits to Kubung Primary school, SOS children’s village orphanage, Mochudi Blind Centre and several youth projects. The Trust was able to carry out projects across all four of our strategic goals working with people of all ages and different communities.

Coach Education – We continue to offer emergency first aid qualifications, safeguarding young people and football coaching qualifications. The PFA Union Learning Fund was accessed to enable students studying at the trust to access FA level 1 bursaries.

The Football League Girls & Boys Cup – teams of school children were given a great opportunity to receive six weeks of high quality coaching before taking part in a local tournament organised by Bristol City Community Trust.

National Citizen Service – National Citizen Service is a flagship initiative supporting the government’s vision for building the Big Society. NCS acts as a gateway to the Big Society for many young people, by supporting them to develop the skills and attitudes they need to get more engaged with their communities and become active and responsible citizens. Our students were given the opportunity to develop their leadership, team-work and problem solving skills. It was an excellent watershed moment for many of the young people who embark on the programme.

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The programme promotes:

- A more cohesive society by mixing participants of different backgrounds.
- A more responsible society by supporting the transition into adulthood for young people.
- A more engaged society by enabling young people to work together to create social action projects in their local communities.

Programme

All young people from the Trust's education programme participated in NCS. This ensures that all students have a common experience, wherever they live, whatever their background and whichever course they study with us. The programme is split into the following 5 phases;

- Phase 1: An introductory phase in which expectations will be set and relationships built between participants and staff.
- Phase 2: A set of tasks, completed in a residential setting away from home, which are personally challenging (typically in the form of an outdoor challenge experience), and focused on personal and social development (one week).
- Phase 3: A set of structured tasks involving visiting and helping the local community and developing skills, again the aim is that this would be completed in a residential setting away from home (one week).
- Phase 4: Participants to design a social action task in consultation with the local community (one week).
- Phase 5 onwards:
 - A period of 30 hours of social action on a part-time basis.
 - A fair/event to encourage participants to get involved in ongoing social action or volunteering activities in their area (with a view to creating an NCS alumni scheme).
 - A large celebration and graduation event for participants and their guests.
 - An alumni programme, including training sessions and reunion events, to build on the enthusiasm and relationships generated by NCS.

Charitable activities

Ashton Gate stadium has undergone extensive redevelopment during the last 12 months. During this time it was decided that seats from one of the stands could be sold to fans and money generated would be gifted to the Trust.

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MAY 31, 2015

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Plans for future periods

In addition to continuing the projects and activity programmes detailed above the Trust will also be delivering the following initiatives:

PL Kicks – Working with Catch 22, Avon and Somerset Police and The Premier League, BCCT will deliver a sport specific programme to the hardest to reach young people in Bristol. The multi-agency project will provide services and support to young people experiencing difficult situations to help turn their lives around. 8 hubs will be created across the city so that young people can access support in their own communities. There will be competitive football opportunities to represent Bristol against other Kicks schemes across the Country.

Degree Programme – In partnership with the University of the West of England, BCCT will create a full degree programme aimed at supporting people who wish to pursue a career in the business of sport.

Futsal pathway centres – the Trust is to create junior Futsal centres so that children have the opportunity to participate in the fastest growing sport in the country.

Achievements and Performance

The Trust has a strategic plan which outlines objectives to 2015. Success against the plan is measured against a scorecard. This is reviewed by staff and trustees to ensure that we constantly assess performance. It is also a useful reflection tool.

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MAY 31, 2015

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Trust is a charitable company limited by guarantee, incorporated on January 22, 2002 and registered as a charity on July 22, 2002. The company was established under a Memorandum of Association and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

Appointment of Trustees

The Trustees who are directors for the purpose of company law and 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 3. New Trustees are appointed upon the recommendation of existing Trustees. One third of the Trustees must retire at each annual general meeting and offer themselves for re-election.

Organisational structure

Authority to conduct the day-to-day operations of the Trust is delegated by the Trustees to the Trust Director who is responsible for the implementation of the Trust's strategy and policies.

Risk management

The Trustees have continued to examine and keep all risks pertaining to the operation of the Trust under review during 2014/2015, including all strategic and operational risks. The assessment and mitigation of potential risk arising from their own decisions, from the external operating environment, as well as from the activities of Trust employees is considered by Trustees at every meeting and as part of each agenda item.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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FINANCIAL REVIEW

The net income for the year amounted to £29,170 (£58,138 - 2014) giving funds to be carried forward of £189,378 (£160,208 - 2014).

Reserves

It is the policy of the Trust to maintain unrestricted funds at least at the level required to provide sufficient funds to cover administration costs for a three month period. The unrestricted reserves sum held is £182,999 (2014: £153,304) and the Trustees are of the opinion that this represents a satisfactory level for current requirements.

Investments

The Trust has unrestricted investment powers. The Trustees have not adopted a formal investment policy as at present the Trust does not have sufficient funds available to make investments. The Trustees will review the position if sufficient funds become available in the future. In the meantime they will review the Trust's banking arrangements to ensure these are the most appropriate for the Trust.

In Gratitude

The Trustees would like to convey their sincere thanks to the many volunteers, staff, sponsors and businesses who have given so generously to support the work of the Trust. With their continuing efforts we look forward to being able to go further, wider and deeper in the pursuit of helping the communities that we serve.

BRISTOL CITY COMMUNITY TRUST

REPORT OF THE TRUSTEES

MAY 31, 2015

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Trustees' Responsibilities Statement

The Trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the financial statements unless they satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe methods and principles in the Charities SORP;
- Make judgements and accounting estimates that are reasonable and prudent;
- Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditor

The Trustees who held office at the date of approval of the Trustees' report confirm that, so far as they are each aware, there is no relevant audit information of which the Trust's auditor is unaware; and each Trustee has taken all the steps that they ought to have taken as a Trustee to make themselves aware of any relevant audit information and to establish that the Trust's auditor is aware of that information.

This above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime in Part 15 of the Companies Act 2006.

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M D Lea

Chairman

Dated.....

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF BRISTOL CITY COMMUNITY TRUST

We have audited the financial statements of Bristol City Community Trust for the year ended May 31, 2015, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Sections 495 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors.

As explained more fully in the Trustees' Report, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF BRISTOL CITY COMMUNITY TRUST

continued

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs at May 31, 2015 and of its net incoming resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or
- the financial statements are not in agreement with the accounting records, or
- certain disclosures of directors remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Mrs J Stone FCA
Senior Statutory Auditor
For and on behalf of Stone and Partners
Statutory Auditor
Chartered Accountants
571 Fishponds Road
Fishponds
Bristol
BS16 3AF

Dated.....

BRISTOL CITY COMMUNITY TRUST

STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING INCOME AND EXPENDITURE ACCOUNT)

FOR THE YEAR ENDED MAY 31, 2015

	Notes	Restricted funds	Unrestricted funds	Total 2015	Total 2014
		£	£	£	£
Incoming resources					
Incoming resources from generated funds:					
Activities for generating funds					
Sponsorship		-	22,301	22,301	10,499
Legacy		-	-	-	20,000
Investment income		-	70	70	6
Incoming resources from charitable activities:					
Grants and awards	2	123,395	249,802	373,197	227,210
Other activities	3	<u>86,932</u>	<u>287,578</u>	<u>374,510</u>	<u>257,865</u>
Total incoming resources		<u>210,327</u>	<u>559,751</u>	<u>770,078</u>	<u>515,580</u>
Resources expended:					
Charitable activities	4	210,852	525,956	736,808	454,822
Governance costs	4	<u>-</u>	<u>4,100</u>	<u>4,100</u>	<u>2,620</u>
Total resources expended		<u>210,852</u>	<u>530,056</u>	<u>740,908</u>	<u>457,442</u>
Net income (expenditure) for the year		(525)	29,695	29,170	58,138
Reconciliation of funds					
Funds brought forward		<u>6,904</u>	<u>153,304</u>	<u>160,208</u>	<u>102,070</u>
Funds carried forward		<u>6,379</u>	<u>182,999</u>	<u>189,378</u>	<u>160,208</u>

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

All incoming resources and resources expended derive from continuing operations

BRISTOL CITY COMMUNITY TRUST

BALANCE SHEET

AS AT MAY 31, 2015

	Notes	2015 £	2014 £
Fixed assets	8	<u>19,612</u>	<u>4,375</u>
Current assets			
Debtors	9	62,965	113,506
Cash at bank and in hand		<u>188,899</u>	<u>146,908</u>
		251,864	260,414
Creditors: Amounts falling due within one year	10	<u>73,129</u>	<u>104,581</u>
Net current assets		<u>178,735</u>	<u>155,833</u>
Creditors: Amounts falling due after more than one year	11	<u>(8,969)</u>	<u>-</u>
Net assets		<u>189,378</u>	<u>160,208</u>
Funds:			
Unrestricted Funds	14	182,999	153,304
Restricted Funds	15	<u>6,379</u>	<u>6,904</u>
		<u>189,378</u>	<u>160,208</u>

These accounts were approved by the Trustees on behalf by

and were signed on their

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M D Lea

Company registration number: 04357727

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

MAY 31, 2015

1. Accounting policies

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

Fund accounting

Unrestricted funds are available for use at the discretion of the Trustees in the furtherance of the general objectives of the Trust.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Incoming resources

All incoming resources are included in the statement of financial activities (SOFA) when the Trust is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Investment income is included when receivable
- Incoming resources from charitable activity are accounted for when earned
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

MAY 31, 2015

Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered, and is reported as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the Trust in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the Trust and include the audit fees and costs linked to the strategic management of the Trust.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Depreciation

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Inflatable equipment	33.3% straight line
Office equipment	33.3% straight line
Motor vehicles	25% straight line

Hire purchase agreements

Assets held under hire purchase agreements are capitalised and disclosed under tangible fixed assets at their fair value. The capital element of the future payments is treated as a liability and the interest is charged on a straight line basis.

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

2. Grants and awards

		Restricted funds	Unrestricted funds	2015 Total	2014 Total
		£	£	£	£
The Football League Trust	- Core funding	-	33,000	33,000	27,000
	- On Target project	11,000	-	11,000	19,900
	- Futsal	-	152,172	152,172	73,184
	- Health project	24,888	-	24,888	36,623
	- Foundation degree	-	35,717	35,717	1,400
Premier League Charitable Fund	- PL Girls Football	18,200	-	18,200	13,650
	- PL 4 Sport	18,750	-	18,750	14,064
Grants for Botswana trip	- Premier League	13,675	-	13,675	-
	- Citibank	20,000	-	20,000	-
The Football Association	- Community Shield	-	-	-	2,000
The Lawn Tennis Association		7,875	-	7,875	-
Table tennis	- Sport England	-	-	-	8,889
	- ETTA	-	-	-	2,000
	- Bristol City Council	-	-	-	1,000
npower	- Respect project	-	-	-	3,000
	- What's Your Goal?	-	-	-	2,500
City Foundation		-	17,913	17,913	16,500
Quartet Community Foundation	- Catalyst for Change	2,000	-	2,000	-
Bristol City Council	- Bristol Together	-	5,000	5,000	-
PFA Union Fund		2,007	-	2,007	-
Bridgwater College	- Apprentice sponsorship	-	6,000	6,000	1,500
Police Community Trust		5,000	-	5,000	-
Disability Football		-	-	-	2,000
Homeless FA		-	-	-	2,000
		123,395	249,802	373,197	227,210

3. Incoming resources from other charitable activities

	Restricted funds	Unrestricted funds	2015 Total	2014 Total
	£	£	£	£
Community and school coaching and clubs	-	116,386	116,386	118,142
National Citizen Service	-	14,251	14,251	-
Matchday lottery	-	36,145	36,145	29,226
Education	-	20,523	20,523	22,720
FA courses	-	23,108	23,108	19,786
Facilities lettings	-	21,618	21,618	11,588
Botswana trip	54,199	-	54,199	-
Croatia tour	32,733	-	32,733	-
PSV Eindhoven trip	-	-	-	14,885
Bus tickets	-	-	-	4,398
Futsal and other kit sales	-	4,332	4,332	11,556
East End seat sales	-	11,818	11,818	-
Gift Aid	-	6,775	6,775	-
Other donations and fundraising events	-	32,622	32,622	25,564
	86,932	287,578	374,510	257,865

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

4. Total resources expended

	Restricted funds	Unrestricted funds	Governance	2015 Total	2014 Total
	£	£	£	£	£
Costs directly allocated to activities					
Wages and coaching costs	71,840	336,636	-	408,476	288,053
Kit and equipment	2,440	15,145	-	17,585	10,982
Hire of facilities	5,482	17,022	-	22,504	6,248
Trophies and prizes	417	2,006	-	2,423	396
Vehicle hire	-	3,316	-	3,316	5,063
Motor, travel and subsistence	3,662	17,130	-	20,792	16,202
Project expenditure	1,926	1,765	-	3,691	7,206
Botswana trip	79,895	-	-	79,895	-
PSV Eindhoven trip	-	-	-	-	14,885
Croatia tour	32,733	901	-	33,634	-
Matchday lottery prizes	-	13,100	-	13,100	13,500
Support costs allocated to activities					
Audit	-	-	4,100	4,100	2,620
Accounting support services	-	19,620	-	19,620	20,680
Water rates	-	319	-	319	361
Telephone and fax	249	4,615	-	4,864	2,690
Website and internet costs	-	1,022	-	1,022	1,831
Computer software	249	2,219	-	2,468	3,942
Repairs and maintenance	62	1,884	-	1,946	2,739
Light and heat	-	1,595	-	1,595	2,079
Printing, postage and stationery	1,147	4,728	-	5,875	7,173
Refreshments	217	8,033	-	8,250	4,863
Depreciation	525	10,907	-	11,432	8,359
Pension costs	-	7,094	-	7,094	4,444
Insurance	-	587	-	587	417
Bus tickets	-	1,097	-	1,097	5,468
Brochures and literature	-	-	-	-	748
Advertising, promotion and fundraising	2,855	18,291	-	21,146	3,098
Gift vouchers	-	2,810	-	2,810	1,795
Entertaining	-	1,127	-	1,127	3,058
Legal and professional fees	-	3,026	-	3,026	2,733
Severance payment	-	-	-	-	2,000
Sundry	114	2,829	-	2,943	1,655
Teaching and development	5,841	8,036	-	13,877	11,064
Teaching resources	1,198	2,089	-	3,287	-
Hire purchase interest	-	328	-	328	-
Bank charges	-	785	-	785	370
Payroll fees	-	894	-	894	720
Subcontracted programme delivery costs	-	15,000	-	15,000	-
	<u>210,852</u>	<u>525,956</u>	<u>4,100</u>	<u>740,908</u>	<u>457,442</u>

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

5. Incoming resources for the period

This is stated after charging:	2015 £	2014 £
Depreciation of owned fixed assets	8,133	8,359
Depreciation of assets held under hire purchase agreements	3,299	-
Auditor's remuneration	<u>4,100</u>	<u>2,620</u>

6. Staff costs and numbers

	2015 £	2014 £
Staff costs were as follows:		
Salaries and wages including social security costs	424,357	288,053
Pension contributions	<u>7,094</u>	<u>4,444</u>

One employee received emoluments in the band £60,000 - £70,000.
Pension contributions of £2,200 were made in respect of this employee.

The average number of employees during the year was 25 (2014 – 18).

7. Trustees' and officers' remuneration

No expenses were reimbursed to the Trustees.

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

8. Fixed assets

	Inflatable equipment £	Motor vehicles £	Office equipment £	Total £
Cost				
At June 1, 2014	6,000	3,000	10,953	19,953
Additions	-	19,794	6,875	26,669
At May 31, 2015	<u>6,000</u>	<u>22,794</u>	<u>17,828</u>	<u>46,622</u>
Depreciation				
At June 1, 2014	3,167	2,062	10,349	15,578
Charge in period	<u>2,000</u>	<u>4,049</u>	<u>5,383</u>	<u>11,432</u>
At May 31, 2015	<u>5,167</u>	<u>6,111</u>	<u>15,732</u>	<u>27,010</u>
Net book value				
At May 31, 2015	<u>833</u>	<u>16,683</u>	<u>2,096</u>	<u>19,612</u>
At May 31, 2014	<u>2,833</u>	<u>938</u>	<u>604</u>	<u>4,375</u>

Hire purchase agreements

Included within the net book value of £19,612 is £16,495 (2014: £nil) relating to assets held under hire purchase agreements. The depreciation charged to the financial statements in the year in respect of such assets amounted to £3,299 (2014: £nil).

9. Debtors

	2015 £	2014 £
Coaching fees	36,030	52,144
Outstanding funding	4,000	-
Accrued income	16,930	25,323
Prepayments	-	35,203
Other debtors	<u>6,005</u>	<u>836</u>
	<u>62,965</u>	<u>113,506</u>

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

10. Creditors: amounts falling due within one year	2015	2014
	£	£
Accruals	22,726	16,156
Other taxation and social security	8,197	6,362
Deferred income	19,907	71,328
Other creditors	17,783	10,735
Hire purchase account	<u>4,516</u>	<u>-</u>
	<u>73,129</u>	<u>104,581</u>

Deferred income represents incoming resources received in advance of the provision of charitable activities as follows:

	2015	2014
	£	£
Botswana trip	-	48,137
On Target Project	-	1,500
Premier League - Girls Football	4,550	4,550
- Premier League 4 Sport	4,687	4,688
Schools coaching	2,795	9,173
Education	-	2,800
The Lawn Tennis Association	7,875	-
Other	<u>-</u>	<u>480</u>
	<u>19,907</u>	<u>71,328</u>

11. Creditors: amounts falling due after more than one year	2015	2014
	£	£
Hire purchase account	<u>8,969</u>	<u>-</u>

BRISTOL CITY COMMUNITY TRUST**NOTES TO THE FINANCIAL STATEMENTS (continued)****MAY 31, 2015****12. Commitments under operating leases**

At May 31, 2015 the Trust had annual commitments under non-cancellable operating leases as set out below:

	2015	2014
	£	£
Operating leases which expire:		
Within 1 year	742	-
Within 2 to 5 years	<u>2,906</u>	<u>5,922</u>
	<u>3,648</u>	<u>5,922</u>

13. Analysis of net assets between funds

	Restricted Funds	Unrestricted Funds	Total Funds 2015	Total Funds 2014
	£	£	£	£
Fixed assets	525	19,087	19,612	4,375
Net current assets	5,854	172,881	178,735	155,833
Amounts due after more than one year	<u>-</u>	<u>(8,969)</u>	<u>(8,969)</u>	<u>-</u>
Net assets	<u>6,379</u>	<u>182,999</u>	<u>189,378</u>	<u>160,208</u>

14. Unrestricted funds

	2015	2014
	£	£
Funds brought forward	153,304	94,641
Incoming resources	559,751	357,008
Resources expended	<u>(530,056)</u>	<u>(298,345)</u>
Funds carried forward	<u>182,999</u>	<u>153,304</u>

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

15. Restricted funds	At June 1 2014 £	Incoming resources £	Resources expended £	At May 31 2015 £
npower				
- Playground project	5,854	-	-	5,854
The Football League Trust				
- Health project	-	24,888	(24,888)	-
- On Target	-	11,000	(11,000)	-
Premier League Charitable Fund				
- PL Girls Football	-	18,200	(18,200)	-
- PL 4 Sport	-	18,750	(18,750)	-
Botswana trip				
- Premier League grant	-	13,675	(13,675)	-
- Contributions received	-	74,199	(74,199)	-
The Lawn Tennis Association	-	7,875	(7,875)	-
Quartet Community Foundation	-	2,000	(2,000)	-
PFA Union Fund	-	2,007	(2,007)	-
Police Community Trust	-	5,000	(5,000)	-
Croatia Tour	-	32,733	(32,733)	-
Computer equipment	1,050	-	(525)	525
	<u>6,904</u>	<u>210,327</u>	<u>(210,852)</u>	<u>6,379</u>

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

Purposes of Restricted Funds

npower - Playground project

Residual funds from a playground renovation project.

Health project

A healthy schools initiative focused on raising the physical activity levels of children aged 5-11, together with an educational programme promoting healthy eating and lifestyles.

On Target

This is the Football League Trust's estates based project which uses the positive power of football to engage with young people in areas identified by the police as hotspots for anti-social behaviour and crime.

Premier League Girls Football

The main aim of the project is to engage girls aged 14 and over in football. Free football sessions take place all over the city as a mixture of after school clubs and club sessions.

Premier League 4 Sport

The main aim of the project is to engage young people aged 12 and over in athletics, basketball and boxing and to encourage them to enjoy playing these great sports.

Botswana Trip

A 10 day visit to carry out community based work including provision of teaching and football coaching sessions for young people at several venues.

The Lawn Tennis Association

A 2 year partnership between the LTA and the Trust to promote tennis in Bristol and to provide opportunities for people to play tennis recreationally or competitively.

Quartet Community Foundation

A funding contribution towards a 6 day training camp for homeless people.

PFA Union Fund

Funding to assist the Trust in promoting its projects.

BRISTOL CITY COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS (continued)

MAY 31, 2015

Police Community Trust

Funding to provide two 30 week long football coaching courses in the Bristol area with the aim of reducing the level of crime and anti-social behaviour in these areas.

Croatia Tour

An opportunity for 60 Foundation Degree and BTEC students to experience Croatian culture, together with football training sessions with top quality coaches and competitive matches with local opposition.

Computer equipment

This represents the unamortised value of computer equipment funded by specific donations.

15. Related party transactions

	Income	Expenditure	Net debtor/(creditor)
	£	£	at year end
			£
Ashton Gate Limited	12,035	9,152	(3,134)
Bristol City Football Club Limited	-	2,757	2,757
Bristol Sport Limited	630	4,226	630
Bristol Flyers Limited	-	15,000	15,000
Smith & Williamson LLP	10,000	17,820	4,900

D J Harman and J S Lansdown are directors of Ashton Gate Limited, Bristol City Football Club Limited and Bristol Sport Limited.

A Kington, the Community Trust Director, was a director of Bristol Flyers Limited during the period to which the above accrued expenditure relates.

M D Lea is a partner in Smith & Williamson LLP.