



Friends of Cotteridge Park

Annual Report and Accounts *August-December 2012*



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Our details

Friends of Cotteridge Park

44 Franklin Road, Birmingham B30 2HG

Registered Charity Number 1150091

Trustees August-December 2012

Emma Woolf *Chair*

Maggie Millar

Emma Macpherson *Vice-Chair*

Mike Satterthwaite *(until October 2012)*

Gary Roskell *Treasurer*

Andy Stowe

Paul Chappell *Secretary*

How we are run

The Friends of Cotteridge Park is a membership organisation for those who enjoy and use Cotteridge Park. FoCP is now a charity under the Recreational Charities Act 1958. The elected Trustees represent the members and manage the business of the organisation on their behalf. FoCP holds monthly management meetings open to all members, and quarterly Trustee meetings. Trustees serve for one year and elections are held each year at the AGM.

Our objectives

The Charity agreed the following objects at the AGM on 29th October 2012:

The charity's objects ('the objects') are

For the benefit of the inhabitants of the surrounding area of Cotteridge Park and visitors to the area ("the beneficiaries"), the promotion of the provision of facilities for education, recreation and other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for the beneficiaries without distinction of sex or of political, religious or other opinions in particular but not exclusively by:

a) The promotion, support and improvement of Cotteridge Park.

b) Organising programmes of physical, educational, creative and other activities in the interests of social welfare, primarily in and around the park.



Annual review

Cotteridge Park August-December 2012:

The “little year”

Why a “Little Year”

To help make our financial year match our activities better, and as part of the changes we’re undergoing to be able to properly fulfil our responsibilities as a registered charity, the end of the financial year has moved from July to December.

This means there will be a “little year” from the end of the old financial year at the end of July 2012 and the beginning of the new financial year (January 2013). This will only happen once and from now on the Financial Year will run from January to December with an Annual General Meeting in May.

The “Little Year” Annual Report

So even though this is a short year an annual report is still needed.

Events and Activities

From August to December we have seen the regular events come and go. CoCoCamp 2012 had a new format – rather than cancel because of the awful weather it moved to become an evening-only event with wonderful food provided by the Scouts. In September we raised the Green Flag that had been awarded earlier in the year. Ghosts and zombies once again invaded the Park for Fright Night, which this year also introduced werewolves to the local wildlife. And the Candlelit Carols rounded off the year fittingly in a rain storm – the first time in 17 years that the carol singing had to move indoors. Fingers crossed for a drier 2013.

Working with Schools and Young People

The work with schools & young people has continued. In particular the Duke of Edinburgh group on Sundays has been doing sterling work and many thanks must go to Wendy Timms for the time she gives to this project. Cotteridge School Nursery & Reception classes now visit on a weekly basis – and thanks must go to the volunteers who regularly turn out for this.

Nature Improvement Area, Grounds Maintenance & Birmingham City Council

Budgets are continuing to feel the pressure and FoCP is doing what it can to improve the environment by making funding bids. A complex bid to the Nature Improvement Area, if successful, will make a huge difference to the biodiversity of the park.

Plans for 2013

2013 is the year of Active Parks. With funding and skills support from Be Active & Birmingham Parks Service FOCP are developing a programme of fitness opportunities suitable for the whole community – demonstrating that our local open spaces are a great place to improve the community's health and well-being.

Thanks are due to all the volunteers and to our wonderful Park Keeper, Richard Turner, and Park Manager, Simon Cooper, without whom none of this would be possible.

Financial review

In shaping our objectives for the year and planning our activities, the trustees considered the Charity Commission's guidance on public benefit.

With the change in financial years direct comparisons with last year are difficult - we would be comparing a whole year's income and expenditure with just five months this year. What we can say though is despite the current financial environment the Friends of Cotteridge Park remains in a healthy financial situation. The fund balance carried forward to next year has risen from £9791 to £13180, although it must be remembered that last year's accounts are a snapshot just after CoCoMAD which would be expected to drain funds. At the end of the year only about one-third of funds were restricted, a very healthy position.

There has been one transfer between funds:

- £1040 has been transferred from Restricted to Unrestricted. This is because restricted funding has been received this year that can, in part, be used for items & services already purchased with unrestricted funds last year. So this is in effect a reimbursement of that previous expenditure.

Reserves

It would be typical of a charity to have a reserves policy ensuring that reserves are kept at a level that would cover a certain number of months unrestricted expenditure, typically three. However for FoCP the CoCoMAD event in July accounts for around half of expenditure in the year, and reserves are therefore kept considerably higher to cope with this annual spike in cashflow.

The exact level of reserves will vary according to expected liabilities over the year, and to what extent other measures – like Cancellation Insurance – might mitigate these risks. The charity will aim to maintain either full reserves or a mix of reserves and other mitigating measures at a level that will cover its annual unrestricted liabilities, based on previous year's expenditure and the predicted future programme of events.

Income and Expenditure account and Statement of Financial Activities for the short financial year ended 31 December 2012

	Notes	Restricted Funds	Unrestricted Funds	Total Aug- Dec12	Total 11/12
		£	£	£	£
Incoming resources	2				
<i>Incoming resources from generated funds</i>					
Voluntary income:		8,929		8,929	9,999
Grants					
Donations			530	530	2,298
Sponsorship			0	0	4,170
Investment income			12	12	36
Activities for generating income			377	377	5,388
Total incoming resources		8,929	919	9,848	21,891
Resources expended	3				
<i>Activities</i>					
Activity costs		6,218	0	6,218	21,625
<i>Governance costs</i>		0	242	242	1,131
Total resources expended		6217.99	242	6,460	22,756
Net incoming resources/ (resources expended)		2,711	678	3,389	(865)
Net transfer between funds		(1,040)	1,040		
<i>Reconciliation of funds</i>					
Fund balances brought forward at 1 August		2,752	7,039	9,791	10,656
Fund balances carried forward at 31 July	6	4,423	8,757	13,180	9,791

Balance sheet as at 31 December 2012

	Notes	Restricted Funds £	Unrestricted Funds £	Aug- Dec12 £	11/12 £
Fixed assets					
Tangible assets		0	0	0	0
Current assets					
Debtors		4,810		4,810	2,130
Cash at bank and in hand		12,246	4,236	18,670	16,246
		17,056	4,236	23,480	18,376
Creditors: amounts falling due within one year	4	(4,560)	(72)	(4,632)	(8,586)
Net current assets		12,496	4,164	18,848	9,790
Net assets		12,496	4,164	18,848	9,790
Unrestricted funds					
General	6		4,164	4,164	3,317
Designated			0	0	3,721
Restricted funds	6	12,496		12,496	2,752
	6	12,496	4,164	16,660	9,790

NOTES TO THE FINANCIAL STATEMENTS at 31 December 2012
1 Accounting policies

The Friends of Cotteridge Park does not seek to make a profit, nor can its achievements be measured by normal commercial criteria. In order that a true and fair view should be given in these accounts the officers have set out on page 2 an income and expenditure account which shows the results for the year. A summary of the more important accounting policies of FoCP is set out below.

- **Accounting convention:** The accounts are prepared under the historical cost convention.
- **Income and deferred income:** Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except when donors or grant-givers specify that donations and grants given to the charity must be used in future accounting periods, in which case the income is deferred until those periods and is included in Deferred Income within creditors. All other income is accounted for on an accruals basis.
- **Expenditure:** Expenditure is accounted for on an accruals basis and allocated to the appropriate heading in the accounts. Where expenditure is incurred which relates to more than one cost category, the expenditure is apportioned over all relevant headings. The bases of apportionment used reflect time and resources expended on various activities or in support of those activities.

- **Fund accounting:** Funds held by the Friends of Cotteridge Park are either:
 - Unrestricted general funds – these are funds which can be used in accordance with the objects at the discretion of the officers
 - Designated funds – these are funds set aside by the officers out of unrestricted general funds for specific future purposes or projects.
 - Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the Friends of Cotteridge Park. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Incoming resources	Aug-Dec12	11/12
Grants – restricted	£	£
Charles Henry Foyle Trust		3,200
Awards for All		2,460
Birmingham City Council	8,929	4,339
	8,929	9,999

Other income – all unrestricted

Donations	530	2,218
Collection for Amy Plisner		80
Sponsorship	0	4,170
Investment income	12	36
Activities for generating income	377	5,388
	919	11,892

3 Resources expended

	Restricted	Unrestricted	Total	11/12
	£	£	Aug-Dec12	
Support costs				
Orchard/Gardens	0		0	944
CoCoMAD			0	9,331
Spray art	720		720	4,215
Bushcraft/Forest Schools	3,200		3,200	4,250
Sports			0	0
Other activities	2,298		2,298	2,885
	6,218	0	6,218	21,625
Governance costs				
Insurance		197	197	398
Misc		45	45	733
	0	242	242	1,131

4 Creditors: amounts falling due within 1 year	Aug- Dec12	11/12
	£	£
Activity creditors	72	7,866
Deferred income	⁵ 4,560	720
	4,632	8,586

5 Deferred income	Aug- Dec12	11/12
	£	£
Balance at 1 August	720	7,411
Amount released to incoming resources	(720)	(7,411)
Amount deferred in year	4560	720
Balance at 31 December	4,560	720

6 Analysis of funds movements

	Balance at 1 August 2012 £	Incoming resources £	Expenditure £	Transfers £	Balance at 31 Dec 2012 £
Unrestricted funds	3,317	919	242	1,040	5,035
These are funds which can be used in accordance with the charitable objects at the discretion of the Directors					
Designated	3,721				3,721
These are funds set aside by the Directors out of unrestricted general funds for specific future purposes or projects					
Restricted funds	2,752	8,929	6,218	(1,040)	4,423
These are funds that 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					
	9,790	9,848	6,460	0	13,179

There has been one transfer between funds:

- £1040 has been transferred from Restricted to Unrestricted. This is because restricted funding has been received this year that can, in part, pay for items already purchased with unrestricted funds last year.