



SHIREHAMPTON COMMUNITY ACTION FORUM

ANNUAL REPORT

APRIL 2018 – MARCH 2019

Shirehampton Community Action Forum is a Company Limited by Guarantee
Registered in England, number 4686738. Registered Charity number 1099221

Registered Office: Shirehampton Public Hall, Station Rd, Shirehampton, Bristol BS11 9TU
Email: enquiries@shirecaf.org.uk Website: www.shirecaf.org.uk

We acknowledge and thank our funders



**THE RICHARD DAVIES
CHARITABLE
FOUNDATION**



The Astley Trust



**Co-op Local
Community Fund**

CHAIR'S STATEMENT

This is the Forum's sixteenth annual report and my second year as Chair. It's proved busy as always, with progress made in different areas of our work.

The Forum became an independent organisation in April 2003. However, the Forum was launched, under the auspices of Shirehampton Public Hall Community Association, at a public meeting on 22 October 2001. SCAF aims to address issues of concern to local residents, by strengthening ties and building partnership working between statutory agencies, private enterprise, and voluntary and community groups in Shirehampton.

Since our foundation, we have made substantial contributions to community life in Shirehampton and beyond, primarily but not only, through our Action Groups. The Community Safety Group holds regular meetings between local residents, the police, and other bodies including housing providers, and council departments such as street cleansing. It became in many ways a prototype for the PACT meetings later rolled out across the City and beyond. SCAF is an active partner in arranging and promoting the ward-wide meetings, which have replaced the Neighbourhood Partnerships.

We have started other Action Groups since the initial ones, beginning with Shire Greens, our environmental action group in 2003, which has contributed a whole array of practical projects over the years, not least the planting of the Daisy Field community orchard nearly 15 years ago. They continue to be very active with a range of projects with Bristol Zoo, Severn Beach Community Rail Partnership (Shirehampton Station) and continue to nurture the Daisy Field. In 2015 they founded Friends of Lamplighters Marsh (FOLM), which is now an independent organisation.

The Shirehampton Community Plan steering group became a SCAF Action Group soon after the launch of the Plan in June 2018. This group of residents continues to meet regularly, initiating and supporting developments of the action plans in the Community Plan. Further details of these developments can be found further in the report.

The Forum has been involved in Planning & Development matters for well over 10 years. The weekly Planning Watch bulletins began in 2006 which detail all Planning Applications within our ward and major applications Bristol/region wide of community interest, planning news and legislation & details public consultations/briefing sessions on proposed developments.

The Shire Planning Group developed out of the Community Plan and has since celebrated its first anniversary. The group continues to meet to consider applications and has a regular presence on social media, circulating useful information to residents. SCAF continues to support residents involved in Planning Group.

SCAF continues to support two walking groups in the village and group membership is increasing; at the last estimate the groups attract about 50 people in total, walking together every week. The Forum is the Shirehampton contact for the Community Navigators project started by North Bristol Advice Centre. SCAF also links with the Social Prescribing role in Shirehampton Health Centre. These initiatives play a vital role in promoting health and social support for residents of the village.

We still work in partnership with Bristol City Council on major improvements to St Mary's Rec (AKA Beachley Walk) park and play area. Due to BCC cutbacks and personnel changes, progress has been much slower than desired, but a Landscape Architect has been employed and a full design statement & detailed drawing plans produced. We have secured just under £40,000 from section 106 monies, and have a further application in for £50,000 to the Area 1 CIL/s106 committee. We will still need to secure additional funds as the estimated total cost of the park & play area redevelopment project is £135,000.

Bristol City Council has developed Area Committees across the city and SCAF plays a significant role in our Area Committee. These meetings manage the decision-making process on CIL/s106.

SCAF also plays a significant role in networks across the ward and wider to ensure that partnership working between residents, the City Council and other statutory bodies is maintained. SCAF's Full Forum and Community Safety meetings continue in their aim of keeping residents informed of any changes in public services and in creating a space for residents to influence those changes.

Many local people and organisations have contributed to our successes. I am very grateful to my fellow Trustees, all those who have contributed to SCAF's activities, and to our funders. Since our foundation Ash Bearman, our Community Development Officer, has been the mainstay of SCAF. Without her skill and enthusiasm we could not have achieved anything like as much as we have.

Dianne Frances, Chair

REPORT OF THE TRUSTEES

1. Name and Registered Office

The charity's name is Shirehampton Community Action Forum. It is also known as SCAF. It is a registered charity, number 1099221, and a company limited by guarantee, no 4686738. The Registered Office is Shirehampton Public Hall, 32 Station Rd, Shirehampton, Bristol BS11 9TU.

2. Names of Charity Trustees and Company Directors

Dianne Frances Chair from November 2017
Peter Kirsén Resigned as treasurer December 2018
Dr David Thomas Temporary treasurer from December 2018
Ms Val Jenkins
Rosemary Watkins
Kate Shadbolt from April 2018, resigned August 2018
Jess Martens from May 2018
John Knight from November 2018

3. Staff

The Forum employs one part-time staff member, Ms Ash Bearman, who is the Community Development Officer. She is also the Company Secretary.

4. Structure, Governance and Management

The Forum is a Company Limited by Guarantee, and is governed by its Memorandum and Articles of Association. These set out how individuals and organisations can become members. It is managed by the Trustees, who are elected by the members at the Annual General Meeting. Additional Trustees may be appointed by the existing Trustees, to serve until the next AGM.

The Trustees are the managing body of SCAF, and are responsible for finance and assets, and employing any staff. The Board of Trustees are supported by a Steering Committee, also known as the Full Forum, and by a variable number of Action Groups, which will be formed or dissolved as the need for them arises. Two Action Groups existed throughout the year. These were Community Safety, and Shire Greens.

The Memorandum and Articles of Association are supported by Rules. These set out the membership structure, and the relationship between the Trustees, the Full Forum, and the Action Groups. The Trustees held 8 meetings during the year. They approved the budget and Business Plan for the year, and received regular financial reports.

SCAF's Development Officer, Ash Bearman, attended their meetings. The Trustees exercise overall control of her work priorities, but the Chairman acts as her line manager.

The Trustees adopted a range of Policies and Procedures in previous years. The Trustees consider that the range of Policies and Procedures in place meet Bristol City Council's baseline standards. The Trustees do not have a formal Risk Management Policy at present. However, they consider that the greatest risk the Forum faces at present is uncertainty in future funding.

5. Charitable Objects

1. To promote the benefit of the parish of Shirehampton and the neighbourhood 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 provide facilities in the interests of social welfare for recreation and leisure-time occupations with the object of improving the conditions of life for the said inhabitants.
2. The promotion of public safety and prevention of crime.
3. The preservation and protection of health.

6. Public Benefit

The charity is required to act in accordance with its objects, and for public benefit. The activities which produce public benefit are summarised in this report. The trustees consider that they have had regard to the Charity Commission's Public Benefit Guidance when exercising their powers and duties.

7. Financial Review

SCAF has a Reserves Policy, which states that where possible provision should be made to hold approximately the equivalent of 6 months revenue costs of the Forum as set out in the annual budget. At the start of the year our unrestricted reserves were about 5 months of our core revenue costs. However, by the end of the year this situation had improved substantially, and the year-end unrestricted balance covered significantly more than 6 months of core costs

The Accounts for the Year are set out below. The principal sources of funds were grants from the People's Health Lottery, the Astley Trust, the Co-op Local Community Fund, and the Wind Turbine Fund. These funds were primarily used to pay the salary and associated costs of the development worker, enabling her to support the activities of the Forum and the Action Groups. They also support door to door shopping trips, and the development and implementation of the Shirehampton Community Plan.

For the forthcoming year grants from the People's Health Trust, and the Richard Davies Charitable Fund will contribute to our core costs. We have projected core costs that exceed our projected unrestricted income, but sufficient unrestricted reserves to cover these. However, we hope to identify other sources of unrestricted funds, so that we do not run at an unrestricted deficit.

SCAF's aims are:

- To discuss the issues raised in the Community Profile and come to a consensus of opinion as to the priorities.
- To develop a strategic and multi-agency approach to address the priority issues.
- To establish links and support the work of other local initiatives. To establish a working structure with regular meetings.
- Establish good communication between Forum members.
- To establish sub groups/working groups to address specific issues e.g. housing, lack of youth activities etc.
- To be inclusive and fully representative of all sections of the Shirehampton Community.
- To be open to and consult the residents of Shirehampton.

SCAF's strategic objectives 2017-2021, adopted in September 2017, are:

1. To raise the profile of SCAF by following our clear and strengthened publicity strategy
2. To recruit and support residents as new members and associates of SCAF, aiming to engage across all groups so the organisation will reflect the community profile of Shirehampton
3. To support and encourage the residents of Shirehampton to produce the Shire Community Plan and to then enable residents to 'Make it Happen'
4. To remain aware of the changes in Bristol City Council as they affect the residents of Shirehampton and to assist residents to influence those changes
5. To continue to search for funding sources by keeping abreast of the funding environment and by promoting a strong public profile of the achievements of SCAF

Key working Partners

The Forum, the Community Safety and Shire Greens (Environment) action groups, and now the new Shire Planning Group and the Shirehampton Community Steering group, continue to attract new partner organisations & individuals from the community to work together in strong and effective partnerships. These activities have involved statutory agencies, community groups, voluntary sector organisations, private enterprises, churches, schools, Residents' Associations, and individuals from the community. Details of the work areas of each of these groups appear later in the report.

REVIEW OF THE YEAR - The Forum & Other work areas

The Full Forum met 5 times during the year. The main purpose of the Forum is to enable the Action Groups to report on their activities. There is a very fruitful interaction between the various groups in these discussions, and each group benefits from the inputs from members of other groups, and from SCAF members who are not also members of a group

In addition to the work of the action groups SCAF continues to strengthen ties between current partnerships, attract new members and also support and contribute to the work of other organisations both statutory and voluntary sector working for community regeneration in North Bristol.

- Involvement in the Bristol City Council Port Community Resilience Fund (PCRF) Community Facilities & Jobs, Training & Enterprise strands. Future work will focus on the "Thriving High Streets" element of this fund working in partnership with the BCC PCRF Officers to deliver practical street furniture etc. additions in Shirehampton High Street with our £40,000 allocation,
- Set the local PACT (Partners & Communities Together) priorities for Shirehampton at the Community Safety Action Group meetings with our local Police Beat Manager PC Amanda Patterson & PCSO Pat Gardener.
- Projects included the very popular and successful Shire Door to Door Shopping Trips with a series of programmes. (These are FREE weekly door to door shopping/social trips to a variety of supermarkets/shopping centres e.g Yate, Portishead, Morrisons, Wyevalde Garden Centre, Willow Brook Shopping centre etc for Shire residents aged 60+ in a fully accessible minibus). Plus longer "specials" to Weston, Abergavenny & Burnham in the late spring & summer

SCAF also supported & contributed to the following partnerships:

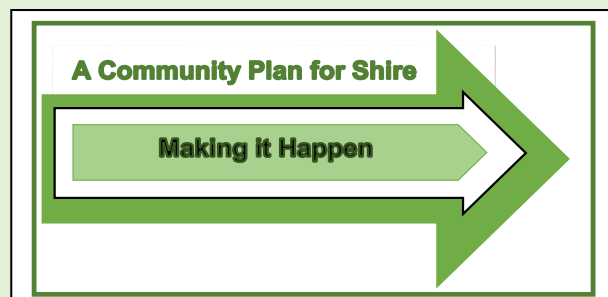
- SevernNet Economy, Employment and Skills Forum
- NBAVA – North Bristol Against Violence and Abuse
- North Bristol Community Navigators Project
- Planning Watch – kept the community well informed of all local planning and development issues, including public consultations. City wide new developments and local & regional public transport issues, road works, energy and housing matters.

- Contributed to BCC Consultations, Conferences, seminars and workshops addressing local & city wide community issues
- Assisted & supported other local community groups & organisations by providing information on new funding & grant opportunities and supported their applications as the accountable body for unincorporated groups.
- Seen as the main contact point for information about local organisations, services, venues and activities and publicised and supported local groups/clubs and organisations activities and events

Shirehampton Community Plan

It's been a very busy and productive year for the Shirehampton Community Plan Steering Group.

We launched the Plan in June 2018 after almost two years of developing the survey, analysing the data and writing the Action Plans.



These four Action Plans aim to resolve the main issues identified by residents: Improving the Street Scene, reviving Our High Street, improving the health and activity levels of us all and ensuring our young people are made welcome and included in the community. Since the launch, a lot of progress has been made.

There is now a Shire Youth network, working with partner organisations to develop youth activities across the ward area. We have the support of the Shirehampton Health Centre and meet with them at the Patient Participation Group as the Community Plan is on the agenda. A GP writes a monthly article for the Shire paper to promote health and to spread useful information to all residents. We have had a first meeting of a Friends of Shire Library group, which plans to work with the library service to develop more activity in the library space and to increase the number of readers in the village. This group developed out of the Library Conversations funded by the Council and organised by SCAF for our area.

The Shire Market Group has held its first meeting to investigate the practicalities of holding markets in the village, which we hope will bring more people into the village and stimulate the local economy. A sum of £40,000 from the PCRF has been allocated to the improvement of Shire High Street, which we welcome, but we are concerned about possible delays as it is linked to much wider developments in the Cycle and Walking networks proposed by Highways England. We will continue to negotiate in the hope that local developments will not be delayed.

At a recent meeting, members of the steering group agreed that we must be realistic about how much can be developed in the first year of the Plan; it is a 5-year plan! We have seen an appreciable increase in the number of residents and local groups becoming involved in the community, which has helped in these first 10 months since the launch; we are grateful to all of them for their time and energy.

Dianne Frances, Chair of Steering Committee

Shirehampton Community Plan (SCP)

Healthy and Active Working Group: Vick Crane, Dianne Frances,
with additional support from others on the SCP steering group and John Knight
April 2018 to March 2019 Report

This is what we have been doing:

- Became active members at the Shirehampton Health Centre's Patient Participation Group (PPG), ensuring the health needs of Shirehampton residents are being effectively addressed.

- Met with staff from Shire Health Centre, including the practice manager, to talk about the Community Plan and discuss how we can work in partnership.
- Began talks with staff at Shire Health Centre about the importance of increasing the profile of and access to social prescribing, which can be an effective treatment for physical and mental health conditions and can reduce loneliness and isolation. Also began talks around the idea of an “information prescription”.
- Successfully encouraged the Shire Health Centre to write regular articles in the Shire newspaper which relate to being healthy and active.
- Started investigating and implementing ways to make Shirehampton a “dementia friendly” village. Information days were held at the Methodist Church. We started working with staff at the Health Centre to identify what need there is. Ongoing networking with Bristol Dementia Action Alliance and Alzheimer’s UK.
- Created a Friends of Shirehampton Libraries group: started planning how to develop the library into a community space to meet the needs of people who are isolated and experiencing low mood/depression, developed ideas around a public living room and other social activities.
- Networking with relevant organisations including Community Navigators and Avonmouth Football Club and keeping an eye out for and researching relevant policies, and organisations that can support our Healthy and Active vision for Shirehampton.
- Supported existing and new local activities, including Shirehampton’s two very successful walking groups, through advertising and promotion, including a new community plan notice board in the health centre. The health centre have also said they will get a leaflet stand. We will also see if we can advertise on the health centre screens.
- Researched opportunities for how to best advertise our local groups.
- Attended training on topics of community organisation, power, and physical activity for the prevention and management of disease.

These are our plans:

- Continue working on the above issues.
- Increase our promotion of and support for activities being held in our local parks and green spaces to encourage good mental and physical health: social prescribing can support this, create posters more clearly stating what conditions can be improved through participating in activities. Friends of Lamplighter’s Marsh also have ideas. Perhaps develop a local “couch to 5k” group?
- Look into the provision of Play Ranger sessions in Shirehampton’s parks and play areas.
- Seek funding to install an outdoor Green Gym.
- Do more to facilitate a culture of all generations exercising and playing together.
- Find ways to effectively use the knowledge and skills obtained from the training days noted above.
- Continue to develop opportunities with Friends of Shirehampton Library to support the Healthy and Active vision: perhaps a memory café to support people with dementia?

Shirehampton Community Plan (SCP)

Our Future – Our Young People Working Group: Ash Bearman

We have established a new partnership “Shire Youth Network” with Oasis Academy Brightstow, Young Bristol, Avonmouth Community Association and BCC Youth Services. We are developing a strategic plan to deliver new activities for young people in Shire & Avonmouth. We are putting together a major funding application for £30,000 to support this.

Community Safety Action Group

This group meets 8 times a year and continues to address all aspects of Community Safety in Shirehampton. We work in close partnership with the Police, BCC statutory agencies, Bristol City Council Departments, local housing associations & organisations and local residents. The group also benefits from regular attendance and involvement from our local Councillors – which helps get things done!

The group sets the PACT (Partners & Communities Together) which are reviewed every 3 months – the current priority is “Anti-Social Behaviour (ASB) to cover all of Shirehampton” - this involves regular Police patrols at identified “hot spots”

The group also works on the following key areas:

- Regular “walkabouts” in different areas of Shire log everything e.g. litter, fly tipping, graffiti, potholes, uneven pavements, health & safety issues, road signage, dog fouling, local transport issues. We work with our partners to put things right!
- Domestic Violence and Abuse - we are key members of the North Bristol Against Violence & Abuse (NBAVA) - formerly North Bristol Domestic Abuse Forum
- Licensing enforcement & monitoring
- Road safety issues – including facilitating traffic and road works public consultations
- Community safety initiatives/crime prevention
- Parking issues in Shire High Street and outside local schools
- Community Litter picks and clean ups

For the first part of the year the group was chaired by our Shire Beat Manager, PC Amanda Patterson who has been outstanding in this role for over 8 years. Sadly, due to “2 dodgy knees” Amanda has had to step down from this active role and has taken up a new posting at Police HQ in Portishead. All group members extend their thanks and best wishes to Amanda and we will all miss her!

PCSO Pat Gardener is the new Chair, and comes to us after many years as the Beat Manager at Oasis Academy Brightstowe and has a particular interest and commitment to helping & supporting young people in & around Shire.

Ash Bearman, SCAF

New Shire Planning Group

This group formed in March 2018 we have a Chair, Secretary and formed a Committee with 5 Officers. We have a contact list of 38 Members with an average of about 10 who regularly attend meetings. Many of those on the email list respond to Applications on larger issues that affect the village as a whole and either forward their comments for us to submit a Group response and/or make their own comments directly online.

We have responded to quite a few planning applications – supporting some and objecting to others. Also sent comments to Consultations, Street Trader Licences, Sale of Alcohol Licence applications and contacted the Contractors of a Development causing work to stop until Health & Safety procedures were carried out. 3 Members also attended a Council Development Control Committee Meeting to speak against an unwelcomed application.

We have not always been successful but this has been largely due to Applications having been previously granted by Council before we were formed. It has proved that a Planning Group is necessary to prevent these sort of Applications slipping through the net in the future.

Our Facebook page continues to be successful in getting Applications & Consultations out to those who need to know about them and a lot of useful information is generated as a result.

We have regular requests from residents of other villages to help with their issues as they feel we are the only village that do anything. One Avonmouth resident who has started the procedure to become a full Member of Shirehampton Planning Group commented "at last I don't have to battle on my own!"

Kim Tudor, Officer of Shire Planning Group

Shire Greens – Environmental Action Group

Friends of Lamplighters Marsh (FOLM)

FOLM maintained its success in obtaining grants: Tesco's Bags of Help grant provided power tools; the Greggs Foundation Environmental grant enabled free expert led walks on Lamplighters Marsh and the People's Postcode Lottery has supported all of our projects. We were able to offer a bird walk led by Ed Drewitt and a botany walk led by Clive Lovett. In November we hosted three walks dealing with the history of the marsh and the impact of human activities in connection with the Being Human project led by Dr. Pippa Marland.

We have been working with Nova Primary School to develop a virtual nature trail that can be used to supplement natural history and local history projects at the school. All this in addition to regular monthly activity days doing litter picks, bramble bashing and maintaining the bee bank.

Unfortunately, the boatyard has appropriated a field belonging to the LNR and turned it into a car park cum junkyard for derelict small craft. Bristol City Council recognizes this as trespass, but they have been very slow to take any action to defend the LNR.

Shirehampton Greens

The Greens working with the Severnside Community Rail Partnership have seen a specially designed welcome banner installed at Shirehampton Station. The banner commemorates the role of the remount station in the First World War. The Station Ladies framed the banner with poppies as part of Shirehampton's Poppy Memorial.

We also decorated the Daisy Field and the Remount bench in the orchard with poppies. We are grateful to the Rail Partnership for a second bench on the station. There are several new notice boards and a new photo display showcasing art work from mental health charities.

The Greens again took part in Bristol Zoo's Community Plant Collection Project. We were given a tour and a talk on the history of the Zoo Gardens and are invited again, in the autumn, to celebrate seven years of the Bristol Community Plant Collection.

Renee Slater, Chair

Planning Watch - Ash Bearman

Throughout the year, BCC Planning and Planning Finder websites and other sources of planning information have been visited. SCAF is also a member of Bristol Neighbourhood Planning Network and so receives information on a regular basis on pre planning and outline applications.

Planning related news and details of all pre/new/decided planning applications affecting commercial, industrial & community premises in Avonmouth & Lawrence Weston ward have been emailed to 120+ recipients, including a few members who prefer to receive the bulletin by post. This is a free service.

49 weekly planning watch bulletins were produced this year, enabling individuals and groups to be informed & make their own decisions to either support or oppose planned developments.

In addition to this, there were Planning Watch Special Bulletins – all these contribute to informing the monthly Shire Planning Group agenda. Details of public consultations involving planning applications of community interest and/or major developments (local, city-wide, regional) were circulated including:

- ✚ Bristol 20mph review
- ✚ Bristol Arena, Temple Meads Station & Temple Quarter developments
- ✚ Avonmouth & Sevenside Enterprise Area (ASEA) Ecological Mitigation & Flood Defence Scheme
- ✚ West of England Joint Spatial Plan
- ✚ Hinckley Connection Project
- ✚ Merrimans Drive Woodland Consultation
- ✚ Library Consultations & updates
- ✚ Community Infrastructure Levy (CIL) and s106
- ✚ Bristol Transport Strategy & Joint Local Transport Plan
- ✚ BCC Budget Consultation
- ✚ Network Rail Filton Bank Upgrade, New railway station at Portway Park & Ride - Rapid Bus Transit system updates & local bus services/changes
- ✚ Robin Cousins – Old School/Snooker Hall – Iron Bridge – 8-10 Station Road (Coles Nursery) – Multiple planning apps in Pembroke Road, Shire High Street & The Parade – Karakal – Fairways
- ✚ Bristol Local Plan & One City Plan
- ✚ Multiple industrial/chemical & warehousing/distribution applications across Avonmouth & Severnside

Acknowledgements

SCAF would like to thank the following for their support, commitment and enthusiasm over the past year...

Penpole Residents Association - Avonmouth & Shire Police Beat Team – Cotswold Community Association - BCC Departments working in partnership with SCAF
Shire Neighbourhood Watch Groups - Shire Churches

&

All local residents and volunteers involved with SCAF

A huge thank you to our funders

The People's Health Trust
Comic Relief (Quartet Community Foundation)
The Astley Trust
Shire Newspaper
The Richard Davies Charitable Trust
Co-op Local Good Causes Fund

SHIREHAMPTON COMMUNITY ACTION FORUM

Accounts for year ending 31 March 2019

Statement of Financial Activities for year ended 31 March 2019

	2019			2018		
	Restricted	Unre- stricted	TOTAL	Restricted	Unre- stricted	TOTAL
Incoming resources						
Incoming grants & donations	15467.00	19522.81	34989.81	11009.00	16619.05	27628.05
Other voluntary resources		165.00	165.00		183.00	183.00
Income from investments		134.98	134.98		12.01	12.01
Other incoming resources		0.00	0.00		111.14	111.14
Funds for other bodies			0.00			0.00
Total Incoming resources	15467.00	19822.79	35289.79	11009.00	16925.20	27934.20
Resources expended						
Activities to support Objects	4174.00		4174.00	6219.39		6219.39
Funds held in trust			0.00			0.00
Management and Administration	5915.45	14453.76	20369.21	8185.72	10750.55	18936.27
Total Resources Expended	10089.45	14453.76	24543.21	14405.11	10750.55	25155.66
Net Movement of Funds	5377.55	5369.03	10746.58	-3396.11	6174.65	2778.54
Balances B/F on 1 April	1606.00	7675.82	9281.82	5002.11	1501.17	6503.28
Balances CF on 31 March	6983.55	13044.85	20028.40	1606.00	7675.82	9281.82

Balance Sheet as at 31 March 2019

	2019			2018		
	Restricted	Unre- stricted	TOTAL	Restricted	Unre- stricted	TOTAL
Assets						
Current Assets						
Affirmative Deposit Fund		0.00	0.00		0.00	0.00
Current Account		3088.35	3088.35		1449.97	1449.97
Deposit Account			0.00		35.58	35.58
Aldermore Easy Access A/c	6983.55	10156.46	17140.01	1606.00	6399.03	8005.03
Total Current Assets	6983.55	13244.81	20228.36	1606.00	7884.58	9490.58
Liabilities						
Trade creditors		199.96	199.96		208.76	208.76
Prepayments						
Total Liabilities	0.00	199.96	199.96	0.00	208.76	208.76
Net Assets/Total Reserves	6983.55	13044.85	20028.40	1606.00	7675.82	9281.82

For the year ended 31st March 2019 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.


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 2006 with respect to accounting records and preparation of accounts.

The accounts have been prepared in accordance with the micro-entity provisions and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the board on 7 Aug 2019

And signed on their behalf by:



Dianne Frances, Chair and Director

Notes to the financial statements for year ended 31 March 2019

Accounting Policies

Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated.

The accounts 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;

And with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102)

And with the Charities Act 2011.

Going concern

The accounts have been prepared on a going concern basis, in the opinion of the trustees the charity is able to continue its activities and will be able to meet its debts as they fall due.

Funds

Restricted funds can only be used for the purposes specified by those who supplied the funds. Unrestricted funds can be used for any purpose to further the charitable objects of the company.

Creditors

	2019	2018
	£	£
PAYE & NI	199.96	208.76
	<u>199.96</u>	<u>763.87</u>

Restricted funds

Included in the financial statements is an amount at the balance sheet date of £6983.55 allocated as restricted funds. These amounts are in respect of Shirehampton Community Plan, and the Peoples' Health Trust grants.

Peoples' Health Trust

We received £1217 from the Peoples' Health Trust as the final payment of a 2 year grant awarded in 2015. This was all spent in the terms of the grant. We also received the first 2 payments of a new 2 year grant awarded in 2018, totalling £11,000. The unspent balance of £3393.75 of this is carried forward to next year as Restricted funds.

Shirehampton Community Plan

At the start of the year we had a brought forward Restricted balance of £1606 in respect of grants to assist in Community Plan activities. During the year we received further grants of £3250, and spent £1266.20, leaving a Restricted balance of £3589.80 carried forward to next year

Signed by 2 trustees on behalf of all of the trustees:



Date: 7 Aug 2019
Dianne Frances, Chairman and Director



Date 7 Aug 2019
Jess Martens, Director

Independent examiner's report to the Trustees of Shirehampton Community Action Forum (SCAF) Charitable Company

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2019 which are set out on pages 9 to 10.

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 report

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 accounting 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.

Signed:



Name: Edward Holcombe FMAAT ACA

Institute of Chartered Accountants in England & Wales (ICAEW) – 3174840

Address: 4 Branscombe Road, Bristol, BS9 1SN

Date: 29 July 2019

PLEASE SUPPORT SCAF

SCAF is a registered charity.
We need to raise a minimum of £25,000 per year to keep going, and we rely on donations and grants for our survival.
Please support us if you can.

Your donation can make a real difference to the Community Action Forum.

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Individual: As a member you will have voting rights at general meetings of the Forum, choose the Trustees and influence the general policies of the Forum. You will also be kept regularly informed of Forum Activities. The annual membership subscription is £5.

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Are you a UK tax payer? Yes ☐
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Please return this membership slip to:

Ash Bearman, Community Development Officer
Shirehampton Public Hall, Station Road,
Shirehampton, Bristol, BS11 9TU