

Stockfield Community Association

Report of the Trustees and Directors  
for the Year Ended 31 December 2015

The Trustees are pleased to present their report together with the financial statements of the company for the year ended 31 December 2015.

**Reference and Administrative Details**

Charity Number: 1003108

Company Number: 2588109 (Registered in England & Wales)

Principal Office and  
Registered Office: 134 Edmund Street  
Birmingham  
B3 2ES

Auditors: **Seagrave French LLP**  
The Big Peg,  
Suite 110F,  
120 Vyse Street,  
Birmingham B18 6NF

Bankers: The Co-operative Bank Plc  
118 – 120 Colmore Row  
Birmingham  
B3 3BN

Adviser: A W Baker Limited  
The Timbered Barn  
Nash  
Ludlow  
SY8 3DE

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. Throughout this report any reference to trustees applies equally to directors and vice versa.

The Trustees serving during the year and at the date of approval of the audited financial statements were as follows:

M J Russell  
P M Smith  
A E Ross  
A J Millward  
D Gamble  
S E Allen  
W Hart  
S Stacey  
E Leach  
C Robinson (Appointed 30<sup>th</sup> June 2015)  
D Stokes (Resigned 31<sup>st</sup> July 2015) (Appointed 22nd March 2016)  
J A Atkins (Resigned 26<sup>th</sup> February 2016)  
J Ellard (Appointed 31<sup>st</sup> July 2015) (Resigned 16<sup>th</sup> March 2016)  
C Hides (Resigned 22nd June 2015)

## Stockfield Community Association

### Report of the Trustees and Directors - continued for the Year Ended 31 December 2015

#### **Statement of Trustees' Responsibilities**

The trustees are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Statement as to disclosure of information to auditors**

So far as the directors are aware, there is no relevant audit information (as defined by Section 234ZA of the Companies Act 1985) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

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

##### Governing Document

The organisation is a charitable company limited by guarantee, incorporated 19 February 1991 as amended by special resolutions dated 1 July 1994, 16 October 1998, 19 March 1999, 18 June 2001, 27 July 2001 and 24 March 2006. The company was established under a Memorandum and Articles of Association, which imposes restrictions on the scope of the Charity's operations. The activities of the Charity are limited to those related to the regeneration of its area of benefit and the promotion of the benefit of the inhabitants of its area of benefit. The Memorandum of Association provides that the Charity has the power to invest money not immediately required for the Charity's objects in such investments, securities or property as may be thought fit by the company. The company 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 £1.00

##### **Recruitment and Appointment of the Board of Trustees**

The Board of Directors of the Charity consists of 2 Directors nominated by Bromford Housing Group, 2 Independent Directors, 2 nominees of Birmingham City Council, and 6 locally elected resident Directors.

The Directors of the company are also charity Trustees for the purpose of charity law and under the company's Articles of Association the Local members of the Board are elected by ballot of the Residents of the benefit area to serve for a period of 3 years, after which they must be re-elected at the next election. Elections are normally held every three years. When vacancies arise for Local members Residents of the benefit area can be co-opted to the Board until the next election takes place. Nominated Directors are appointed and removed by the relevant organisations. The Board appoints the independent Directors by invitation.

##### Trustee Induction and Training

Trustees are given a full induction to the organisation by Anthony Collins Solicitors, other Directors and the company's advisers. They are made aware of the Mission and Vision Statements and the current Business Plan of the organisation and their expected role and responsibilities in relation to this and to the requirements of the Charity Commission. Local residents often attend Board Meetings on an observer basis prior to offering themselves for election.

## Stockfield Community Association

### Report of the Trustees and directors - continued for the Year Ended 31 December 2015

#### Organisational Structure

The Board of Trustees meet at least 10 times per annum. Within those twelve are the Chair and the Secretary. The general control and management of the administration of the Charity is undertaken by the Board of Trustees.

The Board is significantly comprised of democratically elected/co-opted representatives of the local community, and are half of the Board members. Further Trustees are nominated by Birmingham City Council (2) Bromford Housing Group (2) and there are two independent Trustees.

The Charity receives Housing Management Services from Birmingham City Council and Repairs and Ground Maintenance Services from Family Housing Association, pursuant to contractual arrangements.

A W Baker CPFA, A W Baker Ltd is the Financial and Administration advisor to the Charity. Legal Services are provided by Anthony Collins Solicitors.

#### Related Parties

The Charity has a subsidiary company, Stockfield Community Association (Subsidiary) Limited which is a non-charitable company limited by guarantee not having a share capital, whose business is mainly to procure the building of houses which are sold by their developers for profit. To date the Subsidiary has restricted its activities to:

- Buying redevelopment land from Birmingham City Council;
- Allowing developers, under Development Agreements to build houses on land;
- Disposing of such houses to owner-occupiers.
- Collecting Ground Rents from under leasehold owner occupiers.

The Subsidiary is a wholly owned subsidiary of the Charity.

#### Risk Management Statement

The Board of trustees has conducted a review of the major risks to which the charity is exposed. A Risk Management Plan forms part of the Company's Business Plan and this is reviewed and updated at least annually. Where appropriate, additional systems or procedures have been put in place to mitigate potential risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation for all transactions and projects. Procedures are in place to ensure compliance with health and safety of all contractors, volunteers, clients and visitors to Association property. All procedures are reviewed annually, to ensure they continue to meet the needs of the charity, and all risks and their management are reviewed as required or annually to ensure all reasonable steps are being taken to minimise them.

#### Objectives and Activities

##### Legal Objects

The company is limited by guarantee and is registered as a charity (Registered No 1003108).

##### Aims and Objectives

The company's main aims and principal activities for the year under review was that of providing social housing for rent in the Stockfield area of Birmingham and pursuing the possible development of Community facilities.

The Charity has the following objectives:

- To promote the benefit of the inhabitants of the area of Stockfield and its neighbourhood in the City of Birmingham without distinction of sex, race or of political, religious or other opinions, by associating together representatives of the said inhabitants and various other persons in a common effort to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To carry on for the benefit of the community in the City of Birmingham the business of providing social housing and any associated amenities for the persons in necessitous circumstances upon terms appropriate to their means.
- To promote any charitable purpose for the benefit of the inhabitants of the area of benefit and in particular the advancement of education and relief of poverty.

## Stockfield Community Association

### Report of the Trustees - continued for the Year Ended 31 December 2015

#### Public Benefit

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these activities, summarised below, provide benefit to those who live in the area of benefit.

#### Objectives for the Year

During the last 12 months the Charity's main objectives were to:

- Continue to provide well managed and maintained affordable Social Housing for rent.
- Work with Birmingham City Council and Family Housing Association to ensure the Stockfield Estate is well maintained
- Promote the work of the Association - The Stockfield Story provides the background to the redevelopment of the Estate and the history of the Community Association.
- Improve Community Safety: supporting the continuing work of the Stockfield Community Watch to continue and to build further good relations with the Police.
- Develop and improve relationships with Birmingham City Council to work together to improve local services for the benefit of local residents.
- Develop additional links with other neighbourhoods, through various projects and visits
- Organise community events, including the Summer Fun Day, Gardening Competition, Christmas Cracker event and a Christmas Meal for over 55s.
- Publish Stockfield newsletters quarterly to provide news and information communicating good news about the neighbourhood and encouraging resident participation.
- Continue to work with providers (including Sport4Life) to do valuable work with the young people of Stockfield, build links with the rest of the community and help raise the aspirations of the young people
- Maintain and improve the involvement in local affairs of local residents and partner organisations serving Stockfield.
- Progress the establishment of links with local schools workers to ensure wherever possible that young people on the Stockfield Estate get the best opportunity for education possible.
- Continue to seek ways to provide improved or new Community facilities for the benefit of the residents of the Stockfield Estate.
- Continue to provide a free to Stockfield residents Money Advice Service through Birmingham Settlement.

#### Strategies for Achieving Objectives

- Keep under review Service Level Agreements with various providers.
- Maintain contacts with various service providers to ensure local government services are up to standard.
- Work with various organisations to bring about improvements to or the establishment of Community facilities.
- Continue to invite attendance at Board and other meetings key personnel from Birmingham City Council and others.
- Promote as widely as possible the work of the Association.

#### Details of Significant Activities

- Establishment of the first Community Association of its type in the UK.
- In partnership with Birmingham City Council, Bromford Housing and local residents bringing about the physical regeneration of the Stockfield Estate.
- Provision of 121 social houses for rent.
- Provision of the Stockfield Community Resource Centre.

## Stockfield Community Association

### Report of the Trustees - continued for the Year Ended 31 December 2015

#### Achievements and Performance

##### Review of the Charity's Activities

- The Association continued to provide well managed and maintained affordable Social Housing for rent. There have been no long term voids and 99% of all repairs were carried out within the response targets set.
- In the summer of 2014 the Association began a bathroom refurbishment programme installing family bathrooms in all of its dwellings and special adaptations for tenants with medical needs. Phase 1 was completed in December 2014 and the programme was completed in the summer of 2015.
- In the summer of 2015 the Association began its Planned Maintenance Programme to bring exteriors of properties into better condition and to ensure longevity for walls fences doors windows etc. The Programme is due to be completed in the spring of 2016.
- Elections of Local Directors took place in the summer of 2015 with 5 Directors being re-elected and the appointment of one new Director.
- In order to protect its income potential the Association established a managed investment fund with Quilter Cheviot of Birmingham. The initial value of the fund was £750,000 which was increased in 2013 to £1 million and increased to £1.25 million in 2015.
- The Association continued provision of a Money Advice Service for its tenants which has in conjunction with its Managing Agent aimed to significantly reduce long term arrears and helped individuals maximise their income potential.
- Work continued with Birmingham City Council and Family Housing Association to ensure the Stockfield Estate is well maintained and significant improvements in estate maintenance have been achieved.
- Continued the role of the Neighbourhood Support Officer to provide support for the work of the Association and its Trustees.
- In the autumn of 2015 the Association invited tenders for Housing Management Services to replace Birmingham City Council as its Housing Manager. The chosen new provider is Bromford Housing Association and the contract is due to start on 3<sup>rd</sup> April 2016.
- During 2015 the Association undertook a detailed review of its Tenancy Agreement and consultation with tenants will take place early in 2016 with a view to introducing the amended agreement from 1<sup>st</sup> April 2016.
- The Association's Web Site has been regularly maintained.
- The Stockfield Story has been widely distributed to promote the success of the Community Association.
- The Community Resource Centre continues to provide a valuable resource for the locality.
- Community Safety: the Community Watch Scheme established to improve community safety and to build further good relations with the Police continues its work.
- Community events included the Summer Fun Day, Gardening Competition, Christmas Cracker and Christmas Event for Senior Citizens.
- Stockfield newsletters were produced quarterly plus additional special editions.
- The Association continues to work with and support Youth programmes provided by Sport4Life based at the Youth Pod in Stockfield Park, local schools and other community facilities.
- The Association continued to encourage involvement in local affairs of local residents and partner organisations serving Stockfield by attendance at a Multi-Agency Group promoted by the Association.
- Working relationships with Local Schools have developed well with the Association in conjunction the Cottesbrooke Junior and Infant Schools funding Home School Liaison Workers (Following a change of strategy at the junior school only one worker was funded from September 2012) over a six year period on tapering basis. Funding for this project ended (as planned) in 2013 and one worker is now fully funded by the School.

## Stockfield Community Association

### Report of the Trustees - continued for the Year Ended 31 December 2015

#### **Financial Review**

A summary of the Charity's finances is set out in the attached financial statements for the year ended 31 December 2015.

#### **Reserves Policy and the Purpose of Designations**

The Charity manages its accommodation on the basis of whole life funding and makes contributions each year to Sinking Funds in order to have funds available in future years to pay for major repairs and replacements and to provide for cyclical maintenance.

#### **Review of Principal Funding Sources**

The principal funding sources for the Charity are currently by way of rental income from tenants, housing benefit from Birmingham City Council, Gift Aid from its Subsidiary Company, interest on deposits and income from investments.

#### **Plans for the Future**

##### Aims and key objectives set for the future

The trustees review the aims, objectives and activities each year. The review looks at the success of each key activity and the benefits they have brought to the groups of people we are set up to help. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives. The Association aims to:

- Continue to provide well managed and maintained affordable Social Housing for rent and to invest in additional dwellings when funding allows.
- Completion of the planned maintenance programme.
- Finalise the appointment of Bromford Housing Association as the Housing Manager for the Association's 121 family homes.
- Continue to provide a targeted Money Advice Service for its tenants in conjunction with its Managing Agent aimed at reduced long term and new arrears and help individuals maximise their income potential.
- Work with Birmingham City Council, Family Housing Association and other providers to ensure the Stockfield Estate is well maintained.
- Develop and Improve the Association's Web Site.
- Community Safety: continue to support the Stockfield Community Watch and to continue and to build further good relations with the Police.
- Develop and improve relationships with Birmingham City Council to work together to improve local services for the benefit of local residents.
- Organise community events, including the Queens Birthday Celebration, Summer Fun Day, Gardening Competition, Christmas Cracker and a Christmas Event for over 55s. Work will start on providing an Easter Event in 2017.
- Publish Stockfield newsletters quarterly to provide news and information communicating good news about the neighbourhood and encouraging resident participation.
- Continue to work with Sport4Life and local schools to carry out valuable work with the young people of Stockfield, build links with the rest of the community and help raise the aspirations of the young people.
- Maintain and improve the involvement in local affairs of local residents and partner organisations serving Stockfield.
- Investigate strategies for the provision of community facilities for the benefit of Stockfield residents.
- Continue to employ a neighbourhood support worker to improve contact with local residents, provide valuable administrative support to Directors and assist in the organisation of social events.



Stockfield Community Association

Report of the Trustees - continued  
for the Year Ended 31 December 2015

The Association wishes to thank all those individuals, Community Groups, local schools and Churches and Public and Private sector undertakings which have assisted the endeavours of the Charity during this and previous years.

**Auditors**

The auditors, Seagrave Fench, were reappointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued March 2005) and in accordance with the special provisions of part VII of the Companies Act 1985 relating to small entities

**ON BEHALF OF THE BOARD:**

Michael Russell - Chairman

Date: