

Company number: 01409415
Charity number: 277287

Windmill Hill City Farm Limited

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Windmill Hill City Farm Limited

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Windmill Hill City Farm Limited

Reference and Administrative Details

Company Registration Number 01409415

Charity Registration Number 277287

Registered Office Philip Street
Bedminster
Bristol
BS3 4EA

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Trustees C J Heaton (retired at AGM, 19 October 2020)
T R Plummer (resigned 6 June 2021)
E Hewson
E Thomas (resigned 11 July 2021)
S Edwards
S Jones
S J Dunham (co-opted 8 March 2021)
A E Sharp (elected Chair 19 October 2020)
J A Darwen
L H Evans
E Luke (resigned 18 December 2020)
S E Royle (resigned 6 June 2021)
A G Dillon (resigned 2 June 2020)
H C Kauntze (resigned 14 July 2020)

**Chief Executive Officer and
Company Secretary** S Sayers

Windmill Hill City Farm Limited

Reference and Administrative Details

Key Management Personnel	Alia O'Callaghan, Finance Manager Vadna Chauhan, Children and Family Services Manager Anna Ralph, Café Manager Nigel Ledson, Facilities Manager Sarah Mellor, Office/HR Manager Sam Lloyd-Smith, Health & Social Care Manager Julie Thorpe, Outdoor Learning Manager Simone Dougall, Marketing Manager
Bankers	The Co-operative Bank 1 Balloon Street Manchester M60 4EP
Auditor	Corrigan Accountants Limited The Tramshed 25 Lower Park Row Bristol BS1 5BN
Finance advice	Godfrey Wilson Limited Chartered Accountants & Statutory Auditors 5th Floor, Mariner House 62 Prince St Bristol BS1 4QD

Windmill Hill City Farm Limited

Report of the trustees

The trustees present the annual report together with the financial statements of the Charity for the year ended 31 March 2021.

Legal status

Windmill Hill City Farm is a company limited by guarantee (number 01409415) registered as a charity (number 277287). It is governed by its Memorandum and Articles of Association and the Companies Act 2006. The organisation has a subsidiary trading company, Windmill Hill Farm Community Enterprises Ltd (number 02792746), which is wholly owned by the charity.

Introduction

Windmill Hill City Farm (WHCF) is an independent community organisation established in 1976 that provides a wide range of services and facilities focused around a farm and community gardens. The 4.5-acre inner-city site is leased from Bristol City Council with a peppercorn rent. The current lease is for 35 years commencing from 20 July 2017.

The objects of the charity are

- To advance for the public benefit the education of all people in the neighbourhoods in and around Windmill Hill Bristol, particularly, but not exclusively, in subjects related to food, farming and the environment through provision of information, courses, activities and facilities for learning; to provide education and nursery care for young children; and training for people in any trade, occupation or service, thereby advancing them in life and enabling them to earn their own livelihood.
- To assist in the treatment and care of persons suffering from mental or physical illness of any description or in need of rehabilitation as a result of such illness, by the provision of services and facilities for work, therapy, education and recreation.
- To provide for the benefit of the public in the neighbourhoods in and around Windmill Hill Bristol facilities including, but not limited to a farm and gardens, and services in the interests of social welfare for recreation, volunteering or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age or disability, financial hardship or social circumstances with the object of improving their conditions of life and wellbeing.
- To develop the capacity and skills of people disadvantaged in any manner in the neighbourhoods in and around Windmill Hill Bristol in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

Objectives and activities

Vision and Mission: Overview

- The organisation works to a three-year plan that covers the period 2020-23, which was published in March 2020.

Windmill Hill City Farm Limited

Report of the trustees

Windmill Hill City Farm is

- A farm for the local community to share;
- A place that inspires, informs and educates people, that is busy with visitors who have a wide range of backgrounds and experience, and that reaches out to all people in our community;
- A beacon for sustainable living, where people can experience, see, understand and learn about animals and plants, their environment, and food production;
- A space for people to visit, enjoy, play, relax and to meet people;
- A sanctuary for people and nature;
- An organisation that is both responsive to and a leader within our community.

Overall aim

The overall outcome that the Farm aims to achieve is that the lives of people living locally are improved through the services and facilities that it offers.

Specific aims

The overall aim of the organisation is split into specific aims in five areas.

- Engaging in education, particularly on food, farming and the environment (interpretation, information, courses, training, educational visits, nursery and childcare);
- Delivering health and social care (mental health, learning difficulties, addiction recovery, older people);
- Providing a community facility - in particular a city farm and gardens (attract general visitors, produce food, gardens, café, opportunities to take part, get involved);
- Community development (increasing the capacity of local people to participate in society volunteering, events, build community cohesion, membership and supporters);
- Strengthen the organisation (diverse, robust income, communications, staff development, environmental credentials, use of technology).

Values

The organisation operates with the following principles.

- Its activities put volunteer activity and community involvement at the heart of what it does;
- It engages in diverse activities with each area feeding into and drawing on the others;
- It takes positive steps to include and involve the more vulnerable members of society;
- It works in partnership with other organisations to achieve greater outcomes;
- It sets high standards for the sustainability of its activities;
- It aims to properly reward its staff, provide them with development, involve them in setting direction, stimulate and engage them;
- It is clear, focused, open and transparent about its aims and objectives;
- It is led and managed well to deliver its work effectively.

Windmill Hill City Farm Limited

Report of the trustees

Public Benefit

In preparing this report the trustees have complied with the duty under Section 4 of the Charities Act 2006 to have due regard to public benefit guidance published by the Charity Commission in relation to meeting the public benefit requirement.

Developments and achievements in 2020-21

Overview

The 2020-21 year has by any measure been an unusual one. We entered the pandemic with trepidation, trying to see a future path through highly uncertain times. We responded with agility taking each new twist as it came and adapting the business approach to ensure our own future stability and to respond to needs that we saw around us in our community.

The resilience of the organisation has been manifest, spreading outwards from staff, volunteers, trustees, members, to customers and the wider community. Strong leadership, focus on our mission and a pragmatic approach to the challenges we have faced have meant that the end of the financial year in March 2021 sees us financially stronger, with a robust staff team, improved facilities and an optimistic view of our future.

We do not underestimate the challenges ahead of us, as the world is not yet free from the pandemic and there are likely to be more twists and turns ahead. We are confident and bold in aiming to grow our organisation so that it may serve more people in greater ways in the years to come.

Finance and fundraising

This section does not offer a narrative of the accounts of the organisation (that is included in the annual accounts). It highlights activity within the areas of finance and fundraising for the organisation. However, it is worth noting that 20-21 was a financially successful one for the organisation. This was largely down to success in securing emergency Covid-related funds and in managing the Coronavirus Job Retention Scheme (furlough), which offset much of the cost of staff unable to work. As this support is wound down, we will be entering a period of much greater uncertainty with respect to income generation and fundraising, which will expose us to a higher level of risk and potential financial challenges.

In April 2020 we brought the finance management of the organisation entirely back in-house by appointing Alia O'Callaghan as Finance Manager. This move has been very successful, giving us more direct control of information and greater potential to improve our systems. Godfrey Wilson remain our accountants and continue to administer payroll.

Despite our success in earning income through trading, charitable fundraising remains a critical part of maintaining the sustainability of the organisation - in particular to enable it to meet its social aims. In November 2020 we undertook a review of our fundraising function and concluded that we needed to recruit a professional fundraiser. The focus of their work would be grants from trusts and foundations, with additional work on raising the level of individual subscribers. Helen Baines took up the post in May 2021.

Windmill Hill City Farm Limited

Report of the trustees

Fundraising was disrupted by the pandemic, primarily by diverting 'regular' opportunities into Covid-emergency funds. We were successful in 16 of the 30 bids that we submitted, bringing £249k into the organisation through this route. All of our existing grant funders were extremely flexible in their approach ensuring that funds were able to be used to support our community in ways not originally planned. Some found additional funds that we channeled to meet immediate needs (e.g. Children in Need supported distribution of Wi-Fi tablets for children).

Year	Won	Failed
2020-21	16 Bids value £249,438	14 bids value £486,140
2019-20	14 bids value £233,000	9 bids value £504,000
2018-19	7 bids value £87,057	10 bids value £407,200
2017-18	9 bids value £148,000	11 buds value £225,000
2016-17	19 bids value £772,410	5 bids value £141,510
2015-16	14 bids value £117,000	19 bids value £1,270,000
2014-15	21 bids value £220,000	20 bids value £730,000

Reserves Policy

Windmill Hill City Farm is dependent on a variety of grants and donations to sustain its activities as earned income alone would not allow the organisation to continue operating. This means that if there were to be a decrease in funds secured and donations received, the Farm would have to reduce its activity and in the worst case close down.

In order to maintain effective operations of the organisation the Board of Trustees has agreed to work towards a financial reserve of 3 months operating costs. This level of reserve would allow staff to continue working to secure new funding and if necessary to allow a period of time to cut services in a way whereby service users are supported to move on. The Board has agreed that a period of 6 months' reserves should be the longer term aim. This is an amount it considers prudent in the event of a major business interruption as determined by an analysis of risks to the charity. This target is balanced alongside our aim of moving towards being a 'living wage' employer - another important call on any surplus generated by the organisation.

To establish or maintain this level of reserves Windmill Hill City Farm will:

- Ensure that funding bids adequately cover overheads as well as direct costs;
- Ensure that income generation is maximised through efficient operations and sound management;
- and
- Ensure that the trading operation is focused on maximising profit.

Windmill Hill City Farm Limited

Report of the trustees

If difficulties were to arise then, it has been calculated that reserves of £250,000 would be needed to continue running current services for at least 3 months.

This figure is based on operating costs at the time of this policy being reviewed. This will be reviewed annually and the figure recalculated to take changes in operating costs (as services change in response to income generation) into account. This figure will also be reviewed on an ad-hoc basis if there are significant changes to business circumstances.

The reserves should be built up from the unrestricted income. The level of reserves should be calculated and monitored every 6 weeks by the finance team and reported to the board.

At the end of the year the consolidated unrestricted reserves stood at £482,687 (2020: £229,478).

Going basis of accounting

The pandemic has had an impact on the economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charity's current and future financial position. Much of the charity's income is traded through activities where the costs can be scaled to the income. Childcare is its biggest operating area, with healthcare a significant part. Both areas benefit from statutory support making them relatively robust to economic changes. The charity holds unrestricted reserves of £482,687. The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Engaging in education, particularly on food, farming and the environment

The activities of our nursery have continued throughout the pandemic, though during the lockdown from 24 March 2020 to July 2020 we were only able to open to children judged vulnerable, or those of 'key workers'. The majority of staff were put on furlough through the Coronavirus Job Retention Scheme, leaving a team of around 5 staff, who demonstrated particular resilience, through that period. The team of staff has gradually grown as lockdown rules have been eased and the number of children attending have increased. Various working practices have been adapted to account for pandemic control measures, testing both the staff and parents. The full impact of these measures on the children will emerge in the coming years.

Despite the disruption the setting has developed over the year and has again achieved the 'Bristol Standard' following a full submission.

The Outdoor Learning team faced major disruption as school visits were drastically curtailed leading to all staff being furloughed at some point. We maintained our service to our nearest school focusing on the 'vulnerable and key worker' children that were attending there sometimes with voluntary support from our team. This was greatly appreciated by the staff and children of the school. From the summer of 2020 the team focused on family work and provided sessions on site for local families facing hardship with projects that gave them access to good food and outdoor space.

Windmill Hill City Farm Limited

Report of the trustees

Delivering better wellbeing

The work of the Health and Social Care team moved to a telephone support service through the lockdown from April - August 2020. Supported and independent volunteers were kept in touch with the farm through direct calls and video tours showing what was happening to the gardens. From September 2020 we re-introduced face-to-face activity, taking advantage of our outdoor setting to enable safe social-therapeutic activity. We have put in low-impact fencing to designate a quieter area for our horticultural therapy and the addition to the gardens of a beautiful hand-built wooden shelter has enabled a greater range of access in more inclement weather outside, as well as providing a new focal point to the gardens.

We closed the programme to new referrals through the summer of 2020 and were subsequently inundated when we re-opened them in September. Prior to the pandemic referral rates were at 2-3 per week. In Sep 20 they peaked at 20 per week, leading to a revision of our admission criteria. We continue to experience strong demand for our supported volunteering placements.

Providing a community facility - in particular a city farm and gardens

The café continues to be the social heart of the organisation despite the many adjustments of rules determining the manner in which it can operate. Continuing a theme across the organisation, the staff have shown agility, resoluteness and a determination to offer the best service they can to customers through the many changes. This has been rewarded with loyalty and appreciation from our regular customer base whether we have offered outdoor table service or take-away only.

The purchase of a 'big top' tent that went up in the front garden on 18 Jun 20 has added a semi-permanent addition to our outdoor spaces, enabling evening events and bookings alongside its day-time café use.

Maintaining the farm and gardens through the early lockdown was a struggle as we had to put many of the staff onto furlough. Some volunteered their time to maintain crops and much of the produce was donated to food projects in the city. This voluntary work also enabled the gardens to still be used for the education groups and by our allotment gardeners who accessed the site for their own wellbeing.

We reduced the number of animals we were keeping on site to make their upkeep more manageable, without completely losing all our stock. Staff from all areas of the organisation helped in animal care. A further challenge was thrown at us in the form of bird flu, which necessitated our birds going into their own form of lockdown.

The winter of 2020-21 has seen some major developments on site. We have completed the build of a new studio space, which we intend to rent out to an organisation sharing our ethos that can bring additional income and footfall to the site. The creation of the re-vamped orchard space has been a triumph with volunteer effort led by our own facilities team to create a new space for education, therapy and parties. The space has won universal praise for its design and the transformation of that area.

The pandemic has brought a considerable additional burden to the cleaning and caretaking team with more frequent and more stringent requirements for what has needed cleaning as the site has reopened. We have had additional signage, a one-way system and extra cleaning routines to manage.

Windmill Hill City Farm Limited

Report of the trustees

Community development

We have expanded our interest in securing community space in the major 'Bedminster Green' development to include exploring the possibility of a community hub on East Street. Our aim is to curate a mixture of community enterprises in a multi-purpose space that would help to both regenerate the street and serve local people with additional facilities.

We are also at the beginning of involvement with a new major development on Whitehouse Street. Working with Action Greater Bedminster we aim to secure greater involvement and influence for local people in how that space is developed.

We have had no major events on site this year and hope to return to bringing our community together in celebration in the coming year.

Strengthen the organisation

We have seen 6 board members resign in the course of the year. Many thanks to Harry Kauntze, Emma Luke, Sally Royle, Tim Plummer, and Allie Gillet-Dillon for the input they made to the board during their time on it. Particular thanks are due to Chris Heaton who retired as chair of the organisation in 2020. He continues his involvement as a volunteer.

We have been joined by 2 new trustees. This renewal should give us a good foundation for the future governance of the organisation. Our efforts to increase the diversity of our board have been disrupted as all our work has. This remains a target for board recruitment moving forward and we hope to increase the diversity of the board to ensure we have people from a range of backgrounds and perspectives when we undertake recruitment in 2021.

Staff wellbeing has been a high priority throughout the year as our people have had the additional strains that the pandemic, and the measures to control it, have brought. We continue to seek the views of our staff through surveys and conversations, respond with new initiatives where we see those opportunities; and to put measures in place to undertake health reviews where staff show high levels of sickness. We anticipate staff wellbeing will remain a high priority for us going forward.

We have secured three new tenants on site this year with Earthwise Construction taking an office, Playing Out moving their headquarters to our site and Spokes and Spores taking over the upstairs of the barn for mushroom production.

Plans for future periods

A major development for the organisation is the formation of a partnership to take a lease on a city-council-owned farm site in Hartcliffe. The partnership has been successful in being named the preferred bidder for the site through a community asset transfer process. Next steps are to secure funding for the capital works required to make the site fit for visitors, to develop revenue streams for the work we aim to do there and to undertake the due diligence and legal work needed to secure a lease for a new joint venture. We hope to have a lease for the site in place in autumn 2021.

Windmill Hill City Farm Limited

Report of the trustees

We are also hopeful of securing an expansion of our services through a community space in Bedminster. This work is at an earlier stage, but has potential to move swiftly. The growth of the organisation may necessitate some restructuring of the staff team to enable greater capacity.

The Board of Trustees

The Board of Trustees, who are directors for the purpose of company law, who served during the year and since the year end, are shown on page 1.

Full members aged 18 and over are eligible to stand for election to the Board of Trustees at the AGM. The Trustees have powers to appoint board members between AGMs, with new board members having to stand for election at the next General Meeting.

Trustees are recruited from the membership of the organisation by open advertisement when vacancies arise. New potential trustees have an initial informal meeting with the Chief Executive or Chair to gain a full understanding of the role, its responsibilities and expectations. Potential trustees are invited to attend a board meeting as an observer. Should they wish to join the board they complete an application form and supply two independent referees. If references are satisfactory their appointment is put to the board at the next scheduled meeting. All trustees appointed in this manner must stand for election at the next AGM.

New Trustees are encouraged to attend a training course on 'being a good trustee' to ensure that they have a good grasp of their responsibilities and obligations. Trustees are issued with an induction pack that outlines policies and procedures for the organisation and key facts about the organisation (e.g. funding sources, turnover, staff numbers, departments, key risks). New trustees with little board experience may be assigned a 'buddy' from among existing trustees who can offer guidance.

Trustees as a group review their own performance and engage periodically in board development and training. This varies in nature according to the particular circumstances at the time of assessment.

Structure, Governance and Management

The organisation is a voluntary one with around 280 registered members and is governed by a board of trustees elected from and by the members. Its area of benefit is geographically determined as 'Windmill Hill and the neighbourhood thereof'. The practical boundary, used to determine membership classes, is about a 2-mile radius around its South Bristol location (see <http://g.co/maps/9uepj> for details). The organisation is run on a day-to-day basis by a staff team of around 100 full and part-time people led by a full-time Chief Executive.

Day-to-day operation of the organisation is delegated to the Chief Executive according to a scheme of delegation, which sets out which decisions are made by the CEO and which need to be authorised by the trustees.

Windmill Hill City Farm Limited

Report of the trustees

The organisation has 6 departments, each with a department head: Central Services; Children & Family Services; Health & Social Care; Café; Facilities, Farm & Gardens; Outdoor Learning. From April 2020 it also has an in-house Finance Manager, where previously the role has been outsourced.

Windmill Hill City Farm Ltd has a wholly-owned trading subsidiary, Windmill Hill Farm Community Enterprises, through which the financial activity of the café and room hire is accounted. In practical terms, these areas act as part of the whole enterprise with no visible distinction for customers. The articles of association of the trading company were updated in 2016 to make the charity the sole member, and to bring them in line with current standards.

The organisation is a member of Social Farms and Gardens (accredited with the care farm code of practice), Bristol Association for Neighbourhood Daycare, Voscur and Locality.

Remuneration for all staff is undertaken in accordance with the Pay and Grade Policy. This assesses job size according to four criteria (broadly communication, planning, responsibility and knowledge) and benchmarks it against similar jobs internally and externally within the appropriate sector. Staff up to the grade of CEO are assessed by their manager. The trustees use the same criteria to determine the salary for the CEO.

Members

Windmill Hill City Farm has around 280 adult members who have voting rights at the AGM. This number has been stable for a number of years. One members' meeting was held during the year. It was arranged to be online due to the pandemic. The AGM was also held online and was well attended with 26 members.

Risk assessment

The Board of Trustees regularly reviewed the risks faced by the organisation during the year for the charity and its trading company, particularly services, trading, financial operational and governance risks. Actions to minimise and mitigate risks have been implemented.

Key risks to the organisation are typical for an organisation of its size and nature:

Staff risks - a reliance on key members of staff; risk of absence of large numbers of staff

Reputational risks - outbreak of disease (e.g. zoonoses); accident or injury on site

Public order - aggressive behaviour of individual members of public; collective protest

Disruption to access - site closure or part closure due to unexpected circumstances

The organisation has a 'business continuity plan' to manage such issues and monitors the risks to mitigate against them happening.

The disruption of the global pandemic in 2020-21 brought up risks and issues at an operational level at such a rate that they were largely dealt with by staff rather than trustees. The longer-term implications of the disruption have been considered by trustees, and measures taken to mitigate them.

Windmill Hill City Farm Limited

Report of the trustees

Volunteers

The organisation makes extensive use of volunteers across all areas of its work and has a detailed programme of activities for groups, independent individuals, and supported volunteers as well as a programme for corporate groups volunteering on site.

In the 2020 - 21 year, the organisation worked with 130 independent volunteers (engaging 89 new people to independent volunteers during this period) and 59 supported volunteers (engaging 17 new supported volunteers during this period). There have been no corporate groups during this year.

Over the reporting year there has been one Borderlands group (an organisations that works with refugees and asylum seekers) attending a Gardening and Growing Course, with a total of 4 sessions, engaging 7 volunteers and 50 hours of volunteering. One-off volunteering groups included Occupational Therapy students from UWE, 14 volunteers, 42 hours, and Good Gym groups of 6 local runners who combine running with doing good, have reached 383 hours at the farm.

The total number of supported volunteering hours in the year was over 2,808 with a further 3,554 hours of work by independent and group volunteers. This had been a significant reduction in the volunteering hours compared to last year. Previously the combined hours for our independent and supported volunteers were 12,792. This has been because of COVID and its impact on the ways that we can work with people.

The farm has supported our volunteers throughout the pandemic, including, at times, remotely. When volunteers have been able to be on the farm, we have kept group sizes smaller than previously. We have also asked some independent garden volunteers to move to a fortnightly commitment. This has maintained the number of people able to volunteer at the farm, despite hours worked having halved. Another change in response to pandemic infection control has been a reduction in our use of helper volunteers. For the majority of the year, where possible, staff ran sessions without volunteers to assist. This reduced the number of contacts for the group and staff. Two indoor services, that were previously supported by independent volunteers, have not restarted: the Tuesday Night Mental Health Support Group and Steps2Work.

We are proud that we were able to continue running sessions for our volunteers for the lockdown during January, February and March 2021 and did this in line with government guidelines.

Another factor in the reduction in hours has been the need to isolate - we have received high numbers of last-minute cancellations for volunteering which has meant at times, in May and June for example, our gardening groups have been much smaller than we had anticipated.

We anticipate returning to a stronger volunteer programme as the pandemic restrictions lift. There has been no decline in the demand for volunteering at the farm.

Windmill Hill City Farm Limited

Report of the trustees

Statement of Trustees' Responsibilities

The trustees (who are also directors of Windmill Hill City Farm Limited for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that 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. They are also responsible for safeguarding the assets of the charitable company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Windmill Hill City Farm Limited

Report of the trustees

In so far as the trustees are aware:

There is no relevant audit information of which the charitable company's auditors are unaware; and The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

This report has been prepared in accordance with the special provisions applicable to companies subject to the small companies regime.

Approved by the trustees on 13 September 2021 and signed on their behalf by:



.....
A E Sharp
Trustee



.....
J A Darwen
Trustee

Windmill Hill City Farm Limited

Independent Auditor's Report to the Members of Windmill Hill City Farm Limited

Opinion

We have audited the financial statements of Windmill Hill City Farm Limited (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2021, which comprise the Consolidated statement of financial activities, Balance sheets, Consolidated Statement of Financial Activities, Consolidated and Parent Charity Balance Sheets, Consolidated Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2021, and of the group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's or parent charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Windmill Hill City Farm Limited

Independent Auditor's Report to the Members of Windmill Hill City Farm Limited

Other information

The other information comprises the information included in the trustees annual report , other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

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

- adequate accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company's financial statements are not in agreement with the accounting records and returns; 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; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Windmill Hill City Farm Limited

Independent Auditor's Report to the Members of Windmill Hill City Farm Limited

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement (set out on page 8), the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed auditor under the Companies Act 2006 and report in accordance with this Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks applicable to the parent charitable company and the sector in which it operates.
- We obtained an understanding of how the parent charitable company is complying with those legal and regulatory frameworks by making enquiries to management. We corroborated these enquiries through our review of board minutes.
- We assessed the susceptibility of the parent charitable company's financial statements to material misstatement, including how fraud might occur. Audit procedures performed by the engagement team included:
 - o identifying and assessing the design effectiveness of controls management has in place to prevent and detect fraud;

Windmill Hill City Farm Limited

Independent Auditor's Report to the Members of Windmill Hill City Farm Limited

- o understanding how those charged with governance considered and addressed the potential for override of controls or other inappropriate influence over the financial reporting process;
- o challenging assumptions and judgements made by management in its significant accounting estimates;
- o identifying and testing journal entries, in particular any unusual journal entries; and
- o assessing the extent of compliance with the relevant laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-foraudit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Corrigan Accountants Limited
.....

Stuart Crisp (Senior Statutory Auditor)

For and on behalf of Corrigan Accountants Limited, Statutory Auditor

The Tramshed

25 Lower Park Row

Bristol, BS1 5BN

Date 13 September 2021

Windmill Hill City Farm Limited

Statement of Financial Activities (incorporating the Income and Expenditure Account) for the Year Ended 31 March 2021

	Note	Restricted £	Unrestricted £	2021 Total £	2020 Total £
Income from:					
Donations	4	240,911	419,443	660,354	264,823
Charitable activities	6	64,942	945,701	1,010,643	1,087,515
Other trading activities	7	-	325,201	325,201	565,875
Investments		<u>-</u>	<u>270</u>	<u>270</u>	<u>888</u>
Total income		<u>305,853</u>	<u>1,690,615</u>	<u>1,996,468</u>	<u>1,919,101</u>
Expenditure on:					
Raising funds					
Running subsidiary		-	294,515	294,515	390,658
Donated marketing		-	19,566	19,566	24,617
Charitable activities		<u>339,764</u>	<u>1,123,325</u>	<u>1,463,089</u>	<u>1,516,017</u>
Total expenditure	9	<u>339,764</u>	<u>1,437,406</u>	<u>1,777,170</u>	<u>1,931,292</u>
Net income / (expenditure) and net movement in funds	10	(33,911)	253,209	219,298	(12,191)
Reconciliation of funds:					
Total funds brought forward		<u>1,156,302</u>	<u>229,478</u>	<u>1,385,780</u>	<u>1,397,971</u>
Total funds carried forward		<u><u>1,122,391</u></u>	<u><u>482,687</u></u>	<u><u>1,605,078</u></u>	<u><u>1,385,780</u></u>

Income and expenditure by fund is shown in note 21.


There are no recognised gains or losses other than the results for the year as set out above.


Windmill Hill City Farm Limited
(Registration number: 23964R)
Balance sheets as at 31 March 2021

	Note	The group		The charity	
		2021 £	2020 £	2021 £	2020 £
Fixed assets					
Tangible assets	13	<u>1,215,213</u>	<u>1,174,300</u>	<u>1,215,213</u>	<u>1,174,300</u>
Current assets					
Stocks	16	9,545	8,268	796	587
Debtors	17	35,027	46,391	258,118	173,331
Cash at bank and in hand		<u>529,547</u>	<u>336,817</u>	<u>295,521</u>	<u>204,823</u>
		<u>574,119</u>	<u>391,476</u>	<u>554,435</u>	<u>378,741</u>
Liabilities					
Creditors: Amounts falling due within one year	18	<u>(184,254)</u>	<u>(179,996)</u>	<u>(164,583)</u>	<u>(167,274)</u>
Net current assets		<u>389,865</u>	<u>211,480</u>	<u>389,852</u>	<u>211,467</u>
Net assets		<u>1,605,078</u>	<u>1,385,780</u>	<u>1,605,065</u>	<u>1,385,767</u>
Equity					
Restricted funds		<u>1,122,391</u>	<u>1,156,302</u>	<u>1,122,391</u>	<u>1,156,302</u>
Unrestricted funds		<u>482,687</u>	<u>229,478</u>	<u>482,674</u>	<u>229,465</u>
Total funds		<u>1,605,078</u>	<u>1,385,780</u>	<u>1,605,065</u>	<u>1,385,767</u>

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

The financial statements on pages 19 to 47 were approved by the trustees, and authorised for issue on 13 September 2021 and signed on their behalf by:


.....
A E Sharp
Trustee


.....
J A Darwen
Treasurer

Windmill Hill City Farm Limited

Consolidated statement of Cash Flows for the Year Ended 31 March 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net income/(expenditure)		219,298	(12,191)
Adjustments			
Depreciation	10	86,158	86,158
Investment income		<u>(270)</u>	<u>(888)</u>
		305,186	73,079
Working capital adjustments			
(Increase)/decrease in stocks	16	(1,277)	747
Decrease/(increase) in debtors	17	11,364	(15,202)
Increase in creditors	18	<u>4,258</u>	<u>28,737</u>
Net cash flows from operating activities		<u>319,531</u>	<u>87,361</u>
Cash flows from investing activities			
Purchase of tangible fixed assets	13	(127,071)	-
Investment income		<u>270</u>	<u>888</u>
Net cash flows from investing activities		<u>(126,801)</u>	<u>888</u>
Net increase in cash and cash equivalents		192,730	88,249
Cash and cash equivalents at 1 April		<u>336,817</u>	<u>248,568</u>
Cash and cash equivalents at 31 March		<u>529,547</u>	<u>336,817</u>

The charity has not provided an analysis of changes in net debt as it does not have any long term financing arrangements.

1 Legal form and status

Windmill Hill City Farm is a company limited by guarantee (number 01409415) registered as a charity (number 277287). It is governed by its Memorandum and Articles of Association and the Companies Act 2006. The registered office address is shown on Page 1.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented.

Basis of preparation and statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Windmill Hill City Farm Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Group accounts

These financial statements consolidate the results of the charitable company and its wholly-owned subsidiary on a line by line basis. Transactions and balances between the charitable company and its subsidiary have been eliminated from the consolidated financial statements. Balances between the two companies have been disclosed in the notes of the charitable company's balance sheet. A separate statement of financial activities, or income and expenditure account, for the charitable company itself is not presented because the charitable company has taken advantage of the exemptions afforded by section 408 of the Companies Act 2006.

Going concern basis of accounting

The pandemic has had an impact on the economy, and may in turn affect the charity. The trustees have considered the impact of this issue on the charity's current and future financial position. Much of the charity's income is traded through activities where the costs can be scaled to the income. Childcare is its biggest operating area, with healthcare a significant part. Both areas benefit from statutory support making them relatively robust to economic changes. The charity holds unrestricted reserves of £482,687. The trustees consider that the charity has sufficient unrestricted reserves and cash flow to continue as a going concern for a period of at least 12 months from the date on which these financial statements are approved. For this reason, the accounts have been prepared on the going concern basis.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Grants receivable

Income from the government and other grant, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Deferred income

Income received in advance of provision of service relating to specific periods is deferred until criteria for income recognition are met.

Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain the services of facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in the expenditure of the period of receipt.

For Google AdWords, the charity measures the value of the gift at 50% of the market value provided by Google. Where the market value is given in a foreign currency, this value is translated in line with the charity's foreign exchange policy.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity: this is normally upon notification of the interest paid or payable by the bank.

Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for the specific projects being undertaken by the charity.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Expenditure and irrecoverable VAT

Resources expended are accounted for on an accruals basis and have been classified under headings that aggregate all costs related to that activity. Resources expended include attributable VAT which cannot be recovered. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resource.

Direct costs, including directly attributable salaries, are allocated on an actual basis to the activities.

Governance costs include the costs of governance arrangements which relate to the general running of the activity. These costs are associated with constitutional and statutory requirements and include costs associated with the strategic management of the charity's activities.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated between charitable activities on the following basis which is an estimate, based on staff time, of the amount attributable to each activity:

	2021	2020
Raising funds	0.0%	0.0%
Charitable activities		
Community involvement	11.0%	12.1%
Children, young people & family services	74.2%	81.3%
Farming activities	14.8%	6.6%

Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life.

The depreciation rates in use are as follows:

Leasehold property	3.3% straight line
Equipment, furniture and fittings	20% and 10% straight line

Items of equipment are capitalised where the purchase price exceeds £5,000.

Stock

Stock is included at the lower of cost or net realisable value.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Creditors and provisions are recognised where there is a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial instruments

The charitable company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the statement of financial activities.

Foreign currency transactions

Transactions in foreign currencies are translated at rates prevailing at the date of the transaction. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

Accounting estimates and key judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The key sources of estimation uncertainty that have a significant effect on the amounts recognised in the financial statements are the depreciation rates as described above.

Operating leases

Rentals payable under operating leases are charged on a straight-line basis over the lease term.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

3 Prior period comparatives: statement of financial activities

	Note	Restricted £	Unrestricted £	2020 Total £
Income from:				
Donations	4	144,311	120,512	264,823
Charitable activities	6	69,648	1,017,867	1,087,515
Other trading activities	7	-	565,875	565,875
Investments		-	888	888
Total income		<u>213,959</u>	<u>1,705,142</u>	<u>1,919,101</u>
Expenditure on:				
Raising funds				
Running subsidiary		-	390,658	390,658
Donated marketing		-	24,617	24,617
Charitable activities		<u>242,205</u>	<u>1,273,812</u>	<u>1,516,017</u>
Total expenditure	9	<u>242,205</u>	<u>1,689,087</u>	<u>1,931,292</u>
Net income / (expenditure) and net movement in funds	10	(28,246)	16,055	(12,191)
Reconciliation of funds:				
Total funds brought forward		<u>1,184,548</u>	<u>213,423</u>	<u>1,397,971</u>
Total funds carried forward		<u>1,156,302</u>	<u>229,478</u>	<u>1,385,780</u>

4 Income from donations

	Restricted £	Unrestricted £	2021 Total £
Donations	-	43,152	43,152
Gifts in Kind (Google AdWords)	-	19,566	19,566
Grants (note 5)	<u>240,911</u>	<u>356,725</u>	<u>597,636</u>
Total income from donations	<u>240,911</u>	<u>419,443</u>	<u>660,354</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Donations	-	58,880	58,880
Gifts in Kind (Google AdWords)	-	24,617	24,617
Grants (note 5)	<u>144,311</u>	<u>37,015</u>	<u>181,326</u>
Total income from donations	<u><u>144,311</u></u>	<u><u>120,512</u></u>	<u><u>264,823</u></u>

5 Grants receivable

	Restricted £	Unrestricted £	2021 Total £
The Underwood Trust	-	20,000	20,000
Aspiration Training Ltd	-	1,500	1,500
Bristol City Council	-	41,072	41,072
Enovert Management Ltd	33,970	-	33,970
Coronavirus Job Retention Scheme	-	256,071	256,071
Land Workers Alliance	10,000	-	10,000
National Lottery - Awards for all	9,990	-	9,990
Lark Trust	-	4,000	4,000
LPW	6,300	-	6,300
Co-op Foundation	9,996	-	9,996
BBC Children in Need	12,939	-	12,939
Power to Change	139,879	15,000	154,879
Nineveh Trust	4,000	-	4,000
United Communities and Solon South West	3,837	-	3,837
Quartet (BYCA)	10,000	10,000	20,000
School of Social Entrepreneurs	-	<u>9,083</u>	<u>9,083</u>
	<u><u>240,911</u></u>	<u><u>356,726</u></u>	<u><u>597,637</u></u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
The Underwood Trust	10,000	20,000	30,000
John James Foundation	20,000	-	20,000
Postcode lottery - Play Green	18,560	-	18,560
BUPA UK	17,331	-	17,331
Community Infrastructure Levy	14,851	-	14,851
Coronavirus Job Retention Scheme	-	14,886	14,886
Nisbet Trust	10,000	-	10,000
National Lottery - Awards for all	9,845	-	9,845
Talking Tables	9,624	-	9,624
Co-op Foundation	9,270	-	9,270
BBC Children in Need	9,250	-	9,250
UMI Commercial Ltd	7,200	-	7,200
Nineveh Trust	5,000	-	5,000
Co-op Local Community Fund	-	2,029	2,029
Quartet (BYCA)	2,230	-	2,230
Other grants < £1,000	1,150	100	1,250
	<u>144,311</u>	<u>37,015</u>	<u>181,326</u>

6 Income from charitable activities

	Restricted £	Unrestricted £	2021 Total £
Community involvement	64,942	22,468	87,410
Children, young people & family services	-	920,728	920,728
Farming activities	-	2,505	2,505
Total income from charitable activities	<u>64,942</u>	<u>945,701</u>	<u>1,010,643</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Prior period comparative:

	Restricted £	Unrestricted £	2020 Total £
Community involvement	69,648	28,102	97,750
Children, young people & family services	-	981,980	981,980
Farming activities	-	7,785	7,785
Total income from charitable activities	<u>69,648</u>	<u>1,017,867</u>	<u>1,087,515</u>

7 Income from other trading activities

	Restricted £	Unrestricted £	2021 Total £
Fundraising income	-	75,532	75,532
Membership fees	-	410	410
Cafe income and other income of trading subsidiary	-	249,259	249,259
Total income from other trading activities	<u>-</u>	<u>325,201</u>	<u>325,201</u>

Prior period comparative

	Restricted £	Unrestricted £	2020 Total £
Fundraising income	-	65,859	65,859
Membership fees	-	1,974	1,974
Cafe income and other income of trading subsidiary	-	498,042	498,042
Total income from other trading activities	<u>-</u>	<u>565,875</u>	<u>565,875</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Government grants

The charitable company receives government grants, defined as funding from Bristol City Council, HMRC, and National Lottery to fund charitable activities. The amount of grants recognised in the financial statements was £725,194 (2020 - £420,611). There are no unfulfilled conditions or contingencies attaching to these grants in the current or prior year.

9 Total resources expended

	Cost of running subsidiary	Donated marketing	Community involvement	Children, young people & family services	Farming activities	2021 Total
	£	£	£	£	£	£
Staff costs (note 11)	221,684	-	121,699	824,546	162,959	1,330,888
Other direct costs	72,831	19,566	60,607	64,936	55,058	272,998
Support and governance costs						
Premises	-	-	1,649	11,172	2,230	15,051
Communications and IT	-	-	873	5,917	613	7,403
Office costs	-	-	571	3,868	772	5,211
Bank charges and interest	-	-	203	1,376	275	1,854
Professional fees	-	-	1,057	7,161	1,430	9,648
Other	-	-	5,563	37,694	7,525	50,782
Governance	-	-	412	2,793	558	3,763
Depreciation of fixed assets	-	-	8,718	59,063	11,791	79,572
Total expenditure	<u>294,515</u>	<u>19,566</u>	<u>201,352</u>	<u>1,018,526</u>	<u>243,211</u>	<u>1,777,170</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Prior period comparative:

	Cost of running subsidiary	Donated marketing	Community involvement	Children, young people & family services	Farming activities	2020 Total
	£	£	£	£	£	£
Staff costs (note 11)	237,595	-	133,925	898,359	73,351	1,343,230
Other direct costs	153,063	24,617	34,692	87,595	25,925	325,892
Support and governance costs						
Premises	-	-	9,768	65,523	5,350	80,641
Communications and IT	-	-	2,061	13,819	1,128	17,008
Office costs	-	-	1,294	8,683	709	10,686
Bank charges and interest	-	-	173	1,161	95	1,429
Professional fees	-	-	3,234	21,696	1,772	26,702
Other	-	-	4,348	29,167	2,381	35,896
Governance	-	-	442	2,966	242	3,650
Depreciation of fixed assets	-	-	<u>10,436</u>	<u>70,006</u>	<u>5,716</u>	<u>86,158</u>
Total expenditure	390,658	24,617	200,373	1,198,975	116,669	1,931,292

10 Net movements in funds

This is stated after charging:

	2021 £	2020 £
Operating lease payments	1,630	2,958
Auditors' remuneration:		
Statutory audit (excluding VAT)	5,000	4,900
Depreciation	79,572	86,158
Trustees' remuneration	-	-
Trustees' reimbursed expenses	<u>-</u>	<u>-</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

11 Staff costs

Staff costs were as follows:

	The group		The charity	
	2021	2020	2021	2020
	£	£	£	£
Salaries and wages	1,227,088	1,230,759	1,020,297	1,006,948
Social security costs	61,700	60,436	51,403	49,569
Pension costs	17,233	16,155	14,285	13,237
	1,306,021	1,307,350	1,085,985	1,069,754
Agency staff costs	<u>24,866</u>	<u>35,880</u>	<u>24,866</u>	<u>35,880</u>
	<u>1,330,887</u>	<u>1,343,230</u>	<u>1,110,851</u>	<u>1,105,634</u>

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

The key management personnel of the charitable company comprises the Trustees, Chief Executive and Senior Management Team. The total employee benefits of the key management personnel were £233,414 (2020:£216,444).

The monthly average number of persons (including senior management team) employed by the association during the year expressed as head count was as follows:

	2021 No	2020 No
Number of charity staff	83	83
Number of trading staff	<u>17</u>	<u>19</u>
	<u>100</u>	<u>102</u>

12 Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

13 Tangible fixed assets

Group and charity

	Leasehold property £	Furniture & equipment £	Total £
Cost			
At 1 April 2020	2,362,882	91,866	2,454,748
Additions	<u>127,071</u>	<u>-</u>	<u>127,071</u>
At 31 March 2021	<u>2,489,953</u>	<u>91,866</u>	<u>2,581,819</u>
Depreciation			
At 1 April 2020	1,230,204	50,244	1,280,448
Charge for the year	<u>77,978</u>	<u>8,180</u>	<u>86,158</u>
At 31 March 2021	<u>1,308,182</u>	<u>58,424</u>	<u>1,366,606</u>
Net book value			
At 31 March 2021	<u>1,181,771</u>	<u>33,442</u>	<u>1,215,213</u>
At 31 March 2020	<u>1,132,678</u>	<u>41,622</u>	<u>1,174,300</u>

14 Subsidiary undertakings

Windmill Hill Farm Community Enterprises Limited

A summary of the trading company's profit and loss account is shown below and reflects both external and intercompany sales and purchases.

	2021 £	2020 £
Turnover	250,029	500,237
Cost of sales	(60,874)	(135,548)
Gross profit	<u>189,155</u>	<u>364,689</u>
Administrative expenses	(238,320)	(261,351)
Rent and service charges	(4,500)	(6,000)
Other operating income	<u>103,404</u>	<u>3,459</u>
Operating profit	49,739	100,797
Interest receivable	83	112
Gift aid to parent undertaking	<u>(49,822)</u>	<u>(100,909)</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Profit for financial year	-	-
The aggregate of the assets, liabilities and funds was:	=====	=====
	2021	2020
	£	£
Assets	250,648	150,607
Liabilities	<u>(250,635)</u>	<u>(150,594)</u>
Net assets	<u>13</u>	<u>13</u>

15 Parent charity

The parent charity's gross income and the results for the year are disclosed as follows:

	2021	2020
	£	£
Gross income	1,702,772	1,530,749
Surplus / (deficit) for the year	<u>219,298</u>	<u>(12,191)</u>

16 Stock

	The group		The charity	
	2021	2020	2021	2020
	£	£	£	£
Stock	<u>9,545</u>	<u>8,268</u>	<u>796</u>	<u>587</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

17 Debtors

	The group		The charity	
	2021	2020	2021	2020
	£	£	£	£
Trade debtors	7,132	22,477	6,802	15,005
Prepayments	8,116	9,027	8,116	9,027
Amount due from subsidiary undertaking	-	-	230,964	137,872
Other debtors	-	-	3,459	-
Accrued income	<u>19,779</u>	<u>14,887</u>	<u>8,777</u>	<u>11,427</u>
	<u>35,027</u>	<u>46,391</u>	<u>258,118</u>	<u>173,331</u>

18 Creditors: amounts falling due within one year

	The group		The charity	
	2021	2020	2021	2020
	£	£	£	£
Trade creditors	27,629	19,686	24,021	15,668
Other taxation and social security	18,154	32,529	16,349	30,110
Other creditors	97,875	92,750	92,442	88,515
Accruals	38,699	21,355	29,972	19,305
Deferred income	<u>1,897</u>	<u>13,676</u>	<u>1,800</u>	<u>13,676</u>
	<u>184,254</u>	<u>179,996</u>	<u>164,584</u>	<u>167,274</u>

19 Deferred income

	The group		The charity	
	2021	2020	2021	2020
	£	£	£	£
At 1 April	13,676	-	13,676	-
Deferred during the year	1,897	13,676	1,800	13,676
Released during the year	<u>(13,676)</u>	<u>-</u>	<u>(13,676)</u>	<u>-</u>
At 31 March	<u>1,897</u>	<u>13,676</u>	<u>1,800</u>	<u>13,676</u>

Deferred income relates to income received in advance for contracts relating to the provision of IAPT services and sheep rental services.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

20 Analysis of net assets between funds

	Restricted	Unrestricted	2021 Total
	£	£	£
Tangible fixed assets	1,086,355	128,858	1,215,213
Current assets	36,036	538,083	574,119
Current liabilities	-	(184,254)	(184,254)
Net assets at 31 March 2021	<u><u>1,122,391</u></u>	<u><u>482,687</u></u>	<u><u>1,605,078</u></u>

Prior period comparative:

	Restricted	Unrestricted	2020 Total
	£	£	£
Tangible fixed assets	1,090,521	83,779	1,174,300
Current assets	65,781	325,695	391,476
Current liabilities	-	(179,996)	(179,996)
Net assets at 31 March 2020	<u><u>1,156,302</u></u>	<u><u>229,478</u></u>	<u><u>1,385,780</u></u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

21 Funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
Restricted funds				
Capital funds	1,090,521	-	(86,158)	1,004,363
Capital funds - Studio build	26,892	31,881	-	58,773
Other funds				
Orchard Development	-	33,970	(10,751)	23,219
Bedminster Green	-	9,996	(1,000)	8,996
Bristol Impact Fund Wellbeing	14,824	64,942	(76,213)	3,553
Community Infrastructure Levy	5,946	-	(5,946)	-
Farm Shop Project	-	-	39	39
H&SC Workshop	7,558	-	(7,558)	-
Children in Need Nurture Group	716	9,368	(10,084)	-
Growing Colours	9,845	-	(9,845)	-
Feeding Bristol	-	6,300	(6,300)	-
Community Fund - Volunteer Groups	-	3,837	(3,852)	(15)
Children in Need Booster	-	3,571	(3,571)	-
PTC - CCLORS	-	99,998	(99,998)	-
PTC BDS Support	-	8,000	(8,000)	-
Land Workers Association	-	10,000	(360)	9,640
Quartet Hartcliffe Project	-	10,000	(10,000)	-
Nineveh Trust	-	4,000	-	4,000
One World Garden (NL)	-	9,990	(21)	9,969
BBC - Feeding Bristol	-	-	(146)	(146)
Total restricted funds	<u>1,156,302</u>	<u>305,853</u>	<u>(339,764)</u>	<u>1,122,391</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Unrestricted funds

General funds	<u>229,465</u>	<u>1,337,099</u>	<u>(1,083,890)</u>	<u>482,674</u>
Total charity funds	<u>1,385,767</u>	<u>1,642,952</u>	<u>(1,423,654)</u>	<u>1,605,065</u>
Non-charitable funds	<u>13</u>	<u>353,516</u>	<u>(353,516)</u>	<u>13</u>
Total unrestricted funds	<u>229,478</u>	<u>1,690,615</u>	<u>(1,437,406)</u>	<u>482,687</u>
Total funds	<u>1,385,780</u>	<u>1,996,468</u>	<u>(1,777,170)</u>	<u>1,605,078</u>

Purposes of restricted funds

Capital funds represent (i) the leasehold property and improvements which are restricted on the basis that the underlying assets could not be sold by the charity; (ii) the Nursery Expansion to provide additional nursery spaces; (iii) the Visitors Centre which was the redevelopment of an information area, reception, exhibition space and visitors centre; (iv) The log cabin for the outdoor classroom; and (v) the cafe redevelopment and interaction centre. A new capital fund was created in the year for the new Studio. The assets have a value in use for the charity but no re-sale value.

The Orchard Development Fund is developing a run down, under-used corner of the city farm and improving the space to create a new community venue.

Bristol Impact Fund is a project to address disadvantage in the area and to promote the wellbeing of local people.

Children in Need nurture groups is a project focusing on the development of confidence and social skills in children facing hardship.

Community Infrastructure Levy Fund is capital funding to enhance local services in response to new building developments.

Nineveh Charitable Trust supports education activities in the farm and gardens. Studio Build is funding received for the creation of a new small office space for rental.

The PTC - CCLORS Fund help the local community especially the BAME community in the challenges and difficulty arises as a result of Covid 19.

Wood Work Shop is a project using creative woodworking as a means of therapy for people with mental health challenges.

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
Restricted funds				
Capital funds	1,176,679	-	(86,158)	1,090,521
Other funds:				
Awards for All Growing Colours	-	9,845	-	9,845
Awards for All: PondLife	3,715	-	(3,715)	-
Bristol Impact Fund Wellbeing	-	69,648	(54,824)	14,824
British Science Association	-	500	(500)	-
BYCA	-	2,230	(2,230)	-
Celebrating Age (Age UK)	-	250	(250)	-
Community Infrastructure Levy	-	14,851	(8,905)	5,946
Co-op Space to Connect	-	9,270	(9,270)	-
M&S Community Business Challenge	-	7,200	(7,200)	-
Children in Need Nurture Group	-	9,250	(8,534)	716
Talking Tables	4,154	9,624	(13,778)	-
Nineveh Trust	-	5,000	(5,000)	-
Nisbet Trust	-	10,000	(10,000)	-
Postcode Lottery: Play Green	-	18,560	(18,560)	-
Studio Build	-	30,000	(3,108)	26,892
Windmill Hill Neighbourhood Forum	-	400	(400)	-
Wood Work Shop	-	17,331	(9,773)	7,558
Total restricted funds	<u>1,184,548</u>	<u>213,959</u>	<u>(242,205)</u>	<u>1,156,302</u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

Unrestricted funds

General funds	<u>213,410</u>	<u>1,201,334</u>	<u>(1,185,279)</u>	<u>229,465</u>
Total charity funds	<u>1,397,958</u>	<u>1,415,293</u>	<u>(1,427,484)</u>	<u>1,385,767</u>
Non-charitable funds	<u>13</u>	<u>503,808</u>	<u>(503,808)</u>	<u>13</u>
Total unrestricted funds	<u>213,423</u>	<u>1,705,142</u>	<u>(1,689,087)</u>	<u>229,478</u>
Total funds	<u><u>1,397,971</u></u>	<u><u>1,919,101</u></u>	<u><u>(1,931,292)</u></u>	<u><u>1,385,780</u></u>

Windmill Hill City Farm Limited

Notes to the Financial Statements for the Year Ended 31 March 2021

22 Obligations under operating leases

Operating lease commitments

The group and charity has operating leases at the year end with total future minimum lease payments as follows:

	2021 £	2020 £
Land and buildings		
Within one year	126	126
Between one and five years	504	504
After five years	<u>3,152</u>	<u>3,278</u>
	<u>3,782</u>	<u>3,908</u>
Other		
Within one year	1,504	1,504
Between one and five years	<u>4,512</u>	<u>5,264</u>
	<u>6,016</u>	<u>6,768</u>

23 Controlling party

The company is the ultimate controlling party of its subsidiary Windmill Hill Farm Community Enterprises.

24 Related party transactions

Windmill Hill Farm Community Enterprises Limited, a company limited by guarantee, forms the trading arm for the charity. Three of the charity's Trustees serve on the Board of Directors of the trading company. During the year the charity provided goods and services to the trading company amount to £4,678 (2020: £6,241) and recharged overheads of £4,500 (2020: £6,000). In addition, the charity received goods and services totalling £770 (2020: £2,307) from the trading company during the year and the trading company made a gift aid payment to the charity of £49,822 (2020: £100,909). At the balance sheet date the trading company owed Windmill Hill City Farm Limited £230,964 (2020: £137,872).