



**the chase and kings forest**  
COMMUNITY PROJECT

## Annual Report 2008-9

### Chair's Report

Over the past three years reports have been explaining how we have re-engaged with community groups and organisations, and been responding to enquiries, providing support and guidance. From the feedback we receive this approach developed by Stephanie in responding to community needs is working well, cost effective and attracts compliments from members. However what was becoming increasingly apparent we did not have the capacity, in a 12 hour post, to meet all the demands or take up opportunities to extend support. With professional help the management committee and Stephanie worked together in a review of how we operate, and the way we manage and deliver services to community organisations. The conclusion being it would require at least the equivalent of a full time post employing two staff to support work covering the urban and rural communities. A business case for this capacity building has been made and we are currently preparing an application for three year funding.

A further outcome of the review was to immediately limit the face to face approach with members and organisations to those supporting the council priority neighbourhood around Kingswood including Staple Hill. Other services including networking at members' lunches, the newsletter with funding advice, and training opportunities would remain.

This year put significant pressure on committee members to take a more active role, particularly the review mentioned above, and we were pleased to welcome Pat Apps and Sarah Buckle, both already involved in various capacities in the community, who stepped forward and joined the committee. Having filled the vacancy for a treasurer, we should thank Kathleen Halley who has prepared the annual statement of accounts for this first year, of the three year service agreement with South Gloucestershire Council.

Since joining us our most valued asset has led us through a process responding to community needs, sometime stressful, always with professionalism and a touch of humour. Stephanie has inspired many, given that important support to a good idea, found some funding, and today members and groups are more confident working within their communities. Evidence of this regularly appears in the news stories from local groups printed in Community Link.

We take this opportunity to thank officers from the Council and other professionals working locally in the statutory sector, who in a variety of ways have

given support to Stephanie and we are also grateful for the contribution by training providers arranging courses and workshops for management committees and volunteers.

Michael Packer,  
June 2009

## Community Development Worker's Report

New this financial year was the establishment of our web-site, set up and maintained by a volunteer, Mike Searle. The web site is a work in progress. It contains details of community and project events, training opportunities, volunteering information and opportunities, and back copies of our newsletter and funding updates. We also have the beginnings of a directory of groups.

We continued to provide support to groups, advising and sending information out on request, as well as providing more in-depth support to a smaller number of organisations such as Project 97, Kingsway Dance Club, Mavis Friendship Club, Friends of Kingswood Park and Kingsmeadow Community Flat. During the year four Funding Updates were sent out to groups, (these are available on request); and four community newsletters.



Networking opportunities were provided for local groups at our members' lunches, thirteen people representing eleven organisations attended the January 2009 lunch and fourteen people, representing fourteen organisations attended the July lunch last year.

The training we provided this year included two Funding Workshops in February and March 2009, fully booked, with 12 people attending. A Pyramid of Purpose workshop was held at Kingsmeadow Community Flat in June 2008 and a Follow Up Pyramid of Purpose Workshop was held in May 2008 with representatives from Kingswood Heritage Museum, the Indigo Project and Downend Folk House Association in attendance.

During this financial year, in collaboration with CVS, we ran a Kingswood Locality Network for groups working with children, young people and their families; two network meetings were held in November 2008 and March 2009. We felt that facilitating this network was beyond the current capacity of our organisation, so we will not continue with this work in the financial year 2009-10.

As we are stretched to full capacity, we are currently fundraising for a second Development Worker.

I would like to take this opportunity to thank all the people I have worked with over the last financial year: my management committee, local residents and groups, Volunteer Centres South Glos, CVS South Glos, the Community Engagement and Community Learning Teams at South Gloucestershire Council, Mike Searle for maintaining our web site, and Jane Kilpatrick from NHS South Glos.



Stephanie Bengry-Howell  
June 2009

### **Management Committee 2008-2009**

Chair	Michael Packer
Treasurer	Kay Halley
Secretary	Emma Collier
Committee	Mary Hastings, Pat Apps, Sarah Buckle
Auditor	Chris Thring ACA
Bankers	Lloyds TSB PLC
Funders	South Glos Council ( <i>Service Commissioning Contract</i> ) South Glos Council ( <i>Capital Grant Programme 2008-9</i> ) CVS South Glos ( <i>NLDC/CWDC funding</i> )

**The Chase and Kings Forest Community Project**  
**Income & Expenditure account for year ending 31 March 2009**

	2009	2008
<b>Receipts</b>		
Service Level Agreement	£12,458	£12,425
Newsletter	£1,181	-
Community Learning	£504	£2,532
Consultancy	-	£665
Bank interest	£108	£170
Sundry	£37	£256
Capital Grant	£500	£830
Locality Network	£2,000	-
<b>Total</b>	<b>£16,788</b>	<b>£16,878</b>
<b>Operating costs</b>		
<b>Establishment expenses</b>		
Rent & services/Estate Management	£2,318	£2,217
Repairs and renewals	-	£14
<b>Sub-total</b>	<b>£2,318</b>	<b>£2,231</b>
<b>General expenses</b>		
Telephone	£448	£76
Equipment repairs and renewals	£517	£863
Printing, postage and stationery	£176	£320
Staff travel/Supervision	£316	£621
Wages	£8,937	£8,684
Public Liability Insurance	£406	£98
Subscriptions	£197	£195
Miscellaneous/Accountancy	£233	£241
Training	-	£200
AGM/Members' Lunch	£162	£264
IT Services	-	£48
Newsletter	£1,122	£524
Locality Network	£243	-
Community Learning	£933	£2,532
<b>Sub-total</b>	<b>£13,690</b>	<b>£14,666</b>
<b>Total</b>	<b>£16,008</b>	<b>£16,897</b>
Operating surplus/(loss)	£780	(£19)
Balance brought forward	£8,107	£8,126
<b>Balance carried forward</b>	<b>£8,887</b>	<b>£8,107</b>

The company has no recognised gains or losses other than the results for the year set out above. All of the activities of the company are classified as continuing.

Independent examination undertaken by Chris Thring ACA

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