



the chase and kings forest
COMMUNITY PROJECT

Annual Report 2005-6

Chair's Report

Our co-ordinator, Emma Collier, left in July this year to join CVS South Gloucestershire as Chief Officer. A move we supported and saw our loss as a gain for the CVS, where Emma's experience can now be applied representing and supporting the voluntary sector in South Gloucestershire. Since joining in 2004, Emma has made an invaluable contribution re-launching the project and this year secured 3-year core funding with South Gloucestershire Council. The organisation's name change is now complete - we have a new certificate of incorporation from Companies House and the Charity Commission has finally accepted the new constitution and updated the charities register.

With grants from the Council, we were able to replace the office computer; secure funding for the quarterly newsletter; and subscribe to Grants Online, a funders' database. Increased circulation of Community Link, and growing membership, continues to raise the project's profile in the community. There was a steady take up of our services on fundraising support and information for project development, and new groups without banking arrangements continue to make use of a service we offer to hold project funding and make payments on their behalf.



One of the most significant activities this year has been research undertaken by Emma for the South Gloucestershire PCT, who had set up a Kingswood and District Project Board to determine the future health needs for the area. The Project Board recognised there were hard to reach groups in the community that were less able to make their needs known in the public engagement process, and commissioned specific engagement of this group. This provided an opportunity to develop our contacts with the community and through meetings and interviews, we were able to present the Project Board with the findings. The Project Board was impressed by the outcome and congratulated Emma for the way the study was undertaken.

In August, we welcomed Steph Bengry-Howell as a Community Development Worker; the office was busy at this time, a newsletter to prepare, a funding application to complete, and arranging for the AGM. It was a dauntless undertaking for Steph, a challenging and somewhat stressful period, meeting these demands.

The funding application, mentioned above, was to develop services supporting volunteering in the area. After nearly a year of activity, an application for funding from the Reaching Communities lottery fund was submitted in October for a three-year

programme, with three part time staff, to develop a Volunteer Centre for the Chase and Kings Forest areas. This was achieved in partnership with CVS South Gloucestershire, and we are very indebted to Eleanor Armitage for the research, and support throughout this work. This is a major undertaking, led by a steering group made up of representative from several local voluntary organisations supportive of this initiative. A decision on funding is expected early in 2007.

Having settled into a new 5-year lease sharing the office at Wesley Studios with CVS South Gloucestershire, the Mulberry House complex at the Foundation became available. With several rooms, this offered a more suitable space, particularly as we had grown to five staff sharing the present office. The move is complete, and we are now tenants of CVS South Gloucestershire.

We thank officers from the Council and other professionals working locally in the statutory sector, who, in a variety of ways have given support to Emma and will be working with Steph. We are most grateful to Sarah Roberts (SGC) for the help introducing useful contacts to enable Steph to get to know the community.

My personal thanks to committee members, Caroline Eardley, Helen Gleed, Kay Halley and Mary Hastings for their continued support throughout the year, and Chris Thring, (accountant), who undertakes the examination of the accounts.

The next year should see further developments in the community. Steph is starting to identify opportunities that give a more joined-up approach to working with local groups that in many ways will deliver the strengthening communities objectives in the South Gloucestershire Local Area Agreement.

As the project moves on it remains crucial that more management committee members are recruited to achieve wider representation of local organisations and bring local knowledge to the committee.

Michael Packer



Community Development Worker's Report

I started in post in August 2006, and as Michael mentioned, at a very busy time. A lot of my working hours at TC&KFCP, so far, have been spent tying things up, such as the move to Mulberry House and finishing the Lottery application. With the support of Eleanor, the application was submitted in time, we now have to wait to hear the outcome. I have produced my first newsletter in post, and have started to meet people in the Chase and Kings Forest areas. I would like to have a more hands on approach to supporting groups in these areas, so if you have a project or idea, do let me know! Thanks to all the people that have helped me settle in to post, including staff from other organisations and the communities in Chase and Kings Forest. Special thanks to Eleanor Armitage, Michael Packer, Mary Hastings, Kay Halley and Sarah Roberts for their ongoing support.

Steph Bengry-Howell

Co-ordinator's Report

A very busy year ... We published a summary report of The Chase & Kings Forest Community Profile & Mapping Project – presented at last year's AGM; we were instrumental in setting up the West of England Funding Advisors Network; and we pushed forward the development of a volunteering support project for Kingswood & District by establishing a steering group, a project brief, and submitting a successful outline proposal to the Big Lottery Fund "Reaching Communities" programme. We collaborated on three major projects:

- Future of Health services in Kingswood & District
- Social Economy Mapping Project – resourced by Change Up funding. Joint project management with CVS South Gloucestershire and South Gloucestershire Council's Economic Development Unit. Results prepared Summer 05.
- Community group training – by becoming a delivery partner for South Gloucestershire Council's Community Learning Team we were able to secure resources from the LSC to put on small scale informal training sessions for community groups in The Chase & Kings Forest area. Themes included: roles & responsibilities of management committees; fundraising; meeting skills; and planning your organisation's future. We would like to thank staff from the South Gloucestershire Council Community Development Unit for providing the training on our behalf – a good example of cross-sector collaborative working.

As well as these projects we assisted another 10 organisations to access funding information from our Grants Online subscription. Groups assisted include: Potterswood Toddlers, South Gloucestershire Credit Union, AEK-Boco Football Club, Sanctuary Young Mums Group, Jessie May Trust, Bourne Family Project, CVS South Gloucestershire, The Park Centre Community Rooms, Bungy Project, South Gloucestershire Disability Action Group.

Emma Collier

Management Committee 2005-2006

Chair	Michael Packer
Treasurer	Barbara Carpenter (left October 2005)
Secretary	Emma Collier
Committee	Kay Halley Caroline Eardley (left July 2006) Mary Hastings (joined December 2005) Helen Gleed (joined December 2005)
Auditor	Chris Thring ACA
Bankers	Lloyds TSB PLC
Funders	South Gloucestershire Council (<i>Service Commissioning Contract</i>) South Gloucestershire Council (<i>Capital Grant Programme 2005-6</i>) South Gloucestershire Council (<i>Small Grant Programme 2005-6</i>) South Gloucestershire Primary Care Trust

The Chase and Kings Forest Community Project
Income & Expenditure account for year ending 31 March 2006

	2006	2005
Receipts		
Service Level Agreement	£11,799	£11,653
Consultancy	£2,178	
Bank interest	£69	
Sundry	£25	
Other grant income	£186	£3,178
Room hire	£2,982	£1,872
Total	£17,239	£16,703
Operating costs		
Establishment expenses		
Rent and services	£2,674	£2,438
Light and heat	£237	£99
Insurance	£165	£241
Security	£239	£239
Repairs and renewals	£284	£965
Sub-total	£3,599	£3,982
General expenses		
Telephone	£1,181	£522
Equipment repairs and renewals	£20	
Printing, postage and stationery	£750	£586
Staff travel	£429	£502
Wages	£9,508	£10,237
Insurance	£375	£646
Subscriptions	£183	£366
Miscellaneous	£541	£60
Training	£224	£65
Newsletter	£311	£180
Sub-total	£13,522	£13,164
Linden Hotel project		£2,010
Total	£17,121	£19,156
Operating surplus/(loss)	118	(£2,453)
Balance brought forward	£5,926	£8,379
Balance carried forward	£6,044	£5,926

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

The Chase & Kings Forest Community Project

**First Floor, Mulberry House, Kingswood Foundation Estate, Britannia Road, Kingswood,
 South Gloucestershire, BS15 8DB**

☎: 01454 868726 • 📠: 01454 868727 • ✉: mail@chasekingsforestcp.org.uk