

Annual Return (AR30) form

Society Name: The Brockweir and Hewelsfield Village Shop Association Limited

Society Num: 29285 R

An Annual Return must be completed by all societies registered under the Co-operative and Community Benefit Societies Act 2014 ('the Act') (including any societies previously registered under the Industrial and Provident Societies Act 1965). The Annual Return must include:

- this form;
- a set of the society's accounts; and
- where required, an audit report or report on the accounts.

A society must submit the Annual Return within 7 months of the end of the society's financial year. Failure to submit on time is a prosecutable offence.

Please note that this form, including any details provided on the form, will be made available to the public through the Mutuels Public Register.

For guidance on our registration function for societies, which includes guidance on the requirement to submit an Annual Return, please see [here](#)

2.1 What date did the financial year covered by these accounts end?

31/12/2019

3.1 Please provide the names of the people who were directors of the society during the financial year this return covers.

Some societies use the term 'committee member' or 'trustee' instead of 'director'. For ease of reference, we use 'director' throughout this form.

Name of Director	Month of Birth	Year of Birth
Rick Durrant	Aug	1953
Celia Burton	Nov	1958
Maggie Thomas	Nov	1940
Peter Williams	Jan	1950
Adele Bates	Dec	1980
Susan Groves	Oct	1959

Alan Clarke	Feb	1949
Sally Vivian	Mar	1969

3.2 All directors must be 16 or older. Please confirm this is this case:

☒ All directors are aged 16 or over

3.3 Societies are within the scope of the Company Director Disqualification Act 1986 (CDDA). Please confirm that no director is disqualified under that Act:

☒ No director is disqualified

3.4 Please state any close links which any of the directors has with any society, company or authority.

'Close links' includes any directorships or senior positions held by directors of the society in other organisations.

Peter Williams: Director of Peter Williams Association Ltd

3.5 Please provide the name of the person who was secretary at the end of the financial year this return covers.

Societies must have a secretary

Name of Secretary

Month of Birth

Year of Birth

Jo Jenkin	Sep	1951
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4.1 Please confirm that:

☒ accounts are being submitted with this form

☒ the accounts comply with relevant statutory and accounting requirements

☒ the accounts are signed by two members and the secretary (3 signatures in total)

4.2 Based on the accounts, please provide the information requested below for the financial year covered by this return.

Number of members	<input type="text" value="88"/>
Turnover	<input type="text" value="361,687"/>
Assets	<input type="text" value="83,973"/>
Number of Employees	<input type="text" value="3"/>
Share Capital	<input type="text" value="0"/>
Highest rate of interest paid on shares	<input type="text" value="0"/>

4.3 What Standard Industrial Classification code best describes the society's main business?

Where more than one code applies, please select the code that you feel best describes the society's main business activity. You will find a full list of codes [here](#)

SIC Code	Other retail sale in non-specialised stores (47190)	*
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Societies are required to appoint an auditor to audited unless they are small or have disapplied this requirement. For further guidance see chapter 7 of our guidance:

<https://www.fca.org.uk/publication/finalised-guidance/fg15-12.pdf>

5.1 Please select the audit option the society has complied with:

- ☐ Full Professional Audit
- ☐ Auditor's report on the accounts
- ☐ Lay Audit
- ☒ No audit

5.2 Please confirm the audit option used by the society is compliant with the society's own rules and the Act

☒ We have complied with the audit requirements

5.3 Please confirm any audit report (where required) is being submitted with this Annual Return

- ☐ Yes

☒ Not applicable

5.4 Is this society accepted by HM Revenue and Customs (HMRC) as a charity for tax purposes?

☒ Yes

☐ No

5.5 If the society is registered with the Office of the Scottish Charity Regulator (OSCR) please provide your OSCR registration number.

☐ Registered

☒ Not applicable

5.6 Is the society a housing association?

☒ No

☐ Yes

6.1 Is the society a subsidiary of another society?

☐ Yes

☒ No

6.2 Does the society have one or more subsidiaries?

(As defined in sections 100 and 101 of the Act)

☐ Yes

☒ No

All societies are registered meeting one of two conditions for registration. These are that the society is either:

- a bona fide co-operative society ('co-operative society'); or
- are conducting business for the benefit of the community ('community benefit society').

You must answer the questions set out in the next section of this form, depending on which condition for registration you meet.

If you are not sure which condition for registration applies to the society please see chapters 4 and 5 of our guidance [here](#).

7.1 Condition for Registration

- ☐ Co-operative society
- ☒ Community Benefits society

Community benefit societies must answer the following questions in relation to the financial year covered by this return.

7B.1 What is the business of the society?

For example, did you provide social housing, run an amateur sports club etc.

Community Shop and cafe

7B.2 Please describe the benefits to the community the society delivered?

Here we are looking to see what the benefits to the community were. Community can be said to be the community at large. For example, did you relieve poverty or homelessness through the provision of social housing.

The society is in place to provide a village shop and community hub for the community. The shop and cafe also provide for tourists and other visitors to the area.

7B.3 Please describe how the society's business delivered these benefits?

The business of the society must be conducted for the benefit of the community. Please describe how the society's business (as described in answer to question 7B.1) provided benefit to the community.

The society employs local volunteers and staff and provides office space for a local business. The society has employed several local young people during busy periods such as school holidays.
The building includes a loft space which is utilised by local groups

7B.4 Did the society work with a specific community, and if so, please describe it here?

For instance, were the society's activities confined to a specific location; or to a specific group of people? Please note that in serving the needs of any defined community, the society should not inhibit the benefit to the community at large.

The villages of Brockweir and Hewelsfield in Gloucestershire on the edge of the Forest of Dean. However the shop and cafe are used by tourists and a the wider community too.

7B.5 What did the society do with any surplus or profit?

For instance, did you pay a dividend to members (and if so, on what basis); did money get reinvested in the business; put into reserves; used for some other purpose?

The surplus was retained as reserves to ensure the continuity of the facility.

7B.6 Please state any significant commercial arrangements that the society has, or had, with any other organisation that could create, or be perceived as creating, a conflict of interest.

Please tell us how you ensured that any such conflict of interest did not prevent the society from acting for the benefit of the community.

None

Registered number: IP29285R

**BROCKWEIR AND HEWELSFIELD VILLAGE
SHOP ASSOCIATION LIMITED**

UNAUDITED

FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

**BROCKWEIR AND HEWELSFIELD VILLAGE
SHOP ASSOCIATION LIMITED**

CONTENTS

	Page
Accountants' Report	1
Statement of income and related earnings	2
Balance sheet	3
Notes to the financial statements	4-6
 The following pages do not form part of the statutory financial statements:	
Detailed profit and loss account	7

**INDEPENDENT ACCOUNTANTS' REPORT TO THE MEMBERS OF
BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED
ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 DECEMBER 2020**

My report on the unaudited financial statements for the year ended 31 December 2020 as set out on pages 2 to 6.

Respective responsibilities of management committee and the independent reporting accountant

The society's committee of management is responsible for the preparation of the financial statements, and they consider that the society is exempt from an audit. It is my responsibility to carry out procedures designed to enable me to report my opinion.

Basis of Opinion

My procedures consisted of comparing the accounts with the accounting records kept by the society, and making such limited enquiries of the officers of the society as I considered necessary for the purposes of this report. These procedures provide the only assurance expressed in my opinion.

Opinion

In my opinion:

- a) The financial statements are in agreement with the accounting records kept by the society under section 75 of the Co-operative and Community Benefit Societies Act 2014;
- b) Having regard only to, and on the basis of, the information contained in those accounting records;
 - 1) the financial statements have been drawn up in a manner consistent with the accounting requirements of the Co-operative and Community Benefit Societies Act 2014
 - 2) the society satisfied the conditions for exemption from an audit of the financial statements for the year specified in section 84 of the Co-operative and Community Benefit Societies Act 2014;

Clements Farm
Hemyock
Devon EX15 3UJ
Date:

S. Aldworth

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED

STATEMENT OF INCOME AND RETAINED EARNINGS FOR THE YEAR ENDED 31ST DECEMBER 2020

<u>Notes</u>	<u>2020</u>	<u>2019</u>
Turnover	361,687	347,355
Cost of sales	(235,812)	(223,597)
Gross profit	<hr/> 125,875	123,758
Administrative Expenses	(96,118)	(93,083)
Other operating income	3,000	3,000
	<hr/>	<hr/>
Operating profit	32,757	33,675
Interest Received	31	68
	<hr/>	<hr/>
Profit before taxation	32,788	33,743
Taxation	4	5,505
Profit after taxation	<hr/> 25,320 <hr/>	<hr/> 28,238 <hr/>
Retained earnings at the beginning of the year	145,282	117,044
Profit for the year	25,320	28,238
Retained earnings at the end of the year	<hr/> 170,602 <hr/>	<hr/> 145,282 <hr/>

The Notes on pages 4 to 7 form an integral part of these financial statements.

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED
BALANCE SHEET AS AT 31 DECEMBER 2020

	<u>Notes</u>	<u>2020</u>	<u>2019</u>
Fixed Assets			
Tangible Assets	5	204,081	209,663
Current assets			
Stocks		25,631	19,500
Debtors	6	13,440	989
Cash at Bank and in Hand		74,265	73,651
		<u>113,336</u>	<u>94,140</u>
Creditors: amounts falling due within one year	7	<u>(29,363)</u>	<u>(27,326)</u>
Net current assets		<u>83,973</u>	<u>66,814</u>
Total assets less current liabilities		288,054	276,477
Creditors: amounts falling due after more than one year	8	(117,452)	(131,195)
Net assets		<u><u>170,602</u></u>	<u><u>145,282</u></u>
Capital and reserves			
Retained reserves		170,602	145,282
		<u><u>£ 170,602</u></u>	<u><u>£ 145,282</u></u>

The financial statements were approved by the committee on 28th April 2021 and signed on its behalf by

Jo Jenkin
Company Secretary

R Durrant
Chairman

C Burton
Hon. Treasurer

The notes on pages 7 to 9 form an integral part of these financial statements

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. General Information

The entity is registered under the Co-operative and Community Benefit Societies Act 2014.
The address of the society is The Village Shop, Brockweir, Chepstow, NP16 7NW

2. Accounting Policies

(a) Basis of Accounting

The financial statements are prepared under the historical cost convention and in accordance with Section 1A of Financial Reporting Standard 102.

(b) Going concern

The society has cash resources and has no requirement for external funding. The committee have a reasonable expectation that the society has adequate resources to continue in operational existence for the foreseeable future. They believe the going concern basis of accounting is appropriate in preparing the annual financial statements.

(c) Income and expenditure

Income and expenditure are shown net of VAT.

(d) Tangible Fixed Assets

Tangible assets are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be operated in the manner intended by management.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost or valuation, less estimated residual value, of each assets evenly over its expected useful life, as follows:

Land and buildings – 2% straight line
Fixtures and fittings – 20% and 33% reducing balance

(e) Stocks

Stocks are stated at the lower of cost and net realisable value.

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

(f) Pensions

Defined contribution pension plan

The society operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the society pays fixed contributions into a separate entity. Once the contributions have been paid the society has no further payment obligations.

The contributions are recognised as an expense in the Statement of income and retained earnings when they fall due. Amounts not paid are shown in accruals as a liability in the Balance sheet. The assets of the plan are held separately from the society in independently administered funds.

3. Employees

The average number of employees, including directors, during the year was 2. (2019– 2)

4. Taxation

The tax charge on the profit on ordinary activities for the year was as follows:

	2020	2019
	£	£
Corporation Tax @ 19%	7,468	5,505

5. Tangible Assets

Cost	£	Land and buildings	Fixtures and fittings	Total
		£	£	
At 1 January 2020		257,051	113,496	370,547
Additions		-	8,163	8,163
At 31 December 2020		<u>257,051</u>	<u>121,659</u>	<u>378,710</u>

Depreciation

At 1 January 2020	81,642	79,242	160,884
Charge for year	<u>5,141</u>	<u>8,604</u>	<u>13,745</u>
At 31 December 2020	<u>86,783</u>	<u>87,846</u>	<u>174,629</u>

Net Book Values

At 31 December 2020	<u>170,268</u>	<u>33,813</u>	<u>204,081</u>
At 31 December 2019	<u>175,409</u>	<u>34,254</u>	<u>209,663</u>

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

6. Debtors	2020	2019
	£	£
Trade debtors	10,902	113
Other debtors	-	-
Prepayments and accrued income	<u>2,538</u>	<u>876</u>
	<u>13,440</u>	<u>989</u>
 7. Creditors: Amounts falling due within one year	 2020	 2019
	£	£
Trade creditors	16,664	17,873
Corporation Tax	7,693	5,505
Other taxation and social security	2,391	3,406
Other creditors	-	192
Accruals and deferred income	2,615	350
	<u>29,363</u>	<u>27,326</u>
 8. Creditors: Amounts falling due after more than one year	 2020	 2019
	£	£
Government grants	117,452	131,197
	<hr/>	<hr/>
 9. Government grants		
At 1 January 2020	131,197	145,138
Released during the year	(13,745)	(13,941)
 At 31 December 2020	 <u>117,452</u>	 <u>131,197</u>

BROCKWEIR AND HEWELSFIELD VILLAGE SHOP ASSOCIATION LIMITED
PROFIT AND LOSS ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020

	<u>2020</u>	<u>2019</u>
Turnover		
Shop income	335,456	326,118
IT Suite	6	1,157
Events	-	5,101
Offgem	253	
Association memberships	900	1,038
Grant income	<u>25,072</u>	<u>13,941</u>
	361,687	347,355
Cost of sales		
Opening Stocks	19,500	19,500
Purchases	241,943	223,597
Closing Stock	<u>(25,631)</u>	<u>(19,500)</u>
	<u>235,812</u>	<u>223,597</u>
Gross profit	125,875	123,758
Other income – Rent receivable	3,000	3,000
Bank interest	31	68
Expenses		
Staff salaries	43,123	41,514
Staff pension costs	139	421
Staff training	877	1,077
Printing, postage and stationery	2,534	214
Telephone	2,027	1,646
Advertising and promotion	244	793
Legal and professional	217	180
Accountancy	350	350
Bookkeeping	5,597	5,160
Equipment leasing	1,020	1,020
Bank charges	4,265	3,682
Sundry expenses	776	279
Consumables	3,761	6,502
Rent and rates	874	962
Light and heat	9,586	7,787
Insurances	3,717	2,807
Repairs and maintenance	3,266	4,748
Depreciation	<u>13,745</u>	<u>13,941</u>
	<u>96,118</u>	<u>93,083</u>
Net Profit for Year before Taxation	<u>32,788</u>	<u>33,743</u>