

COMPANY REGISTRATION NUMBER: 04366118

CHARITY REGISTRATION NUMBER: 1100867

**Blakenhall Action Community Forum
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2019**

SATURDAY



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21/12/2019

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COMPANIES HOUSE

GARRATTS WOLVERHAMPTON LIMITED

Chartered accountants
29 Waterloo Road
Wolverhampton
WV1 4DJ

Blakenhall Action Community Forum

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2019

| | Pages |
|--|----------------|
| Trustees' annual report (incorporating the director's report) | 1 to 2 |
| Independent examiner's report to the trustees | 3 |
| Statement of financial activities (including income and expenditure account) | 4 |
| Statement of financial position | 5 |
| Notes to the financial statements | 6 to 11 |
| The following pages do not form part of the financial statements | |
| Detailed statement of financial activities | 13 |

Blakenhall Action Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 March 2019

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2019.

Reference and administrative details

Registered charity name Blakenhall Action Community Forum

Charity registration number 1100867

Company registration number 04366118

Principal office and registered office 73 Dudley Road
Wolverhampton
WV2 3BY

The trustees

Mr H.R. Jakhu
Mr J. Patel
Mr R.T. Chamba
Mr M.R. Bryan
Mr J.M. Archer (Appointed 1 June 2019)
Mr F. Shamuyarira (Appointed 1 June 2019)

Company secretary Mr V. Chopra

Independent examiner J.C. Reed

Structure, governance and management

Governing document

The company was incorporated on 4th February 2002 as a private company limited by guarantee and not having a share capital under the Companies Act 1985. It is governed by its Memorandum and Articles of Association, and operates on a non-profit making basis. It is registered as a charity with the Charity Commission with registered number 1100867.

In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Trustees

The Articles of Association provide that there should not be fewer than five nor more than fifteen trustees, who are the directors of the company for the purposes of company law. At each annual general meeting one third of the trustees retire by rotation but are eligible for re-election.

The methods adopted for the recruitment and appointment of new trustees are to invite individuals to apply to the board who then consider each application and appoint new trustees.

The trustees meet every two months and are responsible for managing the affairs and funds of the charity in such manner as they consider most beneficial for achieving its objects.

Blakenhall Action Community Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2019

Objectives and activities

The objects for which the charity is established are to promote the benefit of the community within Wolverhampton, and particularly within the area of Blakenhall, through any charitable purposes but in particular through the advancement of education, the furtherance of good health and the relief of poverty, distress and sickness. The objects include working in partnerships and networks, supporting other charitable organisations and promoting co-operation between voluntary organisations, statutory authorities and individuals within Blakenhall.

The main activities undertaken in relation to those objects are to provide affordable facilities, services and information for the betterment of the local community.

In carrying out their duties the trustees have had regard to the guidance issued by the Charity Commission on public benefit and have ensured that the charity is run in a way that carries out its purposes for the public benefit.

Achievements and performance

The charity has continued to manage The Old School as a community centre, enabling its use by a wide cross-section of the community.

Financial review

Income for the year amounted to £25,753, down from £41,202 in 2018, while expenditure on charitable activities amounted to £41,831, up from £34,941 in 2018. There was therefore a deficit of £16,078 for the year compared to a surplus of £6,261 in 2018. The deficit was funded from reserves, which fell from £64,261 to £48,183.

Reserves policy

It is the policy of the trustees to aim to maintain reserves on the general funds of the charity equal to about six months' expenditure. At the year-end this would have required reserves of £21,000. Actual free reserves amounted to £42,832 after allowing for fixed assets and the trustees intend to use the balance towards the development of the premises.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 16 December 2019 and signed on behalf of the board of trustees by:

Mr V. Chopra
Charity Secretary



20/12/19

Blakenhall Action Community Forum

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Blakenhall Action Community Forum

Year ended 31 March 2019

I report to the trustees on my examination of the financial statements of Blakenhall Action Community Forum ('the charity') for the year ended 31 March 2019.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

J.C. Reed

Independent Examiner

Garratts Wolverhampton Limited
Chartered Accountants
29 Waterloo Road
Wolverhampton
WV1 4DJ

16 December 2019

Blakenhall Action Community Forum

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2019

| | | 2019 | | 2018 |
|---|------|-------------------------|------------------|------------------|
| | Note | Unrestricted funds £ | Total funds £ | Total funds £ |
| Income and endowments | | | | |
| Charitable activities | 5 | 25,753 | 25,753 | 41,202 |
| Total income | | <u>25,753</u> | <u>25,753</u> | <u>41,202</u> |
| Expenditure | | | | |
| Expenditure on charitable activities | 6,7 | 41,831 | 41,831 | 34,941 |
| Total expenditure | | <u>41,831</u> | <u>41,831</u> | <u>34,941</u> |
| Net (expenditure)/income and net movement in funds | | <u>(16,078)</u> | <u>(16,078)</u> | <u>6,261</u> |
| Reconciliation of funds | | | | |
| Total funds brought forward | | 64,261 | 64,261 | 58,000 |
| Total funds carried forward | | <u>48,183</u> | <u>48,183</u> | <u>64,261</u> |

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 6 to 11 form part of these financial statements.

Blakenhall Action Community Forum

Company Limited by Guarantee

Statement of Financial Position

31 March 2019

| | Note | 2019 £ | 2018 £ |
|---|------|---------------|---------------|
| Fixed Assets | | | |
| Tangible fixed assets | 12 | 5,351 | 1,169 |
| Current Assets | | | |
| Debtors | 13 | 6,030 | 12,154 |
| Cash at bank and in hand | | 45,060 | 55,284 |
| | | <u>51,090</u> | <u>67,438</u> |
| Creditors: amounts falling due within one year | 14 | <u>8,258</u> | <u>4,346</u> |
| Net Current Assets | | <u>42,832</u> | <u>63,092</u> |
| Total Assets Less Current Liabilities | | <u>48,183</u> | <u>64,261</u> |
| Net Assets | | <u>48,183</u> | <u>64,261</u> |
| Funds of the Charity | | | |
| Unrestricted funds | | 48,183 | 64,261 |
| Total charity funds | 15 | <u>48,183</u> | <u>64,261</u> |

For the year ending 31 March 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 16 December 2019, and are signed on behalf of the board by:

Mr J. Patel
Trustee


20/12/19

The notes on pages 6 to 11 form part of these financial statements.

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2019

1. General Information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 73 Dudley Road, Wolverhampton, WV2 3BY.

2. Statement of Compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting Policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

3. Accounting Policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

3. Accounting Policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

| | |
|-----------------------|------------------------|
| Fixtures and Fittings | - 25% reducing balance |
| Equipment | - 33% reducing balance |

4. Limited by Guarantee

The company is registered as a private company limited by guarantee and not having a share capital and accordingly the liability of the members is limited. Every member undertakes to contribute to the assets of the company in the event of it being wound up such amount as may be required not exceeding one pound.

5. Charitable Activities

| | Unrestricted Funds £ | Total Funds 2019 £ | Unrestricted Funds £ | Total Funds 2018 £ |
|--------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Sessional bookings | 17,958 | 17,958 | 31,023 | 31,023 |
| Lettings income | 7,795 | 7,795 | 10,179 | 10,179 |
| | <u>25,753</u> | <u>25,753</u> | <u>41,202</u> | <u>41,202</u> |

6. Expenditure on Charitable Activities by Fund Type

| | Unrestricted Funds £ | Total Funds 2019 £ | Unrestricted Funds £ | Total Funds 2018 £ |
|--------------------------------|----------------------------|--------------------------|----------------------------|--------------------------|
| Management of community centre | 40,769 | 40,769 | 33,927 | 33,927 |
| Support costs | 1,062 | 1,062 | 1,014 | 1,014 |
| | <u>41,831</u> | <u>41,831</u> | <u>34,941</u> | <u>34,941</u> |

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

7. Expenditure on Charitable Activities by Activity Type

| | Activities undertaken directly | Support costs | Total funds 2019 | Total fund 2018 |
|--------------------------------|--------------------------------------|---------------|---------------------|--------------------|
| | £ | £ | £ | £ |
| Management of community centre | 40,769 | – | 40,769 | 33,927 |
| Governance costs | – | 1,062 | 1,062 | 1,014 |
| | <u>40,769</u> | <u>1,062</u> | <u>41,831</u> | <u>34,941</u> |

8. Net (Expenditure)/Income

Net (expenditure)/income is stated after charging/(crediting):

| | 2019 £ | 2018 £ |
|---------------------------------------|--------------|------------|
| Depreciation of tangible fixed assets | <u>1,910</u> | <u>207</u> |

9. Independent Examination Fees

| | 2019 £ | 2018 £ |
|--|--------------|------------|
| Fees payable to the independent examiner for: Independent examination of the financial statements | <u>1,032</u> | <u>984</u> |

10. Staff Costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

| | 2019 £ | 2018 £ |
|--------------------|---------------|---------------|
| Wages and salaries | <u>14,311</u> | <u>10,990</u> |

The average head count of employees during the year was 3 (2018: 3). The average number of full-time equivalent employees during the year is analysed as follows:

| | 2019 No | 2018 No |
|-----------------|------------|------------|
| Number of staff | <u>2</u> | <u>2</u> |

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

11. Trustee Remuneration and Expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

No expenses or other benefits have been paid or reimbursed, directly or indirectly, to any of the charity's trustees.

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

12. Tangible Fixed Assets

| | Fixtures and fittings £ | Equipment £ | Total £ |
|-------------------------|----------------------------|----------------|--------------|
| Cost | | | |
| At 1 April 2018 | 750 | 2,549 | 3,299 |
| Additions | 5,492 | 600 | 6,092 |
| At 31 March 2019 | <u>6,242</u> | <u>3,149</u> | <u>9,391</u> |
| Depreciation | | | |
| At 1 April 2018 | 180 | 1,950 | 2,130 |
| Charge for the year | 1,515 | 395 | 1,910 |
| At 31 March 2019 | <u>1,695</u> | <u>2,345</u> | <u>4,040</u> |
| Carrying amount | | | |
| At 31 March 2019 | <u>4,547</u> | <u>804</u> | <u>5,351</u> |
| At 31 March 2018 | <u>570</u> | <u>599</u> | <u>1,169</u> |

13. Debtors

| | 2019 £ | 2018 £ |
|--------------------------------|--------------|---------------|
| Trade debtors | 5,091 | 6,159 |
| Prepayments and accrued income | 939 | 5,995 |
| | <u>6,030</u> | <u>12,154</u> |

14. Creditors: amounts falling due within one year

| | 2019 £ | 2018 £ |
|------------------------------|--------------|--------------|
| Accruals and deferred income | 8,258 | 3,980 |
| Other creditors | — | 366 |
| | <u>8,258</u> | <u>4,346</u> |

Blakenhall Action Community Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2019

15. Analysis of Charitable Funds

Unrestricted funds

| | At 1 April 2018 | Income | Expenditure | Transfers | At 31 March 2019 |
|---------------|--------------------|---------------|-----------------|-----------|---------------------|
| | £ | £ | £ | £ | £ |
| General funds | <u>64,261</u> | <u>25,753</u> | <u>(41,831)</u> | <u>—</u> | <u>48,183</u> |

| | At 1 April 2017 | Income | Expenditure | Transfers | At 31 March 2018 |
|---------------|--------------------|---------------|-----------------|----------------|---------------------|
| | £ | £ | £ | £ | £ |
| General funds | <u>59,037</u> | <u>41,202</u> | <u>(34,941)</u> | <u>(1,037)</u> | <u>64,261</u> |

16. Analysis of Net Assets Between Funds

| | Unrestricted Funds | Total Funds |
|----------------------------|--------------------|----------------|
| | £ | £ |
| Tangible fixed assets | 5,351 | 5,351 |
| Current assets | 51,090 | 51,090 |
| Creditors less than 1 year | <u>(8,258)</u> | <u>(8,258)</u> |
| Net assets | <u>48,183</u> | <u>48,183</u> |

| | Unrestricted Funds | Total Funds |
|----------------------------|--------------------|----------------|
| | £ | £ |
| Tangible fixed assets | 1,169 | 1,169 |
| Current assets | 67,438 | 67,438 |
| Creditors less than 1 year | <u>(4,346)</u> | <u>(4,346)</u> |
| Net assets | <u>64,261</u> | <u>64,261</u> |

Blakenhall Action Community Forum

Company Limited by Guarantee

Management Information

Year ended 31 March 2019

The following pages do not form part of the financial statements.

Blakenhall Action Community Forum

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2019

| | 2019 £ | 2018 £ |
|---|-----------------|---------------|
| Income and endowments | | |
| Charitable activities | | |
| Sessional bookings | 17,958 | 31,023 |
| Lettings Income | 7,795 | 10,179 |
| | <u>25,753</u> | <u>41,202</u> |
| Total income | <u>25,753</u> | <u>41,202</u> |
| Expenditure | | |
| Expenditure on charitable activities | | |
| Wages and salaries | 14,311 | 10,990 |
| Rates and water | 4,174 | 3,768 |
| Light and heat | 6,446 | 8,453 |
| Repairs and maintenance | 1,560 | 3,131 |
| Insurance | 1,046 | 1,047 |
| Other establishment | 2,793 | — |
| Other motor/travel costs | 194 | 184 |
| Legal and professional fees | 8,048 | 6,295 |
| Telephone | 534 | 504 |
| Other office costs | 185 | 168 |
| Depreciation | 1,911 | 207 |
| Website costs | 242 | 160 |
| Printing, postage and stationery | 377 | 28 |
| Bank charges | 10 | 6 |
| | <u>41,831</u> | <u>34,941</u> |
| Total expenditure | <u>41,831</u> | <u>34,941</u> |
| Net (expenditure)/income | <u>(16,078)</u> | <u>6,261</u> |