

The Norris Green Community Health Forum

Report of the Trustees and Financial Statements for the
Financial Year ended 31 March 2023

Charity Registration Number 1044190

THE NORRIS GREEN COMMUNITY HEALTH FORUM
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FOR THE YEAR ENDED 31 MARCH 2023

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THE NORRIS GREEN COMMUNITY HEALTH FORUM
CHARITY INFORMATION

REFERENCE AND ADMINISTRATION DETAILS

Charity Name

The Norris Green Community Health Forum

Registered Charity Number

1044190

Registered Office

Ellergreen Community & Early Years Centre
Ellergreen Road
Norris Green
Liverpool
L11 2RY

Trustees

Gemma Green
Kevin Devlin
Kathleen Keary

Banker

Lloyds
St Helens Branch
C/o PO Box 1000
Andover
BX1 1LT

Independent Examiner

Counting for Communities Ltd
16 Holmwood Drive
Liverpool
L37 1PQ

THE NORRIS GREEN COMMUNITY HEALTH FORUM
TRUSTEES' ANNUAL REPORT
For the year ended 31 March 2023

The trustees present their report with the financial statements of the charity for the year ended 31 March 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charities Act 2011 and the '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)'.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Norris Green Community Health Forum is a non-profit association and is controlled by its governing document, a written constitution adopted on 25 August 1994.

Organisational Structure

The Norris Green Community Health Forum is a registered charity with The Charity Commission, Charity Number 1044190 and was registered on 15 February 1995.

It is managed by a committee of trustees who meet twice a year. Ordinary meetings and one AGM special meeting may be called at any time by the Chairperson or by any two members of the executive committee upon not less than 4 days' notice being given to the other members of the executive committee of the matters to be discussed but if the matters include an appointment of a co-opted member then not less than 21 days' notice must be given.

Risk Management

The Trustees are aware that the main area of risk is the cost of managing and sustaining the project. The Board of Trustees regularly reviews the organisation's reserves and is seeking to maintain a level of unrestricted funds to meet three months core running costs.

PUBLIC BENEFIT

When planning and programming activities for the local residents of Norris Green, the Trustees are mindful of the Charity Commission's guidelines on Public Benefit.

OBJECTIVES AND ACTIVITIES

The Norris Green Community Health Forum was formed in 1994 to promote the preservation of the health and wellbeing of persons resident in Norris Green in particular by advancing the education of the public in the promotion of health awareness, health issues and health problems.

ACHIEVEMENT AND PERFORMANCE

Our numbers have improved this year and we are now back to operating normally.

At present we have 4 regular staff and 2 that work term time only.

We have currently found it impossible to find a deputy, which hasn't been too bad as the room leader has helped a lot but does not want the deputy's role.

The management have increased the admission age of children wanting places to 4 years old as we found we were struggling with the needs and the amount of 3 year old children we were getting. In addition we raised the fees in May 2022 by a pound to help with rising costs particularly rent and diesel fuel.

RESERVES POLICY

The trustees regularly review reserves and have a policy to keep them uncommitted or invested. The trustees aim to have reserves to cover 3 months running costs.

PLANS FOR THE FUTURE

The future plans are for the committee to take an active role in helping to secure funding for future development and sustainability of the project. To access funding and grants so staff and committee members can enhance their training needs for the ever changing criteria for childcare workers. To help the manager with new policies and procedures and to look on how the committee can attract new members. Finally to keep networking with other organisations to make sure that the service we are offering is what the residents and parents want.

STATEMENT OF TRUSTEES' RESPONSIBILITIES
For the year ended 31 March 2023

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the accounts in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give true and fair view of the fund's financial activities during the year and of its financial position at the end of the year.

In preparing accounts giving a true and fair view, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the accounts;
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the fund will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the fund and enable them to ensure that the accounts comply with the applicable law. They are also responsible for safeguarding the assets of the fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE TRUSTEES:

.....
Gemma Green - Chair

.....
Date

REPORT OF THE INDEPENDENT EXAMINER TO THE MEMBERS OF THE NORRIS GREEN COMMUNITY HEALTH FORUM

I report on the accounts for the year ended 31 March 2023 set out on pages 8 to 17.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2111 (the Charities Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that, in any material respect, the requirements:
 - a. to keep accounting records in accordance with section 130 of the Charities Act; and
 - b. to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Name: Stephen Leonard
Professional qualification: BA, FCCA
Counting for Communities Ltd
16 Holmwood Drive
Liverpool, L37 1PQ

THE NORRIS GREEN COMMUNITY HEALTH FORUM
STATEMENT OF FINANCIAL ACTIVITIES
For the Year Ended 31 March 2023

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
	Note	£	£	£	£
INCOMING RESOURCES					
Incoming & endowments from:					
Donations and legacies	2	-	-	-	-
Charitable activities	3	-	-	-	11,182
Other trading activities	4	62,166	-	62,166	50,879
Investments	5	-	-	-	-
Total income		62,166	-	62,166	62,061
RESOURCES EXPENDED					
Expenditure on:					
Raising funds	6	-	-	-	-
Charitable activities	7	66,646	-	66,646	51,970
Total expenditure	8	66,646	-	66,646	51,970
Net income / (expenditure) for the year before transfers		(4,480)	-	(4,480)	10,091
Transfer between funds		-	-	-	-
Net income / (expenditure) for the year		(4,480)	-	(4,480)	10,091
RECONCILIATION OF FUNDS					
Total funds brought forward	14	16,110	-	16,110	6,019
TOTAL FUNDS CARRIED FORWARD		11,630	-	11,630	16,110

THE NORRIS GREEN COMMUNITY HEALTH FORUM
BALANCE SHEET
For the Year Ended 31 March 2023

	Note	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Total Funds £
FIXED ASSETS					
Tangible assets	10	642	-	642	505
CURRENT ASSETS					
Debtors	11	1,038	-	1,038	635
Cash at bank and in hand	12	10,400	-	10,400	15,420
		<u>11,438</u>	<u>-</u>	<u>11,438</u>	<u>16,055</u>
CREDITORS					
Amounts falling due within one year	13	(450)	-	(450)	(450)
NET CURRENT ASSETS		<u>10,988</u>	<u>-</u>	<u>10,988</u>	<u>15,605</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>11,630</u>	<u>-</u>	<u>11,630</u>	<u>16,110</u>
FUNDS					
	14				
Unrestricted funds				11,630	16,110
Restricted funds				<u>-</u>	<u>-</u>
TOTAL FUNDS				<u>11,630</u>	<u>16,110</u>

The Norris Green Community Health Forum Charity Number: 1044190

Approved by the Trustees and signed on their behalf:

.....
Gemma Green - Chair

.....
Date

1. ACCOUNTING POLICIES

Basis of preparation and accounting convention

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared under the historical cost convention, the Charities Act 2011 and 'Accounting and Reporting by Charities: Statement of Recommended Practice for Charities' 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). The charity has taken advantage of the disclosure exemption in preparing these financial statements, as permitted by FRS 102, the requirements of Section 7 Statement of Cash Flows.

The accounts are prepared in sterling, which is the functional currency of the charity and monetary amounts in these financial statements are rounded to the nearest £.

Going Concern

At the time of approving the accounts, the trustees have reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

Income

Incoming recognition

All incoming resources are included on the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy

Incoming Resources with Related Expenditure

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA

Grants and Donations

Grants and donations are only included in the SoFA when the Charity has unconditional entitlement to the resource.

Contractual Income and Performance Related Grants

This is only included in the SoFA once the related goods or services have been delivered.

Volunteer Help

The value of any voluntary help received is not included in the accounts.

Investment Income

This is included in the accounts when receivable

Expenditure and Liabilities

Liability Recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to that expenditure.

Governance Costs

These include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

Grants and Performance Conditions

Where the charity gives a grant with conditions for its payment being a specific level of service output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specific service or output.

Grants payable without Performance Conditions

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity

Fixed assets for use by the Charity

All equipment, fixtures and fittings with an original cost of less than £500, are written off in the year in which the expenditure was incurred on the basis that due to the nature of the charity's activities, there is no expectation that the cost of the assets will be recovered in the way of future revenues

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life. The following rates and methods are used:

- Fixtures, fittings & equipment – 20% on a straight line basis
- IT equipment – 33.3% on a straight line basis

Financial instruments

The charity 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

Taxation

The charity is exempt from corporation tax on its charitable activities and is not registered for VAT. As a registered charity the company benefits from rates relief.

Fund accounting

Unrestricted funds - can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds - can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

Note	2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
2 Donations and legacies				
Donations	-	-	-	-
	-	-	-	-
3 Charitable activities				
National Lottery	-	-	-	8,682
Liverpool City Council	-	-	-	2,500
	-	-	-	11,182
4 Other trading activities				
Fees	62,166	-	62,166	50,879
	62,166	-	62,166	50,879
5 Investment Income				
Bank interest receivable	-	-	-	-
	-	-	-	-

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

RESOURCES EXPENDED

Note

6 Raising funds

Other

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
	-	-	-	-
	-	-	-	-

7 Charitable activities

Staffing Costs

Rent & Rates

Equipment

Transport & Travel

Payroll Costs

Depreciation

Insurance

Printing & Stationery

Ofsted

Governance

Other

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
	47,861	-	47,861	40,288
	11,529	-	11,529	6,000
	763	-	763	738
	3,012	-	3,012	2,224
	720	-	720	720
	548	-	548	358
	621	-	621	576
	502	-	502	223
	220	-	220	220
	450	-	450	450
	420	-	420	173
	66,646	-	66,646	51,970

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

Note	Direct Charitable Expenditure	Support & Governance Costs	Total
8 Analysis of expenditure	£	£	£
Total expenditure in 2023	66,196	450	66,646
Total expenditure in 2022	51,520	450	51,970
Analysed as follows:	2023	2022	
Direct Charitable Expenditure	£	£	
Staffing Costs	47,861	40,288	
Rent & Rates	11,529	6,000	
Equipment	763	738	
Transport & Travel	3,012	2,224	
Payroll Handling	720	720	
Depreciation	548	358	
Insurance	621	576	
Printing & Stationery	502	223	
Ofsted	220	220	
Other	420	173	
	66,196	51,520	
Support & Governance Costs			
Governance	450	450	
	450	450	
	2023	2022	
Included in Governance costs	£	£	
Independent examiner's fees	450	450	
	450	450	

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

Note	2023	2022
9 Staff Costs and Employees	£	£
Wages and salaries	47,861	40,288
Social security costs	-	-
Pension	-	-
	47,861	40,288
No employee earned £60,000 or more during the year		
	2023	2022
The average number of employees during the year was :	6	6

10 Fixed Assets	Fixtures & Fittings	IT equipment	Total
	£	£	£
Cost			
At 1 April 2022	1,788	-	1,788
Disposals	-	-	-
Additions	-	685	685
At 31 March 2023	<u>1,788</u>	<u>685</u>	<u>2,473</u>
Depreciation			
At 1 April 2022	1,283	-	1,283
On Disposals	-	-	-
Charge for year	<u>358</u>	<u>190</u>	<u>548</u>
At 31 March 2023	<u>1,641</u>	<u>190</u>	<u>1,831</u>
Net Book Value			
At 31 March 2023	147	495	642
At 31 March 2022	505	-	505

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

Note	2023	2022
11 Debtors	£	£
Debtors - HMRC	372	-
Prepayments	666	635
	1,038	635
12 Cash at bank and in hand	2023	2022
	£	£
Current Account	10,400	15,420
Deposit Account	-	-
	10,400	15,420
13 Creditors : amounts falling due within one year	2023	2022
	£	£
Accruals	450	450
HMRC	-	-
	450	450

THE NORRIS GREEN COMMUNITY HEALTH FORUM
NOTES TO THE FINANCIAL STATEMENTS – CONTINUED
For the Year Ended 31 March 2023

14 Movement in Funds	Balance at 31 March 2022 £	Incoming Resources £	Resources Expended £	Transfers In / (Out) £	Balance at 31 March 2023 £
Unrestricted Funds					
General Fund	16,110	62,166	(66,646)	-	11,630
Restricted Funds	-	-	-	-	-
	-	-	-	-	-
Total Funds	<u>16,110</u>	<u>62,166</u>	<u>(66,646)</u>	<u>-</u>	<u>11,630</u>

15 Trustees' Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022

16 Trustees' Expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022

17 Capital Commitments

The company had no capital commitments at 31 March 2023 (2022: None) either contracted for or authorised by the directors but not contracted for.