WILLENHALL COMMUNITY FORUM LIMITED

England & Wales · Charity number 1057458

Details

Other names	WILLENHALL FORUM
Status	Registered
Legal form	Charitable company
Company number	03125686
Registered	1996-08-09
Register	View on the Charity Commission register

Contact

Address	Willenhall Education Employment & Training Willenhall Education Centre Robin Hood Road Coventry CV3 3AN
Phone	02476511228
Email	richard@weetc.org.uk
Website	www.willenhallcommunityforum.com

Activities

Objects: TO PROVIDE, OR ASSIST, IN THE PROVISION OF FACILITIES FOR EDUCATION AND RECREATION OR OTHER LEISURE-TIME OCCUPATIONS FOR THE INHABITANTS OF WILLENHALL AND WILLENHALL WOOD AND THE SURROUNDING AREA.

Activities: The relief of the inhabitants of Willenhall, Willenhall Wood and surrounding area by association with local authority, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants, particularly to provide and maintain an education, training and advice centre.

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Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** WILLENHALL AND WILLENHALL WOOD AND THE SURROUNDING AREA
- Coventry City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£316,974	£277,611	-	-
2024-03-31	£823,041	£817,859	£523,960	40
2023-03-31	£778,488	£775,004	£518,778	37
2022-03-31	£740,200	£698,379	£515,294	38
2021-03-31	£732,404	£632,493	£473,473	37

Trustees

Name	Role	Appointed
Christine Elizabeth Thomas		2016-12-15
Fadahun Oyebisi Agboola		2023-02-27
Iris Maria Weir		2014-12-19
Mohinder Singh Dhadda		2024-03-14
Ram Parkash Lakha OBE		2023-02-17
Rev Franklin Ejiofor Onwa		2023-10-03
Rev Matthew Bull		2026-03-02

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WILLENHALL COMMUNITY FORUM LIMITED

England & Wales - Charity number 1057458

Accounts

Charity registration number 1057458 (England and Wales)

Company registration number 03125686

WILLENHALL COMMUNITY FORUM LIMITED

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

WILLENHALL COMMUNITY FORUM LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	R P Lakha OBE F Agboola F Onwa M S Dhadda Mrs I M Weir Mrs C E Thomas
Secretary	Mrs C Linney
Charity number (England and Wales)	1057458
Company number	03125686
Registered office	WEET Centre 239 Robin Hood Road Willenhall Coventry United Kingdom CV3 3AN
Independent examiner	Azets 3Mc Middlemarch Business Park Siskin Drive Coventry United Kingdom CV3 4FJ

WILLENHALL COMMUNITY FORUM LIMITED

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WILLENHALL COMMUNITY FORUM LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2025

The trustees present their annual report and financial statements for the year ended 31 March 2025.

Objectives and activities

The charitable company's objects are the relief of the inhabitants of Willenhall and Willenhall Wood and the surrounding area by associating with the local authorities, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants and in particular to provide and maintain an education, training and advice centre.
The policies adopted in order to further the Charitable Objectives are:

a) To fully extend and develop a range of opportunities available to local people at the Willenhall Education, Employment and Training Centre.

b) To develop and build on our growing relationship with members of the local community and prioritise those who are most isolated.

c) To further links with partnership agencies in order to target those with the greatest need.

d) To implement strategies to develop and enhance the service available at our on-site childcare provision.

e) To ensure that our community centre delivers a range of service and activities which are accessible to local people.

f) To develop pilot activities to encourage younger people to become more engaged in the community in which they live.

g) To create greater opportunity for the involvement of local residents in the services and projects that the Forum deliver.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Significant activities and achievements against objectives

This year was again an exceptionally busy year as we continue to serve the community of Willenhall. Across our two main sites we recorded over 61,000 visits from local people and those from further afield while we continue to operate a lean staff team.

The biggest change we have seen was the decision to close our nursery provision at the Discovery Hut, the increased costs and the difficulty in recruitment meant it was not longer viable to continue. We successfully ensured that all children at the provision were accommodated at other nurseries with the majority moving down to our main site.

Our Education, employment and training centre continues to be well used. We have seen a considerable reduction in bookings from the City Councils Adult Education Service. We have faced up to these challenges and managed to secure alternative bookings from educational alternative provision providers as WEETC remains a busy centre.

The Hagard Community Space remains the central point of providing services and activities to the local community who retain a sense of ownership. We have regular groups in partnership with providers such as the YMCA, Grapevine and health services that play a pivotal role in providing leisure, learning and lifestyle activities. The building remains a challenging space to use as we continue to explore what the future looks like and to ensure the community space remains integral to the neighbourhood for another 61 years.

We continue to chair the Willenhall Net Partnership which brings the statutory and voluntary sector together to information share and coordinate services across the neighbourhood and ensure it is an avenue to share best practice and learning.

Poverty and Disadvantage

- **Food Provision**

We have continued to operate our food hub throughout the year opening every single Wednesday. We continue to see high demand for this service from single person households and in particular families that are impacted by the cost of living crisis and give out as many as 100 food packages per week.

We continue to support a range of activities by external providers to ensure that local members of the community have access to nutritious food including the Saturday breakfast and Urban Goodies CIC.

Children and Young people

- **Eureka Nursery**

Our Eureka nursery at WEETC has up to 70 children attend each and every day throughout term time. Eureka also runs very popular school holiday clubs for school aged children ensuring a safe place to learn and have fun while ensuring their parents can continue to work.

Eureka prides itself on our work and support to children with Special Educational Needs ensuring they have the best support available to meet their needs. We continue to deliver a crèche two times per week for the children of ESOL learners in the provision.

We continue to play an active role in our community in organising trips and activities as part of the children's development.

- **Safe guarding children**

Safe guarding children continues to be the highest priority for all at Eureka, and staff continue to receive a range of safeguarding courses during induction and part of their continuous professional development. We have a Safeguarding lead who develops our Safeguarding Policies and Procedures meeting industry best practice and leads on all of our work with children at risk. We continue to ensure our staff are trained in safeguarding children and keeping up with best practise. We have also focussed on putting in place comprehensive training plans for all staff.

Financial review

The financial statements show total income of £316,974, an increase of £25,174 on 2024 and total expenditure of £277,611, a reduction of £9,006 on 2024. This has led to net income of £39,363 for the year compared to net income of £5,183 in 2024.

The reserves balances as at 31st March 2025 stood at £22,823 for restricted funds and £540,501 for unrestricted funds.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Structure, governance and management

The charitable company was incorporated under the Companies Act 1985 on 14 November 1995 as a company limited by guarantee and not having a share capital. Its Governing Instruments are its Memorandum and Articles of Association which empowers the trustees to manage the business of the charitable company and, at their discretion admit full or associate members. Only full members may vote in General Meeting.

The company was awarded charitable status by the Charity Commission on 10 August 1996.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

R P Lakha OBE
F Agboola
F Onwa
M S Dhadda
Mrs I M Weir
Mrs C E Thomas

Recruitment and appointment of trustees

The Directors and Trustees are nominated on an annual basis from the representative organisational base. This base includes community and voluntary organisations providing services in Willenhall and Willenhall Wood that are alike to the aims of the organisation.

Each organisation nominates/elects a "voluntary" representative from their membership or user group. This representative may change on an annual basis.

Nominations are presented to the Annual General Meeting and the voting takes place from within the membership to accept/reject new members.

Organisational structure

The organisation has a main board made up of all Trustees and Directors. The charitable company owns the whole of the equity share capital of a subsidiary trading company, Willenhall Community Forum (Trading) Limited, which has a directorship that is expected to be made up of 66% of directors/trustees from the main board and 33% independent membership. At 31 March 2025 the trading company had one director who was independent of the main board. Both boards meet simultaneously on a regular basis and reports are made from the trading company to the main board and vice versa. Joint decisions and discussions take place and are approved at a full board meeting.

Senior staff employed by the organisation produce monthly reports to the main board. Staff representatives attend the main board meeting. Representatives from appropriate stakeholders are invited to attend meetings to observe. This grouping comprises mainly relevant interested parties.

Induction and training of trustees

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charitable company. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Remuneration policy

The Directors consider that the Board of Directors, who are the charity's Trustees, and the Centre Manager comprise the key management personnel for the governance, running and operation of the charity on a day to day basis. All directors give of their time freely and no director received any remuneration in the year. The pay of the senior staff is reviewed annually by the trustees.

Other matters

Volunteers

Volunteering opportunities for members of the local community continues to be important for us both in supporting the work we do and providing chances for local people to improve their skills. We have increased the breadth of volunteering this year to now include roles to help maintain and improve our green spaces. Those who volunteer at Communi-tea continue to be the backbone of our delivery at the Hagard.

Risk Management

The Forum continues to take risk management seriously and assesses the risks of new and pilot services and projects whenever they are planned. Legal risks continue to be monitored to ensure that prevention of risk is addressed and protection is adequate where this is required.

The organisation takes a continuous improvement approach to risk and uses regular risk assessment to improve the state of the organisation, its services, assets and staffing.

The trustees' report was approved by the Board of Trustees.

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R P Lakha OBE

Trustee

Date: 28 November 2025

WILLENHALL COMMUNITY FORUM LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF WILLENHALL COMMUNITY FORUM LIMITED

I report to the trustees on my examination of the financial statements of Willenhall Community Forum Limited (the charity) for the year ended 31 March 2025.

Responsibilities and basis of report

As the trustees of the charity (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.

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

Independent examiner's statement

Since the charity's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 386 of the Companies Act 2006.
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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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 financial statements to be reached.

Robert Anderson FCA

Azets Audit Services
3Mc Middlemarch Business Park
Siskin Drive
Coventry
CV3 4FJ

Date: 11/12/25

WILLENHALL COMMUNITY FORUM LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Income and endowments from:							
Donations and legacies	3	69,692	35,774	105,466	52,775	45,121	97,896
Charitable activities	4	180,997	-	180,997	166,442	-	166,442
Other trading activities	5	936	6,654	7,590	434	5,784	6,218
Investments	6	13,423	-	13,423	12,147	-	12,147
Other income	7	9,498	-	9,498	9,097	-	9,097
Total income		274,546	42,428	316,974	240,895	50,905	291,800
Expenditure on:							
Raising funds	8	-	-	-	201	-	201
Charitable activities	9	227,245	50,366	277,611	232,267	54,149	286,416
Total expenditure		227,245	50,366	277,611	232,468	54,149	286,617
Net income/(expenditure) and movement in funds		47,301	(7,938)	39,363	8,427	(3,244)	5,183
Reconciliation of funds:							
Fund balances at 1 April 2024		493,200	30,761	523,961	484,773	34,005	518,778
Fund balances at 31 March 2025		540,501	22,823	563,324	493,200	30,761	523,961

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

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET

AS AT 31 MARCH 2025

	Notes	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	15		23,075		42,085
Investments	16		3		3
			23,078		42,088
Current assets					
Debtors	17	42,156		30,077	
Cash at bank and in hand		636,987		548,651	
		679,143		578,728	
Creditors: amounts falling due within one year	18	(138,897)		(96,855)	
Net current assets			540,246		481,873
Total assets less current liabilities			563,324		523,961
The funds of the charity					
Restricted income funds	20		22,823		30,761
Unrestricted funds	21		540,501		493,200
			563,324		523,961

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2025.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

The financial statements were approved by the trustees on 28/11/2025

.....
R P Lakha OBE
Trustee

Company registration number 03125686 (England and Wales)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2025

1 Accounting policies

Charity information

Willenhall Community Forum Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is WEET Centre, 239 Robin Hood Road, Willenhall, Coventry, CV3 3AN, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Charities SORP "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a statement of cash flows.

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

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a 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 financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1 Accounting policies **(Continued)**

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	Enter depreciation rate via StatDB - cd75
Fixtures and fittings	Enter depreciation rate via StatDB - cd77

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

A subsidiary is an entity controlled by the charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1 Accounting policies **(Continued)**

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Donations and gifts	69,692	-	69,692	52,775	1,000	53,775
Grants	-	35,774	35,774	-	44,121	44,121
	69,692	35,774	105,466	52,775	45,121	97,896

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charity		
Charitable rental income	168,183	153,116
Other income	12,814	13,326
	180,997	166,442

5 Income from other trading activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Fundraising events	936	6,654	7,590	434	5,784	6,218

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	13,423	12,147

7 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Other income	9,498	9,097

Other Income includes £1,460 from Insurance claims, £1,838 from Tickets & Events, £1,200 from Clothes bin rent, and £5,000 from the Employers Allowance.

8 Expenditure on raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising and publicity		
Other fundraising costs	-	201

9 Expenditure on charitable activities

	- 2025 £	- 2024 £
Direct costs		
Staff costs	158,765	154,617
Depreciation and impairment	19,009	19,259
	177,774	173,876
Share of support and governance costs (see note 10)		
Support	96,447	109,060
Governance	3,390	3,480
	277,611	286,416
Analysis by fund		
Unrestricted funds	227,245	232,267
Restricted funds	50,366	54,149
	277,611	286,416

10 Support costs allocated to activities

	2025	2024
	£	£
Rent & rates	7,417	5,698
Insurance	6,322	6,683
Gas & electricity	29,915	41,272
Office expenses	2,912	2,738
Maintenance	22,208	11,092
Medical & cleaning	4,451	3,096
Food & refreshment expenses	4,773	8,178
Professional costs	4,153	5,794
Event & project expenditure	10,727	18,944
Advertising, security & misc	3,569	5,565
Governance costs	3,390	3,480
	99,837	112,540
Analysed between:		
-	99,837	112,540

Governance costs comprise:	2025 £	2024 £
Audit fees	3,390	3,480
	3,390	3,480

11 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	3,390	3,480
Depreciation of owned tangible fixed assets	19,009	19,259

12 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

13 Employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
	15	12

13 Employees (Continued)

Employment costs	2025	2024
	£	£
Wages and salaries	158,765	154,617

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

	2025	2024
	£	£
Aggregate compensation	42,816	35,062

14 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

15 Tangible fixed assets

	Leasehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost			
At 1 April 2024	773,460	114,642	888,102
At 31 March 2025	773,460	114,642	888,102
Depreciation and impairment			
At 1 April 2024	753,120	92,898	846,018
Depreciation charged in the year	13,563	5,446	19,009
At 31 March 2025	766,683	98,344	865,027
Carrying amount			
At 31 March 2025	6,777	16,298	23,075
At 31 March 2024	20,341	21,744	42,085

16 Fixed asset investments

	Other investments £
Cost or valuation	
At 1 April 2024 & 31 March 2025	3
Carrying amount	
At 31 March 2025	3
At 31 March 2024	3

Other investments comprise:	Notes	2025 £	2024 £
Investments in subsidiaries	24	3	3

17 Debtors

Amounts falling due within one year:	2025 £	2024 £
Trade debtors	27,944	16,606
Prepayments and accrued income	14,212	13,471
	42,156	30,077

18 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Other taxation and social security		8,469	3,987
Government grants	19	7,379	2,068
Trade creditors		6,384	9,264
Amounts owed to subsidiary undertakings		101,502	65,600
Other creditors		7,254	7,355
Accruals and deferred income		7,909	8,581
		138,897	96,855

19 Government grants

Deferred income is included in the financial statements as follows:

	2025 £	2024 £
Deferred income is included within:		
Current liabilities	7,379	2,068

Movements in the year:

19 Government grants **(Continued)**

Deferred income at 1 April 2024	2,068	-
Resources deferred in the year	5,311	2,068
Deferred income at 31 March 2025	7,379	2,068

Deferred income mainly relates to Office space rent & Library rent.

20 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	At 31 March 2025 £
2 yr Capacity grant	11,769	-	(7,846)	3,923
Willenhall Food Hub	15,123	35,828	(32,795)	18,156
Coventry City Council Recovery & Support	321	-	-	321
Citizens Local fund	-	1,800	(1,800)	-
Think Active CSW Women & Girls Grant	3,548	-	(3,125)	423
Coventry General Charities	-	4,800	(4,800)	-
	30,761	42,428	(50,366)	22,823

Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	At 31 March 2024 £
2 yr Capacity grant	19,616	-	(7,847)	11,769
Willenhall Food Hub	11,748	42,503	(39,128)	15,123
Coventry City Council Recovery & Support	641	-	(320)	321
HAF Programme	-	2,533	(2,533)	-
Think Active CSW Together	2,000	-	(2,000)	-
Think Active CSW Women & Girls Grant	-	3,949	(401)	3,548
Coventry General Charities	-	1,920	(1,920)	-
	34,005	50,905	(54,149)	30,761

20 Restricted funds **(Continued)**

2 yr old Capacity Grant
Funding received from Coventry City Council for capital costs at both childcare settings for an increase in the number of two-year old children and promotion of the early learning for two-year olds' funding to eligible families.

Willenhall Food Hub
Supporting people from Willenhall and Binley in financial hardship and food poverty.
Funding has been received from Feeding Coventry, Coventry City Council Household Support Fund and a Tesco Community Grant.

Coventry City Council Recovery & Support
Grant received from the Community Support and Recovery Grant Scheme on behalf of the Bowling and Talking group based in the Hagard Community Space.

Citizen Local Fund
A grant received for the funding of a series of community events at the Hagard Community Space.

HAF Programme
Grant funding through Coventry City Council to deliver the DFE's Holiday Activities and Food Programme in Coventry for children in receipt of benefits-related free school meals.

Think Active CSW Together Fund and
Think Active CSW Women & Girls Grant
Grants received for community yoga classes at the Hagard Community Space.

Coventry General Charities
A grant received for the repair of the boiler in the Hagard Community Space.

21 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 April 2024	Incoming resources	Resources expended	At 31 March 2025
	£	£	£	£
General funds	493,200	274,546	(227,245)	540,501

Previous year:	At 1 April 2023	Incoming resources	Resources expended	At 31 March 2024
	£	£	£	£
General funds	484,773	240,895	(232,468)	493,200

22 Analysis of net assets between funds

	Unrestricted funds 2025	Restricted funds 2025	Total 2025
	£	£	£
At 31 March 2025:			
Tangible assets	19,152	3,923	23,075
Investments	3	-	3
Current assets/(liabilities)	521,346	18,900	540,246
	540,501	22,823	563,324

	Unrestricted funds 2024	Restricted funds 2024	Total 2024
	£	£	£
At 31 March 2024:			
Tangible assets	30,316	11,769	42,085
Investments	3	-	3
Current assets/(liabilities)	462,881	18,992	481,873
	493,200	30,761	523,961

23 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

24 Subsidiaries

These financial statements are separate charity financial statements for Willenhall Community Formum Limited.

Details of the charity's subsidiaries at 31 March 2025 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held Direct	% Held Indirect
Willenhall Community Forum (Trading) Limited	England and Wales	Nursery care	Ordinary	100.00	

WILLENHALL COMMUNITY FORUM LIMITED

England & Wales - Charity number 1057458

Accounts

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

31 March 2024

Registered No. 03125686
Charity Registered No. 1057458

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2024

Registered No. 03125686
Charity Registered No. 1057458

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WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2024

The trustees who are the directors of the charitable company present their report and the independently examined financial statements for the year ended 31 March 2024.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	Willenhall Community Forum Limited
Company Registered Number	03125686
Registered Charity Number	1057458
Company Registered Office	Willenhall Education, Employment and Training Centre Robin Hood Road Coventry CV3 3AN

Trustees
The trustees of the charitable company during the year to 31 March 2024 were as follows:

Mr R P Lakha
Mrs R M McAuley (resigned 3 October 2023)
Mrs I M Weir
Mrs C E Thomas
Mr F O Agboola
Reverend F E Onwa (appointed 3 October 2023)
Mr M S Dhadda (appointed 14 March 2024)

Secretary
Mrs C A Linney

Senior Management team
Mr B Bradley (from May 2023)

Others

Independent Examiners	Azets Audit Services 3mc Middlemarch Business Park Siskin Drive Coventry Warwickshire CV3 4FJ
Bankers	Unity Trust Bank Plc Four Brindley Place Birmingham B1 2HB
Solicitors	Rotherham & Co 8/9 The Quadrant Coventry CV1 2EG

WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution of the charitable company

The charitable company was incorporated under the Companies Act 1985 on 14 November 1995 as a company limited by guarantee and not having a share capital. Its Governing Instruments are its Memorandum and Articles of Association which empowers the trustees to manage the business of the charitable company and, at their discretion admit full or associate members. Only full members may vote in General Meeting.

The company was awarded charitable status by the Charity Commission on 10 August 1996.

Organisational Structure

The organisation has a main board made up of all Trustees and Directors. The charitable company owns the whole of the equity share capital of a subsidiary trading company, Willenhall Community Forum (Trading) Limited, which has a directorship that is expected to be made up of 66% of directors/trustees from the main board and 33% independent membership. At 31 March 2024 the trading company had one director who was independent of the main board. Both boards meet simultaneously on a regular basis and reports are made from the trading company to the main board and vice versa. Joint decisions and discussions take place and are approved at a full board meeting.

Senior staff employed by the organisation produce monthly reports to the main board. Staff representatives attend the main board meeting. Representatives from appropriate stakeholders are invited to attend meetings to observe. This grouping comprises mainly relevant interested parties.

Election of Trustees/Directors

The Directors and Trustees are nominated on an annual basis from the representative organisational base. This base includes community and voluntary organisations providing services in Willenhall and Willenhall Wood that are alike to the aims of the organisation.

Each organisation nominates/elects a "voluntary" representative from their membership or user group. This representative may change on an annual basis.

Nominations are presented to the Annual General Meeting and the voting takes place from within the membership to accept/reject new members.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charitable company. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Remuneration of key management personnel

The Directors consider that the Board of Directors, who are the charity's Trustees, and the Centre Manager comprise the key management personnel for the governance, running and operation of the charity on a day to day basis. All directors give of their time freely and no director received any remuneration in the year. The pay of the senior staff is reviewed annually by the trustees.

Volunteers

Volunteering opportunities for members of the local community continues to be important for us both in supporting the work we do and providing chances for local people to improve their skills. We have increased the breadth of volunteering this year to now include roles to help maintain and improve our green spaces. Those who volunteer at Communi-tea continue to be the backbone of our delivery at the Hagard.

Risk Management

The Forum continues to take risk management seriously and assesses the risks of new and pilot services and projects whenever they are planned. Legal risks continue to be monitored to ensure that prevention of risk is addressed and protection is adequate where this is required.

The organisation takes a continuous improvement approach to risk and uses regular risk assessment to improve the state of the organisation, its services, assets and staffing.

OBJECTIVES AND ACTIVITIES

The charitable company's objects are the relief of the inhabitants of Willenhall and Willenhall Wood and the surrounding area by associating with the local authorities, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants and in particular to provide and maintain an education, training and advice centre.

The policies adopted in order to further the Charitable Objectives are:

a) To fully extend and develop a range of opportunities available to local people at the Willenhall Education, Employment and Training Centre.
b) To develop and build on our growing relationship with members of the local community and prioritise those who are most isolated.
c) To further links with partnership agencies in order to target those with the greatest need.
d) To implement strategies to develop and enhance the service available at our on-site childcare provision.
e) To ensure that our community centre delivers a range of service and activities which are accessible to local people.
f) To develop pilot activities to encourage younger people to become more engaged in the community in which they live.
g) To create greater opportunity for the involvement of local residents in the services and projects that the Forum deliver.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit

It is down to the dedication and loyalty of the staff team that we remain a dynamic and focused organisation working with some of the most disengaged families in our community. The experience that the team draw on is well grounded in working with our communities to give them a voice.

Whatever the future may hold for the organisation, it is still important that our core work continues "to build a better and stronger Willenhall through the active involvement of the community to find solutions to local problems" in line with our established delivery objectives:

- Unemployment & Worklessness
- Poverty and Disadvantage
- Children & Young People
- Inclusion & Cohesion
- Isolation
- Leisure, Learning and lifestyles changes

There is an ongoing dialogue to measure the effectiveness of the work and our commitment to the community involvement whilst recognising that we are competing with other local organisations in a variety of settings for funding. Why do we do this? It is because we believe in the work we do and the area in which we live and serve.

Against this backdrop for the year the organisation is pleased to be able to offer the following review of the current activities, projects and services:

ACHIEVEMENTS AND PERFORMANCE

This year we have continued to develop and deliver services to the community of Willenhall. Our nursery currently has over 100 children enrolled across our two sites and our holiday club for older children continues to be an important part of our provision. Our newest service is a creche in partnership with Coventry City Councils Adult Education Service. The creche operates in term time and provides childcare for adult learners accessing ESOL provision on site at WEETC.

Our Education, employment and training centre continues to be well booked and used with adult education, external training providers and religious groups. We have also seen an increase in local community use over the course of the past 12 months.

The Hagard Community Space remains the central point of providing services and activities to the local community who retain a sense of ownership. We have regular groups in partnership with providers such as the YMCA, Grapevine and health services that play a pivotal role in providing leisure, learning and lifestyle activities.

Poverty and Disadvantage

- **Food Provision**

We have continued to operate our food hub throughout the year opening every single Wednesday. We continue to see high demand for this service from single person households and in particular families that are impacted by the cost of living crisis and give out as many as 100 food packages per week.

We continue to support a range of activities by external providers to ensure that local members of the community have access to nutritious food including the Saturday breakfast club and Trussell Trust Food Bank.

Independently and through partnership working with the Coventry Food Network to advocate on continued support for emergency and short term food provision.

- **Willenhall Market**

The market has continued to add a valuable contribution to the local economy and provide a vital service to the local residents.

- **Community activity**

We continue to run our ever-popular day trips to UK holiday destinations at an affordable price to ensure the local community has an opportunity to get away and enjoy the sea air

We have also increased the amount of community activities we put on to ensure local families have fun and safe activities for children of all ages including multi-cultural

Partnership working

We recognise that the Forum cannot deliver all the services needed in the local area and we continue to build partnerships with statutory services and other voluntary sector partners to ensure they get the right support at the right time for their personal needs. This year we launched and chaired the Willenhall Voluntary Sector Partnership that support the voluntary sector to coordinate activities and support as well as ensuring great partnership working with the statutory sector. We also advocate on behalf of the local community during public consultations.

We continue to work in partnership with statutory and voluntary sector partners to deliver excellent services to the people of Willenhall including working to develop a Willenhall Net to ensure support for individuals in need across the area.

Children and Young people

- **Eureka Nursery**

Our Eureka nursery at WEETC has up to 70 children attend each and every day throughout term time. Eureka also runs very popular school holiday clubs for school aged children ensuring a safe place to learn and have fun while ensuring their parents can continue to work.

Eureka prides itself on our work and support to children with Special Educational Needs ensuring they have the best support available to meet their needs. We will be launching a creche in partnership with Coventry City Council to deliver 8 spaces for the children of learners accessing ESOL lessons on site.

We continue to play an active role in our community in organising trips and activities as part of the children's development.

- **Eureka Discovery Hut**

Childcare was available for up to 44 children aged 2-4 years, all of whom were receiving state vouchers. Staff work closely with the children's parents/carers to ensure that the children's needs, some of which are SEN, are met and compliment home and nursery activities.

- **Safe guarding children**

Safe guarding children continues to be the highest priority for all at Eureka, and staff continue to receive a range of safeguarding courses during induction and part of their continuous professional development. We have a Safeguarding lead who develops our Safeguarding Policies and Procedures meeting industry best practice and leads on all of our work with children at risk. We continue to ensure our staff are trained in safeguarding children and keeping up with best practise.

The Hagard Community Space

In March 2024, the Hagard Community Space turned 60 with a birthday party to match. We continue to plan for the future to ensure the centre is fit for purpose for the next 60 years. This year has seen us giving the internal building a new lease of life with murals designed and painted by young people working in partnership with the YMCA.

The Hagard has been the centre where many people can find a warm welcome, take part in activities, delivered by residents for residents. Our café continues to be the centre point for the local community to meet friends and family.

Thousands of people access the Hagard each and every year and a wide range of statutory services, charities and local people book it to host their activities and events.

We juggle with the challenge of making our hire costs as competitive and affordable as possible while also facing increasing running and repair costs.

FINANCIAL REVIEW

The financial statements show total income of £823,041, an increase of £44,553 on 2023 and total expenditure of £817,859, an increase of £42,855 on 2023. This has led to net income of £5,182 for the year compared to net income of £3,484 in 2023.

Principal funding sources

As a result of increasing constraints on local authority expenditure the charity has to seek funding from a broader group of agencies. The principal funding sources are the income generated from the hiring of facilities at our centres and the gift aided profits of the trading subsidiary.

Investment policy

The charity's reserves are held with a UK bank in an interest-bearing account linked to the charity's current account which allows for same day money transfer.

Reserves policy

Objectives of the reserves policy

To ensure that all reserves accumulated will be used to meet the following objectives:

- To resource the central core functions of the organisation. This includes management, administration and building running costs.
- To fund material building maintenance considering the age of the property.
- To provide for potential redundancy.
- To assist in piloting new and innovative areas of work that will not attract main stream funding.

Reserves policy and going concern

The Trustees aim to maintain general reserves in unrestricted funds (that is those funds not tied up in fixed assets, designated funds and restricted funds) at a level that considers the financial requirements of the charity. This would include anticipated income, future funding and expenditure to which the charity is committed

The charity does not have the security of long-term funding; cash flow and continuity of funding have been identified among the main risks facing the charity. Therefore, it is the view of the trustees that a sufficient level of reserves are held to maintain the financial viability of the charity and considers the most appropriate level of free reserves at 31 March 2024 would be six month's operating costs of both the charity and it's trading subsidiary (approx £408,900).

The actual free reserves at 31 March 2024 were £462,884.

The trustees have reviewed the circumstances and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future and are of the view that the charity is a going concern.

Third party indemnity provision for trustees

Qualifying third party indemnity provision is in place for the benefit of all trustees of the charitable company and the subsidiary company Willenhall Community Forum (Trading) Limited.

CONNECTED CHARITIES AND ORGANISATIONS

During the course of the financial year we have worked harmoniously and productively with a range of organisations in order to maximize the impact of our work and better meet our charitable objectives.

We have worked with the following organisations:

- Groundwork West Midlands
- Willenhall Association Trust (The Hut)
- Citizen Housing
- Coventry & Warwickshire YMCA
- Betty Ennis foundation
- Grapevine
- Coventry City Council
- Trussell Trust Foodbank
- Adult Education Coventry
- Willenhall Library
- Coventry City Council Resilience team
- NHS
- Willenhall Mens Support Group

On behalf of the Board

R P Lakha – Trustee 29 November 2024

WILLENHALL COMMUNITY FORUM LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLENHALL COMMUNITY FORUM LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2024 which are set out on pages 9 to 25.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

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.

Robert Anderson FCA

Azets Audit Services
3mc Middlemarch Business Park
Siskin Drive
Coventry
Warwickshire
CV3 4FJ

Date

WILLENHALL COMMUNITY FORUM LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE)

for the year ended 31 March 2024

	Note	Unrestricted Funds £	Restricted Funds £ (Note 14)	Total 2024 £	Unrestricted Funds £	Restricted funds £ (Note 14)	Total 2023 £
Incoming resources							
Activities for generating funds							
Trading income (incl. trading subsidiary income)		733,651	16,556	750,207	689,550	34,550	724,100
Investment income	6	12,147	-	12,147	4,323	-	4,323
Incoming resources from charitable activities							
Grants receivable	7	-	44,121	44,121	-	36,424	36,424
Other income	8	9,783	6,783	16,566	8,778	4,863	13,641
Total incoming resources		**755,581**	**67,460**	**823,041**	**702,651**	**75,837**	**778,488**
Resources expended							
Cost of generating funds							
Costs of generating voluntary income		5,777	-	5,777	5,099	-	5,099
Trading costs (incl. trading subsidiary expenditure)		498,042	30,496	528,538	488,849	42,991	531,840
Charitable activities		206,260	54,149	260,409	168,251	48,430	216,681
Governance costs		23,135	-	23,135	21,384	-	21,384
Total resources expended	9	733,214	84,645	817,859	683,583	91,421	775,004
Net incoming/(outgoing) resources being net movement of funds		22,367	(17,185)	5,182	19,068	(15,584)	3,484
Transfers between funds		-	-	-	(2)	2	-
Fund balances brought forward at 1 April		470,833	47,945	518,778	451,767	63,527	515,294
Fund balances carried forward at 31 March		493,200	30,760	523,960	470,833	47,945	518,778

The Consolidated Statement of Financial Activities include all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET

at 31 March 2024

Company Registration No. 3125686

	Note	Group 2024 £	Group 2023 £	Charitable Company 2024 £	Charitable Company 2023 £
Fixed assets					
Tangible fixed assets	10	42,085	37,930	42,085	37,930
Investments	11	-	-	3	3
		42,085	37,930	42,088	37,933
Current assets					
Debtors	12	55,297	44,917	30,076	23,258
Cash at bank		560,835	562,509	548,651	523,737
		616,132	607,426	578,727	546,995
Creditors: amounts falling due within one year	13	(134,257)	(126,578)	(96,855)	(66,150)
Net current assets		481,875	480,848	481,872	480,845
Net assets		523,960	518,778	523,960	518,778
Funds					
Unrestricted funds					
- General fund	14	493,200	470,833	493,200	470,833
Restricted funds	14	30,760	47,945	30,760	47,945
	14	523,960	518,778	523,960	518,778

For the year ending 31 March 2024 the company 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 accounts 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 accounts.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET (Continued)

at 31 March 2024 Company Registration No. 3125686

For the financial year ended 31 March 2024, the company was entitled to exemption from audit under the *Companies Act* 2006, (s. 477 relating to small companies) and the members have not required the company to obtain an audit of its accounts for the year in question in accordance with s. 476.

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

The financial statements on pages 9 to 25 were approved by the trustees on and authorised for issue on 29 November 2024 and are signed on its behalf by:

R P Lakha - Trustee:

Charity number: 1057458

Company number: 03125686

WILLENHALL COMMUNITY FORUM LIMITED
CONSOLIDATED STATEMENT OF CASHFLOWS
31 March 2024

	2024 £	2023 £
Cashflows from Operating Activities		
Operating Profit for the year	5,182	3,484
Adjustments for:		
Depreciation charged in year	19,259	16,913
(Increase) in Debtors	(10,380)	(2,925)
Increase / (Decrease) in Creditors	7,679	(8,254)
Interest Received	(12,147)	(4,323)
Net Cash from Operating Activities	**9,593**	**4,895**
Cashflows from Investing Activities		
Purchase of Fixed Assets during the year	(23,414)	-
Net Cash from Investing Activities	**(23,414)**	**-**
Cashflows from Financing Activities		
Interest Received	12,147	4,323
Net Cash from Financing Activities	**12,147**	**4,323**
Net (Decrease) / Increase in Cash and Cash Equivalents	**(1,674)**	**9,218**
Cash and Cash Equivalents at beginning of year	**562,509**	**553,291**
Cash and Cash Equivalents at end of year	**560,835**	**562,509**

1 ACCOUNTING POLICIES

a) **Company information**

Willenhall Community Forum Limited is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Willenhall Education, Employment and Training Centre, Robin Hood Road, Coventry, CV3 3AN. (Charity number: 1057458, Company number: 03125686).

b) **Basis of preparation**

The consolidated financial statements have been prepared under the historical cost convention. The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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 1st January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements are prepared in Sterling, which is the functional currency of the company. Monetary amounts in the financial statements are rounded to the nearest £.

c) **Going concern**

As with most charities, the trustees are mindful of the uncertain timing of incoming resources. At the time of approving the financial statements, the trustees have a 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 financial statements.

d) **Basis of consolidation**

The consolidated financial statements incorporate those of Willenhall Community Forum Limited, and its subsidiary, Willenhall Community Forum (Trading) Limited.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Both companies' financial statements are made up to 31st March and employ consistent accounting policies.

e) **Tangible fixed assets and depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold land and buildings	over the period of the lease
Fixtures, fittings and equipment	over 4 years

f) **Investments**
The investment in the trading subsidiary is stated at cost.

g) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

i) **Incoming resources**

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods or;
- The donor has imposed conditions that must be met before the charitable company has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income receivable under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned (as the goods or services are provided). Grants included in this category provide income to support performance activities and are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.
A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

j) **Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Costs of generating funds are those costs incurred in attracting voluntary income and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with carrying out the charitable functions and include both the direct costs and support costs relating to these activities.

Governance costs include those incurred in the governance of the charitable company and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. staff costs by the estimated time spent and other costs by their estimated usage.

k) **Leased assets and obligations**

All leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight-line basis over the lease term.

l) **Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charitable group and company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 FINANCIAL ACTIVITIES OF THE CHARITABLE COMPANY

The financial activities shown in the consolidated statement of financial activities includes those of the charitable company's wholly owned subsidiary Willenhall Community Forum (Trading) Limited.

A summary of the financial activities undertaken by the charitable company is set out below.

	2024 £	2023 £
Gross incoming resources	294,503	246,648
Fundraising costs of grants and donations	(5,777)	(5,099)
Charitable activities	(260,409)	(216,681)
Governance costs	(23,135)	(21,384)
Net incoming/(outgoing) resources	5,182	3,484
Total funds brought forward	518,778	515,294
Total funds carried forward	523,960	518,778
Represented by:		
Restricted income funds	30,760	47,945
Unrestricted income funds	493,200	470,833

4 NET INCOMING/(OUTGOING) RESOURCES

	2024 £	2023 £
Net incoming/(outgoing) resources is stated after charging:		
Auditor/Independent examiner's remuneration		
- audit/independent exam	3,480	2,972
Operating leases		
- rent payable	4,600	4,600
- plant and machinery	4,351	3,005
Depreciation of tangible fixed assets		
- owned assets	19,259	16,913

5 TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

None of the trustees received any remuneration or expenses during the current year or previous year. During the year, £1,464 (2023: £1,442) was paid for Trustees Indemnity Insurance.

No trustee or other person related to the charitable company had any personal interest in any contract or transaction entered into by the charitable company during the year (2023: Nil).

6 INVESTMENT INCOME

	Unrestricted 2024	Restricted 2024	Total 2024	Unrestricted 2023	Restricted 2023	Total 2023
Interest Received	12,147	-	12,147	4,323	-	4,323

7 GRANT INCOME

During the year restricted income grants were received amounting to £44,121 (2023: £36,424), which included a total of £35,719 from Coventry Food Network to support the work of the Food Hub.

No other unrestricted grants were received (2023: £Nil)

None of these amounts are repayable.

8 OTHER INCOME

	Unrestricted 2024	Restricted 2024	Total 2024	Unrestricted 2023	Restricted 2023	Total 2023
Donations	686	6,783	7,469	630	4,863	5,493
Tickets & Events	2,997	-	2,997	3,148	-	3,148
Clothes bin rent	1,100	-	1,100	-	-	-
Employers Allowance	5,000	-	5,000	5,000	-	5,000
	9,783	**6,783**	**16,566**	**8,778**	**4,863**	**13,641**

9 TOTAL RESOURCES EXPENDED

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2024	Total 2023
	£	£	£	£	£	£
Costs of generating funds (Unrestricted)						
Cost of generating voluntary income	5,340	-	-	437	5,777	5,099
Trading costs	418,380	-	-	79,662	498,042	488,849
Charitable expenditure	126,266	11,412	-	68,582	206,260	168,251
Governance	18,688	-	-	4,447	23,135	21,384
	568,674	11,412	-	153,128	733,214	683,583

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2024	Total 2023
	£	£	£	£	£	£
Costs of generating funds (Restricted)						
Cost of generating voluntary income	-	-	-	-	-	-
Trading costs	29,741	-	-	755	30,496	42,991
Charitable expenditure	4,324	7,847	-	41,978	54,149	48,430
Governance	-	-	-	-	-	-
	34,065	7,847	-	42,733	84,645	91,421

Staff costs:	2024 £	2023 £
Wages and salaries	556,628	558,197
Social security costs	36,607	36,495
Pension costs	9,504	8,897
	602,739	603,589
	Number	**Number**
Average number of persons employed by the group was as follows;	40	37

There were no employees whose emoluments exceeded £60,000 (2023: Nil).

The total amount of employee benefits received by key personnel is £35,062 (2023: £32,192)

9 TOTAL RESOURCES EXPENDED (Continued)

	2024 £	2023 £
Support costs include:		
Rent and room hire	20,984	19,836
General and water rates	2,725	5,165
Light and heat	51,906	33,186
Insurance	11,770	9,382
Office expenses	11,034	10,115
Advertising	360	360
Repairs and renewals	9,153	12,553
Medical supplies and cleaning	7,474	7,608
General supplies	20,233	20,164
Training	995	744
Nursery resources and activity	5,524	9,831
Events and projects	21,647	7,066
Other staff expenses and travel	8,776	1,033
Sundry expenses	6,396	4,760
Professional fees	16,311	10,642
Bank and credit charges	1,101	1,187
Bad debts recovered	(726)	(1,205)
Bad debts	198	349
	195,861	152,776

10 TANGIBLE FIXED ASSETS

Group and charitable company	Leasehold land and buildings £	Fixtures fittings & equipment £	Total £
Cost			
1 April 2023	773,460	91,228	864,688
Additions	-	23,414	23,414
Disposals	-	-	-
31 March 2024	773,460	114,642	888,102
Depreciation			
1 April 2023	739,555	87,203	826,758
Charge for year	13,564	5,695	19,259
Eliminated on disposal	-	-	-
31 March 2024	753,119	92,898	846,017
Net book amount			
31 March 2024	20,341	21,744	42,085
31 March 2023	33,905	4,025	37,930

Future capital commitments

There were no capital commitments at 31 March 2024 (2023: £Nil)

11 FIXED ASSET INVESTMENT

	Investment in subsidiary undertaking £
Cost	
At 31 March 2024 and 31 March 2023	3

The parent charitable company holds the whole of the equity share capital of Willenhall Community Forum (Trading) Limited, a company incorporated in England. Its principal activity is to raise funds for the charitable company, this includes nursery care, room hire and functions.

All activities have been consolidated on a line by line basis in the SOFA. The total net profit is gifted to the charitable company.

A summary of the results of the subsidiary is shown below:

	2024 £	2023 £
Turnover	580,061	576,041
Cost of sales	(491,448)	(498,170)
Gross profit	88,613	77,871
Administrative expenses	(37,090)	(33,671)
Interest receivable	-	-
Other operating income	1,000	4,500
	52,523	48,700
Gift aid to Willenhall Community Forum Limited	(52,523)	(48,700)
Retained in the company	-	-

The aggregate of the assets, liabilities and funds was as follows:

Assets	103,005	96,272
Liabilities	(103,002)	(96,269)
Funds - representing 3 ordinary shares of £1 each (2023: 3) and a profit and loss account of £Nil (2023: £Nil)	3	3

12 DEBTORS	Group 2024 £	Group 2023 £	Charitable Company 2024 £	Charitable Company 2023 £
Trade debtors	28,403	23,198	16,605	15,198
Amounts due from subsidiary undertaking	-	-	-	-
Other debtors	-	-	-	-
Prepayments and accrued income	26,894	21,719	13,471	8,060
	55,297	44,917	30,076	23,258

13 CREDITORS

	Group 2024 £	Group 2023 £	Charitable Company 2024 £	Charitable Company 2023 £
Amounts falling due within one year:				
Trade creditors	24,155	17,002	9,264	3,041
Amounts due to subsidiary undertaking	-	-	65,600	35,841
Other taxation and social security	3,987	7,022	3,987	7,022
Other creditors	7,356	7,984	7,356	7,984
Accruals and deferred income	98,759	94,570	10,648	12,262
	134,257	126,578	96,855	66,150

Deferred income

Included in accruals and deferred income above is the following deferred income:

	2024 £
Deferred income brought forward	75,997
Recognised in the year	76,349
Released in the year	(75,997)
Deferred income carried forward	76,349

Deferred income relates mainly to nursery funding received within the trading company.

14 STATEMENT OF FUNDS

	Balance 31 March 2023 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2024 £
General reserves	470,833	755,581	(733,214)	-	493,200
Restricted funds					
2 yr old Capacity Grant	19,616	-	(7,847)	-	11,769
Early Years Pupil Premium	12,340	12,581	(24,921)	-	-
Early Years Disability Access	1,600	2,175	(3,775)	-	-
Pupil Premium PEP	-	300	(300)	-	-
Sen Inclusion Funding	-	500	(500)	-	-
Willenhall Food Hub	11,748	42,502	(39,128)	-	15,122
Coventry City Council Recovery & Support	641	-	(320)	-	321
HAF Programme	-	2,533	(2,533)	-	-
Think Active CSW Together	2,000	-	(2,000)	-	-
Think Active CSW Women & Girls Grant	-	3,949	(401)	-	3,548
Coventry General Charities	-	1,920	(1,920)	-	-
Education and Skills funding	-	1,000	(1,000)	-	-
Total restricted funds	47,945	67,460	(84,645)	-	30,760
Total funds	518,778	823,041	817,859)	-	523,960

14 STATEMENT OF FUNDS (Continued)

	Balance 31 March 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2023 £
General reserves	451,767	702,651	(683,583)	(2)	470,833
Restricted funds					
2 yr old Capacity Grant	27,462	-	(7,846)	-	19,616
Early Years Pupil Premium	16,119	12,340	(16,119)	-	12,340
Early Years Disability Access	4,666	1,600	(4,666)	-	1,600
Pupil Premium PEP	200	-	(200)	-	-
High Needs Top Up	1,396	-	(1,396)	-	-
Sen Inclusion Funding	-	16,110	(16,110)	-	-
Willenhall Food Hub	12,834	25,562	(26,648)	-	11,748
National Lottery	-	10,000	(10,000)	-	-
Coventry City Council Recovery & Support	-	3,225	(2,584)	-	641
Coventry UK City of Culture Trust	-	500	(500)	-	-
Think Active CSW Together Fund	-	2,000	-	-	2,000
Persimmon Homes Community Champions	700	-	(700)	-	-
The Soil Association	150	-	(152)	2	-
Education and Skills funding	-	4,500	(4,500)	-	-
Total restricted funds	63,527	75,837	(91,421)	2	47,945
Total funds	515,294	778,488	(775,004)	-	518,778

Restricted funds are held for the following purposes:

2 yr old Capacity Grant
Funding received from Coventry City Council for capital costs at both childcare settings for an increase in the number of two-year old children and promotion of the early learning for two-year olds' funding to eligible families.

Early Years Pupil Premium
Additional funding for early years settings to improve the education they provide for disadvantaged 3 and 4 year olds.

Early Years Disability Access
From April 2017 the Disability Access Fund (DAF) is new funding for early years providers to support children with disabilities or special educational needs.

Pupil Premium PEP
Extra funding provided by the Government to help narrow the attainment gap between looked after children and other children. Receipt of the Pupil Premium is dependent on submission of a high-quality Personal Education Plan (PEP)

14 STATEMENT OF FUNDS (continued)

High Needs Top Up
Funding for provision identified in the education, health and care plan for children with special education needs who need more support than is available through special education needs support.

SEN Inclusion Funding
Special Education Needs Inclusion Fund (SENIF) funding is government funding to help providers deliver early intervention for children presenting with emerging or complex needs.

Willenhall Food Hub
Supporting people from Willenhall and Binley in financial hardship and food poverty.
Funding has been received from Feeding Coventry, Coventry City Council Household Support Fund and a Tesco Community Grant.

Coventry City Council Recovery & Support
Grants received from the Community Support and Recovery Grant Scheme of £1,525 on behalf of the craft group and £1,700 on behalf of the Bowling and Talking group, both based in the Hagard Community Space.

HAF Programme
Grant funding through Coventry City Council to deliver the DFE's Holiday Activities and Food Programme in Coventry for children in receipt of benefits-related free school meals.
Summer Fun 2023 was based at the Hagard Community Space in July and August 2023.

Think Active CSW Together Fund and
Think Active CSW Women & Girls Grant
Grants received for community yoga classes at the Hagard Community Space.

Persimmon Community Champions
An award from Persimmon's Community Champions scheme to help local community groups based in the Hagard Community Space.

Coventry General Charities
A grant received the purchase of a new cooker for the café in the Hagard Community Space.

Education and Skills funding
Apprenticeship funding received for apprentices employed in Eureka nursery.

15 ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £ 2024	Net Current Assets £ 2024	Total £ 2024	Tangible fixed assets £ 2023	Net Current Assets £ 2023	Total £ 2023
Restricted funds						
2 yr old capacity grant	11,769	-	11,769	19,616	-	19,616
Early Years Pupil Premium	-	-	-	-	12,340	12,340
Early Years Disability Access	-	-	-	-	1,600	1,600
Willenhall Food Hub	-	15,122	15,122	-	11,748	11,748
Coventry City Council Recovery & Support	-	321	321	-	641	641
Think Active CSW Together Fund	-	-	-	-	2,000	2,000
Think Active CSW Women & Girls Grant	-	3,548	3,548	-	-	-
	11,769	18,991	30,760	19,616	28,329	47,945
Unrestricted funds	30,316	462,884	493,200	18,314	452,519	470,833
	42,085	481,875	523,960	37,930	480,848	518,778

16 COMMITMENTS UNDER OPERATING LEASES

At 31 March 2024, the group has outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	9,487	7,184
Between two and five years	15,941	7,890
After more than five years	-	-
	25,428	15,074

17 RELATED PARTY TRANSACTIONS

During the period 1 April 2023 to 3 October 2023 Willenhall Community Forum Trading Limited rented premises at an arm's length basis from Willenhall Association Trust at a cost of £6,861 (2023: £14,655).
R M McAuley was a Trustee of both Willenhall Community Forum Limited and Willenhall Association Trust during this period.

WILLENHALL COMMUNITY FORUM LIMITED

England & Wales - Charity number 1057458

Accounts

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

31 March 2023

Registered No. 03125686
Charity Registered No. 1057458

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2023

Registered No. 03125686
Charity Registered No. 1057458

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WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2023

The trustees who are the directors of the charitable company present their report and the independently examined financial statements for the year ended 31 March 2023.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	Willenhall Community Forum Limited
Company Registered Number	03125686
Registered Charity Number	1057458
Company Registered Office	Willenhall Education, Employment and Training Centre Robin Hood Road Coventry CV3 3AN

Trustees
The trustees of the charitable company during the year to 31 March 2023 were as follows:

Reverend P I A Howell (resigned 26 January 2023)
Mr R P Lakha (appointed 17 February 2023)
Mrs R M McAuley (resigned 3 October 2023)
Mrs I M Weir
Mrs C E Thomas
Mr F O Agboola (appointed 27 February 2023)
Mr D Chater (resigned 16 February 2023)

Secretary
Mrs C A Linney (appointed 17 February 2023)
Mr R Waite (resigned 16 February 2023)

Senior Management team
Mr R Waite (from January 2022 to February 2023)

Others

Independent Examiners	Azets Audit Services 3mc Middlemarch Business Park Siskin Drive Coventry Warwickshire CV3 4FJ
Bankers	Unity Trust Bank Plc Four Brindley Place Birmingham B1 2HB
Solicitors	Rotherham & Co 8/9 The Quadrant Coventry CV1 2EG

WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution of the charitable company

The charitable company was incorporated under the Companies Act 1985 on 14 November 1995 as a company limited by guarantee and not having a share capital. Its Governing Instruments are its Memorandum and Articles of Association which empowers the trustees to manage the business of the charitable company and, at their discretion admit full or associate members. Only full members may vote in General Meeting.

The company was awarded charitable status by the Charity Commission on 10 August 1996.

Organisational Structure

The organisation has a main board made up of all Trustees and Directors. The charitable company owns the whole of the equity share capital of a subsidiary trading company, Willenhall Community Forum (Trading) Limited, which has a directorship that is expected to be made up of 66% of directors/trustees from the main board and 33% independent membership. At 31 March 2023 the trading company had one director who was independent of the main board. Both boards meet simultaneously on a regular basis and reports are made from the trading company to the main board and vice versa. Joint decisions and discussions take place and are approved at a full board meeting.

Senior staff employed by the organisation produce monthly reports to the main board. Staff representatives attend the main board meeting. Representatives from appropriate stakeholders are invited to attend meetings to observe. This grouping comprises mainly relevant interested parties.

Governance and leadership

The previous 12 months have been a period of change for the charity. Our chair Dave Chater stood down after many years' service to the Forum and we would like to thank him for his dedication and leadership he brought to the Forum during that time. Our finance chair Ram Lakha stepped up to replace Dave bringing his knowledge and experience across multiple sectors to his new role. Alongside this, we recruited a new General Manager who Joined us in May 2023. We also recruited new trustees to bring new skills to the board and to strengthen our governance. We are pleased to report the transition went well and allows us to plan clearly for the future.

Election of Trustees/Directors

The Directors and Trustees are nominated on an annual basis from the representative organisational base. This base includes community and voluntary organisations providing services in Willenhall and Willenhall Wood that are alike to the aims of the organisation.

Each organisation nominates/elects a "voluntary" representative from their membership or user group. This representative may change on an annual basis.

Nominations are presented to the Annual General Meeting and the voting takes place from within the membership to accept/reject new members.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charitable company. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Remuneration of key management personnel

The Directors consider that the Board of Directors, who are the charity's Trustees, and the Centre Manager comprise the key management personnel for the governance, running and operation of the charity on a day to day basis. All directors give of their time freely and no director received any remuneration in the year. The pay of the senior staff is reviewed annually by the trustees.

Volunteers

Volunteering opportunities for members of the local community continues to be important for us both in supporting the work we do and providing chances for local people to improve their skills. WE have increased the breadth of volunteering this year to now include roles to help maintain and improve our green spaces. Those who volunteer at Communi-tea continue to be the backbone of our delivery at the Hagard. Over the course of the past 12 months over 2,500 hours of volunteering has been delivered across our sites.

Risk Management

The Forum continues to take risk management seriously and assesses the risks of new and pilot services and projects whenever they are planned. Legal risks continue to be monitored to ensure that prevention of risk is addressed and protection is adequate where this is required.

The organisation takes a continuous improvement approach to risk and uses regular risk assessment to improve the state of the organisation, its services, assets and staffing.

OBJECTIVES AND ACTIVITIES

The charitable company's objects are the relief of the inhabitants of Willenhall and Willenhall Wood and the surrounding area by associating with the local authorities, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants and in particular to provide and maintain an education, training and advice centre.

The policies adopted in order to further the Charitable Objectives are:

a) To fully extend and develop a range of opportunities available to local people at the Willenhall Education, Employment and Training Centre.
b) To develop and build on our growing relationship with members of the local community and prioritise those who are most isolated.
c) To further links with partnership agencies in order to target those with the greatest need.
d) To implement strategies to develop and enhance the service available at our on-site childcare provision.
e) To ensure that our community centre delivers a range of service and activities which are accessible to local people.
f) To develop pilot activities to encourage younger people to become more engaged in the community in which they live.
g) To create greater opportunity for the involvement of local residents in the services and projects that the Forum deliver.

ACHIEVEMENTS AND PERFORMANCE

This year we have introduced a number of community activities including working with the YMCA to develop the Youth club which has a steadily increasing membership. We are also developing a warm space initiative with aid of a National Lottery grant. We are also working with Groundwork West Midlands to create a community garden for the local community.
In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

It is down to the dedication and loyalty of the staff team that we remain a dynamic and focused organisation working with some of the most disengaged families in our community. The experience that the team draw on is well grounded in working with our communities to give them a voice.

Whatever the future may hold for the organisation, it is still important that our core work continues "to build a better and stronger Willenhall through the active involvement of the community to find solutions to local problems" in line with our established delivery objectives:

- Unemployment & Worklessness
- Poverty and Disadvantage
- Children & Young People
- Inclusion & Cohesion
- Isolation
- Leisure, Learning and lifestyles changes

There is an ongoing dialogue to measure the effectiveness of the work and our commitment to the community involvement whilst recognising that we are competing with other local organisations in a variety of settings for funding. Why do we do this? It is because we believe in the work we do and the area in which we live and serve.

Against this backdrop for the year the organisation is pleased to be able to offer the following review of the current activities, projects and services:

Staff Training and Development

Continuous professional development of our staff and volunteers remains a key focus to ensure we have a highly skilled work force supporting the communities which we serve. Our Eureka nurseries have three staff training days throughout the year. Staff supervisions allow us to focus on a one to one basis on areas for development and training. We continue to commit resources that allow us to train and develop our highly valued staff and volunteer teams.

Poverty and Disadvantage

- **Food Provision**

We have continued to operate our food hub throughout the year opening every single Wednesday. We have continued to see an increase in demand as the cost of living crisis impacts the communities we serve. Each week we consistently see over 100 families from the local area access the food hub. We remain committed to ensuring that every family in the area has enough food to eat healthily and well.

This year we also delivered the Holiday Activity Fund with support from Coventry City Council. This operated throughout the school summer holidays and saw us support 70 children and their families with a hot meal and activities including arts and crafts and football.

- **Willenhall Market**

The market has continued to add a valuable contribution to the local economy and provide a vital service to the local residents.

- **Fun days and Outings**

We continue to run our ever-popular day trips to UK holiday destinations at an affordable price to ensure the local community has an opportunity to get away and enjoy the sea air

Partnership working

We recognise that the Forum can not deliver all the services needed in the local area and we continue to build partnerships with statutory services and other voluntary sector partners to ensure they get the right support at the right time for their personal needs. WE also advocate on behalf of the local community during public consultations.

Children and Young people

- **Eureka Nursery**

Our new Nursery Manager joined us early in 2023 and ensured we had a smooth transition from our previous manager who left after many years' service to Eureka.

Our Eureka nursery at WEETC has up to 70 children attend each and every day throughout term time. Eureka also runs very popular school holiday clubs for school aged children ensuring a safe place to learn and have fun while ensuring their parents can continue to work.

Eureka prides itself on our work and support to children with Special Educational Needs ensuring they have the best support available to meet their needs.

- **Eureka Discovery Hut**

Childcare was available for up to 44 children aged 2-4 years, all of whom were receiving state vouchers. Staff work closely with the children's parents/carers to ensure that the children's needs, some of which are SEN, are met and compliment home and nursery activities.

- **Safe guarding children**

Safe guarding children continues to be a high priority for staff, and staff continue to receive a range of safeguarding courses as part of our organisation's commitment to safeguarding. We have a Safeguarding lead who develops our Safeguarding Policies and Procedures meeting industry best practice and leads on all of our work with children at risk.

- **New Arrivals**

We are please to say 4 of our Eureka staff have had babies this year. All are healthy and doing well and we look forward to welcoming them to our Eureka family.

The Hagard Community Space

In March 2024, the Hagard Community Space will turn 60 years old. We will have a week-long celebration of the past while we plan for the future and the work needed to ensure the space remains at the heart of the community for the next 60 years.

The Hagard has been the centre where many people can find a warm welcome, take part in activities, delivered by residents for residents. Our café was rebranded back to its original name of Communi-tea this year.

Thousands of people access the Hagard each and every year and a wide range of statutory services, charities and local people book it to host their activities and events.

We juggle with the challenge of making our hire costs as competitive and affordable as possible while also facing increasing running and repair costs.

Supporting smaller and developing groups

We continue with our support to residents and groups in the area recognising we have the skills and experience to support new and developing groups. This has included working in partnership with the Willenhall Men's Support Group to secure computers from Coventry City Council to increase digital inclusion in the area.

Future Plans

The Forum is currently working on exciting plans across our sites that will ensure our impact in the area remains and we can grow our services and increase the ability of our partners to deliver high quality services in Willenhall. We also aim to increase the depth and breadth of the services we directly deliver including in partnership and aim to secure funding to support this aim.

FINANCIAL REVIEW

The financial statements show total income of £778,488, an increase of £38,288 on 2022 and total expenditure of £775,004, an increase of £76,625 on 2022. This has led to net income of £3,484 for the year compared to net income of £41,821 in 2022.

Principal funding sources

As a result of increasing constraints on local authority expenditure the charity has to seek funding from a broader group of agencies. The principal funding sources are the income generated from the hiring of facilities at our centres and the gift aided profits of the trading subsidiary.

Investment policy

A prudent amount is retained in reserves each year and there have been few funds for long term investment.

Reserves policy

Objectives of the reserves policy

To ensure that all reserves accumulated will be used to meet the following objectives:

- To resource the central core functions of the organisation. This includes management, administration and building running costs.
- To fund material building maintenance considering the age of the property.
- To provide for potential redundancy.
- To assist in piloting new and innovative areas of work that will not attract main stream funding.

Reserves policy and going concern

The Trustees aim to maintain general reserves in unrestricted funds (that is those funds not tied up in fixed assets, designated funds and restricted funds) at a level that considers the financial requirements of the charity. This would include anticipated income, future funding and expenditure to which the charity is committed. The charity does not have the security of long-term funding; cash flow and continuity of funding have been identified among the main risks facing the charity. Therefore, it is the view of the trustees that a sufficient level of reserves are held to maintain the financial viability of the charity and considers the most appropriate level of free reserves at 31 March 2023 would be six month's operating costs of both the charity and it's trading subsidiary (approx £387,500).

The actual free reserves at 31 March 2023 were £452,519.

The trustees have reviewed the circumstances and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future and are of the view that the charity is a going concern.

Third party indemnity provision for trustees

Qualifying third party indemnity provision is in place for the benefit of all trustees of the charitable company and the subsidiary company Willenhall Community Forum (Trading) Limited.

CONNECTED CHARITIES AND ORGANISATIONS

During the course of the financial year we have worked harmoniously and productively with a range of organisations in order to maximize the impact of our work and better meet our charitable objectives.

We have worked with the following Registered Charities:

- Groundwork West Midlands
- Willenhall Association Trust (The Hut)
- West Midlands Housing Group – Clarion
- Coventry & Warwickshire YMCA
- Betty Ennis foundation

We have also worked closely with the following voluntary and community organisations:

- St John the Divine Church
- Supported Remembrance Sunday – annual service on the Village Green
- Adult Education Coventry
- Woodside, Willenhall, Coventry
- Willenhall Library
- Coventry Community Centres Group / community food hubs
- Coventry City Council Resilience team
- YMCA
- Reed in Partnership
- CAP

On behalf of the Board

R P Lakha – Trustee 5 January 2024

WILLENHALL COMMUNITY FORUM LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLENHALL COMMUNITY FORUM LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 10 to 26.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

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.

Robert Anderson FCA

Azets Audit Services
3mc Middlemarch Business Park
Siskin Drive
Coventry
Warwickshire
CV3 4FJ

Date 11/1/24

WILLENHALL COMMUNITY FORUM LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE)

for the year ended 31 March 2023

	Note	Unrestricted Funds £	Restricted Funds £ (Note 14)	Total 2023 £	Unrestricted Funds £	Restricted funds £ (Note 14)	Total 2022 £
Incoming resources							
Activities for generating funds							
Trading income (incl. trading subsidiary income)		689,550	34,550	724,100	647,399	36,260	683,659
Investment income	6	4,323	-	4,323	189	-	189
Incoming resources from charitable activities							
Grants receivable	7	-	36,424	36,424	12,000	35,145	47,145
Other income	8	8,778	4,863	13,641	5,557	3,650	9,207
Total incoming resources		**702,651**	**75,837**	**778,488**	**655,145**	**75,055**	**740,200**
Resources expended							
Cost of generating funds							
Costs of generating voluntary income		5,099	-	5,099	3,955	-	3,955
Trading costs (incl. trading subsidiary expenditure)		488,849	42,991	531,840	464,655	24,202	488,857
Charitable activities		168,251	48,430	216,681	133,424	51,798	185,222
Governance costs		21,384	-	21,834	20,345	-	20,345
Total resources expended	9	683,583	91,421	775,004	622,379	76,000	698,379
Net incoming/(outgoing) resources being net movement of funds		19,068	(15,584)	3,484	42,766	(945)	41,821
Transfers between funds		(2)	2	-	6,500	(6,500)	-
Fund balances brought forward at 1 April		451,767	63,527	515,294	402,501	70,972	473,473
Fund balances carried forward at 31 March		470,833	47,945	518,778	451,767	63,527	515,294

The Consolidated Statement of Financial Activities include all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET

at 31 March 2023

Company Registration No. 3125686

	Note	Group 2023 £	Group 2022 £	Charitable Company 2023 £	Charitable Company 2022 £
Fixed assets					
Tangible fixed assets	10	37,930	54,843	37,930	54,843
Investments	11	-	-	3	3
		37,930	54,843	37,933	54,846
Current assets					
Debtors	12	44,917	41,992	23,258	37,810
Cash at bank		562,509	553,291	523,737	452,322
		607,426	595,283	546,995	490,132
Creditors: amounts falling due within one year	13	(126,578)	(134,832)	(66,150)	(29,684)
Net current assets		480,848	460,451	480,845	460,448
Net assets		518,778	515,294	518,778	515,294
Funds					
Unrestricted funds					
- General fund	14	470,833	451,767	470,833	451,767
Restricted funds	14	47,945	63,527	47,945	63,527
	14	518,778	515,294	518,778	515,294

For the year ending 31 March 2023 the company 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 accounts 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 accounts.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET (Continued)

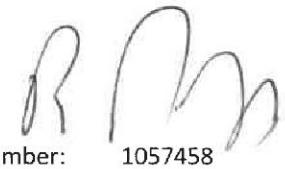
at 31 March 2023 Company Registration No. 3125686

For the financial year ended 31 March 2023, the company was entitled to exemption from audit under the *Companies Act* 2006, (s, 477 relating to small companies) and the members have not required the company to obtain an audit of its accounts for the year in question in accordance with s. 476.

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

The financial statements on pages 10 to 26 were approved by the trustees on and authorised for issue on 5 January ....2024 and are signed on its behalf by:

R P Lakha - Trustee:



Charity number: 1057458

Company number: 03125686

WILLENHALL COMMUNITY FORUM LIMITED
CONSOLIDATED STATEMENT OF CASHFLOWS
31 March 2023

	2023 £	2022 £
Cashflows from Operating Activities		
Operating Profit for the year	3,484	41,821
Adjustments for:		
Depreciation charged in year	16,913	16,578
(Increase) in Debtors	(2,925)	(1,731)
(Decrease) / Increase in Creditors	(8,254)	7,001
Interest Received	(4,323)	(189)
Net Cash from Operating Activities	**4,895**	**63,480**
Cashflows from Investing Activities		
Purchase of Fixed Assets during the year	-	(2,692)
Net Cash from Investing Activities	**-**	**(2,692)**
Cashflows from Financing Activities		
Interest Received	4,323	189
Net Cash from Financing Activities	**4,323**	**189**
Net Increase / (Decrease) in Cash and Cash Equivalents	**9,218**	**60,977**
Cash and Cash Equivalents at beginning of year	**553,291**	**492,314**
Cash and Cash Equivalents at end of year	**562,509**	**553,291**

1 ACCOUNTING POLICIES

a) **Company information**

Willenhall Community Forum Limited is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Willenhall Education, Employment and Training Centre, Robin Hood Road, Coventry, CV3 3AN. (Charity number: 1057458, Company number: 03125686).

b) **Basis of preparation**

The consolidated financial statements have been prepared under the historical cost convention. The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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 1st January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements are prepared in Sterling, which is the functional currency of the company. Monetary amounts in the financial statements are rounded to the nearest £.

c) **Going concern**

As with most charities, the trustees are mindful of the uncertain timing of incoming resources. At the time of approving the financial statements, the trustees have a 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 financial statements.

In early March 2020, the COVID-19 virus was declared a global pandemic. Business continuity, including supply chains and consumer demand across a number of industries and countries, could be severely impacted for months or more, as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic.

The trustees are monitoring the ever-changing situation and continue to evaluate the charity's ability to continue to trade on an ongoing and foreseeable basis. However, due to the uncertainty surrounding COVID-19 no adjustments have been made to these financial statements which may arise from the impact of COVID-19 on the charity. Despite the unknown impact COVID-19 may or may not have on the charity under normal circumstances the trustees would have had a reasonable expectation that the charity has adequate resources, thus the trustees would have adopted the going concern basis of accounting.

d) **Basis of consolidation**

The consolidated financial statements incorporate those of Willenhall Community Forum Limited, and its subsidiary, Willenhall Community Forum (Trading) Limited.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Both companies' financial statements are made up to 31st March and employ consistent accounting policies.

e) **Tangible fixed assets and depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold land and buildings	over the period of the lease
Fixtures, fittings and equipment	over 4 years

f) **Investments**

The investment in the trading subsidiary is stated at cost.

g) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

i) **Incoming resources**

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods or;
- The donor has imposed conditions that must be met before the charitable company has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis.

Income from charitable activities includes income receivable under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned (as the goods or services are provided). Grants included in this category provide income to support performance activities and are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.
A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

j) **Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Costs of generating funds are those costs incurred in attracting voluntary income and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with carrying out the charitable functions and include both the direct costs and support costs relating to these activities.

Governance costs include those incurred in the governance of the charitable company and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. staff costs by the estimated time spent and other costs by their estimated usage.

k) **Leased assets and obligations**

All leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight-line basis over the lease term.

l) **Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charitable group and company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 FINANCIAL ACTIVITIES OF THE CHARITABLE COMPANY

The financial activities shown in the consolidated statement of financial activities includes those of the charitable company's wholly owned subsidiary Willenhall Community Forum (Trading) Limited.

A summary of the financial activities undertaken by the charitable company is set out below.

	2023 £	2022 £
Gross incoming resources	246,648	251,343
Fundraising costs of grants and donations	(5,099)	(3,955)
Charitable activities	(216,681)	(185,222)
Governance costs	(21,384)	(20,345)
Net incoming/(outgoing) resources	3,484	41,821
Total funds brought forward	515,294	473,473
Total funds carried forward	518,778	515,294
Represented by:		
Restricted income funds	47,945	63,527
Unrestricted income funds	470,833	451,767

4 NET INCOMING/(OUTGOING) RESOURCES

	2023 £	2022 £
Net incoming/(outgoing) resources is stated after charging:		
Auditor/Independent examiner's remuneration		
- audit/independent exam	2,972	2,532
Operating leases		
- rent payable	4,600	4,600
- plant and machinery	3,005	3,005
Depreciation of tangible fixed assets		
- owned assets	16,913	16,578

5 TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

None of the trustees received any remuneration or expenses during the current year or previous year. During the year, £1,442 (2022: £1,293) was paid for Trustees Indemnity Insurance.

No trustee or other person related to the charitable company had any personal interest in any contract or transaction entered into by the charitable company during the year (2022: Nil).

6 INVESTMENT INCOME

	Unrestricted 2023	Restricted 2023	Total 2023	Unrestricted 2022	Restricted 2022	Total 2022
Interest Received	4,323	-	4,323	189	-	189

7 GRANT INCOME

During the year restricted income grants were received amounting to £36,424 (2022: £35,145), which included £10,000 from National Lottery to support the Hagard's warm space, and a total of £19,699 from Feeding Coventry and Coventry City Council to support the work of the Food Hub.

No other unrestricted grants were received (2022: £12,000)

None of these amounts are repayable.

8 OTHER INCOME

	Unrestricted 2023	Restricted 2023	Total 2023	Unrestricted 2022	Restricted 2022	Total 2022
Donations	630	4,863	5,493	599	3,650	4,249
Tickets & Events	3,148	-	3,148	958	-	958
Employers Allowance	5,000		5,000	4,000	-	4,000
	8,778	**4,863**	**13,641**	**5,557**	**3,650**	**9,207**

9 TOTAL RESOURCES EXPENDED

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2023	Total 2022
	£	£	£	£	£	£
Costs of generating funds (Unrestricted)						
Cost of generating voluntary income	4,863	-	-	236	5,099	3,955
Trading costs	422,499	-	-	66,350	488,849	464,655
Charitable expenditure	116,299	9,067	-	42,885	168,251	133,424
Governance	17,800	-	-	3,584	21,384	20,345
	561,461	9,067	-	113,055	683,583	622,379

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2023	Total 2022
	£	£	£	£	£	£
Costs of generating funds (Restricted)						
Cost of generating voluntary income	-	-	-	-	-	-
Trading costs	36,838	-	-	6,153	42,991	24,202
Charitable expenditure	5,291	7,846	1,725	33,568	48,430	51,798
Governance	-	-	-	-	-	-
	42,129	7,846	1,725	39,721	91,421	76,000

Staff costs:	2023 £	2022 £
Wages and salaries	558,197	501,271
Social security costs	36,495	29,127
Pension costs	8,897	7,874
	603,589	538,272
	Number	**Number**
Average number of persons employed by the group was as follows;	37	38

There were no employees whose emoluments exceeded £60,000 (2022: Nil).

Redundancy payments of £Nil were included in the above staff costs in the year ended 31st March 2023 (2022: £Nil).

The total amount of employee benefits received by key personnel is £32,192 (2022: £32,292)

9 TOTAL RESOURCES EXPENDED (Continued)

	2023 £	2022 £
Support costs include:		
Rent and room hire	19,836	19,010
General and water rates	5,165	2,922
Light and heat	33,186	20,178
Insurance	9,382	7,922
Office expenses	10,115	15,068
Advertising	360	360
Repairs and renewals	12,553	20,047
Medical supplies and cleaning	7,608	6,324
General supplies	20,164	16,825
Training	744	4,025
Nursery resources and activity	9,831	7,612
Events and projects	7,066	4,731
Travel and expenses	1,033	1,095
Sundry expenses	4,760	7,140
Professional fees	10,642	10,084
Bank and credit charges	1,187	1,165
Bad debts recovered	(1,205)	(1,981)
Bad debts	349	702
	152,776	143,229

10 TANGIBLE FIXED ASSETS

Group and charitable company	Leasehold land and buildings £	Fixtures fittings & equipment £	Total £
Cost			
1 April 2022	773,460	338,402	1,111,862
Additions	-	-	-
Disposals	-	(247,174)	(247,174)
31 March 2023	773,460	91,228	864,688
Depreciation			
1 April 2022	725,992	331,027	1,057,019
Charge for year	13,563	3,350	16,913
Eliminated on disposal	-	(247,174)	(247,174)
31 March 2022	739,555	87,203	826,758
Net book amount			
31 March 2023	33,905	4,025	37,930
31 March 2022	47,468	7,375	54,843

Future capital commitments

There were no capital commitments at 31 March 2023 (2022: £Nil)

11 FIXED ASSET INVESTMENT

	Investment in subsidiary undertaking £
Cost	
At 31 March 2023 and 31 March 2022	3

The parent charitable company holds the whole of the equity share capital of Willenhall Community Forum (Trading) Limited, a company incorporated in England. Its principal activity is to raise funds for the charitable company, this includes nursery care, room hire and functions.

All activities have been consolidated on a line by line basis in the SOFA. The total net profit is gifted to the charitable company.

A summary of the results of the subsidiary is shown below:

	2023 £	2022 £
Turnover	576,041	524,682
Cost of sales	(498,170)	(450,309)
Gross profit	77,871	74,373
Administrative expenses	(38,671)	(38,548)
Interest receivable	-	-
Other operating income	4,500	9,209
	48,700	45,034
Gift aid to Willenhall Community Forum Limited	(48,700)	(45,034)
Retained in the company	-	-
The aggregate of the assets, liabilities and funds was as follows:		
Assets	96,272	118,780
Liabilities	(96,269)	(118,777)
Funds (representing 3 ordinary shares of £1 each (2022: 3) and a profit and loss account of £Nil (2022: £Nil)	3	3

12 DEBTORS	Group 2023 £	Group 2022 £	Charitable Company 2023 £	Charitable Company 2022 £
Trade debtors	23,198	14,528	15,198	8,851
Amounts due from subsidiary undertaking	-	-	-	13,629
Other debtors	-	-	-	-
Prepayments and accrued income	21,719	27,464	8,060	15,330
	44,917	41,992	23,258	37,810

13 CREDITORS

	Group 2023 £	Group 2022 £	Charitable Company 2023 £	Charitable Company 2022 £
Amounts falling due within one year:				
Trade creditors	17,002	22,854	3,041	5,592
Amounts due to subsidiary undertaking	-	-	35,841	-
Other taxation and social security	7,022	6,283	7,022	6,283
Other creditors	7,984	7,775	7,984	7,775
Accruals and deferred income	94,570	97,920	12,262	10,034
	126,578	134,832	66,150	29,684

Deferred income

Included in accruals and deferred income above is the following deferred income:

	2023 £
Deferred income brought forward	84,250
Recognised in the year	75,997
Released in the year	(84,250)
Deferred income carried forward	75,997

Deferred income relates mainly to nursery funding received within the trading company.

14 STATEMENT OF FUNDS

	Balance 31 March 2022 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2023 £
General reserves	451,767	702,651	(683,583)	(2)	470,833
Restricted funds					
2 yr old Capacity Grant	27,462	-	(7,846)	-	19,616
Early Years Pupil Premium	16,119	12,340	(16,119)	-	12,340
Early Years Disability Access	4,666	1,600	(4,666)	-	1,600
Pupil Premium PEP	200	-	(200)	-	-
High Needs Top Up	1,396	-	(1,396)	-	-
Sen Inclusion Funding	-	16,110	(16,110)	-	-
Willenhall Food Hub	12,834	25,562	(26,648)	-	11,748
National Lottery	-	10,000	(10,000)	-	-
Coventry City Council Recovery & Support	-	3,225	(2,584)	-	641
Coventry UK City of Culture Trust	-	500	(500)	-	-
Think Active CSW Together Fund	-	2,000	-	-	2,000
Persimmon Homes Community Champions	700	-	(700)	-	-
The Soil Association	150	-	(152)	2	-
Education and Skills funding	-	4,500	(4,500)	-	-
Total restricted funds	63,527	75,837	(91,421)	2	47,945
Total funds	515,294	778,488	(775,004)	-	518,778

14 STATEMENT OF FUNDS (Continued)

	Balance 31 March 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2022 £
General reserves	402,501	665,145	(622,379)	6,500	451,767
Restricted funds					
Access to Volunteering Fund	2,000	-	-	(2,000)	-
2 yr old Capacity Grant	35,309	-	(7,847)	-	27,462
Early Years Pupil Premium	7,873	9,402	(1,156)	-	16,119
Early Years Disability Access	1,845	3,075	(254)	-	4,666
Pupil Premium PEP	100	100	-	-	200
High Needs Top Up	505	1,766	(875)	-	1,396
Sen Inclusion Funding	-	12,707	(12,707)	-	-
Whitefriars Housing Community Pride	4,500	-	-	(4,500)	-
Willenhall Food Hub	15,486	26,523	(29,175)	-	12,834
Vinci UK Foundation	491	-	(491)	-	-
Clarion Community Investment	2,863	716	(3,579)	-	-
Coventry UK City of Culture Trust	-	2,250	(2,250)	-	-
Persimmon Homes Community Champions	-	1,000	(300)	-	700
HAF Programme	-	3,146	(3,146)	-	-
The Soil Association	-	150	-	-	150
Job Retention Scheme Grant	-	14,220	(14,220)	-	-
Total restricted funds	70,972	75,055	(76,000)	(6,500)	63,527
Total funds	473,473	740,200	(698,379)	-	515,294

Restricted funds are held for the following purposes:

2 yr old Capacity Grant
Funding received from Coventry City Council for capital costs at both childcare settings for an increase in the number of two-year old children and promotion of the early learning for two-year olds' funding to eligible families.

Early Years Pupil Premium
Additional funding for early years settings to improve the education they provide for disadvantaged 3 and 4 year olds.

Early Years Disability Access
From April 2017 the Disability Access Fund (DAF) is new funding for early years providers to support children with disabilities or special educational needs.

Pupil Premium PEP
Extra funding provided by the Government to help narrow the attainment gap between looked after children and other children. Receipt of the Pupil Premium is dependent on submission of a high-quality Personal Education Plan (PEP)

14 STATEMENT OF FUNDS (continued)

High Needs Top Up
Funding for provision identified in the education, health and care plan for children with special education needs who need more support than is available through special education needs support.

SEN Inclusion Funding
Special Education Needs Inclusion Fund (SENIF) funding is government funding to help providers deliver early intervention for children presenting with emerging or complex needs.

Willenhall Food Hub
Supporting people from Willenhall and Binley in financial hardship and food poverty.
Funding has been received from Feeding Coventry, Coventry City Council Household Support Fund and a Tesco Community Grant.

National Lottery
Funding received for the provision of a warm space at the Hagard Community Space during the winter months.

Coventry City Council Recovery & Support
Grants received from the Community Support and Recovery Grant Scheme of £1,525 on behalf of the craft group and £1,700 on behalf of the Bowling and Talking group, both based in the Hagard Community Space.

Coventry UK City of Culture Trust
A grant received for a wildlife gathering held at WEET Centre.

Think Active CSW Together Fund
A grant received for community yoga classes at the Hagard Community Space.

Persimmon Community Champions
An award from Persimmon's Community Champions scheme to help local community groups based in the Hagard Community Space.

The Soil Association
A Food for Life Get Togethers Plant and Share small grant to fund a plant and Share activity in the community allotment.

Education and Skills funding
Apprenticeship funding received for three apprentices employed in Eureka nursery.

15 ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £ 2023	Net Current Assets £ 2023	Total £ 2023	Tangible fixed assets £ 2022	Net Current Assets £ 2022	Total £ 2022
Restricted funds						
2 yr old capacity grant	19,616	-	19,616	27,462	-	27,462
Early Years Pupil Premium	-	12,340	12,340	-	16,119	16,119
Early Years Disability Access	-	1,600	1,600	-	4,666	4,666
Pupil Premium PEP	-	-	-	-	200	200
High Needs Top Up	-	-	-	-	1,396	1,396
Willenhall Food Hub	-	11,748	11,748	-	12,834	12,834
Coventry City Council Recovery & Support	-	641	641	-	-	-
Think Active CSW Together Fund	-	2,000	2,000	-	-	-
Persimmon Community Champions	-	-	-	-	700	700
The Soil Association	-	-	-	-	150	150
	19,616	28,329	47,945	27,462	36,065	63,527
Unrestricted funds	18,314	452,519	470,833	27,381	424,386	451,767
	37,930	480,848	518,778	54,843	460,451	515,294

16 COMMITMENTS UNDER OPERATING LEASES

At 31 March 2023, the group has outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	7,184	7,605
Between two and five years	7,890	15,074
After more than five years	-	-
	15,074	22,679

17 RELATED PARTY TRANSACTIONS

During the period 1 April 2022 to 31 March 2023 Willenhall Community Forum Trading Limited rented premises at an arm's length basis from Willenhall Association Trust at a cost of £14,655 (2022: £13,934).
R M McAuley was a Trustee of both Willenhall Community Forum Limited and Willenhall Association Trust during this period.

WILLENHALL COMMUNITY FORUM LIMITED

England & Wales - Charity number 1057458

Accounts

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

31 March 2022

Registered No. 03125686
Charity Registered No. 1057458

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2022

Registered No. 03125686
Charity Registered No. 1057458

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WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2022

The trustees who are the directors of the charitable company present their report and the independently examined financial statements for the year ended 31 March 2022.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	Willenhall Community Forum Limited
Company Registered Number	03125686
Registered Charity Number	1057458
Company Registered Office	Willenhall Education, Employment and Training Centre Robin Hood Road Coventry CV3 3AN

Trustees
The trustees of the charitable company during the year to 31 March 2022 were as follows:

Reverend P I A Howell
Mrs R M McAuley
Mrs I M Weir
Mrs C E Thomas
Mr D Chater
Mr G Forrester (resigned 17 September 2022)

Secretary
Mr R Waite (appointed 1 February 2022)
Mrs M E Metcalf (resigned 31 January 2022)

Senior Management team
Mr R Waite (from January 2022)
Mrs M E Metcalf (to December 2021)

Others

Independent Examiners	Azets Audit Services 3mc Middlemarch Business Park Siskin Drive Coventry Warwickshire CV3 4FJ
Bankers	Unity Trust Bank Plc Four Brindley Place Birmingham B1 2HB
Solicitors	Rotherham & Co 8/9 The Quadrant Coventry CV1 2EG

WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution of the charitable company

The charitable company was incorporated under the Companies Act 1985 on 14 November 1995 as a company limited by guarantee and not having a share capital. Its Governing Instruments are its Memorandum and Articles of Association which empowers the trustees to manage the business of the charitable company and, at their discretion admit full or associate members. Only full members may vote in General Meeting.

The company was awarded charitable status by the Charity Commission on 10 August 1996.

Organisational Structure

The organisation has a main board made up of all Trustees and Directors. The charitable company owns the whole of the equity share capital of a subsidiary trading company, Willenhall Community Forum (Trading) Limited, which has a directorship that is expected to be made up of 66% of directors/trustees from the main board and 33% independent membership. At 31 March 2022 the trading company had one director who was independent of the main board. Both boards meet simultaneously on a regular basis and reports are made from the trading company to the main board and vice versa. Joint decisions and discussions take place and are approved at a full board meeting.

Senior staff employed by the organisation produce monthly reports to the main board. Staff representatives attend the main board meeting. Representatives from appropriate stakeholders are invited to attend meetings to observe. This grouping comprises mainly relevant interested parties.

Election of Trustees/Directors

The Directors and Trustees are nominated on an annual basis from the representative organisational base. This base includes community and voluntary organisations providing services in Willenhall and Willenhall Wood that are alike to the aims of the organisation.

Each organisation nominates/elects a "voluntary" representative from their membership or user group. This representative may change on an annual basis.

Nominations are presented to the Annual General Meeting and the voting takes place from within the membership to accept/reject new members.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charitable company. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Remuneration of key management personnel

The Directors consider that the Board of Directors, who are the charity's Trustees, and the Centre Manager comprise the key management personnel for the governance, running and operation of the charity on a day to day basis. All directors give of their time freely and no director received any remuneration in the year. The pay of the senior staff is reviewed annually by the trustees.

Volunteers

There are three regular volunteers who help in Eric's Community Café and the Hagard Community Space and we have also been fortunate to have a regular volunteer who supports our food hub.

Without the support of the volunteers much of the work would not be done. The impact of the volunteers in Eric's café means we can open five days a week offering food and drink at affordable prices to our community.

Risk Management

The Forum continues to take risk management seriously and assesses the risks of new and pilot services and projects whenever they are planned. Legal risks continue to be monitored to ensure that prevention of risk is addressed and protection is adequate where this is required.

The organisation takes a continuous improvement approach to risk and uses regular risk assessment to improve the state of the organisation, its services, assets and staffing.

OBJECTIVES AND ACTIVITIES

The charitable company's objects are the relief of the inhabitants of Willenhall and Willenhall Wood and the surrounding area by associating with the local authorities, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants and in particular to provide and maintain an education, training and advice centre.

The policies adopted in order to further the Charitable Objectives are:

a) To fully extend and develop a range of opportunities available to local people at the Willenhall Education, Employment and Training Centre.
b) To develop and build on our growing relationship with members of the local community and prioritise those who are most isolated.
c) To further links with partnership agencies in order to target those with the greatest need.
d) To implement strategies to develop and enhance the service available at our on-site childcare provision.
e) To ensure that our community centre delivers a range of service and activities which are accessible to local people.
f) To develop pilot activities to encourage younger people to become more engaged in the community in which they live.
g) To create greater opportunity for the involvement of local residents in the services and projects that the Forum deliver.

ACHIEVEMENTS AND PERFORMANCE

This year we have introduced a number of community activities including working with the YMCA to develop the Youth club which has a steadily increasing membership. We are also developing a warm space initiative with aid of a National Lottery grant. We are also working with Groundwork West Midlands to create a community garden for the local community.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

It is down to the dedication and loyalty of the staff team that we remain a dynamic and focused organisation working with some of the most disengaged families in our community. The experience that the team draw on is well grounded in working with our communities to give them a voice.

Whatever the future may hold for the organisation, it is still important that our core work continues "to build a better and stronger Willenhall through the active involvement of the community to find solutions to local problems" in line with our established delivery objectives:

- Unemployment & Worklessness
- Poverty and Disadvantage
- Children & Young People
- Inclusion & Cohesion
- Isolation
- Leisure, Learning and lifestyles changes

There is an ongoing dialogue to measure the effectiveness of the work and our commitment to the community involvement whilst recognising that we are competing with other local organisations in a variety of settings for funding. Why do we do this? It is because we believe in the work we do and the area in which we live and serve.

Against this backdrop for the year the organisation is pleased to be able to offer the following review of the current activities, projects and services:

Staff Training and Development

Throughout this year we have focused on staff training and making sure that we are all up to date and identifying our training needs to address the requirements of the service and to look at the personal development of our team.

Poverty and Disadvantage

- **FareShare**

The support from FareShare is invaluable in providing food sources for the food bank and food hub as well as providing snacks and meals for nursery children and other local residents. The weekly food deliveries are tremendous value for money and allows us to provide nutritious and varied food options. This results in a reduction in our food bill and also enables us to donate ambient food items to our local foodbank.

- **Willenhall Market**

The market has continued to add a valuable contribution to the local economy and provide a vital service to the local residents.

- **Fun days and Outings**

The Hagard remains a great support to the Remembrance service. With the support from our craft group we are able to offer 'pledge/memorial Doves' where residents are able to make a pledge of peace and/or remember a lost one and the Doves are hung on a tree. The service, overseen by local vicar Rev Pam Howell, is always well attended by local residents and primary schools. All are invited back into the Hagard for a hot drink, biscuit and friendly conversation.

Children and Young people

- **Eureka Nursery**

Our Nursery Manager is leaving in March and the recruitment process for her replacement is underway, this timescale will allow for a smooth transition process to avoid disruption to staff and pupils alike.

- **Eureka Discovery Hut**

Childcare was available for up to 44 children aged 2-4 years, all of whom were receiving state vouchers. Staff work closely with the children's parents/carers to ensure that the children's needs, some of which are SEN, are met and compliment home and nursery activities.

- **Safe guarding children**

Safe guarding children continues to be a high priority for staff, and staff continue to receive a range of safeguarding courses as part of our organisation's commitment to safeguarding. Staff attend and support CAF meetings. Willenhall community forum has 3 representatives on the governing boards of 2 local primary schools, Willenhall community primary and Stretton Church of England Academy. This enables closer working relationships with schools and provide the Forum with opportunities to network and work closely with schools. The schools are keen to support local events and join in activities when possible

Inclusion and Cohesion

We continue to participate in the following events:

- St George's Day
- Thursday Craft group
- Peace Festival
- Remembrance service
- Halloween and Christmas events

- **The Hagard Community Space**

The Hagard has been the centre where many people can find a warm welcome, take part in activities, delivered by residents for residents. Eric's our community café is also sited within the Hagard.

We should acknowledge the hard work done by WCF staff and volunteers of both the food hub and food bank, all of whom were without question caring and so very vital, without them many more people across Binley and Willenhall would have suffered even more. It is estimated that 1000's of people received support from either the food bank or food hub.

The range of activities presently taking place at the Hagard Community Space are as follows:

- Line Dancing
- YMCA
- Car boot and market
- Willenhall local history group
- Arabic classes
- Grangers Club
- Eric's community café
- Willenhall food bank
- Willenhall food hub
- Let's get crafty
- Karate Classes
- Willenhall library
- CAP
- Halloween fun tea time
- Christmas lunch during December - Santa comes to the Hagard

- Christmas fete
- Christmas family disco
- Christmas panto

Supporting smaller and developing groups

We continue with our support to residents and groups in the area. Activities have reduced during 2021-22, due to lockdown and social distancing. We do continue to link with group leaders and encourage them to return to the community as soon as government guidance allows. We continue in our belief that the residents are the key to keeping a healthy active community, both in body and mind.

Neighbourhood Planning

Willenhall has seen no new development during 2021-22, existing developments from previous years have matured and reached their goals. New developments on the Severn Trent land have gone to public consultation. Planning permissions are yet to be given, and we are awaiting the end of the consultation and further proposals from developers.

Future Plans

To continue applying for grants/funding which will help us to sustain our being and replace resources and enhance our venues.

We will work with other groups and service providers in the area, so we are all able to provide a solid support group to the community.

FINANCIAL REVIEW

The financial statements show total income of £740,200, an increase of £7,796 on 2021 and total expenditure of £698,379, an increase of £65,886 on 2021. This has led to net income of £41,821 for the year compared to net income of £99,911 in 2021.

Principal funding sources

As a result of increasing constraints on local authority expenditure the charity has to seek funding from a broader group of agencies. The principal funding sources are the income generated from the hiring of facilities at our centres and the gift aided profits of the trading subsidiary.

Investment policy

A prudent amount is retained in reserves each year and there have been few funds for long term investment

Reserves policy

Objectives of the reserves policy

To ensure that all reserves accumulated will be used to meet the following objectives:

- To resource the central core functions of the organisation. This includes management, administration and building running costs.
- To fund material building maintenance considering the age of the property.
- To provide for potential redundancy.
- To assist in piloting new and innovative areas of work that will not attract main stream funding.

Reserves policy and going concern

The Trustees aim to maintain general reserves in unrestricted funds (that is those funds not tied up in fixed assets, designated funds and restricted funds) at a level that considers the financial requirements of the charity. This would include anticipated income, future funding and expenditure to which the charity is committed. The charity does not have the security of long-term funding; cash flow and continuity of funding have been identified among the main risks facing the charity. Therefore, it is the view of the trustees that a sufficient level of reserves are held to maintain the financial viability of the charity and considers the most appropriate level of free reserves at 31 March 2022 would be six month's operating costs (approx £110,000).

The actual free reserves at 31 March 2022 were £424,386.

The trustees have reviewed the circumstances and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future and are of the view that the charity is a going concern.

Third party indemnity provision for trustees

Qualifying third party indemnity provision is in place for the benefit of all trustees of the charitable company and the subsidiary company Willenhall Community Forum (Trading) Limited.

CONNECTED CHARITIES AND ORGANISATIONS

During the course of the financial year we have worked harmoniously and productively with a range of organisations in order to maximize the impact of our work and better meet our charitable objectives.

We have worked with the following Registered Charities:

- Groundwork West Midlands
- Willenhall Association Trust (The Hut)
- West Midlands Housing Group – Clarion
- Coventry & Warwickshire YMCA
- Betty Ennis foundation

We have also worked closely with the following voluntary and community organisations:

- St John the Divine Church
- Supported Remembrance Sunday – annual service on the Village Green
- Adult Education Coventry
- Woodside, Willenhall, Coventry – including working together to support residents into voluntary practice
- Willenhall Library
- Coventry Community Centres Group / community food hubs
- Coventry City Council Resilience team
- YMCA
- Reed in Partnership
- CAP

On behalf of the Board P I A Howell

P I A Howell – Trustee 12 January 2023

WILLENHALL COMMUNITY FORUM LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLENHALL COMMUNITY FORUM LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 9 to 25.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

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.

Robert Anderson FCA

Azets Audit Services
3mc Middlemarch Business Park
Siskin Drive
Coventry
Warwickshire
CV3 4FJ

Date 16/1/23

WILLENHALL COMMUNITY FORUM LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE)

for the year ended 31 March 2022

	Note	Unrestricted Funds £	Restricted Funds £ (Note 13)	Total 2022 £	Unrestricted Funds £	Restricted funds £	Total 2021 £
Incoming resources							
Activities for generating funds							
Trading income (incl. trading subsidiary income)		647,399	36,260	683,659	562,087	8,847	570,934
Investment income	6	189	-	189	151	-	151
Incoming resources from charitable activities							
Grants receivable	7	12,000	35,145	47,145	64,500	84,702	149,202
Other income	8	5,557	3,650	9,207	10,811	1,306	12,117
Total incoming resources		**665,145**	**75,055**	**740,200**	**637,549**	**94,855**	**732,404**
Resources expended							
Cost of generating funds							
Costs of generating voluntary income		3,955	-	3,955	3,775	-	3,775
Trading costs (incl. trading subsidiary expenditure)		464,655	24,202	488,857	398,885	37,150	436,035
Charitable activities		133,424	51,798	185,222	135,137	37,615	172,752
Governance costs		20,345	-	20,345	19,931	-	19,931
Total resources expended	**9**	622,379	76,000	698,379	557,728	74,765	632,493
Net incoming/(outgoing) resources being net movement of funds		42,766	(945)	41,821	79,821	20,090	99,911
Transfers between funds		6,500	(6,500)	-	1,434	(1,434)	-
Fund balances brought forward at 1 April		402,501	70,972	473,473	321,246	52,316	373,562
Fund balances carried forward at 31 March		451,767	63,527	515,294	402,501	70,972	473,473

The Consolidated Statement of Financial Activities include all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET

at 31 March 2022

Company Registration No. 3125686

	Note	Group 2022 £	Group 2021 £	Charitable Company 2022 £	Charitable Company 2021 £
Fixed assets					
Tangible fixed assets	10	54,843	68,729	54,843	68,729
Investments	11	-	-	3	3
		54,843	68,729	54,846	68,732
Current assets					
Debtors	12	41,992	40,261	37,810	17,723
Cash at bank		553,291	492,314	452,322	445,946
		595,283	532,575	490,132	463,669
Creditors: amounts falling due within one year	13	(134,832)	(127,831)	(29,684)	(58,928)
Net current assets		460,451	404,744	460,448	404,741
Net assets		515,294	473,473	515,294	473,473
Funds					
Unrestricted funds					
- General fund	14	451,767	402,501	451,767	402,501
Restricted funds	14	63,527	70,972	63,527	70,972
	14	515,294	473,473	515,294	473,473

For the year ending 31 March 2022 the company 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 accounts 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 accounts.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET (Continued)

at 31 March 2022

Company Registration No. 3125686

For the financial year ended 31 March 2022, the company was entitled to exemption from audit under the *Companies Act* 2006, (s, 477 relating to small companies) and the members have not required the company to obtain an audit of its accounts for the year in question in accordance with s. 476

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

The financial statements on pages 11 to 27 were approved by the trustees on and authorised for issue on 12 January 2023 and are signed on its behalf by:

Reverend PIA Howell - Trustee:

PJA Howell

Charity number: 1057458

Company number: 03125686

WILLENHALL COMMUNITY FORUM LIMITED
CONSOLIDATED STATEMENT OF CASHFLOWS
31 March 2022

	2022 £	2021 £
Cashflows from Operating Activities		
Operating Profit for the year	41,821	99,911
Adjustments for:		
Depreciation charged in year	16,578	16,563
(Increase) / Decrease in Debtors	(1,731)	3,120
Increase / (Decrease) in Creditors	7,001	(3,891)
Interest Received	(189)	(151)
Net Cash from Operating Activities	**63,480**	**115,552**
Cashflows from Investing Activities		
Purchase of Fixed Assets during the year	(2,692)	(1,236)
Net Cash from Investing Activities	**(2,692)**	**(1,236)**
Cashflows from Financing Activities		
Interest Received	189	151
Net Cash from Financing Activities	**189**	**151**
Net Increase / (Decrease) in Cash and Cash Equivalents	**60,977**	**114,467**
Cash and Cash Equivalents at beginning of year	**492,314**	**377,847**
Cash and Cash Equivalents at end of year	**553,291**	**492,314**

1 ACCOUNTING POLICIES

a) **Company information**

Willenhall Community Forum Limited is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Willenhall Education, Employment and Training Centre, Robin Hood Road, Coventry, CV3 3AN. (Charity number: 1057458, Company number: 03125686).

b) **Basis of preparation**

The consolidated financial statements have been prepared under the historical cost convention. The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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 1st January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements are prepared in Sterling, which is the functional currency of the company. Monetary amounts in the financial statements are rounded to the nearest £.

c) **Going concern**

As with most charities, the trustees are mindful of the uncertain timing of incoming resources. At the time of approving the financial statements, the trustees have a 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 financial statements.

In early March 2020, the COVID-19 virus was declared a global pandemic. Business continuity, including supply chains and consumer demand across a number of industries and countries, could be severely impacted for months or more, as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic.

The trustees are monitoring the ever changing situation and continue to evaluate the charity's ability to continue to trade on an ongoing and foreseeable basis. However, due to the uncertainty surrounding COVID-19 no adjustments have been made to these financial statements which may arise from the impact of COVID-19 on the charity. Despite the unknown impact COVID-19 may or may not have on the charity under normal circumstances the trustees would have had a reasonable expectation that the charity has adequate resources, thus the trustees would have adopted the going concern basis of accounting.

d) **Basis of consolidation**

The consolidated financial statements incorporate those of Willenhall Community Forum Limited, and its subsidiary, Willenhall Community Forum (Trading) Limited.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Both companies' financial statements are made up to 31st March and employ consistent accounting policies.

e) **Tangible fixed assets and depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold land and buildings	over the period of the lease
Fixtures, fittings and equipment	over 4 years

f) **Investments**

The investment in the trading subsidiary is stated at cost.

g) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

i) **Incoming resources**

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods or;
- The donor has imposed conditions that must be met before the charitable company has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis

Income from charitable activities includes income receivable under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned (as the goods or services are provided). Grants included in this category provide income to support performance activities and are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.
A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

j) **Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Costs of generating funds are those costs incurred in attracting voluntary income and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with carrying out the charitable functions and include both the direct costs and support costs relating to these activities.

Governance costs include those incurred in the governance of the charitable company and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. staff costs by the estimated time spent and other costs by their estimated usage.

k) **Leased assets and obligations**

All leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight-line basis over the lease term.

l) **Retirement benefits**

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charitable group and company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 FINANCIAL ACTIVITIES OF THE CHARITABLE COMPANY

The financial activities shown in the consolidated statement of financial activities includes those of the charitable company's wholly owned subsidiary Willenhall Community Forum (Trading) Limited.

A summary of the financial activities undertaken by the charitable company is set out below.

	2022 £	2021 £
Gross incoming resources	251,343	296,368
Fundraising costs of grants and donations	(3,955)	(3,774)
Charitable activities	(185,222)	(172,752)
Governance costs	(20,345)	(19,931)
Net incoming/(outgoing) resources	41,821	99,911
Total funds brought forward	473,473	373,562
Total funds carried forward	515,294	473,473
Represented by:		
Restricted income funds	63,527	70,972
Unrestricted income funds	451,767	402,501

4 NET INCOMING/(OUTGOING) RESOURCES

	2022 £	2021 £
Net incoming/(outgoing) resources is stated after charging:		
Auditor/Independent examiner's remuneration		
- audit/independent exam	2,532	2,460
Operating leases		
- rent payable	4,600	4,600
- plant and machinery	3,005	7,061
Depreciation of tangible fixed assets		
- owned assets	16,578	16,563

5 TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

None of the trustees received any remuneration or expenses during the current year or previous year. During the year, £1,293 (2021: £1,032) was paid for Trustees Indemnity Insurance.

No trustee or other person related to the charitable company had any personal interest in any contract or transaction entered into by the charitable company during the year (2021: Nil).

6 INVESTMENT INCOME

	Unrestricted 2022	Restricted 2022	Total 2022	Unrestricted 2021	Restricted 2021	Total 2021
Interest Received	189	-	189	151	-	151

7 GRANT INCOME

During the year restricted income grants were received amounting to £35,145 (2021: £84,702), which included £5,011 of Covid Job Retention Scheme grants to support the payment of furloughed employees., and a total of £21,283 from HoE Community Coronavirus Resilience Fund, Feeding Coventry and Coventry City Council to support the work of the Food Hub and Covid response.

Other unrestricted grants amounting to £12,000 (2021: £64,500) were received which included £12,000 of Covid Business ReStart Grants.

None of these amounts are repayable.

8 OTHER INCOME

	Unrestricted 2022	Restricted 2022	Total 2022	Unrestricted 2021	Restricted 2021	Total 2021
Donations	599	3,650	4,249	934	1,306	2,240
Tickets & Events	958	-	958	5,179	-	5,179
Insurance Claim	-	-	-	698	-	698
Employers Allowance	4,000		4,000	4,000	-	4,000
	5,557	**3,650**	**9,207**	**10,811**	**1,306**	**12,117**

9 TOTAL RESOURCES EXPENDED

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2022	Total 2021
	£	£	£	£	£	£
Costs of generating funds (Unrestricted)						
Cost of generating voluntary income	3,599	-	-	356	3,955	3,775
Trading costs	392,612	-	-	72,043	464,655	398,885
Charitable expenditure	93,446	8,732	-	31,246	133,424	135,137
Governance	16,982	-	-	3,363	20,345	19,931
	506,639	8,732	-	107,008	622,379	557,728

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2022	Total 2021
	£	£	£	£	£	£
Costs of generating funds (Restricted)						
Cost of generating voluntary income	-	-	-	-	-	-
Trading costs	21,918	-	-	2,284	24,202	37,150
Charitable expenditure	9,715	7,846	300	33,937	51,798	37,615
Governance	-	-	-	-	-	-
	31,633	7,846	300	36,221	76,000	74,765

Staff costs:	2022 £	2021 £
Wages and salaries	501,271	480,652
Social security costs	29,127	25,093
Pension costs	7,874	7,289
	538,272	513,034
	Number	**Number**
Average number of persons employed by the group was as follows;	38	37

There were no employees whose emoluments exceeded £60,000 (2021: Nil).

Redundancy payments of £Nil were included in the above staff costs in the year ended 31st March 2022 (2021: £Nil).

The total amount of employee benefits received by key personnel is £32,292 (2021: £30,635)

9 TOTAL RESOURCES EXPENDED (Continued)

	2022 £	2021 £
Support costs include:		
Rent and room hire	19,010	11,507
General and water rates	2,922	257
Light and heat	20,178	14,663
Insurance	7,922	7,662
Office expenses	15,068	15,444
Advertising	360	360
Repairs and renewals	20,047	8,443
Medical supplies and cleaning	6,324	4,377
General supplies	16,825	6,932
Training	4,025	1,259
Nursery resources and activity	7,612	4,494
Events and projects	4,731	14,333
Travel and expenses	1,095	581
Sundry expenses	7,140	5,690
Professional fees	10,084	7,121
Bank and credit charges	1,165	934
Bad debts recovered	(1,981)	(2,131)
Bad debts	702	471
	143,229	102,396

10 TANGIBLE FIXED ASSETS

Group and charitable company	Leasehold land and buildings £	Fixtures fittings & equipment £	Total £
Cost			
1 April 2021	773,460	335,710	1,109,170
Additions	-	2,692	2,692
31 March 2022	773,460	338,402	1,111,862
Depreciation			
1 April 2021	712,429	328,012	1,040,441
Charge for year	13,563	3,015	16,578
31 March 2022	725,992	331,027	1,057,019
Net book amount			
31 March 2022	47,468	7,375	54,843
31 March 2021	61,031	7,698	68,729

Future capital commitments

There were no capital commitments at 31 March 2022 (2021: £Nil)

11 FIXED ASSET INVESTMENT

	Investment in subsidiary undertaking £
Cost	
At 31 March 2022 and 31 March 2021	3

The parent charitable company holds the whole of the equity share capital of Willenhall Community Forum (Trading) Limited, a company incorporated in England. Its principal activity is to raise funds for the charitable company, this includes nursery care, room hire and functions.

All activities have been consolidated on a line by line basis in the SOFA. The total net profit is gifted to the charitable company.

A summary of the results of the subsidiary is shown below:

	2022 £	2021 £
Turnover	524,682	426,896
Cost of sales	(450,309)	(411,375)
Gross profit	74,373	15,521
Administrative expenses	(38,548)	(24,661)
Interest receivable	-	-
Other operating income	9,209	52,067
	45,034	42,927
Gift aid to Willenhall Community Forum Limited	(45,034)	(42,927)
Retained in the company	-	-

The aggregate of the assets, liabilities and funds was as follows:

Assets	118,780	91,514
Liabilities	(118,777)	(91,511)
Funds (representing 3 ordinary shares of £1 each (2021: 3) and a profit and loss account of £Nil (2021: £Nil)	3	3

12 DEBTORS	Group 2022 £	Group 2021 £	Charitable Company 2022 £	Charitable Company 2021 £
Trade debtors	14,528	19,942	8,851	7,471
Amounts due from subsidiary undertaking	-	-	13,629	-
Other debtors	-	260	-	260
Prepayments and accrued income	27,464	20,059	15,330	9,992
	41,992	40,261	37,810	17,723

13 CREDITORS

	Group 2022 £	Group 2021 £	Charitable Company 2022 £	Charitable Company 2021 £
Amounts falling due within one year:				
Trade creditors	22,854	18,861	5,592	904
Amounts due to subsidiary undertaking	-	-	-	22,608
Other taxation and social security	6,283	4,907	6,283	4,907
Other creditors	7,775	6,087	7,775	6,087
Accruals and deferred income	97,920	97,976	10,034	24,422
	134,832	127,831	29,684	58,928

Deferred income

Included in accruals and deferred income above is the following deferred income:

	2022 £
Deferred income brought forward	73,828
Recognised in the year	84,250
Released in the year	(73,828)
Deferred income carried forward	84,250

Deferred income relates mainly to nursery funding received within the trading company.

14 STATEMENT OF FUNDS

	Balance 31 March 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2022 £
General reserves	402,501	665,145	(622,379)	6,500	451,767
Restricted funds					
Access to Volunteering Fund	2,000	-	-	(2,000)	-
2 yr old Capacity Grant	35,309	-	(7,847)	-	27,462
Early Years Pupil Premium	7,873	9,402	(1,156)	-	16,119
Early Years Disability Access	1,845	3,075	(254)	-	4,666
Pupil Premium PEP	100	100	-	-	200
High Needs Top Up	505	1,766	(875)	-	1,396
Sen Inclusion Funding	-	12,707	(12,707)	-	-
Whitefriars Housing Community Pride	4,500	-	-	(4,500)	-
Willenhall Food Hub	15,486	26,523	(29,175)	-	12,834
Vinci UK Foundation	491	-	(491)	-	-
Clarion Community Investment	2,863	716	(3,579)	-	-
Coventry UK City of Culture Trust	-	2,250	(2,250)	-	-
HAF Programme	-	3,146	(3,146)	-	-
Persimmon Homes Community Champions	-	1,000	(300)	-	700
The Soil Association	-	150	-	-	150
Job Retention Scheme Grant	-	14,220	(14,220)	-	-
Total restricted funds	70,972	75,055	(76,000)	(6,500)	63,527
Total funds	473,473	740,200	(698,379)	-	515,294

14 STATEMENT OF FUNDS (Continued)

	Balance 31 March 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2021 £
General reserves	321,246	637,549	(557,728)	1,434	402,501
Restricted funds					
Access to Volunteering Fund	2,000	-	-	-	2,000
2 yr old Capacity Grant	43,155	-	(7,846)	-	35,309
Early Years Pupil Premium	1,431	6,952	(510)	-	7,873
Early Years Disability Access	1,230	615	-	-	1,845
Pupil Premium PEP	-	100	-	-	100
High Needs Top Up	-	517	(12)	-	505
Sen Inclusion Funding	-	663	(663)	-	-
Whitefriars Housing Community Pride	4,500	-	-	-	4,500
Willenhall Food Hub	-	41,490	(24,423)	(1,581)	15,486
Vinci UK Foundation	-	4,930	(4,439)	-	491
Clarion Community Investment	-	2,863	-	-	2,863
Coventry & District Charitable Trust	-	440	(348)	(92)	-
Coventry General Charities	-	320	(559)	239	-
Job Retention Scheme Grant	-	35,965	(35,965)	-	-
Total restricted funds	52,316	94,855	(74,765)	(1,434)	70,972
Total funds	373,562	732,404	(632,493)	-	473,473

Restricted funds are held for the following purposes:

Access to Volunteering Fund
A grant from the Charities Aid Foundation (CAF) to install an induction loop system and PA at the Hagard Community Space so that those with limited hearing can attend and volunteer at events, deliver sessions and participate in community meetings.

2 yr old Capacity Grant
Funding received from Coventry City Council for capital costs at both childcare settings for an increase in the number of two-year old children and promotion of the early learning for two-year olds' funding to eligible families.

Early Years Pupil Premium
Additional funding for early years settings to improve the education they provide for disadvantaged 3 and 4 year olds.

Early Years Disability Access
From April 2017 the Disability Access Fund (DAF) is new funding for early years providers to support children with disabilities or special educational needs.

14 STATEMENT OF FUNDS (continued)

Pupil Premium PEP
Extra funding provided by the Government to help narrow the attainment gap between looked after children and other children. Receipt of the Pupil Premium is dependent on submission of a high-quality Personal Education Plan (PEP)

High Needs Top Up
Funding for provision identified in the education, health and care plan for children with special education needs who need more support than is available through special education needs support.

SEN Inclusion Funding
Special Education Needs Inclusion Fund (SENIF) funding is government funding to help providers deliver early intervention for children presenting with emerging or complex needs

Whitefriars Housing Community Pride
Grant funding received to pilot a School Bank project in the Willenhall area providing on site banking for children and raising their financial awareness.

Willenhall Food Hub
Supporting people from Willenhall and Binley in financial hardship and food poverty.
Funding has been received from the National Lottery covid-19 response, Heart of England Community Foundation coronavirus resilience fund, Severn Trent Water community fund and Groundwork UK.

Vinci UK Foundation
Financial support received for refurbishment of room R1 at the Hagard Community Space, including furniture and flooring.

Clarion Community Investment
Clarion Futures Recovery and Resilience grants programme 'Willenhall comes through' project for a jobs club supporting people into work at the Hagard Community Space.

Coventry UK City of Culture Trust
Contribution for Theatre Next Door participation at the Hagard Community Space.

HAF Programme
Grant funding through Coventry City Council Holiday Club and Holiday Activities for children in receipt of benefits at the Hagard Community Space July to August 2021

Persimmon Community Champions
An award from Persimmon's Community Champions scheme to help local community groups based in the Hagard Community Space.

The Soil Association
A Food for Life Get Togethers Plant and Share small grant to fund a plant and Share activity in the community allotment.

Job Retention Scheme Grant
Grants received under the Job Retention Scheme are intended specifically to support the payment of wages for employees furloughed due to covid-19.

15 ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £ 2022	Net Current Assets £ 2022	Total £ 2022	Tangible fixed assets £ 2021	Net Current Assets £ 2021	Total £ 2021
Restricted funds						
Access to Volunteering Fund	-	-	-	-	2,000	2,000
2 yr old capacity grant	27,462	-	27,462	35,309	-	35,309
Early Years Pupil Premium	-	16,119	16,119	-	7,873	7,873
Early Years Disability Access	-	4,666	4,666	-	1,845	1,8450
Pupil Premium PEP	-	200	200	-	100	100
High Needs Top Up	-	1,396	1,396	-	505	505
Whitefriars Housing Community Pride	-	-	-	-	4,500	4,500
Willenhall Food Hub	-	12,834	12,834	-	15,486	15,486
Vinci UK Foundation	-	-	-	-	491	491
Clarion Community Investment	-	-	-	-	2,863	2,863
Persimmon Community Champions	-	700	700	-	-	-
The Soil Association	-	150	150	-	-	-
	27,462	36,065	63,527	35,309	35,663	70,972
Unrestricted funds	27,381	424,386	451,767	33,420	369,081	402,501
	54,843	460,451	515,294	68,729	404,744	473,473

16 COMMITMENTS UNDER OPERATING LEASES

At 31 March 2022, the group has outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	7,605	11,661
Between two and five years	15,074	21,736
After more than five years	-	-
	22,679	33,397

17 RELATED PARTY TRANSACTIONS

During the period 1 April 2021 to 31 March 2022 Willenhall Community Forum Trading Limited rented premises at an arm's length basis from Willenhall Association Trust at a cost of £13,934 (2021: £7,715).
R M McAuley was a Trustee of both Willenhall Community Forum Limited and Willenhall Association Trust during this period.

WILLENHALL COMMUNITY FORUM LIMITED

England & Wales - Charity number 1057458

Accounts

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

31 March 2021

Registered No. 03125686
Charity Registered No. 1057458

WILLENHALL COMMUNITY FORUM LIMITED

REPORT AND FINANCIAL STATEMENTS

For the year ended 31 March 2021

Registered No. 03125686
Charity Registered No. 1057458

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WILLENHALL COMMUNITY FORUM LIMITED
TRUSTEES' ANNUAL REPORT
31 March 2021

The trustees who are the directors of the charitable company present their report and the independently examined financial statements for the year ended 31 March 2021.

REFERENCE AND ADMINISTRATIVE INFORMATION

Charity name	Willenhall Community Forum Limited
Company Registered Number	03125686
Registered Charity Number	1057458
Company Registered Office	Willenhall Education, Employment and Training Centre Robin Hood Road Coventry CV3 3AN

Trustees
The trustees of the charitable company during the year to 31 March 2021 were as follows:

Reverend P I A Howell
Mrs R M McAuley
Mrs I M Weir
Mrs C E Thomas
Mr D Chater

Secretary
Mrs M E Metcalf

Senior Management team
Mrs M E Metcalf

Others

Independent Examiners	Azets Audit Services 3mc Middlemarch Business Park Siskin Drive Coventry Warwickshire CV3 4FJ
Bankers	Unity Trust Bank Plc Four Brindley Place Birmingham B1 2HB
Solicitors	Rotherham & Co 8/9 The Quadrant Coventry CV1 2EG

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution of the charitable company

The charitable company was incorporated under the Companies Act 1985 on 14 November 1995 as a company limited by guarantee and not having a share capital. Its Governing Instruments are its Memorandum and Articles of Association which empowers the trustees to manage the business of the charitable company and, at their discretion admit full or associate members. Only full members may vote in General Meeting.

The company was awarded charitable status by the Charity Commission on 10 August 1996.

Organisational Structure

The organisation has a main board made up of all Trustees and Directors. The charitable company owns the whole of the equity share capital of a subsidiary trading company, Willenhall Community Forum (Trading) Limited, which has a directorship that is expected to be made up of 66% of directors/trustees from the main board and 33% independent membership. At 31 March 2021 the trading company had one director who was independent of the main board. Both boards meet simultaneously on a regular basis and reports are made from the trading company to the main board and vice versa. Joint decisions and discussions take place and are approved at a full board meeting.

Senior staff employed by the organisation produce monthly reports to the main board. Staff representatives attend the main board meeting. Representatives from appropriate stakeholders are invited to attend meetings to observe. This grouping comprises mainly relevant interested parties.

Election of Trustees/Directors

The Directors and Trustees are nominated on an annual basis from the representative organisational base. This base includes community and voluntary organisations providing services in Willenhall and Willenhall Wood that are alike to the aims of the organisation.

Each organisation nominates/elects a "voluntary" representative from their membership or user group. This representative may change on an annual basis.

Nominations are presented to the Annual General Meeting and the voting takes place from within the membership to accept/reject new members.

Trustee induction and training

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making process, the business plan and recent financial performance of the charitable company. During the induction they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Remuneration of key management personnel

The Directors consider that the Board of Directors, who are the charity's Trustees, and the Centre Manager comprise the key management personnel for the governance, running and operation of the charity on a day to day basis. All directors give of their time freely and no director received any remuneration in the year. The pay of the senior staff is reviewed annually by the trustees.

Volunteers

There are three regular volunteers who help in Eric's Community Café and the Hagard Community Space and we have also been fortunate to have a regular volunteer who supports our food hub.

Without the support of the volunteers much of the work would not be done. The impact of the volunteers in Eric's café means we can open five days a week offering food and drink at affordable prices to our community.

Risk Management

The Forum continues to take risk management seriously and assesses the risks of new and pilot services and projects whenever they are planned. Legal risks continue to be monitored to ensure that prevention of risk is addressed and protection is adequate where this is required.

The organisation takes a continuous improvement approach to risk and uses regular risk assessment to improve the state of the organisation, its services, assets and staffing.

OBJECTIVES AND ACTIVITIES

The charitable company's objects are the relief of the inhabitants of Willenhall and Willenhall Wood and the surrounding area by associating with the local authorities, voluntary organisations and local inhabitants in a common effort to provide, or assist in the provision of, facilities for education and recreation or other leisure-time occupations for the inhabitants and in particular to provide and maintain an education, training and advice centre.

The policies adopted in order to further the Charitable Objectives are:

a) To fully extend and develop a range of opportunities available to local people at the Willenhall Education, Employment and Training Centre.
b) To develop and build on our growing relationship with members of the local community and prioritise those who are most isolated.
c) To further links with partnership agencies in order to target those with the greatest need.
d) To implement strategies to develop and enhance the service available at our on-site childcare provision.
e) To ensure that our community centre delivers a range of service and activities which are accessible to local people.
f) To develop pilot activities to encourage younger people to become more engaged in the community in which they live.
g) To create greater opportunity for the involvement of local residents in the services and projects that the Forum deliver.

ACHIEVEMENTS AND PERFORMANCE

The WCF team are an exceptional group of people; some were furloughed during the lockdown but there were a key number of the team who remained in work, ensuring that all our essential services were open and able to support some of the city's front-line workers and some of the most vulnerable in our community.

Willenhall Community Forum has been heavily impacted from the pandemic; activities and groups stopped running during the lockdown periods and have been slow to return, although in recent months we have seen an increase in people requesting room hire. Throughout the lockdown many staff members were on furlough, and those in work continued to work hard to ensure we were able to deliver core services, such as 'child day care' and 'Willenhall food hub' plus support the local food bank each week. We continue to strive to work with all of our Stakeholders to maximise resources and deliver services in the area to our most vulnerable clients.

We have been able to attract Pet-xi a company who seek to support people into paid employment and CAP (Christians against poverty) who attend each Wednesday offering support to anyone who seeks it.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

It is down to the dedication and loyalty of the staff team that we remain a dynamic and focussed organisation working with some of the most disengaged families in our community. The experience that the team draw on is well grounded in working with our communities to give them a voice.

Whatever the future may hold for the organisation, it is still important that our core work continues "to build a better and stronger Willenhall through the active involvement of the community to find solutions to local problems" in line with our established delivery objectives:

- Unemployment & Worklessness
- Poverty and Disadvantage
- Children & Young People
- Inclusion & Cohesion
- Isolation
- Leisure, Learning and lifestyles changes

There is an ongoing dialogue to measure the effectiveness of the work and our commitment to the community involvement whilst recognising that we are competing with other local organisations in a variety of settings for funding. Why do we do this? It is because we believe in the work we do and the area in which we live and serve.

Against this backdrop for the year the organisation is pleased to be able to offer the following review of the current activities, projects and services:

Staff Training and Development

Throughout this year we have focussed on staff training and making sure that we are all up to date and identifying our training needs to address the requirements of the service and to look at the personal development of our team.

General Employment Support

Willenhall Community Forum continues to work with Reed in Partnership, providing 1:1 support for people who are unemployed, underemployed or seeking new ventures. This support is provided from the Hagard centre, two days per week or remotely during lock down, (lockdown periods were extensive during 2021 due to the Covid-19 pandemic). Support is provided to create or amend CVs, job searches, interview techniques, presenting at interview. Clients are also offered benefit advice and budget control advice. A jobs club, where clients can gain access to laptops, internet and support from peers and professionals is planned for 2020/21, the sessions will be in addition to the 1:1 session.

Pet-xi joined us at the Hagard on Wednesday, doing similar work to Reed in Partnership, supporting residents who are seeking paid employment

The WEET Centre was locked down for several months during 2021, again due to Covid 19. From July we have seen a return of some of the faith groups, and Adult Education, who continue with their support for people with learning disabilities and provide other courses supporting adults with English and ESOL.

WCF has linked with Woodside family hub, a centre operated by officers from Coventry City Council with links to other professional services. Together we were able to offer school uniform and volunteer opportunities.

Poverty and Disadvantage

- **FareShare**

The support from FareShare is invaluable in providing food sources for the food bank and food hub as well as providing snacks and meals for nursery children and other local residents. The weekly food deliveries are tremendous value for money and allows us to provide nutritious and varied food options. This results in a reduction in our food bill and also enables us to donate ambient food items to our local foodbank.

In addition to the above we have been able to support a range of free activities for local community including:

- The HAF programme – offering high quality food and learning activities for children who were entitled to free school meals
- Refreshments during Peace festival week
- Food items from Eric's, our community café
- Children's activities and parties, including Halloween and Christmas
- Free breakfast club each Saturday – thank you to Franklin

- **Willenhall Market**

The market has continued to add a valuable contribution to the local economy and provide a vital service to the local residents. During the Winter and during lock down we have seen traders providing a service to the community. Some stalls selling essential items remained with us during the lock down period.

- **Fun days and Outings**

During 2020 Covid-19, lock downs and social distancing has resulted in us not being able to provide all the events and outings we would normally aim to deliver.

We were able to support the Peace Festival 2021. Eric's, our community café, offered freshly prepared and cooked roast dinners every Monday and high quality freshly cooked meals/sandwiches and snacks during the rest of the week. WCF working with members from the local history group and Willenhall library created a display of pictures, stories and articles taken during and just after the Coventry Blitz.

The Hagard remains a great support to the Remembrance service. With the support from our craft group we are able to offer 'pledge/memorial Doves' where residents are able to make a pledge of peace and/or remember a lost one and the Doves are hung on a tree. The service, overseen by local vicar Rev Pam Howell, is always well attended by local residents and primary schools. All are invited back into the Hagard for a hot drink, biscuit and friendly conversation.

Children and Young people

- **Eureka Nursery**

Remained open during all lockdowns providing essential support for parents working on the front line.

Some of the team were furloughed and those remaining in work were put into bubbles. A special thank you to the team.

The nursery has continued to work on improving the environment for the children and staff. There have been changes to the outdoor space, a new play shed, decking and fencing and a raised level which is now used to develop young people's road crossing and highway awareness. Internally they have had all the rooms and doors freshly painted.

Coventry city council's Adult Education service, local Colleges and Social Services continue to use places at the provision alongside local parents. The provision continues to include parents, grandparents and carers. Unfortunately, due to the impact of Covid-19 the nursery has not been able to host the family events it would like to have done. They have though been finding ways in which the children can still be part of seasonal events and have fun, Halloween dressing up time, Children in need fund raising and spotty day, Christmas party with gifts from Santa. The nursery and its staff continue to set high standards; a centre which Willenhall community forum are proud to have as part of its portfolio.

- **Eureka Discovery Hut**

Childcare was available for up to 44 children aged 2-4 years, all of whom were receiving state vouchers. Staff work closely with the children's parents/carers to ensure that the children's needs, some of which are SEN, are met and compliment home and nursery activities.

- **Safe guarding children**

Safe guarding children continues to be a high priority for staff, and staff continue to receive a range of safeguarding courses as part of our organisation's commitment to safeguarding. Staff attend and support CAF meetings. Willenhall community forum has 3 representatives on the governing boards of 2 local primary schools, Willenhall community primary and Stretton Church of England Academy. This enables closer working relationships with schools and provide the Forum with opportunities to network and work closely with schools. The schools are keen to support local events and join in activities when possible.

Inclusion and Cohesion

Bringing the community together throughout the year is a vital part of our engagement and outreach. During this year it has been particularly challenging, due to lockdown and social distancing. We have though continued to offer activities and social engagement at various times throughout the year

- St George's Day
- Thursday Craft group
- Peace Festival
- Remembrance service
- Halloween and Christmas events

- **The Hagard Community Space**

The Hagard has been the centre where many people can find a warm welcome, take part in activities, delivered by residents for residents. Eric's our community café is also sited within the Hagard. This year we opened Willenhall food hub, a shop where people who are finding themselves in financial hardship can find affordable food packages, support and advice. We were also able to support the campaign to feed families with school aged children during school holidays. During the summer weeks over 100 food parcels per week were collected by parents/carers.

The Hagard remained open throughout ensuring that both the food hub and food bank were able to support some of the most vulnerable and in need of support. In the first lock down the centre was available 7 days a week at various times.

We should acknowledge the hard work done by WCF staff and volunteers of both the food hub and food bank, all of whom were without question caring and so very vital, without them many more people across Binley and Willenhall would have suffered even more. It is estimated that 1000's of people received support from either the food bank or food hub.

The range of activities presently taking place at the Hagard Community Space are as follows:

- Credit Union
- Line Dancing
- YMCA
- Car boot and market
- Willenhall local history group
- Arabic classes
- Grangers Club
- Eric's community café
- Willenhall food bank
- Willenhall food hub
- Let's get crafty
- Karate Classes
- Willenhall library
- Reed in Partnership
- CAP
- Pet-xi
- Halloween fun tea time
- Christmas lunch during December - Santa comes to the Hagard
- Christmas fete
- Christmas family disco
- Christmas panto
- Lateral Flow Testing (weekly)

Willenhall 'e'focus magazine

The content remains focused on local interest and a hard copy can be found in the local library

The editing team have a wide range of expertise and together they have created an interesting local topical newsletter. Issues come out each quarter with a special edition for Christmas.

Supporting smaller and developing groups

We continue with our support to residents and groups in the area. Activities have reduced during 2021, due to lockdown and social distancing. We do continue to link with group leaders and encourage them to return to the community as soon as government guidance allows. We continue in our belief that the residents are the key to keeping a healthy active community, both in body and mind.

Neighbourhood Planning

Willenhall has seen no new development during 2021, existing developments from previous years have matured and reached their goals. New developments for 2021, on the Severn Trent land have gone to public consultation. Planning permissions are yet to be given, and we are awaiting the end of the consultation and further proposals from developers.

Future Plans

At the end of December 2021 WCF will say goodbye to Maureen Metcalf, their General Manager since January 2017. We would sincerely like to thank her for all her contributions in supporting the team at WCF, the charity to reach new goals and most importantly to keep us focused on how we can continue to support our local community.

We will welcome the new General Manager, who we are confident will lead us into a successful 2022/23 and beyond.

The impact of Covid 19 and instruction from government has seen a reduction of room hire and service demand, resulting in a loss of income. We remain positive and confident that 2022/23 will be a good year for Willenhall and for WCF.

We shall continue to keep on top of maintenance and repairs, ensuring that venues are fit for purpose and offer a safe and comfortable environment for all users and staff.

We shall pick up links with other service providers in Willenhall with a view of recruiting and training volunteers. Volunteers will be able to share their skills, learn new skills and support various groups and projects in the area.

To continue applying for grants/funding which will help us to sustain our being and replace resources and enhance our venues.

We will work with other groups and service providers in the area, so we are all able to provide a solid support group to the community.

FINANCIAL REVIEW

The financial statements show total income of £732,404, an increase of £28,691 on 2020 and total expenditure of £632,493, a decrease of £9,569 on 2020. This has led to net income of £99,911 for the year compared to net income of £61,651 in 2020.

Principal funding sources

As a result of increasing constraints on local authority expenditure the charity has to seek funding from a broader group of agencies. The principal funding sources are the income generated from the hiring of facilities at our centres and the gift aided profits of the trading subsidiary.

Investment policy

A prudent amount is retained in reserves each year and there have been few funds for long term investment.

Reserves policy

Objectives of the reserves policy

To ensure that all reserves accumulated will be used to meet the following objectives:

- To resource the central core functions of the organisation. This includes management, administration and building running costs.
- To fund material building maintenance considering the age of the property.
- To provide for potential redundancy.
- To assist in piloting new and innovative areas of work that will not attract main stream funding.

Reserves policy and going concern

The Trustees aim to maintain general reserves in unrestricted funds (that is those funds not tied up in fixed assets, designated funds and restricted funds) at a level that considers the financial requirements of the charity. This would include anticipated income, future funding and expenditure to which the charity is committed. The charity does not have the security of long-term funding; cash flow and continuity of funding have been identified among the main risks facing the charity. Therefore, it is the view of the trustees that a sufficient level of reserves are held to maintain the financial viability of the charity and considers the most appropriate level of free reserves at 31 March 2021 would be six month's operating costs (approx £110,000).

The actual free reserves at 31 March 2021 were £369,081.

The trustees have reviewed the circumstances and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future and are of the view that the charity is a going concern.

Third party indemnity provision for trustees

Qualifying third party indemnity provision is in place for the benefit of all trustees of the charitable company and the subsidiary company Willenhall Community Forum (Trading) Limited.

CONNECTED CHARITIES AND ORGANISATIONS

During the course of the financial year we have worked harmoniously and productively with a range of organisations in order to maximize the impact of our work and better meet our charitable objectives.

We have worked with the following Registered Charities:

- Groundwork West Midlands
- Willenhall Association Trust (The Hut)
- West Midlands Housing Group – Clarion
- Coventry & Warwickshire YMCA
- Betty Ennis foundation

We have also worked closely with the following voluntary and community organisations:

- St John the Divine Church
- Supported Remembrance Sunday – annual service on the Village Green
- Adult Education Coventry
- Woodside, Willenhall, Coventry – including working together to support residents into voluntary practice
- Willenhall Library
- Coventry Community Centres Group / community food hubs
- Coventry City Council Resilience team
- YMCA
- Reed in Partnership
- CAP

On behalf of the Board

P I A Howell – Trustee

D Chater - Trustee

6/12/2021

WILLENHALL COMMUNITY FORUM LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE MEMBERS OF WILLENHALL COMMUNITY FORUM LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 11 to 27.

Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts 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 accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities

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.

Robert Anderson FCA

Azets Audit Services
3mc Middlemarch Business Park
Siskin Drive
Coventry
Warwickshire
CV3 4FJ

Date 8/12/21

WILLENHALL COMMUNITY FORUM LIMITED

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE)

for the year ended 31 March 2021

	Note	Unrestricted Funds £	Restricted Funds £ (Note 13)	Total 2021 £	Unrestricted Funds £	Restricted funds £	Total 2020 £
Incoming resources							
Activities for generating funds							
Trading income (incl. trading subsidiary income)		562,087	8,847	570,934	676,723	10,676	687,399
Investment income	6	151	-	151	1,001	-	1,001
Incoming resources from charitable activities							
Grants receivable	7	64,500	84,702	149,202	-	2,000	2,000
Other income	8	10,811	1,306	12,117	13,313	-	13,313
Total incoming resources		**637,549**	**94,855**	**732,404**	**691,037**	**12,676**	**703,713**
Resources expended							
Cost of generating funds							
Costs of generating voluntary income		3,775	-	3,775	3,459	-	3,459
Trading costs (incl. trading subsidiary expenditure)		398,885	37,150	436,035	428,317	18,324	446,641
Charitable activities		135,137	37,615	172,752	160,626	12,033	172,659
Governance costs		19,931	-	19,931	19,303	-	19,303
Total resources expended	9	557,728	74,765	632,493	611,705	30,357	642,062
Net incoming/(outgoing) resources being net movement of funds		79,821	20,090	99,911	79,332	(17,681)	61,651
Transfers between funds		1,434	(1,434)	-	(94)	94	-
Fund balances brought forward at 1 April		321,246	52,316	373,562	242,008	69,903	311,911
Fund balances carried forward at 31 March		402,501	70,972	473,473	321,246	52,316	373,562

The Consolidated Statement of Financial Activities include all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET

at 31 March 2021

Company Registration No. 3125686

	Note	Group 2021 £	Group 2020 £	Charitable Company 2021 £	Charitable Company 2020 £
Fixed assets					
Tangible fixed assets	10	68,729	84,056	68,729	84,056
Investments	11	-	-	3	3
		68,729	84,056	68,732	84,059
Current assets					
Debtors	12	40,261	43,381	17,723	22,781
Cash at bank		492,314	377,847	445,946	348,995
		532,575	421,228	463,669	371,776
Creditors: amounts falling due within one year	13	(127,831)	(131,722)	(58,928)	(82,273)
Net current assets		404,744	289,506	404,741	289,503
Net assets		473,473	373,562	473,473	373,562
Funds					
Unrestricted funds					
- General fund	14	402,501	321,246	402,501	321,246
Restricted funds	14	70,972	52,316	70,972	52,316
	14	473,473	373,562	473,473	373,562

For the year ending 31 March 2021 the company 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 accounts 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 accounts.

WILLENHALL COMMUNITY FORUM LIMITED

BALANCE SHEET (Continued)

at 31 March 2021 Company Registration No. 3125686

For the financial year ended 31 March 2021, the company was entitled to exemption from audit under the *Companies Act* 2006, (s, 477 relating to small companies) and the members have not required the company to obtain an audit of its accounts for the year in question in accordance with s. 476

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

The financial statements on pages 11 to 27 were approved by the trustees on and authorised for issue on .....6/12/.....2021 and are signed on its behalf by:

Reverend PIA Howell - Trustee:

P I A Howell

Charity number: 1057458

Company number: 03125686

WILLENHALL COMMUNITY FORUM LIMITED
CONSOLIDATED STATEMENT OF CASHFLOWS
31 March 2021

	£
Cashflows from Operating Activities	
Operating Profit for the year	99,911
Adjustments for:	
Depreciation charged in year	16,563
(Increase) / Decrease in Debtors	3,120
Increase / (Decrease) in Creditors	(3,891)
Interest Received	(151)
Net Cash from Operating Activities	**115,552**
Cashflows from Investing Activities	
Purchase of Fixed Assets during the year	(1,236)
Net Cash from Investing Activities	**(1,236)**
Cashflows from Financing Activities	
Interest Received	151
Net Cash from Financing Activities	**151**
Net Increase / (Decrease) in Cash and Cash Equivalents	**114,467**
Cash and Cash Equivalents at beginning of year	**377,847**
Cash and Cash Equivalents at end of year	**492,314**

1 ACCOUNTING POLICIES

a) **Company information**

Willenhall Community Forum Limited is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Willenhall Education, Employment and Training Centre, Robin Hood Road, Coventry, CV3 3AN. (Charity number: 1057458, Company number: 03125686).

b) **Basis of preparation**

The consolidated financial statements have been prepared under the historical cost convention. The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) "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 1st January 2019)", Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and the Companies Act 2006.

The financial statements are prepared in Sterling, which is the functional currency of the company. Monetary amounts in the financial statements are rounded to the nearest £.

c) **Going concern**

As with most charities, the trustees are mindful of the uncertain timing of incoming resources. At the time of approving the financial statements, the trustees have a 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 financial statements.

In early March 2020, the COVID-19 virus was declared a global pandemic. Business continuity, including supply chains and consumer demand across a number of industries and countries, could be severely impacted for months or more, as governments and their citizens take significant and unprecedented measures to mitigate the consequences of the pandemic.

The trustees are monitoring the ever changing situation and continue to evaluate the charity's ability to continue to trade on an ongoing and foreseeable basis. However, due to the uncertainty surrounding COVID-19 no adjustments have been made to these financial statements which may arise from the impact of COVID-19 on the charity. Despite the unknown impact COVID-19 may or may not have on the charity under normal circumstances the trustees would have had a reasonable expectation that the charity has adequate resources, thus the trustees would have adopted the going concern basis of accounting.

d) **Basis of consolidation**

The consolidated financial statements incorporate those of Willenhall Community Forum Limited, and its subsidiary, Willenhall Community Forum (Trading) Limited.

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Both companies' financial statements are made up to 31st March and employ consistent accounting policies.

e) **Tangible fixed assets and depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Leasehold land and buildings	over the period of the lease
Fixtures, fittings and equipment	over 4 years

f) **Investments**

The investment in the trading subsidiary is stated at cost.

g) **Debtors and creditors receivable/payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

h) **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The aim and use of each restricted fund is set out in the notes to the financial statements.

i) **Incoming resources**

Voluntary income including donations, gifts and legacies and grants that provide core funding or are of a general nature are recognised when there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods or;
- The donor has imposed conditions that must be met before the charitable company has unconditional entitlement.

Income from commercial trading activities is recognised as earned (as the related goods and services are provided).

Investment income is recognised on a receivable basis

Income from charitable activities includes income receivable under contract or where entitlement to grant funding is subject to specific performance conditions and is recognised as earned (as the goods or services are provided). Grants included in this category provide income to support performance activities and are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability.

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.
A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

j) **Resources expended**

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods and services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

Costs of generating funds are those costs incurred in attracting voluntary income and those incurred in trading activities that raise funds.

Charitable activities include expenditure associated with carrying out the charitable functions and include both the direct costs and support costs relating to these activities.

Governance costs include those incurred in the governance of the charitable company and its assets and are primarily associated with constitutional and statutory requirements.

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources e.g. staff costs by the estimated time spent and other costs by their estimated usage.

k) **Leased assets and obligations**

All leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight-line basis over the lease term.

2 JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the charitable group and company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision only affects that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 FINANCIAL ACTIVITIES OF THE CHARITABLE COMPANY

The financial activities shown in the consolidated statement of financial activities includes those of the charitable company's wholly owned subsidiary Willenhall Community Forum (Trading) Limited.

A summary of the financial activities undertaken by the charitable company is set out below.

	2021 £	2020 £
Gross incoming resources	296,368	257,072
Fundraising costs of grants and donations	(3,774)	(3,459)
Charitable activities	(172,752)	(172,659)
Governance costs	(19,931)	(19,303)
Net incoming/(outgoing) resources	99,911	61,651
Total funds brought forward	373,562	311,911
Total funds carried forward	473,473	373,562
Represented by:		
Restricted income funds	70,972	52,316
Unrestricted income funds	402,501	321,246

4 NET INCOMING/(OUTGOING) RESOURCES

	2021 £	2020 £
Net incoming/(outgoing) resources is stated after charging:		
Auditor/Independent examiner's remuneration		
- audit/independent exam	2,460	2,400
Operating leases		
- rent payable	4,600	4,600
- plant and machinery	7,061	7,111
Depreciation of tangible fixed assets		
- owned assets	16,563	15,228

5 TRUSTEE REMUNERATION AND RELATED PARTY TRANSACTIONS

None of the trustees received any remuneration or expenses during the current year or previous year. During the year, £1,032 (2020: £929) was paid for Trustees Indemnity Insurance.

No trustee or other person related to the charitable company had any personal interest in any contract or transaction entered into by the charitable company during the year (2020: Nil).

6 INVESTMENT INCOME

	Unrestricted 2021	Restricted 2021	Total 2021	Unrestricted 2020	Restricted 2020	Total 2020
Interest Received	151	-	151	1,001	-	1,001

7 GRANT INCOME

During the year restricted income grants were received amounting to £84,702 (2020: £2,000), which included £35,964 of Covid Job Retention Scheme grants to support the payment of furloughed employees., £23,384 from the National Lottery to support the response to Covid and £12,800 from HoE Community to support the work of the Food Hub and Covid response.

Other unrestricted grants amounting to £64,500 (2020: Nil) were received which included £44,500 of Covid Business Support Grants and £20,000 received to run the PTC Programme.

None of these amounts are repayable.

8 OTHER INCOME

	Unrestricted 2021	Restricted 2021	Total 2021	Unrestricted 2020	Restricted 2020	Total 2020
Donations	934	1,306	2,240	2,074	-	2,074
Tickets & Events	5,179	-	5,179	5,239	-	5,239
Insurance Claim	698	-	698	-	-	-
Employers Allowance	4,000		4,000	3,000	-	3,000
Settlement of Lease Agreement	-	-	-	3,000	-	3,000
	10,811	**1,306**	**12,117**	**13,313**	**-**	**13,313**

9 TOTAL RESOURCES EXPENDED

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2021	Total 2020
	£	£	£	£	£	£
Costs of generating funds (Unrestricted)						
Cost of generating voluntary income	3,438	-	-	337	3,775	3,459
Trading costs	357,118	-	-	41,767	398,885	428,317
Charitable expenditure	87,314	8,717	-	39,106	135,137	160,627
Governance	16,776	-	-	3,155	19,931	19,303
	464,646	8,717	-	84,365	557,728	611,706

	Staff Costs	Depreciation	Grants Payable	Support Costs	Total 2021	Total 2020
	£	£	£	£	£	£
Costs of generating funds (Restricted)						
Cost of generating voluntary income						
Trading costs	36,628	-	-	522	37,150	18,324
Charitable expenditure	11,760	7,846	500	17,509	37,615	12,032
Governance						
	48,388	7,846	500	18,031	74,765	30,356

	2021	2020
Staff costs:	£	£
Wages and salaries	480,652	449,540
Social security costs	25,093	23,285
Pension costs	7,289	6,811
	513,034	479,636
	Number	**Number**
Average number of persons employed by the group was as follows;	37	38

There were no employees whose emoluments exceeded £60,000 (2020: Nil).

Redundancy payments of £Nil were included in the above staff costs in the year ended 31st March 2021 (2020: £Nil).

The total amount of employee benefits received by key personnel is £30,635 (2020: £32,261)

9 TOTAL RESOURCES EXPENDED (Continued)

	2021 £	2020 £
Support costs include:		
Rent and room hire	11,507	23,144
General and water rates	257	7,434
Light and heat	14,663	20,971
Insurance	7,662	6,771
Office expenses	15,444	17,201
Advertising	360	635
Repairs and renewals	8,443	14,687
Medical supplies and cleaning	4,377	5,472
General supplies	6,932	15,618
Training	1,259	3,236
Nursery resources and activity	4,494	13,445
Events and projects	14,333	4,071
Travel and expenses	581	20
Sundry expenses	5,690	5,022
Professional fees	7,121	8,728
Bank and credit charges	934	1,187
Bad debts recovered	(2,131)	(4,475)
Bad debts	471	3,231
	102,396	146,398

10 TANGIBLE FIXED ASSETS

Group and charitable company	Leasehold land and buildings £	Fixtures fittings & equipment £	Total £
Cost			
1 April 2020	773,460	334,474	1,107,934
Additions	-	1,236	1,236
31 March 2021	773,460	335,710	1,109,170
Depreciation			
1 April 2020	698,866	325,012	1,023,878
Charge for year	13,563	3,000	16,563
31 March 2021	712,429	328,012	1,040,441
Net book amount			
31 March 2021	61,031	7,698	68,729
31 March 2020	74,594	9,462	84,056

Future capital commitments

There were no capital commitments at 31 March 2021 (2020: £Nil)

11 FIXED ASSET INVESTMENT

	Investment in subsidiary undertaking £
Cost	
At 31 March 2021 and 31 March 2020	3

The parent charitable company holds the whole of the equity share capital of Willenhall Community Forum (Trading) Limited, a company incorporated in England. Its principal activity is to raise funds for the charitable company, this includes nursery care, room hire and functions.

All activities have been consolidated on a line by line basis in the SOFA. The total net profit is gifted to the charitable company.

A summary of the results of the subsidiary is shown below:

	2021 £	2020 £
Turnover	426,896	525,137
Cost of sales	(411,375)	(416,218)
Gross profit	15,521	108,919
Administrative expenses	(24,661)	(30,423)
Interest receivable	-	-
Other operating income	52,067	-
	42,927	78,496
Gift aid to Willenhall Community Forum Limited	(42,927)	(78,496)
Retained in the company	-	-

The aggregate of the assets, liabilities and funds was as follows:

Assets	91,514	100,779
Liabilities	(91,511)	(100,776)
Funds (representing 3 ordinary shares of £1 each (2020: 3) and a profit and loss account of £Nil (2020: £Nil)	3	3

12 DEBTORS	Group 2021 £	Group 2020 £	Charitable Company 2021 £	Charitable Company 2020 £
Trade debtors	19,942	28,047	7,471	17,211
Other debtors	260	1,525	260	1,525
Prepayments and accrued income	20,059	13,809	9,992	4,045
	40,261	43,381	17,723	22,781

13 CREDITORS

	Group 2021 £	Group 2020 £	Charitable Company 2021 £	Charitable Company 2020 £
Amounts falling due within one year:				
Trade creditors	18,861	22,210	904	3,633
Amounts due to subsidiary undertaking	-	-	22,608	51,327
Other taxation and social security	4,907	1,040	4,907	1,040
Other creditors	6,087	7,114	6,087	7,114
Accruals and deferred income	97,976	101,358	24,422	19,159
	127,831	131,722	58,928	82,273

Deferred income

Included in accruals and deferred income above is the following deferred income:

	2021 £
Deferred income brought forward	79,675
Recognised in the year	73,828
Released in the year	(79,675)
Deferred income carried forward	73,828

14 STATEMENT OF FUNDS

	Balance 31 March 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2021 £
General reserves	321,246	637,549	(557,728)	1,434	402,501
Restricted funds					
Access to Volunteering Fund	2,000	-	-	-	2,000
2 yr old Capacity Grant	43,155	-	(7,846)	-	35,309
Early Years Pupil Premium	1,431	6,952	(510)	-	7,873
Early Years Disability Access	1,230	615	-	-	1,845
Pupil Premium PEP	-	100	-	-	100
High Needs Top Up	-	517	(12)	-	505
Sen Inclusion Funding	-	663	(663)	-	-
Whitefriars Housing Community Pride	4,500	-	-	-	4,500
Willenhall Food Hub	-	41,490	(24,423)	(1,581)	15,486
Vinci UK Foundation	-	4,930	(4,439)	-	491
Clarion Community Investment	-	2,863	-	-	2,863
Coventry & District Charitable Trust	-	440	(348)	(92)	-
Coventry General Charities	-	320	(559)	239	-
Job Retention Scheme Grant	-	35,965	(35,965)	-	-
Total restricted funds	52,316	94,855	(74,765)	(1,434)	70,972
Total funds	373,562	732,404	(632,493)	-	473,473

14 STATEMENT OF FUNDS (Continued)

	Balance 31 March 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance 31 March 2020 £
General reserves	242,008	691,037	(611,705)	(94)	321,246
Restricted funds					
Access to Volunteering Fund	2,000	-	-	-	2,000
Mini Children's Woodland	741	-	(741)	-	-
2 yr old Capacity Grant	51,001	-	(7,846)	-	43,155
Early Years Pupil Premium	9,337	4,810	(12,715)	-	1,431
Early Years Disability Access	632	1,230	(632)	-	1,230
Pupil Premium PEP	300	100	(400)	-	-
High Needs Top Up	-	1,400	(1,400)	-	-
SEN Inclusion Funding	-	3,136	(3,177)	41	-
Whitefriars Housing Community Pride	4,500	-	-	-	4,500
Back to my Roots Project	603	-	(603)	-	-
Active Citizens Fund	489	2,000	(2,489)	-	-
St Georges Day 2019	300	-	(353)	53	-
Total restricted funds	69,903	12,676	(30,357)	94	52,316
Total funds	311,911	703,713	(642,042)	-	373,562

Restricted funds are held for the following purposes:

Access to Volunteering Fund
A grant from the Charities Aid Foundation (CAF) to install an induction loop system and PA at the Hagard Community Space so that those with limited hearing can attend and volunteer at events, deliver sessions and participate in community meetings.

2 yr old Capacity Grant
Funding received from Coventry City Council for capital costs at both childcare settings for an increase in the number of two-year old children and promotion of the early learning for two-year olds' funding to eligible families.

Early Years Pupil Premium
Additional funding for early years settings to improve the education they provide for disadvantaged 3 and 4 year olds.

Early Years Disability Access
From April 2017 the Disability Access Fund (DAF) is new funding for early years providers to support children with disabilities or special educational needs.

14 STATEMENT OF FUNDS (continued)

Pupil Premium PEP
Extra funding provided by the Government to help narrow the attainment gap between looked after children and other children. Receipt of the Pupil Premium is dependent on submission of a high-quality Personal Education Plan (PEP)

High Needs Top Up
Funding for provision identified in the education, health and care plan for children with special education needs who need more support than is available through special education needs support.

SEN Inclusion Funding
Special Education Needs Inclusion Fund (SENIF) funding is government funding to help providers deliver early intervention for children presenting with emerging or complex needs

Whitefriars Housing Community Pride
Grant funding received to pilot a School Bank project in the Willenhall area providing on site banking for children and raising their financial awareness.

Willenhall Food Hub
Supporting people from Willenhall and Binley in financial hardship and food poverty.
Funding has been received from the National Lottery covid-19 response, Heart of England Community Foundation coronavirus resilience fund, Severn Trent Water community fund and Groundwork UK.

Vinci UK Foundation
Financial support received for refurbishment of room R1 at the Hagard Community Space, including furniture and flooring.

Clarion Community Investment
Clarion Futures Recovery and Resilience grants programme 'Willenhall comes through' project for a jobs club supporting people into work at the Hagard Community Space.

Coventry & District Charitable Trust
A grant awarded for the purchase of a table top cooler for Eric's café at the Hagard Community Space.

Coventry General Charities
A donation received for the purchase of a fridge freezer for cold storage of food at the Hagard Community Space.

Job Retention Scheme Grant
Grants received under the Job Retention Scheme are intended specifically to support the payment of wages for employees furloughed due to covid-19.

15 ANALYSIS OF GROUP NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £ 2021	Net Current Assets £ 2021	Total £ 2021	Tangible fixed assets £ 2020	Net Current Assets £ 2020	Total £ 2020
Restricted funds						
Access to Volunteering Fund	-	2,000	2,000	-	2,000	2,000
2 yr old capacity grant	35,309	-	35,309	43,155	-	43,155
Early Years Pupil Premium	-	7,873	7,873	-	1,431	1,431
Early Years Disability Access	-	1,845	1,845	-	1,230	1,230
Pupil Premium PEP	-	100	100	-	-	-
High Needs Top Up	-	505	505	-	-	-
Whitefriars Housing Community Pride	-	4,500	4,500	-	4,500	4,500
Willenhall Food Hub	-	15,486	15,486	-	-	-
Vinci UK Foundation	-	491	491	-	-	-
Clarion Community Investment	-	2,863	2,863	-	-	-
	35,309	35,663	70,972	43,155	9,161	52,316
Unrestricted funds	33,420	369,081	402,501	40,901	280,345	321,246
	68,729	404,744	473,473	84,056	289,506	373,562

16 COMMITMENTS UNDER OPERATING LEASES

At 31 March 2021, the group has outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	11,661	11,661
Between two and five years	21,736	31,097
After more than five years	-	2,300
	33,397	45,058

17 RELATED PARTY TRANSACTIONS

During the period 1 April 2020 to 31 March 2021 Willenhall Community Forum Trading Limited rented premises at an arm's length basis from Willenhall Association Trust at a cost of £7,715 (2020: £14,287).
R M McAuley was a Trustee of both Willenhall Community Forum Limited and Willenhall Association Trust during this period.