

# PRESTATYN & MELIDEN COMMUNITY ACTION GROUP

England & Wales · Charity number 1061602

## Details

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Other names	PRESTATYN MELIDEN COMMUNITY SAFETY GROUP, PRESTATYN POPIN CENTER
Status	Registered
Legal form	Other
Registered	1997-03-27
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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**Address** West Rhyl Young Peoples Centre  
17 Bedford Street  
Rhyl  
Clwyd  
LL18 1SY

**Phone** 01745357942

**Email** [hello@popin.org.uk](mailto:hello@popin.org.uk)

## Activities

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**Objects:** 1. TO HELP AND EDUCATE YOUNG PEOPLE THROUGH THEIR LEISURE TIME ACTIVITIES 2. THE RELIEF OF POVERTY AND PROVISION OF ADVICE AND COUNSELLING SERVICES 3. TO PROMOTE THE PROTECTION OF PEOPLE AND PROPERTY AND THE PREVENTION OF CRIMINAL ACTS

**Activities:** YOUTH DROP IN CENTRE YOUTH CAFE AND INTERNET FACILITY

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- **Area of benefit:** PRESTATYN
- Conwy
- Denbighshire
- Flintshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-02-28	£69,281	£15,032	-	-
2024-01-31	£29,258	£93,474	-	-
2023-01-31	£167,271	£138,613	-	-
2022-01-31	£131,710	£157,137	-	-
2021-01-31	£165,260	£112,358	-	-

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## Trustees

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Name	Role	Appointed
<b>VERONICA WELLS</b>	Chair	
ANNE WALLER		
Julie Pickman		

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**PRESTATYN & MELIDEN COMMUNITY ACTION GROUP**

England & Wales - Charity number 1061602

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# Accounts

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**REGISTERED CHARITY NUMBER: 1061602**

Trustees' Report and  
Unaudited Financial Statements for the Year Ended 28 February 2025  
for  
Prestatyn & Meliden Community Action Group

Prestatyn & Meliden Community Action Group

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for the Year Ended 28 February 2025

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Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 28 February 2025

The trustees present their report with the financial statements of the charity for the period ended 28 February 2025. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1061602

**Principal address**

The Pop In Centre  
28-30 Meliden Road  
Prestatyn  
LL19 9RT

**Trustees**

Mrs V Wells, Chair  
Miss J Pickman  
Mrs A Waller

**Independent examiner**

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Since the departure of the Charity's Manager in January 2022 and the decision to merge the two charities P&MCAG and WRYPP in December 2022 the Charity has been focused on setting up a new CIO to help secure future youth provision in Prestatyn. The trustees have continued to seek legal guidance a local firm of solicitors (Swayne Johnson) to guide them through this process.

The charity is non-affiliated to any umbrella body and works independently to its own constitution, policies and procedures. Following the decision to merge to a new CIO all policies and procedures are currently being reviewed. The Trustees have been collectively responsible for the day-to-day decision-making with support of interim management team. The Charity no longer employs staff directly however the Chair of Trustees has continued to undertake voluntary work serving the local community.

The ongoing financial transactions are carried out via an online banking facility which can be accessed by the both the Treasurer and WRYPP manager who have the authority to undertake financial transactions up to a limit of £2000 before consulting designated trustees. This makes the day-to-day running of the Charity more efficient and accessible.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 28 February 2025

## **FINANCIAL REVIEW**

It is our policy to try and maintain a balance of unrestricted funds of £30,000 (which should provide up to 6 months basic running costs). It is held to smooth out cash flow, meet emergencies and provide a buffer fund whilst grant applications are agreed and processed.

At 28 February 2025, the charity held unrestricted funds of £130,489, significantly above the target level. This reflects the proceeds from the sale of the charity's property in July 2024. Given the trustees' decision to dissolve the charity and merge into the Youth Engagement and Wellbeing Collective, the reserves policy is no longer applicable in its traditional sense. These funds are being held in preparation for transfer to the new CIO as part of the dissolution and merger process, ensuring continuity of charitable purpose and the ability of the new organisation to continue serving the local community.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 28 February 2025

The financial year ending 28 February 2025 represents the final operational period for Prestatyn & Meliden Community Action Group before its planned dissolution and merger into the Youth Engagement and Wellbeing Collective (YEW Collective). As such, the financial activities during this period reflect the winding down of the charity's operations and the completion of outstanding commitments.

The most significant financial event of the year was the sale of the charity's building at 28-30 Meliden Road, Prestatyn, which completed on 19 July 2024. This transaction generated a profit of £67,362, which forms the majority of the charity's incoming resources for the year (£69,281 total). The proceeds from this sale will be transferred to the new CIO as part of the merger process.

During the early part of the financial year (up to June 2024, prior to the building sale), the charity continued to provide limited community support through weekly table-top sales and foodbank activities. These sessions were delivered on a voluntary basis by the Chair of Trustees and generated modest voluntary income of £795 during the period.

The charity also fulfilled its outstanding financial commitments during this period, including the payment of grants owed to Wicked Wales following their formal separation and incorporation as an independent CIC in July 2023. These payments totalled £1,578 and were met from the charity's restricted funds.

Operational expenditure during the year was minimal, totalling just £15,032, reflecting the charity's reduced activity levels. The main costs were utilities (£1,611), general running costs (£1,825), depreciation (£1,651), and accountancy fees (£588). With loss on disposal of other assets at (£9,357). No staff were employed during this period.

At the year end, the charity held total funds of £180,049 (unrestricted funds: £130,489; restricted funds: £49,560). These funds are being held in preparation for dissolution and transfer to the Youth Engagement and Wellbeing Collective, which is expected to be completed during the 2025/26 financial year.

**INCOME**

	RENT	CAFÉ	POOL	GRANT	LOTTERY	MISC	INTEREST	TOTAL
2023/24	0	4,285	0	23,543	0	989	441	29,258
2024/25	0	0	0	0	0	795	1,124	1,919

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**OUTGOINGS**

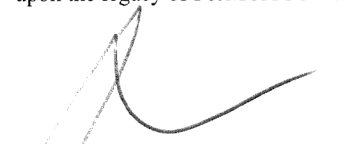
	TRAVEL	UTILITIES	REPAIRS	SALARIES	FEES	EQUIP	STATNY	STOCK	FESTIVAL ETC.,	MISC & INS
2023/24	7,013	4,124	0,	0	1,700	1,530	4,282	3,893	67,892	1,734
2024/25	0	1,611	0	0	0	0	0	0	1,825	11,008

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 28 February 2025

**Looking Forward**

Following the successful sale of the property in July 2024, the trustees are now focused on completing the final administrative and legal requirements for the dissolution of Prestatyn & Meliden Community Action Group. The charity's assets, including the funds held at year end, will be transferred to the Youth Engagement and Wellbeing Collective (YEW Collective) during the 2025/26 financial year. The trustees are confident that this merger will ensure the continuation of vital youth and community services in Prestatyn and the wider area, and that the new CIO will be well-positioned to build upon the legacy of P&MCAG's work in the community over many years.



.....  
Miss J Pickman, Treasurer, Trustee



Independent Examiner's Report to the Trustees of  
Prestatyn & Meliden Community Action Group

I report on the accounts for the period ended 28 February 2025 set out on pages six to ten.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

Date: .....

Prestatyn & Meliden Community Action Group

Statement of Financial Activities  
for the Year Ended 28 February 2025

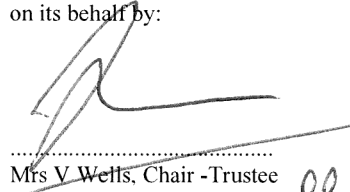
	Notes	Unrestricted fund £	Restricted fund £	28.2.25 Total funds £	31.1.24 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	795	-	795	24,532
Activities for generating funds	3	-	-	-	-
Investment income	4	1,124	-	1,124	441
Profit on Asset Disposal		67,362	-	67,362	
<b>Other incoming resources</b>		<u>-</u>	<u>-</u>	<u>-</u>	<u>4,285</u>
<b>Total incoming resources</b>		69,281	-	69,281	29,258
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Youth Internet Cafe		8,564	5,880	14,444	92,913
<b>Governance costs</b>		<u>588</u>	<u>-</u>	<u>588</u>	<u>561</u>
<b>Total resources expended</b>		9,152	5,880	15,032	93,474
<b>NET INCOMING/(OUTGOING)</b>					
<b>RESOURCES BEFORE TRANSFERS</b>		60,129	(5,880)	54,249	(64,216)
<b>Gross transfers between funds</b>	11	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>		60,129	(5,880)	54,249	(64,216)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		70,359	55,440	125,799	190,015
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>130,488</u>	<u>49,560</u>	<u>180,048</u>	<u>125,799</u>

Prestatyn & Meliden Community Action Group

Balance Sheet  
At 28 February 2025

	Notes	28.2.25 £	31.1.24 £
<b>FIXED ASSETS</b>			
Tangible assets	7	-	86,008
<b>CURRENT ASSETS</b>			
Debtors	8	0	0
Cash at bank and in hand		<u>180,559</u>	<u>40,301</u>
		180,559	40,301
<b>CREDITORS</b>			
Amounts falling due within one year	9	(510)	(510)
<b>NET CURRENT ASSETS</b>		<u>180,049</u>	<u>39,791</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		180,049	125,799
<b>NET ASSETS</b>		<u>180,049</u>	<u>125,799</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
Unrestricted income funds		130,489	70,359
Restricted funds:			
Restricted income funds		<u>49,560</u>	<u>55,440</u>
<b>TOTAL FUNDS</b>		<u>180,049</u>	<u>125,799</u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

  
 .....  
 Mrs V Wells, Chair -Trustee

PP Julie Rickman  
 TRUSTEE

Prestatyn & Meliden Community Action Group

Notes to the Financial Statements  
for the Year Ended 28 February 2025

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

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

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 15% on reducing balance
Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. VOLUNTARY INCOME**

	28.2.25	31.1.24
	£	£
Gifts	-	-
Appeals and donations	795	4,285
Grants - other agencies	-	24,532
	<u>795</u>	<u>28,817</u>

**3. ACTIVITIES FOR GENERATING FUNDS**

	28.2.25	31.1.24
	£	£
Rental income	-	-
	<u>-</u>	<u>-</u>

**4. INVESTMENT INCOME**

	28.2.25	31.1.24
	£	£
Interest on cash deposits	1,124	441
	<u>1,124</u>	<u>441</u>

Prestatyn & Meliden Community Action Group

Notes to the Financial Statements - continued  
for the Year Ended 28 February 2025

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the period ended 28 February 2025 nor for the year ended 31 January 2024.

**Trustees' expenses**

There were no trustees' expenses paid for the period ended 28 February 2025 nor for the year ended 31 January 2024

**6. STAFF COSTS**

	28.2.25	31.1.24
	£	£
Wages and salaries	<u>0</u>	<u>0</u>

The average monthly number of employees during the year was as follows:

	28.2.25	31.1.24
Management	0	1
General staff	<u>0</u>	<u>1</u>
	<u>0</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**7. TANGIBLE FIXED ASSETS**

	Freehold property	Plant and machinery	Computer equipment	Total
	£	£		£
<b>COST</b>				
At 1 February 2024	75,000	20,885	9,286	105,171
Additions	-	-	-	-
Disposals	<u>(75,000)</u>	<u>(20,885)</u>	<u>(9,286)</u>	<u>(105,171)</u>
At 28 February 2025	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>DEPRECIATION</b>				
At 1 February 2024	-	9,878	9,286	19,164
Charge for year	-	1,651		1,651
Disposals	<u>-</u>	<u>(11,529)</u>	<u>(9,286)</u>	<u>(20,815)</u>
At 28 February 2025	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>NET BOOK VALUE</b>				
At 28 February 2025	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 January 2024	<u>75,000</u>	<u>11,007</u>	<u>-</u>	<u>86,007</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	28.2.25	31.1.24
	£	£
Other debtors	<u>-</u>	<u>-</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	28.2.25 £	31.1.25 £
Other creditors	<u>510</u>	<u>510</u>
	<u>510</u>	<u>510</u>

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted fund £	Restricted fund £	28.2.25 Total funds £	31.1.24 Total funds £
Fixed assets	-	-	-	86,008
Current assets	130,998	49,561	180,559	40,301
Current liabilities	<u>(510)</u>	<u>-</u>	<u>(510)</u>	<u>(510)</u>
	<u>130,488</u>	<u>49,561</u>	<u>180,049</u>	<u>125,799</u>

**11. MOVEMENT IN FUNDS**

	At 1.2.24 £	Net movement in funds £	Transfers between funds £	At 28.2.25 £
<b>Unrestricted funds</b>				
Unrestricted income funds	70,359	60,129		130,488
<b>Restricted funds</b>				
Restricted income funds	55,440	(5,880)		49,561
	<u>125,799</u>	<u>54,249</u>	<u>-</u>	<u>180,049</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted income funds	69,281	(4,097)	65,184
<b>Restricted funds</b>			
Restricted income funds	-	(1,578)	(1,578)
	<u>69,281</u>	<u>(5,675)</u>	<u>63,606</u>

Prestatyn & Meliden Community Action Group

Detailed Statement of Financial Activities  
for the Year Ended 28 February 2025

	28.2.25	31.1.24
	£	£
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	-	-
Appeals and donations	795	989
Grants - other agencies	<u>          </u>	<u>23,542</u>
	795	24,531
<b>Activities for generating funds</b>		
Rental income	-	-
<b>Investment income</b>		
Interest on cash deposits	1,124	441
<b>Other incoming resources</b>		
Profit on Building Disposal	67,362	-
Cafe income	-	4,285
Employment allowance	<u>          </u>	<u>          </u>
	<u>67,362</u>	<u>4,285</u>
<b>Total incoming resources</b>	69,281	29,257
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	0	0
Rates, water and utilities	1,611	4,124
Insurance	-	1,734
Postage and stationery	-	4,283
Sundries (including Wicked Wales)	1,825	67,894
Legal fees	-	500,
Travel Expenses	-	7,013
Repairs and maintenance	-	1,530
Cost of goods sold	-	3,892
Depreciation of tangible fixed assets	1,651	1,943
Loss on disposal of other assets	<u>9,357</u>	<u>0</u>
	14,444	92,913
<b>Governance costs</b>		
Accountancy	588	561,
Legal and professional costs	<u>          </u>	<u>          </u>
	<u>588</u>	<u>561</u>
<b>Total resources expended</b>	54,249	93,474
	<u>          </u>	<u>          </u>
<b>Net (expenditure)/income</b>	<u>54,249</u>	<u>64,217</u>

**PRESTATYN & MELIDEN COMMUNITY ACTION GROUP**

England & Wales - Charity number 1061602

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# Accounts

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**REGISTERED CHARITY NUMBER: 1061602**

Trustees' Report and  
Unaudited Financial Statements for the Year Ended 31 January 2024  
for  
Prestatyn & Meliden Community Action Group

Prestatyn & Meliden Community Action Group

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for the Year Ended 31 January 2024

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Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2024

The trustees present their report with the financial statements of the charity for the year ended 31 January 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1061602

**Principal address**

The Pop In Centre  
28-30 Meliden Road  
Prestatyn  
LL19 9RT

**Trustees**

Mrs V Wells, Chair  
Miss J Pickman  
Mrs A Waller

**Independent examiner**

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

Since the departure of the Charity's Manager in January 2022 and the decision to merge the two charities P&MCAG and WRYPP in December 2022 the Charity has been focused on setting up a new CIO to help secure future youth provision in Prestatyn. The trustees have continued to seek legal guidance a local firm of solicitors (Swayne Johnson) to guide them through this process.

The charity is non-affiliated to any umbrella body and works independently to its own constitution, policies and procedures. Following the decision to merge to a new CIO all policies and procedures are currently being reviewed. The Trustees have been collectively responsible for the day-to-day decision-making with support of interim management team. The Charity no longer employs staff directly however the Chair of Trustees has continued to undertake voluntary work serving the local community.

The ongoing financial transactions are carried out via an online banking facility which can be accessed by the both the Treasurer and WRYPP manager who have the authority to undertake financial transactions up to a limit of £2000 before consulting designated trustees. This makes the day-to-day running of the Charity more efficient and accessible.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2024

**FINANCIAL REVIEW**

**RESERVES POLICY**

It is our policy to try and maintain a balance of unrestricted funds of £30,000 (which should provide up to 6 months basic running costs) It is held to smooth out cash flow, meet emergencies and provide a buffer fund whilst grant applications are agreed and processed.

## Prestatyn & Meliden Community Action Group

### Trustees' Report

for the Year Ended 31 January 2024

Following the (previously reported) trustees' meeting on 6th December 2022, where it was resolved to merge Prestatyn & Meliden Community Action Group with West Rhyl Young People's Project, the primary focus of the past twelve months has been on winding down the charity's existing activities. This has involved fulfilling commitments to funders and preparing for both the dissolution of the charity and the merger process.

To facilitate this, the interim management team worked on developing the new Charitable Incorporated Organisation (CIO), drafting policies and governance structures, and collaborating with the charity's solicitors to submit an application to the Charity Commission for the registration of the new CIO, named the Youth Engagement and Wellbeing Collective (YEW Collective). This submission was completed on 30th November 2023, and at the year-end, the trustees were still awaiting a response from the Charity Commission regarding the status of the registration.

A key step in completing the merger was the trustees' decision to sell the charity's building and transfer its assets to the new CIO. As of the year-end, the property was still being marketed for sale, with the transaction completing on 19th July 2024.

Despite these changes, Prestatyn & Meliden Community Action Group continued to support the local community throughout the reporting period. The main activities included the ongoing delivery of the successful Wicked Wales programmes and festivals, as well as weekly Saturday food share and school uniform redistribution sessions, which were staffed on a voluntary basis by the Chair of Trustees.

During this period, the charity's primary income was generated through grants awarded for the continued delivery of the Wicked Wales programmes. These were smaller grants from a variety of funders.

In May 2023, the staff and volunteers of Wicked Wales, a semi-autonomous project within the charity, decided that they would be better positioned to achieve their goals by formally separating from Prestatyn & Meliden Community Action Group. They established Wicked Wales Film C.I.C., which was incorporated on 24th July 2023.

With the amicable departure of the Wicked Wales team, the charity's public-facing work came to an end, with the exception of the ongoing school uniform and food share activities, which continued beyond the year-end. From this point onward, the trustees and interim management team focused on winding down the charity and completing the sale of the property and finalising the development of the new CIO.

### **INCOME**

	RENT	CAFÉ	POOL	GRANT	LOTTERY	MISC	INTEREST	TOTAL
2022/23	0	3,303	0	162,305	0	1,620	43,	167,271
2023/24	0	4,285	0	23,543	0	989	441	29,258

### **OUTGOINGS**

	TRAVEL	UTILITIES	REPAIRS	SALARIES	FEES	EQUIP	STATNY	STOCK	FESTIVAL ETC.,	MISC & INS
2022/23	16,806	7,024	0,	7,910	1,700	1,297	8,146	1,251	94,522	1,623
2023/24	7,013	4,124	0	0	1,700	1,530	4,282	3,893	67,892	1,734

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2024

**Looking Forward**

The merger into the new CIO is progressing well, although the slow pace of the property sale has delayed its completion. Nevertheless, the trustees remain confident that the merger will strengthen the charity’s capacity (in its new form) and enhance its ability to support its community effectively.

.....  
Miss J Pickman, Treasurer, Trustee

Independent Examiner's Report to the Trustees of  
Prestatyn & Meliden Community Action Group

I report on the accounts for the year ended 31 January 2024 set out on pages six to ten.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

Date: .....

Prestatyn & Meliden Community Action Group

Statement of Financial Activities  
for the Year Ended 31 January 2024

		Unrestricted fund	Restricted fund	31.1.24 Total funds	31.1.23 Total funds
	Notes	£	£	£	£
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	1,737	22,795	24,532	162,305
Activities for generating funds	3	-	-	-	-
Investment income	4	441	-	441	43
<b>Other incoming resources</b>		<u>4,285</u>	<u>-</u>	<u>4,285</u>	<u>4,923</u>
<b>Total incoming resources</b>		6,463	22,795	29,258	167,271
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Youth Internet Cafe		20,885	72,028	92,913	138,079
<b>Governance costs</b>		<u>561</u>	<u>-</u>	<u>561</u>	<u>534</u>
<b>Total resources expended</b>		21,446	72,028	93,474	138,613
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(14,983)	(49,233)	(64,216)	28,658
<b>Gross transfers between funds</b>	11	<u>(49,233)</u>	<u>49,233</u>	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>		(64,216)	0	(64,216)	28,658
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		134,575	55,440	190,015	161,357
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>70,359</u>	<u>55,440</u>	<u>125,799</u>	<u>190,015</u>

Prestatyn & Meliden Community Action Group

Balance Sheet  
At 31 January 2024

	Notes	31.1.24 £	31.1.23 £
<b>FIXED ASSETS</b>			
Tangible assets	7	86,008	81,996
<b>CURRENT ASSETS</b>			
Debtors	8	0	2,956
Cash at bank and in hand		<u>40,301</u>	<u>105,573</u>
		40,301	108,529
<b>CREDITORS</b>			
Amounts falling due within one year	9	(510)	(510)
<b>NET CURRENT ASSETS</b>		<u>39,791</u>	<u>108,018</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>125,799</u>	<u>190,015</u>
<b>NET ASSETS</b>		<u>125,799</u>	<u>190,015</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
Unrestricted income funds		70,359	134,575
Restricted funds:			
Restricted income funds		<u>55,440</u>	<u>55,440</u>
<b>TOTAL FUNDS</b>		<u>125,799</u>	<u>190,015</u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Mrs V Wells, Chair -Trustee

Notes to the Financial Statements  
for the Year Ended 31 January 2024

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

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

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 15% on reducing balance
Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. VOLUNTARY INCOME**

	31.1.24	31.1.23
	£	£
Gifts	-	-
Appeals and donations	4,285	4,923
Grants - other agencies	<u>24,532</u>	<u>162,305</u>
	<u>28,817</u>	<u>167,228</u>

**3. ACTIVITIES FOR GENERATING FUNDS**

	31.1.24	31.1.23
	£	£
Rental income	<u>-</u>	<u>-</u>

**4. INVESTMENT INCOME**

	31.1.24	31.1.23
	£	£
Interest on cash deposits	<u>441</u>	<u>43</u>

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 January 2024 nor for the year ended 31 January 2023.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 January 2024 nor for the year ended 31 January 2023

**6. STAFF COSTS**

	31.1.24	31.1.23
	£	£
Wages and salaries	<u>0</u>	<u>7,910</u>

The average monthly number of employees during the year was as follows:

	31.1.24	31.1.23
Management	0	1
General staff	<u>0</u>	<u>1</u>
	<u>0</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**7. TANGIBLE FIXED ASSETS**

	Freehold property	Plant and machinery	Computer equipment	Total
	£	£		£
<b>COST</b>				
At 1 February 2023	75,000	14,931	9,286	99,217
Additions	-	5,954	-	5,954
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 January 2024	<u>75,000</u>	<u>20,885</u>	<u>9,286</u>	<u>105,171</u>
<b>DEPRECIATION</b>				
At 1 February 2023	-	7,935	9,286	17,221
Charge for year	-	1,943	-	1,943
Disposals	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
At 31 January 2024	<u>-</u>	<u>9,878</u>	<u>9,286</u>	<u>19,164</u>
<b>NET BOOK VALUE</b>				
At 31 January 2024	<u>75,000</u>	<u>11,005</u>	<u>0</u>	<u>86,007</u>
At 31 January 2023	<u>75,000</u>	<u>6,996</u>	<u>0</u>	<u>81,996</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.24	31.1.23
	£	£
Other debtors	<u>-</u>	<u>2,956</u>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.24 £	31.1.23 £
Other creditors	<u>510</u>	<u>510</u>
	<u>510</u>	<u>510</u>

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted fund £	Restricted fund £	31.1.24 Total funds £	31.1.23 Total funds £
Fixed assets	81,996	-	81,996	81,996
Current assets	54,089	54,440	108,529	108,529
Current liabilities	<u>(510)</u>	<u>-</u>	<u>(510)</u>	<u>(510)</u>
	<u>135,575</u>	<u>54,440</u>	<u>190,015</u>	<u>190,015</u>

**11. MOVEMENT IN FUNDS**

	At 1.2.23 £	Net movement in funds £	Transfers between funds £	At 31.1.24 £
<b>Unrestricted funds</b>				
Unrestricted income funds	134,575			134,575
<b>Restricted funds</b>				
Restricted income funds	<u>55,440</u>			<u>55,440</u>
<b>TOTAL FUNDS</b>	<u>161,357</u>		<u>-</u>	<u>190,015</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted income funds	6,463	(21,446)	(14,983)
<b>Restricted funds</b>			
Restricted income funds	<u>22,795</u>	<u>(72,028)</u>	<u>(49,233)</u>
<b>TOTAL FUNDS</b>	<u>29,258</u>	<u>(93,474)</u>	<u>64,216</u>

Prestatyn & Meliden Community Action Group

Detailed Statement of Financial Activities  
for the Year Ended 31 January 2024

	31.1.24 £	31.1.23 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	-	-
Appeals and donations	989	1,390
Grants - other agencies	<u>23,542</u>	<u>162,305</u>
	24,531	163,695
<b>Activities for generating funds</b>		
Rental income	-	-
<b>Investment income</b>		
Interest on cash deposits	441	43
<b>Other incoming resources</b>		
Covid 19 grant income	-	-
Cafe income	4,285	3,303
Employment allowance	<u>-</u>	<u>230</u>
	<u>4,285</u>	<u>3,533</u>
<b>Total incoming resources</b>	29,257	167,271
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	0	7,910
Rates, water and utilities	4,124	7,024
Insurance	1,734	1,623
Postage and stationery	4,283	8,146
Sundries (including Wicked Wales)	67,894	96,985
Legal fees	500	0
Travel Expenses	7,013	16,806
Repairs and maintenance	1,530	0
Cost of goods sold	3,892	1,251
Depreciation of tangible fixed assets	1,943	1,234
Profit/Loss on disposal of motor vehicle	<u>0</u>	<u>(2,900)</u>
	92,913	138,079
<b>Governance costs</b>		
Accountancy	561	534
Legal and professional costs	<u>-</u>	<u>-</u>
	<u>561</u>	<u>534</u>
<b>Total resources expended</b>	93,474	138,613
<b>Net (expenditure)/income</b>	<u>64,217</u>	<u>28,658</u>

**PRESTATYN & MELIDEN COMMUNITY ACTION GROUP**

England & Wales - Charity number 1061602

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# Accounts

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**REGISTERED CHARITY NUMBER: 1061602**

Trustees' Report and  
Unaudited Financial Statements for the Year Ended 31 January 2023  
for  
Prestatyn & Meliden Community Action Group

Prestatyn & Meliden Community Action Group

Contents of the Financial Statements  
for the Year Ended 31 January 2023

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## Prestatyn & Meliden Community Action Group

### Trustees' Report for the Year Ended 31 January 2023

The trustees present their report with the financial statements of the charity for the year ended 31 January 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1061602

##### **Principal address**

The Pop In Centre  
28-30 Meliden Road  
Prestatyn  
LL19 9RT

##### **Trustees**

Mrs V Wells, Chair  
Miss J Pickman  
Mrs A Waller

##### **Independent examiner**

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The manager has responsibility for the day-to-day decision-making and the authority to undertake financial transactions up to a limit of £2000 before consulting designated trustees. All financial transactions are now carried out via an online banking facility which can be accessed by the both the manager and treasurer. This makes the day-to-day running of the Charity more efficient and is a process, which satisfies our funders.

The boundaries of the managers decision-making powers are clearly defined in the staff handbook which gives clear guidance on how to the charity deals with day-to-day issues. All employed staff have job descriptions, which defines the boundaries of their work, roles and responsibilities.

The charity is non-affiliated to any umbrella body and works independently to its own constitution, policies and procedures. The charity works in partnership with local organisations and groups, both statutory and third sector, which share similar aims and objectives. Appropriate representatives from the charity attend partnership meetings, as and when required.

The charity has its own induction programme for staff and volunteers, which is also relevant to new trustees. This covers all aspects of day-to-day running of the charity including policies and procedures, organisational structure, details of our funders and targets and outcomes. Training relating to a trustee's financial obligations is available from Denbighshire Voluntary Services Council and information is available from the Charity Commission.

The trustees and manager regularly review the risks to the charity and appropriate financial control mechanisms are in place to ensure the charity remains financially stable. The manager is responsible for identifying ways of sustaining the charity and for liaising with potential funding bodies. The trustees receive a bimonthly financial report from the treasurer and manager. The treasurer and manager meet in between bimonthly board meetings to monitor income and expenditure and to ensure a speedy response to any potential financial risk.

The manager conducts a project risk assessment and SWOT analysis as part of any large funding applications. This enables the charity to remain focussed on its commitments and resources and enables the manager to make the necessary decisions to keep project work on track. The manager uses monitoring and evaluation tools relevant to the specific requirements of individual funders to monitor outcomes weekly. All staff work to individual action plans linked to outcomes, which form the basis of regular PDR meetings with the manager.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2023

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

To help and educate young people through their leisure time activities.

The relief of poverty and provision of advice and counselling services

To promote the protection of people and property and the prevention of criminal acts

The main activities in relation to the objectives are:

- \* Youth internet cafe
- \* Information Centre
- \* The provision of leisure and sports activities
- \* Young Person's Sexual Health Service
- \* Informal Education / Training
- \* Intergenerational Work / Social Clubs for Senior Citizens
- \* Volunteering / Community based work
- \* Outreach Work / Engaging with HTR groups
- \* Targeted / Inclusive approaches to work
- \* Autism Support Group / Carers and Parents Support Group (CAP)
- \* Wicked Wales International Youth Film Festival and Community Cinema Projects

**FINANCIAL REVIEW**

**RESERVES POLICY**

It is our policy to try and maintain a balance of unrestricted funds of £30,000 (which should provide up to 6 months basic running costs) It is held to smooth out cash flow, meet emergencies and provide a buffer fund whilst grant applications are agreed and processed. We will review this figure in the next fiscal year to ensure it still adequately meets our needs.

Prestatyn & Meliden Community Action Group

Trustees' Report

for the Year Ended 31 January 2023

Following the departure of the charity's Manager in January 2022, the trustees have been reviewing the ongoing viability of the charity in its current form. Following an interim period - during which the trustees enlisted the assistance of the Manager of another local charity (West Rhyl Young People's Project) to help with the day to day running of the charity's affairs – the trustees entered into dialogue with the trustees of West Rhyl Young People's Project (WRYPP), exploring the possibility of the two charities merging to form a single CIO.

It was concluded that a merger between the two charities would prove mutually beneficial, strengthening the trustee board and providing for a stable and more fitting legal structure (Charitable Incorporated Organisation) for the charity. It was agreed that this move would offer the best hope of being able to resume the youth provision in Prestatyn, which had been largely on-hold since the departure of the charity's Manager earlier in the year.

During a joint meeting of the trustees of P&MCAG and WRYPP held on 6<sup>th</sup> December 2022, the trustees unanimously resolved to merge the two charities. This process would involve setting up a new CIO and subsequently dissolving the existing charities and vesting their assets into the new CIO.

At year end, a constitution for the new CIO has been agreed upon and signed by all trustees. The trustees have approached the Charities expert from a local firm of solicitors (Swayne Johnson) to guide them through the process.

The P&MCAG trustees at year end are assessing the most appropriate course of action to take regarding the premises owned by the charity. The property is in need of some modernisation and repair – the cost of which is likely to far exceed existing resources. Therefore, selling the property is an option being considered. All of these considerations will inevitably influence the progress and timescales associated with the establishment of the new CIO and the requisite dissolution of the current charities.

In the meantime, P&MCAG have continued to support the local community during this reporting period. Its main activities have been the delivery of - the still thriving - Wicked Wales programmes and festivals led by Rhiannon Hughes, and the weekly Saturday food bank and school uniform redistribution sessions, staffed in a voluntary capacity by the dedicated Chair of Trustees, Veronica Wells.

During this reporting period, the main income to the charity has been generated by grants submitted for the continuation of activities of the Wicked Wales programmes. These have been in the form of smaller grants from a range of funders, along with the final year of delivery on a Children in Need grant – the continued support from whom the trustees and Wicked Wales team are most grateful. P&MCAG also received a grant of £5,000 from the Prestatyn & Meliden Community Partnership (from their North Hoyle Windfarm fund) to assist with the management of the charity's period of transformation.

Behind the scenes, temporary interim management has been installed at the charity by co-opting staff from West Rhyl Young People's Project. The responsibility of these staff has been to close off old programmes of work, supporting the completion of retrospective reports, auditing and selling on unused assets at the Pop In, clearing the property and preparing it for sale or refurbishment, working the new CIO process, whilst also delivering aspects of the Children in Need funded programme as part of Wicked Wales's offer.

**INCOME**

	RENT	CAFÉ	POOL	GRANT	LOTTERY	MISC	INTEREST	TOTAL
2021//22	0	5,782	0	119,302	0	6,624	2	131,710
2022/23	0	3,303	0	162,305	0	1,620	43	167,271

**OUTGOINGS**

	TRAVEL	UTILITIES	REPAIRS	SALARIES	FEES	EQUIP	STATNY	STOCK	FESTIVAL ETC.,	MISC & INS
2021/22	3,388	6,083	1,000	55,881	1,700	948	8,187	2,519	74,138	1,549
2022/23	16,806	7,024	0	7,910	1,700	1,297	8,146	1,251	94,522	1,623

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2023

**Looking Forward**

There is a great deal of change ahead for the Pop In. However, the trustees are confident that this change will strengthen the capacity of the charity (in its new form) and improve the prospects for the organisation to be able to continue to effectively support the communities of Prestatyn & Meliden and surrounding areas.

.....  
Miss J Pickman, Treasurer, Trustee

Independent Examiner's Report to the Trustees of  
Prestatyn & Meliden Community Action Group

I report on the accounts for the year ended 31 January 2023 set out on pages six to ten.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

Date: .....

Prestatyn & Meliden Community Action Group

Statement of Financial Activities  
for the Year Ended 31 January 2023


	Notes	Unrestricted fund £	Restricted fund £	31.1.23 Total funds £	31.1.22 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	0	162,305	162,305	119,301
Activities for generating funds	3	-	-	-	-
Investment income	4	43	-	43	2
<b>Other incoming resources</b>		<u>4,923</u>	<u>-</u>	<u>4,923</u>	<u>12,405</u>
<b>Total incoming resources</b>		4,966	162,305	167,271	131,708
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Youth Internet Cafe		13,913	124,166	138,079	156,627
<b>Governance costs</b>		<u>534</u>	<u>-</u>	<u>534</u>	<u>510</u>
<b>Total resources expended</b>		14,447	124,166	138,613	157,137
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		(9481)	38,139	28,658	(25,429)
<b>Gross transfers between funds</b>	11	<u>(17,301)</u>	<u>17,301</u>	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>		(26782)	55440	28,658	(25,429)
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		161,357	0.00	161,357	186,786
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>134,575</u>	<u>55,440</u>	<u>190,015</u>	<u>161,357</u>

Prestatyn & Meliden Community Action Group

Balance Sheet  
At 31 January 2023

	Notes	31.1.23 £	31.1.22 £
<b>FIXED ASSETS</b>			
Tangible assets	7	81,996	82,010
<b>CURRENT ASSETS</b>			
Debtors	8	2,956	-
Cash at bank and in hand		<u>105,573</u>	<u>81,302</u>
		108,529	81,302
<b>CREDITORS</b>			
Amounts falling due within one year	9	(510)	(1,955)
<b>NET CURRENT ASSETS</b>		<u>108,018</u>	<u>79,347</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>190,015</u>	<u>161,357</u>
<b>NET ASSETS</b>		<u>190,015</u>	<u>161,357</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
Unrestricted income funds		134,575	161,357
Restricted funds:			
Restricted income funds		<u>55,440</u>	<u>0</u>
<b>TOTAL FUNDS</b>		<u>190,015</u>	<u>161,357</u>

The financial statements were approved by the Board of Trustees on 30.1.23 and were signed on its behalf by:

  
.....  
Mrs V Wells, Chair -Trustee

Notes to the Financial Statements  
for the Year Ended 31 January 2023

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

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

**Resources expended**

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**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 15% on reducing balance
Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. VOLUNTARY INCOME**

	31.1.23	31.1.22
	£	£
Gifts	-	-
Appeals and donations	4923	66,748
Grants - other agencies	<u>162,305</u>	<u>53,872</u>
	<u>167,228</u>	<u>120,620</u>

**3. ACTIVITIES FOR GENERATING FUNDS**

	31.1.23	31.1.22
	£	£
Rental income	<u>-</u>	<u>-</u>

**4. INVESTMENT INCOME**

	31.1.23	31.1.22
	£	£
Interest on cash deposits	<u>43</u>	<u>2</u>

Prestatyn & Meliden Community Action Group

Detailed Statement of Financial Activities  
for the Year Ended 31 January 2023

	31.1.23 £	31.1.22 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	-	-
Appeals and donations	1,390	1,318
Grants - other agencies	<u>162,305</u>	<u>119,302</u>
	163,695	120,620
<b>Activities for generating funds</b>		
Rental income	-	-
<b>Investment income</b>		
Interest on cash deposits	43	1
<b>Other incoming resources</b>		
Covid 19 grant income	-	815
Cafe income	3,303	5782
Employment allowance	<u>230</u>	<u>4491</u>
	<u>3533</u>	<u>11,088</u>
<b>Total incoming resources</b>	167,271	131,710
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	7,910	55,881
Rates, water and utilities	7,024	6,083
Insurance	1,623	1,549
Postage and stationery	8,146	8187
Sundries	96,985	76,783
Subscriptions and donations	0	0
Travel Expenses	16,806	3,388
Repairs and maintenance	0	1,000
Cost of goods sold	1,251	2,519
Depreciation of tangible fixed assets	1,234	1,237
Profit/Loss on disposal of motor vehicle	<u>(2900)</u>	<u>0</u>
	138,079	156,627
<b>Governance costs</b>		
Accountancy	534	510
Legal and professional costs	<u>-</u>	<u>-</u>
	<u>534</u>	<u>510</u>
<b>Total resources expended</b>	138,613	157,137
<b>Net (expenditure)/income</b>	<u><u>28,658</u></u>	<u><u>(25,427)</u></u>

**PRESTATYN & MELIDEN COMMUNITY ACTION GROUP**

England & Wales - Charity number 1061602

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# Accounts

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Trustees' Report and  
Unaudited Financial Statements for the Year Ended 31 January 2022  
for  
Prestatyn & Meliden Community Action Group

Prestatyn & Meliden Community Action Group

Contents of the Financial Statements  
for the Year Ended 31 January 2022

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## Prestatyn & Meliden Community Action Group

### Trustees' Report for the Year Ended 31 January 2022

The trustees present their report with the financial statements of the charity for the year ended 31 January 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1061602

##### **Principal address**

The Pop In Centre  
28-30 Meliden Road  
Prestatyn  
LL19 9RT

##### **Trustees**

Mrs V Wells, Chair  
Miss J Pickman  
Mrs A Waller

##### **Independent examiner**

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The manager has responsibility for the day-to-day decision-making and the authority to undertake financial transactions up to a limit of £2000 before consulting designated trustees. All financial transactions are now carried out via an online banking facility which can be accessed by the both the manager and treasurer. This makes the day-to-day running of the Charity more efficient and is a process, which satisfies our funders.

The boundaries of the managers decision-making powers are clearly defined in the staff handbook which gives clear guidance on how to the charity deals with day-to-day issues. All employed staff have job descriptions, which defines the boundaries of their work, roles and responsibilities.

The charity is non-affiliated to any umbrella body and works independently to its own constitution, policies and procedures. The charity works in partnership with local organisations and groups, both statutory and third sector, which share similar aims and objectives. Appropriate representatives from the charity attend partnership meetings, as and when required.

The charity has its own induction programme for staff and volunteers, which is also relevant to new trustees. This covers all aspects of day-to-day running of the charity including policies and procedures, organisational structure, details of our funders and targets and outcomes. Training relating to a trustee's financial obligations is available from Denbighshire Voluntary Services Council and information is available from the Charity Commission.

The trustees and manager regularly review the risks to the charity and appropriate financial control mechanisms are in place to ensure the charity remains financially stable. The manager is responsible for identifying ways of sustaining the charity and for liaising with potential funding bodies. The trustees receive a bimonthly financial report from the treasurer and manager. The treasurer and manager meet in between bimonthly board meetings to monitor income and expenditure and to ensure a speedy response to any potential financial risk.

The manager conducts a project risk assessment and SWOT analysis as part of any large funding applications. This enables the charity to remain focussed on its commitments and resources and enables the manager to make the necessary decisions to keep project work on track. The manager uses monitoring and evaluation tools relevant to the specific requirements of individual funders to monitor outcomes weekly. All staff work to individual action plans linked to outcomes, which form the basis of regular PDR meetings with the manager.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2022

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

To help and educate young people through their leisure time activities.  
The relief of poverty and provision of advice and counselling services  
To promote the protection of people and property and the prevention of criminal acts

The main activities in relation to the objectives are:

- \* Youth internet cafe
- \* Information Centre
- \* The provision of leisure and sports activities
- \* Young Person's Sexual Health Service
- \* Informal Education / Training
- \* Intergenerational Work / Social Clubs for Senior Citizens
- \* Volunteering / Community based work
- \* Outreach Work / Engaging with HTR groups
- \* Targeted / Inclusive approaches to work
- \* Autism Support Group / Carers and Parents Support Group (CAP)
- \* Wicked Wales International Youth Film Festival and Community Cinema Projects

**FINANCIAL REVIEW**

**RESERVES POLICY**

It is our policy to try and maintain a balance of unrestricted funds of £30,000 (which should provide up to 6 months basic running costs) It is held to smooth out cash flow, meet emergencies and provide a buffer fund whilst grant applications are agreed and processed. We will review this figure in the next fiscal year to ensure it still adequately meets our needs.

Prestatyn & Meliden Community Action Group

Trustees' Report  
for the Year Ended 31 January 2022

For the last financial year, the day-to-day management of the finances continues to be the responsibility of the manager.

The charity continues to rely on a few large grants which are supplemented by smaller grants and some self-generated income and donations.

Our largest funders continue to be the Steve Morgan Foundation and Children In Need

The Children In Need grant ended in April 2022 but we have been successful in gaining additional funding moving forward.

COVID restrictions have seen great change in the way we have been able to deliver services and what services have been able to run. However over the last year as and when COVID restrictions have allowed more face to face support has been provided. Some outreach provision continues, providing food, toiletries, stationery and seasonal gifts for the families we support.

We were able to reinstate a further salaried staff member in addition to the manager with any additional work supported through sessional workers.

The charity continues to be supported through a variety of COVID 19 Grants to enable us to continue to support the most vulnerable in our local communities. The grants enabled us to provide food parcels, emergency top ups for utilities, essential items such as toiletries, seasonal gifts, pet packs and winter essentials such as fleece blankets, thermal socks etc... The grants also compensated for loss of income from food sales, donations and the suspension of fundraising activities. We were able to generate some more income when the Café was allowed to open again.

**INCOME**

	RENT	CAFÉ	POOL	GRANT	LOTTERY	MISC	INTEREST	TOTAL
2020/21	200	2,519	0	140,964	0	21,552	25	165,260
2021/22	0	5,782	0	119,302	0	6,624	2	131,710

**OUTGOINGS**

	MOTOR	UTILITIES	REPAIRS	SALARIES	FEES	EQUIP	STATNY	STOCK	FESTIVAL	MISC
2020/21	2,020	7,525	2,733	51,004	1,700	2,211	751	2,211	37,910	1,291
2021/22	3,388	6,083	1,000	55,881	1,700	948	8,187	2,519	74,138	1,549

Prestatyn & Meliden Community Action Group

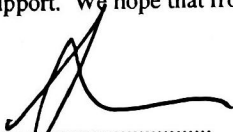
Trustees' Report  
for the Year Ended 31 January 2022

Looking Forward

The next year will see considerable change for the POP IN centre. With the resignation of our Manager, the Trustees need to re-evaluate how the POP IN will develop this coming year and moving forward. With the need to attract new trustees, the POP IN is looking into how we become a Charitable Incorporated Organisation (CIO) and also looking at other local charities where collaboration or merger may help to sustain the POP IN for years to come

Until alternative management is in place, the treasurer will manage the day to day financial transactions to enable the POP IN to continue to function and consult on regular basis with the other trustees. The financial environment continues to be challenging and trustees and volunteers continue to scrutinise all expenditure to ensure that the centre can continue to operate providing essential support to residents of Prestatyn and surrounding areas.

There is also some substantial expenditure that needs to be undertaken to the existing building to modernise these spaces to meet the current needs of the POP IN. We have been careful to build and maintain a contingency fund and this will help to maintain the running of the charity over the next financial year. There are many challenges ahead, but the trustees remain committed to working to develop the future for the POP IN to support residents of Prestatyn and nearby areas who need support. We hope that from adversity comes some wonderful new opportunities for the POP IN.

  
.....

Miss J Pickman, Treasurer, Trustee

Independent Examiner's Report to the Trustees of  
Prestatyn & Melden Community Action Group

I report on the accounts for the year ended 31 January 2022 set out on pages six to ten.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
  - to keep accounting records in accordance with Section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

Date: .....

Prestatyn & Meliden Community Action Group

Statement of Financial Activities  
for the Year Ended 31 January 2022


	Notes	Unrestricted fund £	Restricted fund £	31.1.22 Total funds £	31.1.21 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income	2	65,429	53,872	119,301	146,548
Activities for generating funds	3	-	-	-	200
Investment income	4	2	-	2	25
<b>Other incoming resources</b>		<u>7,099</u>	<u>5,306</u>	<u>12,405</u>	<u>18,487</u>
<b>Total incoming resources</b>		72,530	59,178	131,708	165,260
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Youth Internet Cafe		3,756	152,871	156,627	111,848
<b>Governance costs</b>		<u>510</u>	<u>-</u>	<u>510</u>	<u>510</u>
<b>Total resources expended</b>		<u>4,266</u>	<u>152,871</u>	<u>157,137</u>	<u>112,358</u>
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>					
		68,264	(93,693)	(25,429)	52,902
<b>Gross transfers between funds</b>	11	<u>(93,693)</u>	<u>93,693</u>	<u>-</u>	<u>-</u>
<b>Net incoming/(outgoing) resources</b>		(25,429)	-	(25,429)	52,902
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		186,786	-	186,786	133,884
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u>161,357</u>	<u>-</u>	<u>161,357</u>	<u>186,786</u>

Prestatyn & Meliden Community Action Group

Balance Sheet  
At 31 January 2022

	Notes	31.1.22 £	31.1.21 £
<b>FIXED ASSETS</b>			
Tangible assets	7	82,010	78,559
<b>CURRENT ASSETS</b>			
Debtors	8	-	-
Cash at bank and in hand		<u>81,302</u>	<u>109,538</u>
		81,302	109,538
<b>CREDITORS</b>			
Amounts falling due within one year	9	(1,955)	(1,311)
		<u>79,347</u>	<u>108,227</u>
<b>NET CURRENT ASSETS</b>			
		<u>161,357</u>	<u>186,786</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		<u>161,357</u>	<u>186,786</u>
<b>NET ASSETS</b>			
		<u>161,357</u>	<u>186,786</u>
<b>FUNDS</b>	11		
Unrestricted funds:			
Unrestricted income funds		161,357	186,786
Restricted funds:			
Restricted income funds		<u>0</u>	<u>0</u>
<b>TOTAL FUNDS</b>		<u>161,357</u>	<u>186,786</u>

The financial statements were approved by the Board of Trustees on 28<sup>th</sup> November 2022 and were signed on its behalf by:

  
Mrs V Wells, Chair -Trustee

  
Miss J Pickman - Trustee

  
Mrs A Waller -Trustee

Prestatyn & Meliden Community Action Group

Notes to the Financial Statements  
for the Year Ended 31 January 2022

**1. ACCOUNTING POLICIES**

**Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**Incoming resources**

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

**Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 15% on reducing balance
Motor vehicles	- 25% on cost
Computer equipment	- 33% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**2. VOLUNTARY INCOME**

	31.1.22	31.1.21
	£	£
Gifts	-	-
Appeals and donations	66,748	82,145
Grants - other agencies	<u>53,872</u>	<u>64,403</u>
	<u>120,620</u>	<u>146,548</u>

**3. ACTIVITIES FOR GENERATING FUNDS**

	31.1.22	31.1.21
	£	£
Rental income	<u>-</u>	<u>200</u>

**4. INVESTMENT INCOME**

	31.1.22	31.1.21
	£	£
Interest on cash deposits	<u>2</u>	<u>25</u>

Prestatyn & Meliden Community Action Group

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2022

**5. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 January 2022 nor for the year ended 31 January 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 January 2022 nor for the year ended 31 January 2021

**6. STAFF COSTS**

	31.1.22	31.1.21
	£	£
Wages and salaries	<u>55,881</u>	<u>51,004</u>

The average monthly number of employees during the year was as follows:

	31.1.22	31.1.21
Management	1	1
General staff	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

**7. TANGIBLE FIXED ASSETS**

	Freehold property	Plant and machinery	Motor vehicles	Computer equipment	Totals
	£	£	£	£	£
<b>COST</b>					
At 1 February 2021	75,000	9,022	18,695	9,286	112,003
Additions	<u>-</u>	<u>4,688</u>	<u>-</u>	<u>-</u>	<u>4,688</u>
At 31 January 2022	<u>75,000</u>	<u>13,710</u>	<u>18,695</u>	<u>9,286</u>	<u>116,691</u>
<b>DEPRECIATION</b>					
At 1 February 2021	-	5,463	18,695	9,286	33,444
Charge for year	<u>-</u>	<u>1,237</u>	<u>-</u>	<u>-</u>	<u>1,237</u>
At 31 January 2022	<u>-</u>	<u>6,700</u>	<u>18,695</u>	<u>9,286</u>	<u>34,681</u>
<b>NET BOOK VALUE</b>					
At 31 January 2022	<u>75,000</u>	<u>7,010</u>	<u>-</u>	<u>-</u>	<u>82,010</u>
At 31 January 2021	<u>75,000</u>	<u>3,559</u>	<u>-</u>	<u>-</u>	<u>78,559</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.22	31.1.21
	£	£
Other debtors	<u>-</u>	<u>-</u>

Prestatyn & Meliden Community Action Group

Notes to the Financial Statements - continued  
for the Year Ended 31 January 2022

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.1.22	31.1.21
	£	£
Taxation and social security	1,445	801
Other creditors	<u>510</u>	<u>510</u>
	<u>1,955</u>	<u>1,311</u>

**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted fund	Restricted fund	31.1.22 Total funds	31.1.21 Total funds
	£	£	£	£
Fixed assets	82,010	-	82,010	78,559
Current assets	81,302	-	81,302	109,538
Current liabilities	<u>(1,965)</u>	<u>-</u>	<u>(1,965)</u>	<u>(1,311)</u>
	<u>161,347</u>	<u>-</u>	<u>161,347</u>	<u>186,786</u>

**11. MOVEMENT IN FUNDS**

	At 1.2.21 £	Net movement in funds £	Transfers between funds £	At 31.1.22 £
<b>Unrestricted funds</b>				
Unrestricted income funds	186,786	68,264	(93,693)	161,357
<b>Restricted funds</b>				
Restricted income funds	-	(93,693)	93,693	-
<b>TOTAL FUNDS</b>	<u>186,786</u>	<u>(25,429)</u>	<u>-</u>	<u>161,357</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
Unrestricted income funds	72,530	(4,266)	68,264
<b>Restricted funds</b>			
Restricted income funds	59,178	(152,871)	(93,693)
<b>TOTAL FUNDS</b>	<u>131,708</u>	<u>(157,137)</u>	<u>(25,429)</u>

Prestatyn & Meliden Community Action Group

Detailed Statement of Financial Activities  
for the Year Ended 31 January 2022

	31.1.22 £	31.1.21 £
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	-	-
Appeals and donations	1,318	5,584
Grants - other agencies	<u>119,302</u>	<u>140,964</u>
	120,620	146,548
<b>Activities for generating funds</b>		
Rental income	-	200
<b>Investment income</b>		
Interest on cash deposits	2	25
<b>Other incoming resources</b>		
Covid 19 grant income	815	12,588
Cafe income	5,782	2,519
Employment allowance	<u>4,491</u>	<u>3,380</u>
	<u>11,088</u>	<u>18,487</u>
<b>Total incoming resources</b>	131,710	165,260
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Wages	55,881	51,004
Rates, water and utilities	6,083	7,525
Insurance	1,549	1,291
Postage and stationery	8,187	751
Sundries	76,783	43,685
Subscriptions and donations	0	0
Motor Expenses	3,388	2,020
Repairs and maintenance	1,000	2,733
Cost of goods sold	2,519	2,211
Depreciation of tangible fixed assets	<u>1,237</u>	<u>628</u>
	156,627	111,848
<b>Governance costs</b>		
Accountancy	510	510
Legal and professional costs	<u>-</u>	<u>-</u>
	<u>510</u>	<u>510</u>
<b>Total resources expended</b>	157,137	112,358
<b>Net (expenditure)/income</b>	<u>(25,427)</u>	<u>52,902</u>

**PRESTATYN & MELIDEN COMMUNITY ACTION GROUP**

England & Wales - Charity number 1061602

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# Accounts

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Trustees' Report and  
Unaudited Financial Statements for the Year Ended 31 January 2021  
for  
Prestatyn & Meliden Community Action Group

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28-30 Mellden Road  
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LL19 9RT

Trustees

Mrs V Wells, Chair  
Miss J Pickman, Treasurer  
Mrs A Waller

Independent examiner

Meacher-Jones  
6 St John's Court  
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CH1 1QE

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The charity is non-affiliated to any umbrella body and works independently to its own constitution, policies and procedures. The charity works in partnership with local organisations and groups, both statutory and third sector, which share similar aims and objectives. Appropriate representatives from the charity attend partnership meetings, as and when required.

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The trustees and manager regularly review the risks to the charity and appropriate financial control mechanisms are in place to ensure the charity remains financially stable. The manager is responsible for identifying ways of sustaining the charity and for liaising with potential funding bodies. The trustees receive a bimonthly financial report from the treasurer and manager. The treasurer and manager meet in between bimonthly board meetings to monitor income and expenditure and to ensure a speedy response to any potential financial risk.

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## OBJECTIVES AND ACTIVITIES

### Objectives and aims

To help and educate young people through their leisure time activities.

The relief of poverty and provision of advice and counselling services.

To promote the protection of people and property and the prevention of criminal acts

The main activities in relation to the objectives are:

- \* Youth internet cafe
- \* Information Centre
- \* The provision of leisure and sports activities
- \* Young Person's Sexual Health Service
- \* Informal Education / Training
- \* Intergenerational Work / Social Clubs for Senior Citizens
- \* Volunteering / Community based work
- \* Outreach Work / Engaging with HTR groups
- \* Targeted / Inclusive approaches to work
- \* Autism Support Group / Carers and Parents Support Group (CAP)
- \* Wicked Wales International Youth Film Festival and Community Cinema Projects

## FINANCIAL REVIEW

### RESERVES POLICY

The financial reserve budget is still £30,000 but this was reviewed in the financial year ending 31.01.21 and will be increased to £40,000 once additional funds become available. This additional funding will be ring fenced to meet redundancy obligations.

The day-to-day management of the finances continues to be the responsibility of the manager.

The charity relies on a few large grants which are supplemented by smaller grants and some self generated income and donations.

Our largest funders continue to be the Steve Morgan Foundation and Children In Need. In October 2020, the Steve Morgan Foundation extended our 3 year grant for an additional 2 year period, at a continued level of £20,000 per annum.

Much consultation has been undertaken with young people, parents and partnership agencies to shape the structure of a new funding application to the lottery and this will form the basis of a new three year project plan for the charity. The stage one application was submitted in July 2021, with a view to beginning new strands of work in November 2021, if the application is successful.

A new three year funding application will also be submitted to Children In Need before the end of the next financial year. Our current grant will end in April 2022.

The manager had also worked with the IOF to develop a fundraising strategy for the Charity, but unfortunately, the first 12 month programme of fundraising activities was postponed due to the Covid-19 pandemic.

The charity continued to operate throughout the pandemic, and this was mostly conducted by telephone and online support. Outreach provision provided food, toiletries, stationery and seasonal gifts for the families we support. Any face to face interaction took place as an emergency only. The manager remained the only salaried staff member in post during this time and was supported by some sessional work.

The charity was supported with various pots of Covid-19 funding which enabled us to reshape the way in which we worked and to keep connectivity with those most vulnerable in our local communities. The grants enabled us to provide food parcels, emergency top ups for utilities, essential items such as toiletries, seasonal gifts, pet packs and winter essentials such as fleece blankets, thermal socks etc... The grants also compensated for loss of income from food sales, donations and the suspension of fundraising activities. TESCO particularly praised this initiative and the way in which young people supported older and more vulnerable members of the community. They used the Pop In Centre as their case study for a nationwide press release.

The impact of lockdown, and limited face to face interaction, once restrictions were eased, has clearly impacted on our rent and cafe income and this is reflected in this year's income.

The Wicked Wales Film Festival was delivered as an online event, and this is reflected in the reduced cost of this year's event. Throughout the year, festival volunteers, remained busy, making pod casts, delivering online training and support and decorating the Little Theatre, from where the Wicked Wales Community Cinema takes place.

**INCOME**

2019/20	2020/21	RENT	675	200
142,657	165,260	CAFE	6,557	2,519
		POOL	0	0
		GRANT	114,079	140,964
		LOTTERY	9,380	0
		MISC	11,918	21,552
		INTEREST	48	25
		TOTAL	142,657	165,260

**OUTGOINGS**

2019/20	2020/21	MOTOR	8,117	2,020
1,173	1,291	UTILITIES	6,608	7,525
		REPAIRS	1,539	2,733
		SALARIES	52,360	51,004
		FEES	1,608	1,700
		EQUIP	1,361	2,211
		STATNY	2,868	751
		STOCK	2,100	2,211
		FESTIVAL	56,005	37,910
		ETC.,	1,173	1,291
		MISC & INS		

**RESERVE POLICY**

It is our policy to try and maintain a balance of unrestricted funds of £30,000 (which should provide up to 6 months basic running costs) It is held to smooth out cash flow, meet emergencies and provide a buffer fund whilst grant applications are agreed and processed. We will review this figure in the next fiscal year to ensure it still adequately meets our needs.

Looking Forward

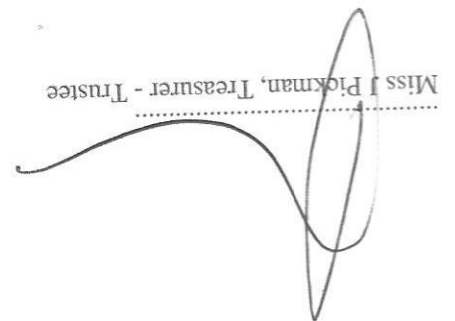
The financial environment continues to be challenging in financing the overall running of the centre, and management, staff and volunteers continue to scrutinise all expenditure to ensure that the centre can continue to operate providing essential support to residents of Prestatyn and surrounding areas.

The manager continues to present a clear outline financial summary report at each trustee meeting, and this highlights:

- The current financial situation
- Progress on grant applications
- Predicted deficits and timeline

As at 31<sup>st</sup> January 2021, our confirmed funding for the following financial years are £20,000.00 from the Morgan Foundation, £10,296.00 from Children In Need and £2,840.00 from Gwent Y Mor, totalling £33,136.00. This excludes any income generated from food sales, fundraising and donations. We predict ending the next financial year with a small credit, including the £30,000.00 reserve budget.

Miss J Pickman, Treasurer - Trustee



I report on the accounts for the year ended 31 January 2021 set out on pages six to ten.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

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

**Independent examiner's statement**

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

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Meacher-Jones  
6 St John's Court  
Vicars Lane  
Chester  
Cheshire  
CH1 1QE

Date: .....

	Unrestricted fund	Restricted fund	Total funds	Total funds
	£	£	£	£
<b>INCOMING RESOURCES</b>				
Incoming resources from generated funds	82,145	64,403	146,548	123,459
Voluntary income	200	-	200	675
Activities for generating funds	25	-	25	48
Investment income	12,519	5,968	18,487	18,475
Other incoming resources	94,889	70,371	165,260	142,657
<b>RESOURCES EXPENDED</b>				
Charitable activities	2,839	109,009	111,488	131,509
Youth Internet Cafe	510	-	510	510
Governance costs	3,349	109,009	112,358	132,019
Total resources expended	91,540	(38,638)	52,902	10,638
<b>NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS</b>	(38,638)	38,638	-	-
Gross transfers between funds	11			
Net incoming/(outgoing) resources	52,902	-	52,902	10,638
<b>RECONCILIATION OF FUNDS</b>				
Total funds brought forward	133,884	-	133,884	123,246
<b>TOTAL FUNDS CARRIED FORWARD</b>	186,786	-	186,786	133,884

Notes



**1. ACCOUNTING POLICIES**

**Accounting convention**  
The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

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

**Resources expended**  
Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**  
Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

- Plant and machinery - 15% on reducing balance
- Motor vehicles - 25% on cost
- Computer equipment - 33% on cost

**Taxation**  
The charity is exempt from tax on its charitable activities.

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

<b>2.</b>	<b>VOLUNTARY INCOME</b>				
	Gifts	31.1.21	31.1.20		
	Appeals and donations	82,145	81,376		
	Grants - other agencies	64,403	51,001		
		<u>146,548</u>	<u>132,377</u>		
<b>3.</b>	<b>ACTIVITIES FOR GENERATING FUNDS</b>				
	Rental income	31.1.21	31.1.20		
		£ 200	£ 675		
<b>4.</b>	<b>INVESTMENT INCOME</b>				
	Interest on cash deposits	31.1.21	31.1.20		
		£ 25	£ 48		



5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 January 2021 nor for the year ended 31 January 2020.

Trustees' expenses  
There were no trustees' expenses paid for the year ended 31 January 2021 nor for the year ended 31 January 2020

6. STAFF COSTS

Wages and salaries

31.1.21	31.1.20
£ 51,004	£ 52,360

The average monthly number of employees during the year was as follows:

Management	1	1
General staff	2	1
	3	2

No employees received emoluments in excess of £60,000.

7. TANGIBLE FIXED ASSETS

	At 1 February 2020	At 1 February 2021	At 31 January 2021
<b>COST</b>			
At 1 February 2020	75,000	75,000	75,000
Additions	-	-	-
At 31 January 2021	75,000	75,000	75,000
<b>DEPRECIATION</b>			
At 1 February 2020	-	4,835	-
Charge for year	-	628	-
At 31 January 2021	-	5,463	5,463
<b>NET BOOK VALUE</b>			
At 31 January 2021	75,000	3,559	75,000
At 31 January 2020	75,000	4,187	75,000

	At 31 January 2020	At 31 January 2021
<b>DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>		
Other debtors	-	31,121
	-	£ 31,120

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

31.1.20	£	1,091	510	1,601
31.1.21	£	801	510	1,311
				Other creditors
				Taxation and social security

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

31.1.20	£	79,187	56,309	(1,610)	133,886
31.1.21	£	78,559	109,538	(1,311)	186,786
Unrestricted fund	£	78,559	109,538	(1,311)	186,786
Restricted fund	£	-	-	-	-
Fixed assets	£	-	-	-	-
Current assets	£	-	-	-	-
Current liabilities	£	-	-	-	-

11. MOVEMENT IN FUNDS

At 1.2.20	£	133,844	91,540	(38,638)	186,786
At 31.1.21	£	133,884	186,786	-	186,786
Unrestricted income funds	£	133,844	186,786	-	186,786
Restricted income funds	£	-	-	38,638	-
Net movement in funds	£	-	91,540	(38,638)	-
Transfers between funds	£	-	-	-	-

Net movement in funds, included in the above are as follows:

Unrestricted funds	£	94,889	(3,349)	91,540
Restricted funds	£	70,371	(109,009)	(38,638)
TOTAL FUNDS	£	165,260	(112,358)	52,902
Unrestricted income funds	£	94,889	(3,349)	91,540
Restricted income funds	£	70,371	(109,009)	(38,638)
Incoming resources	£	94,889	(3,349)	91,540
Resources expended	£	(3,349)	(109,009)	(112,358)
Movement in funds	£	91,540	(38,638)	52,902

INCOMING RESOURCES	
Voluntary income	
Gifts	-
Appeals and donations	5,584
Grants - other agencies	140,964
	<u>146,548</u>
Activities for generating funds	
Rental income	200
Investment income	
Interest on cash deposits	25
Other incoming resources	
Covid 19 grant income	12,588
Cafe income	2,519
Employment allowance	3,380
	<u>18,487</u>
Total incoming resources	165,260
RESOURCES EXPENDED	
Charitable activities	
Wages	51,004
Rates and water	7,525
Insurance	1,291
Postage and stationery	751
Sundries	43,685
Subscriptions and donations	0
Motor Expenses	2,020
Repairs and maintenance	2,733
Cost of goods sold	2,211
Depreciation of tangible fixed assets	628
	<u>111,848</u>
Governance costs	
Accountancy	510
Legal and professional costs	-
	<u>510</u>
Total resources expended	112,358
Net (expenditure)/income	<u>52,902</u>
	<u>10,638</u>
	<u>132,019</u>
	<u>510</u>
	<u>131,509</u>
	<u>739</u>
	2,100
	1,539
	8,117
	0
	56,005
	2,868
	1,173
	6,608
	52,360
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