

BILSTON RESOURCE CENTRE

England & Wales · Charity number 1077034

Details

Status Registered

Legal form Charitable company

Company number [03691811](#)

Registered 1999-08-14

Register [View on the Charity Commission register](#)

Contact

Address St. Michaels Mission
Wolverhampton Street
Bilston
Bilston
West Midlands
WV14 0LT

Phone 01902353705

Email brcinfo@btconnect.com

Website www.bilstonresourcecentre.co.uk

Activities

Objects: TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE AREA OF BENEFIT. IN PARTICULAR, TO ADVANCE CHRISTIAN VALUES, EDUCATION AND TRAINING, RELIEVE SICKNESS AND OLD AGE, PRESERVE AND PROTECT GOOD HEALTH AND TO PROVIDE FACILITIES IN THE INTEREST OF SOCIAL WELFARE FOR RECREATION AND OTHER LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS

Activities: BRC's main activity is to provide an open access drop-in facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in basic skills, ESOL, IT and book-keeping. We also provide counselling and help with benefits, housing and other issues.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment
- **Who:** People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

Geography

- **Area of benefit:** UNITED KINGDOM WITH PARTICULAR REFERENCE TO WOLVERHAMPTON AND THE SURROUNDING AREAS
- Wolverhampton

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£212,113	£282,949	-	-
2024-03-31	£213,255	£309,594	-	-
2023-03-31	£369,368	£329,299	-	-
2022-03-31	£290,536	£293,868	-	-
2021-03-31	£250,832	£260,427	-	-

Trustees

Name	Role	Appointed
KEITH JOHN SAMMONDS		
MARK NORMAN MILLIGAN		2015-09-06
PETER JOHN SHARE		2012-12-11
Raj Patla		2015-11-17

Accounts

Company Ltd by Guarantee No: 3691811

Registered Charity Number : 1077034

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025
FOR
BILSTON RESOURCE CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

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BILSTON RESOURCE CENTRE

COMPANY & CHARITY INFORMATION FOR THE YEAR ENDED 31 MARCH 2025

DIRECTORS / TRUSTEES:	Mr K J Sammonds Mr P J Share Mr M N Milligan Mrs R K Patla MBE
COMPANY SECRETARY	Mr S Bhardwaj
REGISTERED OFFICE :	St Michaels Mission Wolverhampton Street Bilston WV14 0LT
COMPANY NUMBER:	3691811 (England and Wales)
REGISTERED CHARITY NUMBER :	1077034
INDEPENDENT EXAMINER :	Severn Accounting Shaw Mews 1 Shaw Street Worcester WR1 3QQ
BANKERS:	Lloyds Bank 89 Church Street Bilston West Midlands WV14 0AX

BILSTON RESOURCE CENTRE

REPORT OF THE TRUSTEES FOR THE PERIOD ENDED 31 MARCH 2025

The directors, who are also trustees for the purposes of the Charity Act, present their annual report and independently reviewed Financial Statements for the year ended 31st March 2025

OBJECTS AND ACTIVITIES

As set out in the Memorandum and Articles of Association, the objects of the charity are: to promote the benefit of the inhabitants of the area of benefit. In particular, to advance Christian values, education and training, relieve sickness and old age, preserve and protect good health and to provide facilities in the interest of social welfare for recreation and other leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Bilston Resource Centre's main activity is to support local people to access learning, skills and employment, by providing a welcoming open access facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in Basic Skills, ESOL and Information Technology. We also work with other partners within our networks and provide vocationally relevant skills and qualifications. Additionally, we have developed the community hub and cafe to bring community groups together and also enabling organisations to make use of the centre's new purpose built facilities.

All of the Centre's activities are aimed at supporting local people, in an area of high deprivation. No member of the Company, including the Directors, receives any financial benefit from their involvement with the Centre.

In developing activities and delivering services, the Directors have taken account of the guidance on public benefit published by the Charities Commission.

ACHIEVEMENTS AND PERFORMANCE – April 2024 to March 2025

BRC has achieved positive successes this year, with the delivery of a range of projects promoting engagement and outreach activities, employment and skills support, learning support including English, Maths, ESOL and Digital support and the community cafe continuing to delivery range of activities for service users and also some bookings for key stakeholders. BRC has also delivered new activities in relation to digital support and have taken on new volunteers and digital mentors supporting the delivery of provisions in the community. Additionally, BRC was successful with Net Zero Grant Funding to acquire a Solar PV and Battery system, with appropriate controls, to improve energy management and use, which will enable BRC to become more sustainable.

BRC has continued to support residents through its services and delivered work placements for young people aged 16 - 18, by working with local youth groups and equipping them with practical skills through work experience. Through our digital scheme we have been supporting residents aged 50+ to enable them to improve their IT skills and also work towards becoming digital mentors supporting new starters with IT and also continuing with the digital device lending scheme. Volunteering and mentoring has enabled beneficiaries to improve their mental health, well-being and overall outlook on their career aspirations.

- Information Advice and Guidance continues to be delivered to Matrix Quality Standard. This included career guidance and action planning, help with CVs and job applications, and access to jobsearch (including online job search). BRC has also taken on new volunteers to help them improve new skills in customer care, IAG and digital mentoring and catering.
- Openawards and OCN accredited learning for Basic Skills and ESOL. 52 learners were supported to achieve qualifications in Essential Digital Skills Entry 3 and Level 1 and ESOL entry 1-3. This is a huge achievement for these learners as this was the first time for most learners to achieve their first accredited qualification.
- BRC has continued to partner with the City of Wolverhampton Council to participate in the digital chrome book lending scheme. BRC are also a key partner in the Black Country Futures strategic partnership group and has had the opportunity to participate in shaping the strategy of learning, support, well-being across the black country with other organisations. BRC has also continued to develop strong local partnership in the Bilston area with community providers, identifying local issues to address.

- BRC has successfully delivered against its key projects being UKSPF, BCF2, Know Your Neighbourhood (KYN) and Adult Skills Budget (ASB). These projects have enabled BRC to test and trial new innovative activities, not only supporting people's employment and training needs, but also activities around their health and well-being needs improving people's self-esteem, self-belief and confidence, with particular focus on young people, over 50s and non-native speakers of other languages including refugees. BRC has also been successful commencing the delivery of Digital Divide via West Midlands Combined Authority.

BILSTON RESOURCE CENTRE

REPORT OF THE TRUSTEES (continued) FOR THE PERIOD ENDED 31 MARCH 2025

FINANCIAL REVIEW

The charity receives a variety of grants and donations for specific purposes, which are treated as Restricted Funds. Other income is earned through delivering contracts for public agencies. While not restricted funds, we are still required to account to these agencies for the use of these funds. We use the Quick Books software package to track expenditure against various funds. The largest area of expenditure is on staff salaries. We use an external payroll agency, who are responsible for handling of PAYE and NI and payments to HMRC. All other expenditure is authorised by the Centre Manager. Nearly all our income is received in the form of cheques or direct BACS payments, and most expenditure is made by direct bank transfers [salaries by BACS]. The bank statements are reconciled on a monthly basis.

BRC has been successful with a number of contracts and projects, despite the challenges faced with projects coming to an end. While the Black Country Futures part 2 has recommenced until 2025, BRC were successful with the delivery of the Bridges European Lottery Project, supporting the unemployed and economically inactive into work. BRC was also successful in delivering the UK Share Prosperity (UKSPF) including, Skills Connect, Support for 50+ and Get Online. Furthermore, BRC was successful with a pilot project called Know Your Neighbourhood via Heart of England, promoting volunteering and workplacement opportunities, to reduce loneliness and this has commenced until 2025. This project was open to all residents, however, with particular focus on those aged over 50 and young people aged 16-24. BRC has continued to deliver the Adult Education Budget for Adult Skills, as a subcontractor provider delivering English, Maths and Essential Digital Skills, ESOL accredited qualifications. We at BRC continue to extend our grateful thanks to all our funders.

In line with the recommendations of the Charity Commission, the Trustees have adopted a policy on the holding of reserves. In view of the short-term nature of the Centre's funding, the Trustees are seeking to achieve unrestricted reserves amounting to six months' salaries and running costs. This currently amounts to around £140,000. With net current assets of £160,000 we have comfortably covered this. The Trustees will continue to seek ways to sustain and boost our reserves.

The directors are empowered to invest monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, nevertheless subject to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is constituted as a Charitable Company Limited by Guarantee and is a charity registered with the Charity Commission number 1077034, and is therefore not subject to Corporation Tax.

Governing document: Memorandum & Articles of Association incorporated on the 5th January 1999 as amended by special resolution dated 15th April 1999.

The Trustees set the overall policy and direction of the Charity. Day to day management responsibility is devolved to the paid staff, led by Simon Bhardwaj, the Centre Manager, who also acts as Company Secretary.

The Trustees all provide their services free of charge. They have a wide range of skills and experience in management in the public, private and voluntary sectors. Trustees are elected by the membership at the AGM, and serve for a three-year term.

BILSTON RESOURCE CENTRE

REPORT OF THE TRUSTEES (continued) FOR THE PERIOD ENDED 31 MARCH 2024

REFERENCE & ADMINISTRATIVE DETAILS

These are set out on Page 3 of these accounts.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are required under UK Company law to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to:

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

The directors are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors have identified the major risks to which the charity are exposed and have put adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the Small Companies regime.

APPROVAL

This report was approved by the directors on 30th September 2025,

and signed on their behalf:



Mr Peter Share, Chair

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BILSTON RESOURCE CENTRE**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31st March 2025, which are set out on pages 3-6 and 8-15

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Severn Accounting
Shaw Mews
1 Shaw Street
Worcester
WR1 3QQ

Date : 30/09/25

Bilston Resource Centre

**Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31st March 2025**

		Unrestricted Funds	Designated Funds	Restricted Funds	2025 Total Funds	2024 Total Funds
	Notes	£	£	£	£	£
INCOME FROM:						
Donations & legacies	2	18,665			18,665	0
Charitable activities	3	15,917		171,936	187,853	201,992
Other trading activities	4	4,621			4,621	10,343
Investment income	5	974			974	920
TOTAL INCOME		40,177	0	171,936	212,113	213,255
EXPENDITURE ON:						
Raising Funds	6	0			0	0
Charitable Activities	6	68,686	23,729	190,534	282,949	309,594
TOTAL EXPENDITURE		68,686	23,729	190,534	282,949	309,594
NET INCOME/(EXPENDITURE)						
before transfers		(28,509)	(23,729)	(18,598)	(70,836)	(96,339)
Transfers between funds						
Net Incoming/(Outgoing) resources		(28,509)	(23,729)	(18,598)	(70,836)	(96,339)
RECONCILIATION OF FUNDS						
Total funds brought forward		208,192	336,239	575,736	1,120,167	1,216,506
Transfers between funds		-	38,002	(38,002)	-	-
TOTAL FUNDS CARRIED FORWARD		179,683	350,512	519,136	1,049,331	1,120,167

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

There are no recognised gains or losses other than those passing through the income and expenditure account.

Bilston Resource Centre**Balance Sheet as at 31st March 2025**

	Notes	At 31st March 2025 £	At 31st March 2024 £
FIXED ASSETS			
Tangible	8	889,196	916,656
CURRENT ASSETS			
Debtors & prepayments	9	641	13,902
Cash at bank and in hand		170,935	191,234
		<u>171,576</u>	<u>205,136</u>
CREDITORS			
Amounts falling due within one year	10	11,441	1,625
NET CURRENT ASSETS		<u>160,135</u>	<u>203,511</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,049,331	1,120,167
CREDITORS			
Amounts falling due after more than one year		-	-
NET ASSETS		<u>1,049,331</u>	<u>1,120,167</u>
FUNDS OF THE CHARITY			
Restricted funds	12	519,136	575,736
Unrestricted funds		179,683	208,192
Designated funds		350,512	336,239
TOTAL FUNDS		<u>1,049,331</u>	<u>1,120,167</u>

For the year ending 31st March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

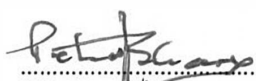
Director's responsibilities :

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. However, in accordance with Section 145 of the Charities Act 2011, the financial statements have been examined by an Independent Examiner, whose report is included in these accounts.

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

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

The accounts were approved by the Board on 30th September 2025


.....
Mr Peter Share, Chair

The notes form part of the financial statements

**Notes to the Financial statements
for the year ended 31st March 2025**

Note

1 ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), The Charities Act 2011 and 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 1 January 2015).

Cash Flow Statement

Exemption has been taken from preparing a cashflow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Fixtures, fittings & equipment	25% per annum on straightline basis
Property	4 % per annum on straightline basis
Other Fixed Assets	10% per annum on Straightline basis

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. Restricted incoming resources in respect of capital expenditure are carried forward as deferred capital grants and released to the fund account to match the depreciation charges.

Resources Expended

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

Taxation

The charity is exempt from corporation 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 the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for a particular restricted purpose.

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

Pension costs

The Company operates a money purchase pension scheme for employees. Employer contributions are charged as an expense in the period to which they relate and are allocated to activities in line with the related salary cost.

Bilston Resource Centre

Notes to the Financial statements for the year ended 31st March 2025

Note

2 INCOME FROM DONATIONS & LEGACIES	2025	2024
	£	£
BNC Solar Panels	18,665	-
	18,665.00	-
3 INCOME FROM CHARITABLE ACTIVITIES	2025	2024
	£	£
Restricted Funds		
Garfield Western	20,000	-
Heart of England KYN	51,798	37,850
The Edward Cadbury ECCT Grant	4,000	-
Black Country Futures - Part 2	16,821	16,750
UK Shared Prosperity	50,000	93,667
Digital Divide - WMCA	10,651	-
Net Zero Grant - CWC	18,665	-
	171,936	148,267
Other charitable income		
Education & training	15,554	52,566
Advice, guidance & help into work	160	-
Other income	203	1,159
	15,917	53,725
4 INCOME FROM OTHER TRADING ACTIVITIES		
Centre lettings	2,676	3,805
Café takings	1,945	6,538
	4,621	10,343
5 INVESTMENT INCOME		
Interest receivable	974	920
TOTAL INCOME	212,113	213,256
6 EXPENDITURE	2025	2024
<u>Charitable Activities:</u>	£	£
Staff costs	144,273	153,764
Establishment costs	30,126	29,253
Direct cost of activities	41,364	68,279
Depreciation	64,790	55,458
Accountancy/Independent Examiner's Fee	2,395	2,840
	282,949	309,594
<u>Raising funds:</u>		
Staff costs		
Other direct costs		
	0	0
Total Expenditure	282,949	309,594

**Notes to the Financial statements
for the year ended 31st March 2025**

Note

7 STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES

During the year no remuneration for services as a director/trustee and no expenses were paid or were payable, directly or indirectly, out of funds of the charity to any trustee.

Trustee Stewardship Insurance of £2,515 was paid during the year (2024: £2,525)

	2025	2024
STAFF COSTS		
	£	£
Wages and salaries	133,840	143,463
Social security costs	5,172	5,310
Pension costs	5,123	4,620
Staff travel & subsistence	138	371
	144,273	153,764

The average monthly number of employees during the year was :

7 **7**

There were no employees whose annual emoluments were £60,000 or more (2024 : nil)

8 TANGIBLE FIXED ASSETS	Unrestricted Funds	Designated Funds	Restricted Funds	Total
Cost				
At 1 April 2024	19,506	593,213	698,270	1,310,989
Additions	-	-	37,330	37,330
Disposals	-	-	-	-
As at 31 March 2025	19,506	593,213	735,600	1,348,319
Depreciation				
At 1 April 2024	14,825	218,972	160,536	394,333
Charge for the period	3,798	23,729	37,263	64,790
Disposals	-	-	-	-
As at 31 March 2025	18,623	242,701	197,799	459,123
Net Book Value				
As at 31 March 2025	883	350,512	537,801	889,196
At 31st March 2024	4,681	374,241	537,734	916,656

Notes to the Financial statements
for the year ended 31st March 2025

Note

9 DEBTORS

	At 31st March 2025	At 31st March 2024
		£
Trade Debtors	465	13,902
Prepayments and accrued income	176	-
	<u>641</u>	<u>13,902</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade Creditors	1,478	1,625
Tax and social security	563	-
Accrued expenses	9,400	-
	<u>11,441</u>	<u>1,625</u>

CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Fixed Assets	883	350,512	537,801	889,196	916,656
Net Current Assets	160,135		0	160,135	203,511
	<u>161,018</u>	<u>350,512</u>	<u>537,801</u>	<u>1,049,331</u>	<u>1,120,167</u>

Notes to the Financial statements for the year ended 31st March 2025

Note

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held in trust for specific purposes :

	MOVEMENT IN FUNDS				Balance at 31st March 2025
	Balance at 1 April 2024	Incoming Resources	Resources Expended	Transfers to Designated Fund	
	£	£	£	£	£
UK Shared Prosperity - UKSPF	-	50,000	50,000	-	-
Heart of England - KYN	-	51,798	51,798	-	-
Big Lottery Fund - Capital Grant	537,734	-	27,931	-	509,803
Black Country Futures - Part 2	-	16,821	16,821	-	-
Garfield Western	-	20,000	20,000	-	-
The Edward Cadbury ECCT Grant	-	4,000	4,000	-	-
Digital Divide - WMCA	-	10,651	10,651	-	-
Net Zero Grant - CWC with BRC Contribution	-	37,330	9,332	-	27,998
	537,734	190,601	190,534	0	537,801

Big Lottery Fund - Capital Grant : a grant through the Reaching Communities Building Programme towards the cost of the Phase 2 expansion. The grant is subject to a 20 year legal charge, and will be discharged over this grant period.

Black Country Futures Part 2 - (BCF Part 2) commenced April 2023, as a continuation of BCF 1, however, with particular focus on supporting young people into work and providing life skills support.'

Heart of England (Volunteering) - This is a continuation of the pilot project back in 2023, to tackle loneliness and engage with marginalised communities, including economically inactive groups. This project is two-fold in support beneficiaries to engage with services to help improve their overall well-being and aspirations, but also to encourage volunteering and providing in house training for people to become volunteers in administration, teaching, mentoring, advice and guidance and catering.

UK Shared Prosperity - UKSPF: UKSPF supported the delivery of provisions for the community in helping people get back into work and engaging with those hardest to reach. A unique aspect of this project was the collaborative engagement and partnership work with other community organisations and coordinating delivery other groups delivered in the community, ranging from youth activities, cycling, lunch clubs, family events.

Garfield Western: enabled BRC to expand delivery in the community including pre-digital taster support, integrated within the community café and community outreach, engagements and additional learning support.

The Edward Cadbury ECCT grant: The Edward Cadbury grant enabled BRC to offer additional learning and mentoring support for young people on our work placement programme. This enabled BRC to offer more intensive support to help individuals long-term unemployed and economically inactive to actively secure work with the right skills and clear pathways available.

Digital Divide - WMCA: This is a new project to expand the delivery of digital provision in the community and create improved pathways for learners to access further education. Additionally, this project enabled BRC to offer volunteering roles in digital mentoring, as an additional pathway of progression for learners completing the programme. This programme is designed to help people that have little/no IT knowledge improve their digital skills for daily activity including accessing online services, such as the NHS app and being better informed of provisions delivered by the college and adult education, and furthermore improving their skills for searching for employment

Transfers

Transfers may be made in situations where expenditure has exceeded available grant income or where there has been a small balance of grant remaining after the project completion.

**Notes to the Financial statements
for the year ended 31st March 2025**

13 Designated Fund

A sum of £23,729 has been charged as depreciation of the designated capital fund, which reflects the value of the two extensions to the premises.

14 Commitments under operating leases

At 31 March 2023 the company had a commitment under a non-cancellable operating lease from Bilston Neighbourhood Church for a term of 25 years, commencing January 2014 until December 2038. This lease commits the company to an annual rent of £8,000 p.a. to cover its occupation of the Phase 1 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

In December 2018 the company entered into a second lease from St Michaels Neighbourhood Church for a term of 20 years. This lease commits the company to an annual rent of £1,400 p.a. to cover its occupation of the Phase 2 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

These commitments can be broken down as follows :

Under 1 year	£9,400
1 to 5 years	£37,600
Over 5 years	£112,800

15 Reserves Policy

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16 Related party transactions

There were no transactions with related parties during the year or previous year that require disclosure in these accounts.

Accounts

Company Ltd by Guarantee No: 3691811

Registered Charity Number : 1077034

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024
FOR
BILSTON RESOURCE CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

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BILSTON RESOURCE CENTRE

**COMPANY & CHARITY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2024**

DIRECTORS / TRUSTEES:	Mr K J Sammonds Mr P J Share Mr M N Milligan Mrs R K Patla MBE
COMPANY SECRETARY	Mr S Bhardwaj
REGISTERED OFFICE :	St Michaels Mission Wolverhampton Street Bilston WV14 0LT
COMPANY NUMBER:	3691811 (England and Wales)
REGISTERED CHARITY NUMBER :	1077034
INDEPENDENT EXAMINER :	Severn Accounting Shaw Mews 1 Shaw Street Worcester WR1 3QQ
BANKERS:	Lloyds Bank 89 Church Street Bilston West Midlands WV14 0AX

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2024

The directors, who are also trustees for the purposes of the Charity Act, present their annual report and independently reviewed Financial Statements for the year ended 31st March 2024

OBJECTS AND ACTIVITIES

As set out in the Memorandum and Articles of Association, the objects of the charity are: to promote the benefit of the inhabitants of the area of benefit. In particular, to advance Christian values, education and training, relieve sickness and old age, preserve and protect good health and to provide facilities in the interest of social welfare for recreation and other leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Bilston Resource Centre's main activity is to support local people to access learning, skills and employment, by providing a welcoming open access facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in Basic Skills, ESOL and Information Technology. We also work with other partners within our networks and provide vocationally relevant skills and qualifications. Additionally, we have developed the community hub and cafe to bring community groups together and also enabling organisations to make use of the centre's new purpose built facilities.

All of the Centre's activities are aimed at supporting local people, in an area of high deprivation. No member of the Company, including the Directors, receives any financial benefit from their involvement with the Centre.

In developing activities and delivering services, the Directors have taken account of the guidance on public benefit published by the Charities Commission.

ACHIEVEMENTS AND PERFORMANCE – April 2023 to March 2024

BRC has achieved positive successes this year, with the delivery of a range of projects promoting engagement and outreach activities, employment and skills support, learning support including English, Maths, ESOL and Digital support and the community cafe has delivered a range of activities and bookings for key stakeholders and residents. BRC have also delivered new activities including creative art workshops, cycling and working with local partners to help address people's well-being, in particular youth.

BRC have continued to support residents through its services and have also piloted some work to target young people aged 16 - 18, by working with local secondary school in Bilston, Ormiston Academy. We have also done collaborative work with Excel youth group, providing meals for youth groups and have also delivered a range of pre-taster IT classes for people aged 50+. Through our digital scheme we have been supporting residents aged 50+ to enable them to improve their IT skills and confidence using computers and have also worked with Digital team of local authority to distribute/gift digital devices to those who need most.

- Information Advice and Guidance to Matrix Quality Standard. This included career guidance and action planning, help with CVs and job applications, and access to jobsearch (including online job search). BRC have also taken on new volunteers to help them improve new skills in customer care, IAG and digital mentoring.
- Openawards and OCN accredited learning for Basic Skills and ESOL. In the period of April 2023 to March 2024, learners were supported to achieve qualifications in Essential Digital Skills, Functional Skills English. Digital Skills Courses have proven to be successful as learners who have little or no experience with IT have achieved an entry 3 qualification.
- BRC have continued to partner with the City of Wolverhampton Council to participate in the digital chrome book lending scheme. BRC are also a key partner in the Black Country Futures strategic partnership group and have had the opportunity to participate in shaping the strategy of learning, support, well-being across the black country with other organisations. BRC have also continued to develop strong local partnership in the Bilston area with community providers, identifying local issues to address.
- BRC has successfully delivered against its key projects being UKSPF, BCF2, Know Your Neighbourhood (KYN) and Adult Skills Budget (ASB). These projects have enabled BRC to test and trial new innovative activities, not only supporting people's employment and training needs, but also activities around their health and well-being needs improving people's self-esteem, self-belief and confidence, with particular focus on young people, over 50s and non-native speakers of other languages including refugees.

BILSTON RESOURCE CENTRE

REPORT OF THE TRUSTEES (continued) FOR THE PERIOD ENDED 31 MARCH 2024

FINANCIAL REVIEW

The charity receives a variety of grants and donations for specific purposes, which are treated as Restricted Funds. Other income is earned through delivering contracts for public agencies. While not restricted funds, we are still required to account to these agencies for the use of these funds. We use the Quick Books software package to track expenditure against various funds. The largest area of expenditure is on staff salaries. We use an external payroll agency, who are responsible for handling of PAYE and NI and payments to HMRC. All other expenditure is authorised by the Centre Manager. Nearly all our income is received in the form of cheques or direct BACS payments, and most expenditure is made by direct bank transfers [salaries by BACS]. The bank statements are reconciled on a monthly basis.

BRC have been successful with a number of contracts and projects, despite the challenges faced with projects coming to an end. While the Black Country Futures part 2 has recommenced until 2025, BRC were successful with the delivery of the Bridges European Lottery Project, supporting the unemployed and economically inactive into work. BRC were also successful in delivering the UK Share Prosperity (UKSPF) including, Skills Connect, Support for 50+ and Get Online. Furthermore, BRC were successful with a pilot project called Know Your Neighbourhood via Heart of England, promoting volunteering and workplacement opportunities, to reduce loneliness and this has commenced until 2025. This project was open to all residents, however, with particular focus on those aged over 50 and young people aged 16-24. BRC have continued to deliver the Adult Education Budget for Adult Skills, as a subcontractor provider delivering English, Maths and Essential Digital Skills, ESOL accredited qualifications. We at BRC continue to extend our grateful thanks to all our funders.

In line with the recommendations of the Charity Commission, the Trustees have adopted a policy on the holding of reserves. In view of the short-term nature of the Centre's funding, the Trustees are seeking to achieve unrestricted reserves amounting to six months' salaries and running costs. This currently amounts to around £155,000. With net current assets of £190,179 we have comfortably covered this. The Trustees will continue to seek ways to sustain and boost our reserves.

The directors are empowered to invest monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, nevertheless subject to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is constituted as a Charitable Company Limited by Guarantee and is a charity registered with the Charity Commission number 1077034, and is therefore not subject to Corporation Tax.

Governing document: Memorandum & Articles of Association incorporated on the 5th January 1999 as amended by special resolution dated 15th April 1999.

The Trustees set the overall policy and direction of the Charity. Day to day management responsibility is devolved to the paid staff, led by Simon Bhardwaj, the Centre Manager, who also acts as Company Secretary.

The Trustees all provide their services free of charge. They have a wide range of skills and experience in management in the public, private and voluntary sectors. Trustees are elected by the membership at the AGM, and serve for a three-year term.

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2024

REFERENCE & ADMINISTRATIVE DETAILS

These are set out on Page 3 of these accounts.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are required under UK Company law to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to:

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

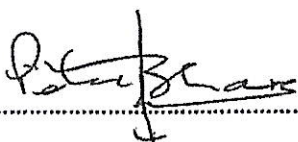
The directors are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors have identified the major risks to which the charity are exposed and have put adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the Small Companies regime.

APPROVAL

This report was approved by the directors on 18th November..... 2024,

and signed on their behalf:


.....
Mr Peter Share, Chair

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BILSTON RESOURCE CENTRE**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31st March 2024, which are set out on pages 3-6 and 8-15

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

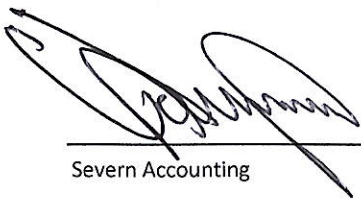
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Severn Accounting
Shaw Mews
1 Shaw Street
Worcester
WR1 3QQ

Date :

02 - 12 - 24

Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31st March 2024

		Unrestricted Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023 Total Funds Restated
	Notes	£	£	£	£	£
INCOME FROM:						
Donations & legacies	2	0			0	6,900
Charitable activities	3	53,725		148,267	201,992	325,822
Other trading activities	4	10,343			10,343	21,554
Investment income	5	920			920	164
TOTAL INCOME		64,988	0	148,267	213,255	354,440
EXPENDITURE ON:						
Raising Funds	6	0			0	0
Charitable Activities	6	110,572	23,729	175,293	309,594	334,044
TOTAL EXPENDITURE		110,572	23,729	175,293	309,594	334,044
NET INCOME/(EXPENDITURE)						
before transfers		(45,584)	(23,729)	(27,026)	(96,339)	20,396
Transfers between funds						
Prior year Adjustment						
Net Incoming/(Outgoing) resources		(45,584)	(23,729)	(27,026)	(96,339)	20,396
RECONCILIATION OF FUNDS						
Total funds brought forward		253,776	359,968	602,762	1,216,506	1,196,110
TOTAL FUNDS CARRIED FORWARD		208,192	336,239	575,736	1,120,167	1,216,506

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

There are no recognised gains or losses other than those passing through the income and expenditure account.

Bilston Resource Centre**Balance Sheet as at 31st March 2024**

	Notes	At 31st March 2024 £	At 31st March 2023 Restated £
FIXED ASSETS			
Tangible	8	916,656	972,114
CURRENT ASSETS			
Debtors & prepayments	9	13,902	495
Cash at bank and in hand		191,234	246,168
		<u>205,136</u>	<u>246,663</u>
CREDITORS			
Amounts falling due within one year	10	1,625	2,271
NET CURRENT ASSETS		<u>203,511</u>	<u>244,392</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,120,167	1,216,506
CREDITORS			
Amounts falling due after more than one year		-	-
NET ASSETS		<u>1,120,167</u>	<u>1,216,506</u>
FUNDS OF THE CHARITY			
Restricted funds	12	575,736	602,762
Unrestricted funds		208,192	253,776
Designated funds		336,239	359,968
TOTAL FUNDS		<u>1,120,167</u>	<u>1,216,506</u>
		0	0

For the year ending 31st March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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 of the Companies Act 2006. However, in accordance with Section 145 of the Charities Act 2011, the financial statements have been examined by an Independent Examiner, whose report is included in these accounts.

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

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

The accounts were approved by the Board on 18th November 2024.....

* 
.....
Mr Peter Share, Chair

The notes form part of the financial statements

**Notes to the Financial statements
for the year ended 31st March 2024**

Note

1 ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), The Charities Act 2011 and 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 1 January 2015).

Cash Flow Statement

Exemption has been taken from preparing a cashflow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Fixtures, fittings & equipment	25% per annum on straightline basis
Property	4 % per annum on straightline basis
Other Fixed Assets	10% per annum on Straightline basis

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. Restricted incoming resources in respect of capital expenditure are carried forward as deferred capital grants and released to the fund account to match the depreciation charges.

Resources Expended

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

Taxation

The charity is exempt from corporation 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 the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for a particular restricted purpose.

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

Pension costs

The Company operates a money purchase pension scheme for employees. Employer contributions are charged as an expense in the period to which they relate and are allocated to activities in line with the related salary cost.

Bilston Resource Centre

**Notes to the Financial statements
for the year ended 31st March 2024**

Note

2 INCOME FROM DONATIONS & LEGACIES

	2024	2023
	£	£
Good things foundation	-	6,900
	-	6,900

3 INCOME FROM CHARITABLE ACTIVITIES

	2024	2023
	£	Restated £
Restricted Funds		
DWP Resource Mgt	-	12,490
Heart of England KYN	37,850	23,800
50 + Project Sandwell	-	1,315
Black Country Futures - Part 2	16,750	113,012
Sandwell MBC	-	14,928
UK Shared Prosperity	93,667	-
	148,267	165,545
Other charitable income		
Education & training	52,566	71,000
Advice, guidance & help into work	-	2,295
WVSC Voluntary Skills Connect	-	86,687
Other income	1,159	295
	53,725	160,277

4 INCOME FROM OTHER TRADING ACTIVITIES

Centre lettings	3,805	10,195
Café takings	6,538	11,359
	10,343	21,554

Hire charges were made for use of the Centre by various outside organisations in 2022-23.

5 INVESTMENT INCOME

Interest receivable	920	164
TOTAL INCOME	213,255	354,439

Note

6 EXPENDITURE

	2024	2023
	£	Restated £
<u>Charitable Activities:</u>		
Staff costs	153,764	193,700
Establishment costs	29,253	40,324
Direct cost of activities	68,279	42,188
Depreciation	55,458	55,458
Accountancy/Independent Examiner's Fee	2,840	2,375
Prior Year Adjustment	-	-
	309,594	334,044
<u>Raising funds:</u>		
Staff costs		
Other direct costs		
	0	0
Total Expenditure	309,594	334,044

**Notes to the Financial statements
for the year ended 31st March 2024**

Note

7 STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES

During the year no remuneration for services as a director/trustee and no expenses were paid or were payable, directly or indirectly, out of funds of the charity to any trustee. Trustee Stewardship Insurance of £2,525 was paid during the year (2023: £2,343)

	2024	2023
		Restated
STAFF COSTS	£	£
Wages and salaries	143,463	178,715
Social security costs	5,310	9,288
Pension costs	4,620	5,179
Staff travel & subsistence	371	518
	153,764	193,700

The average monthly number of employees during the year was :

7 9

There were no employees whose annual emoluments were £60,000 or more (2023 : nil)

8 TANGIBLE FIXED ASSETS	Unrestricted Funds	Designated Funds	Restricted Funds	Total
Cost				
At 1 April 2023	19,506	593,213	698,270	1,310,989
Additions	-	-	-	-
Disposals	-	-	-	-
As at 31 March 2024	19,506	593,213	698,270	1,310,989
Depreciation				
At 1 April 2023	11,027	195,243	132,605	338,875
Charge for the period	3,798	23,729	27,931	55,458
Disposals	-	-	-	-
As at 31 March 2024	14,825	218,972	160,536	394,333
Net Book Value				
As at 31 March 2024	4,681	374,241	537,734	916,656
At 31st March 2023	8,479	397,970	565,665	972,114

Notes to the Financial statements
for the year ended 31st March 2024

Note

9 DEBTORS

	At 31st March 2024	At 31st March 2023 Restated £
Trade Debtors	13,902	495
Prepayments and accrued income		
	<u>13,902</u>	<u>495</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 Restated £
Trade Creditors	1,625	2,271
Tax and social security	-	-
Accrued expenses	-	-
	<u>1,625</u>	<u>2,271</u>

CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2024 Total Funds £	2023 Total Funds Restated £
Fixed Assets	4,681	374,241	537,734	916,656	972,114
Net Current Assets	203,511		0	203,511	244,392
Long term Liabilities					
	<u>208,192</u>	<u>374,241</u>	<u>537,734</u>	<u>1,120,167</u>	<u>1,216,506</u>

**Notes to the Financial statements
for the year ended 31st March 2024**

Note

12 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held in trust for specific purposes :

	MOVEMENT IN FUNDS				Balance at 31st March 2024
	Balance at 1 April 2023	Incoming Resources	Resources Expended	Transfers to Designated Fund	
	£	£	£	£	£
BBO Community Matters	(842)	0	(842)		0
UK Shared Prosperity - UKSPF	0	93,667	93,667		0
TNL Community Fund - Hub development	550	0	550		0
Black Country Futures	(613)	0	(613)		0
Heart of England - KYN	0	37,850	37,850		0
Big Lottery Fund - Capital Grant	603,667	0	27,931		575,736
Black Country Futures - Part 2	0	16,750	16,750		0
	602,762	148,267	175,293	0	575,736

Big Lottery Fund - Capital Grant : a grant through the Reaching Communities Building Programme towards the cost of the Phase 2 expansion. The grant is subject to a 20 year legal charge, and will be discharged over this grant period.

Black Country Futures Part 2 - (BCF Part 2) commenced April 2023, as a continuation of BCF 1, however, with particular focus on supporting young people into work and providing life skills support.'

Heart of England (Volunteering) June 2023 - This was a short pilot project to reduce loneliness and isolation through volunteering placement opportunities. This project was to target residents living in Bilston and surrounding areas, in particular young people aged 16 - 24 and people over 50. This project is building upon the previous pilot scheme to enable volunteers to gain experience in catering and hospitality, customer care, administration, IT and teaching support.

Transfers

Transfers may be made in situations where expenditure has exceeded available grant income or where there has been a small balance of grant remaining after the project completion.

**Notes to the Financial statements
for the year ended 31st March 2024**

13 Designated Fund

A sum of £23,729 has been charged as depreciation of the designated capital fund, which reflects the value of the two extensions to the premises.

14 Commitments under operating leases

At 31 March 2023 the company had a commitment under a non-cancellable operating lease from Bilston Neighbourhood Church for a term of 25 years, commencing January 2014 until December 2038. This lease commits the company to an annual rent of £8,000 p.a. to cover its occupation of the Phase 1 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

In December 2018 the company entered into a second lease from St Michaels Neighbourhood Church for a term of 20 years. This lease commits the company to an annual rent of £1,400 p.a. to cover its occupation of the Phase 2 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

These commitments can be broken down as follows :

Under 1 year	£9,400
1 to 5 years	£37,600
Over 5 years	£112,800

15 Reserves Policy

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16 Related party transactions

There were no transactions with related parties during the year or previous year that require disclosure in these accounts.

Accounts

Company Ltd by Guarantee No: 3691811

Registered Charity Number : 1077034

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023
FOR
BILSTON RESOURCE CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

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BILSTON RESOURCE CENTRE

**COMPANY & CHARITY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2023**

DIRECTORS / TRUSTEES:	Mr K J Sammonds Mr P J Share Mr M N Milligan Mrs R K Patla MBE
COMPANY SECRETARY	Mr S Bhardwaj
REGISTERED OFFICE :	St Michaels Mission Wolverhampton Street Bilston WV14 0LT
COMPANY NUMBER:	3691811 (England and Wales)
REGISTERED CHARITY NUMBER :	1077034
INDEPENDENT EXAMINER :	Severn Accounting Shaw Mews 1 Shaw Street Worcester WR1 3QQ
BANKERS:	Lloyds Bank 89 Church Street Bilston West Midlands WV14 0AX

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2023

The directors, who are also trustees for the purposes of the Charity Act, present their annual report and independently reviewed Financial Statements for the year ended 31st March 2023

OBJECTS AND ACTIVITIES

As set out in the Memorandum and Articles of Association, the objects of the charity are: to promote the benefit of the inhabitants of the area of benefit. In particular, to advance Christian values, education and training, relieve sickness and old age, preserve and protect good health and to provide facilities in the interest of social welfare for recreation and other leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Bilston Resource Centre's main activity is to support local people to access learning, skills and employment, by providing a welcoming open access facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in Basic Skills, ESOL and Information Technology. We also work with other partners within our networks and provide vocationally relevant skills and qualifications. Additionally, we have developed the community hub and cafe to bring community groups together and also enabling organisations to make use of the centre's new purpose built facilities.

All of the Centre's activities are aimed at supporting local people, in an area of high deprivation. No member of the Company, including the Directors, receives any financial benefit from their involvement with the Centre.

In developing activities and delivering services, the Directors have taken account of the guidance on public benefit published by the Charities Commission.

ACHIEVEMENTS AND PERFORMANCE – April 2022 to March 2023

BRC has achieved positive successes this year, with the delivery of a range of projects promoting engagement and outreach activities, employment and skills support, learning support including English, Maths, ESOL and Digital support and the community cafe has delivered a range of activities and bookings for stakeholders and residents. BRC have also piloted new activities around creative Art therapy to help address people's well-being.

BRC have continued to support residents through its services and have also piloted some work to target young people aged 16 - 18, by working with local secondary school in Bilston, Ormiston Academy. We have also done collaborative work with Excel youth group, providing meals for youth groups and also support Rainbow Kids Holiday scheme during summer period 2022. Through our digital scheme we have been supporting residents aged 50+ to enable them to improve their IT skills and confidence using computers.

- Information Advice and Guidance to Matrix Quality Standard. This included career guidance and action planning, help with CVs and job applications, and access to jobsearch (including online job search). BRC have also taken on new volunteers to help them improve new skills in customer care, IAG and digital mentoring.
- Openawards and OCN accredited learning for Basic Skills and ESOL. In the period of April 2022 to March 2023, learners were supported to achieve qualifications in Essential Digital Skills, Functional Skills English. Digital Skills Courses have proven to be successful as learners who have little or no
- BRC have continued to partner with the City of Wolverhampton Council to participate in the digital chrome book lending scheme. BRC are also a key partner in the Black Country Futures strategic partnership group and have had the opportunity to participate in shaping the strategy of learning, support, well-being across the black country with other organisations. BRC have also continued to develop strong local partnership in the Bilston area with community providers, identifying local issues to address.
- BRC has successfully delivered against its key projects being Bridges, Community Renewal Skills Connect, Get Online and Support for Over 50s. These projects have enabled BRC to test and trial new innovataive activities, not only supporting people's employment and training needs, but also activities around their health and well-being needs improving people's self-esteem, self-belief and confidence.

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2023

FINANCIAL REVIEW

The charity receives a variety of grants and donations for specific purposes, which are treated as Restricted Funds. Other income is earned through delivering contracts for public agencies. While not restricted funds, we are still required to account to these agencies for the use of these funds. We use the Money Manager software package to track expenditure against various funds. The largest area of expenditure is on staff salaries. We use an external payroll agency, who are responsible for handling of PAYE and NI and payments to HMRC. All other expenditure is authorised by the Centre Manager. Nearly all our income is received in the form of cheques or direct BACS payments, and most expenditure is made by direct bank transfers [salaries by BACS]. The bank statements are reconciled on a monthly basis.

BRC have been successful with a number of contracts and projects, despite the challenges faced with projects coming to an end. While the Black Country Futures came to an end, BRC we successful with the delivery of the Bridges European Lottery Project, supporting the unemployed and economically inactive into work. BRC were also successful in delivering the Community Renewal funding including, Skills Connect, Support for 50+ and Get Online. Furthermore, BRC were successful with a pilot project called Know Your Neighbourhood via Heart of England, promoting volunteering and workplacement opportunities, to reduce loneliness. This project was open to all residents, however, with particular focus on those aged over 50 and young people aged 16-24. BRC have continued to deliver the Adult Education Budget for Adult Skills, as a subcontractor provider delivering English, Maths and Essential Digital Skills accredited qualifications. We at BRC continue to extend our grateful thanks to all our funders.

In line with the recommendations of the Charity Commission, the Trustees have adopted a policy on the holding of reserves. In view of the short-term nature of the Centre's funding, the Trustees are seeking to achieve unrestricted reserves amounting to six months' salaries and running costs. This currently amounts to around £165,000. With net current assets of £264,065 we have comfortably covered this. The Trustees will continue to seek ways to sustain and boost our reserves.

The directors are empowered to invest monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, nevertheless subject to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is constituted as a Charitable Company Limited by Guarantee and is a charity registered with the Charity Commission number 1077034, and is therefore not subject to Corporation Tax.

Governing document: Memorandum & Articles of Association incorporated on the 5th January 1999 as amended by special resolution dated 15th April 1999.

The Trustees set the overall policy and direction of the Charity. Day to day management responsibility is devolved to the paid staff, led by Simon Bhardwaj, the Centre Manager, who also acts as Company Secretary.

The Trustees all provide their services free of charge. They have a wide range of skills and experience in management in the public, private and voluntary sectors. Trustees are elected by the membership at the AGM, and serve for a three-year term.

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2023

REFERENCE & ADMINISTRATIVE DETAILS

These are set out on Page 3 of these accounts.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are required under UK Company law to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to:

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

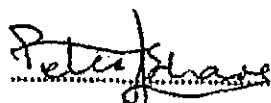
The directors are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors have identified the major risks to which the charity are exposed and have put adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the Small Companies regime.

APPROVAL

This report was approved by the directors on 14th Nov 2023,

and signed on their behalf:


.....

Mr Peter Share, Chair

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BILSTON RESOURCE CENTRE**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31st March 2023, which are set out on pages 3-6 and 8-15

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

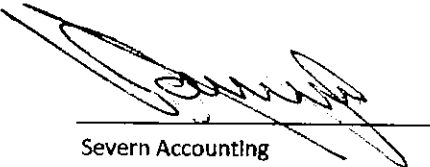
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Severn Accounting
Shaw Mews
1 Shaw Street
Worcester
WR1 3QQ

Date:

14th November 2023

**Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31st March 2023**

		Unrestricted Funds	Designated Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
	Notes	£	£	£	£	£
INCOME FROM:						
Donations & legacies	2	6,900			6,900	3,413
Charitable activities	3	156,857		180,473	337,330	277,224
Other trading activities	4	24,974			24,974	9,892
Investment income	5	164			164	7
TOTAL INCOME		188,895	0	180,473	369,368	290,536
EXPENDITURE ON:						
Raising Funds	6	0			0	0
Charitable Activities	6	76,892	23,729	228,678	329,299	293,868
TOTAL EXPENDITURE		76,892	23,729	228,678	329,299	293,868
NET INCOME/(EXPENDITURE)						
before transfers		112,003	(23,729)	(48,205)	40,069	(3,332)
Transfers between funds						
Prior year Adjustment						
Net Incoming/(Outgoing) resources		112,003	(23,729)	(48,205)	40,069	(3,332)
RECONCILIATION OF FUNDS						
Total funds brought forward		161,446	383,697	650,967	1,196,110	1,199,442
TOTAL FUNDS CARRIED FORWARD		273,449	359,968	602,762	1,236,179	1,196,110

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

There are no recognised gains or losses other than those passing through the income and expenditure account.

Bilston Resource Centre**Balance Sheet as at 31st March 2023**

	Notes	At 31st March 2023 £	At 31st March 2022 £
FIXED ASSETS			
Tangible	8	972,114	1,018,638
CURRENT ASSETS			
Debtors & prepayments	9	4,145	52,798
Cash at bank and in hand		261,318	140,774
		<u>265,463</u>	<u>193,572</u>
CREDITORS			
Amounts falling due within one year	10	<u>1,398</u>	<u>16,100</u>
NET CURRENT ASSETS		<u>264,065</u>	<u>177,472</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,236,179	1,196,110
CREDITORS			
Amounts falling due after more than one year		0	0
NET ASSETS		<u>1,236,179</u>	<u>1,196,110</u>
FUNDS OF THE CHARITY			
Restricted funds	12	602,762	650,967
Unrestricted funds		273,449	161,446
Designated funds		359,968	383,697
TOTAL FUNDS		<u>1,236,179</u>	<u>1,196,110</u>
		0	0

For the year ending 31st March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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 of the Companies Act 2006. However, in accordance with Section 145 of the Charities Act 2011, the financial statements have been examined by an Independent Examiner, whose report is included in these accounts.

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

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

The accounts were approved by the Board on 14th Nov 2023



Mr Peter Share, Chair

The notes form part of the financial statements

**Notes to the Financial statements
for the year ended 31st March 2023**

Note

1 ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), The Charities Act 2011 and 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 1 January 2015).

Cash Flow Statement

Exemption has been taken from preparing a cashflow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Fixtures, fittings & equipment	25% per annum on straightline basis
Property	4 % per annum on straightline basis
Other Fixed Assets	10% per annum on Straightline basis

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. Restricted incoming resources in respect of capital expenditure are carried forward as deferred capital grants and released to the fund account to match the depreciation charges.

Resources Expended

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

Taxation

The charity is exempt from corporation 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 the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for a particular restricted purpose.

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

Pension costs

The Company operates a money purchase pension scheme for employees. Employer contributions are charged as an expense in the period to which they relate and are allocated to activities in line with the related salary cost.

Notes to the Financial statements
for the year ended 31st March 2023

Note

2 INCOME FROM DONATIONS & LEGACIES

	2023	2022
	£	£
Grantham Yorke Trust	-	1,000
One Walsall	-	100
Fred Stainethorpe	-	13
Good things foundation	6,900	2,300
	6,900	3,413

3 INCOME FROM CHARITABLE ACTIVITIES

	2023	2022
	£	£
Restricted Funds		
TNL Community Fund - Hub development	-	27,432
Black Country Futures	-	56,398
CIRS - Job Retention Scheme	-	11,549
Access to business	-	18,175
Covid vaccination	-	2,520
Dimensions UK	-	1,360
DWP Resource Mgt	12,490	12,125
Heart of England	23,800	4,500
CLC Oasis warm meal	-	2,190
50 + Project Sandwell	16,243	5,485
BBO Bridges	113,012	20,274
Sandwell MBC	14,928	
	180,473	162,007
Other charitable income		
Education & training	71,000	65,000
Advice, guidance & help into work	2,295	7,535
WVSC Voluntary Skills Connect	83,267	42,243
Other income	295	439
	156,857	115,217

4 INCOME FROM OTHER TRADING ACTIVITIES

Centre lettings	13,615	5,866
Café takings	11,359	4,026
	24,974	9,892

Hire charges were made for use of the Centre by various outside organisations in 2022-23.

5 INVESTMENT INCOME

Interest receivable	164	7
TOTAL INCOME	369,368	290,536

Note

6 EXPENDITURE

	2023	2022
	£	£
<u>Charitable Activities:</u>		
Staff costs	189,675	171,362
Establishment costs	40,324	33,231
Direct cost of activities	41,468	32,972
Depreciation	55,458	54,303
Accountancy/Independent Examiner's Fee	2,375	2,000
	329,299	293,868
<u>Raising funds:</u>		
Staff costs		
Other direct costs		
	0	0
Total Expenditure	329,299	293,868

**Notes to the Financial statements
for the year ended 31st March 2023**

Note

7 STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES

During the year no remuneration for services as a director/trustee and no expenses were paid or were payable, directly or indirectly, out of funds of the charity to any trustee. Trustee Stewardship Insurance of £2,327 was paid during the year (PYR £2,010.02)

	2023	2022
	£	£
STAFF COSTS		
Wages and salaries	178,589	159,341
Redundancy Costs		
Social security costs	5,389	7,095
Pension costs	5,179	4,840
Staff travel & subsistence	518	86
	189,675	171,276

The average monthly number of employees during the year was :

9 **9**

There were no employees whose annual emoluments were £60,000 or more (2022 : nil)

8 TANGIBLE FIXED ASSETS	Unrestricted Funds	Designated Funds	Restricted Funds	Total
Cost				
At 1 April 2022	10,572	593,213	698,270	1,302,055
Additions	8,934		0	8,934
Disposals	0		0	0
As at 31 March 2023	19,506	593,213	698,270	1,310,989
Depreciation				
At 1 April 2022	7,229	171,514	104,674	283,417
Charge for the period	3,798	23,729	27,931	55,458
Disposals	0		0	0
As at 31 March 2023	11,027	195,243	132,605	338,875
Net Book Value				
As at 31 March 2023	8,479	397,970	565,665	972,114
At 31st March 2022	3,343	421,699	593,596	1,018,638

Notes to the Financial statements
for the year ended 31st March 2023

Note

9 DEBTORS

	At 31st March 2023	At 31st March 2022
		£
Trade Debtors	4,145	52,798
Prepayments and accrued income		
	<u>4,145</u>	<u>52,798</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Trade Creditors	1,398	14,100
Tax and social security		
Accrued expenses	0	2000
	<u>1,398</u>	<u>16,100</u>

CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2023 Total Funds £	2022 Total Funds £
Fixed Assets	8,479	397,970	565,665	972,114	1,018,638
Net Current Assets	264,970		-905	264,065	177,472
Long term Liabilities					
	<u>273,449</u>	<u>397,970</u>	<u>564,760</u>	<u>1,236,179</u>	<u>1,196,110</u>

**Notes to the Financial statements
for the year ended 31st March 2023**

Note**12 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held in trust for specific purposes :

	MOVEMENT IN FUNDS			
	Balance at 1 April 2022	Incoming Resources	Resources Expended	Transfers to Designated Fund
	£	£	£	£
BBO Community Matters	(842)			
TNL Community Fund - Hub development	550	0	0	
Black Country Futures	(613)	0	0	
DWP Resource Mgt	0	12,490	12,490	
Heart of England	0	23,800	23,800	
50 + Project Sandwell	0	16,243	16,243	
Big Lottery Fund - Capital Grant	631,598	0	27,931	
BBO Bridges	20,274	113,012	133,286	
Sandwell MBC		14,928	14,928	
	650,967	180,473	228,678	0
				602,762

BBO Community Matters - a grant from ESF & Big Lottery for support to those furthest from the labour market, which came to an end in March 2020.

Black Country futures - was a partnership project that commenced after BBO Community Matters came to an end. This project has been beneficial during the Covid pandemic and enabled us to develop the catering and cooking facilities. This project was to support people into employment, training and education, including the supply of warm meals to struggling families. The project finished in March 2023.

Big Lottery Fund - Capital Grant : a grant through the Reaching Communities Building Programme towards the cost of the Phase 2 expansion. The grant is subject to a 20 year legal charge, and will be discharged over this grant period.

DWP resource mgt - was the Kick Start Government scheme BRC began in November 2021, toward 3 Kickstarters who joined during this period as café assistants, digital marketing officer and Administrator. This project came to an end in 2022

CLC Oasis Warm meals - BRC partnered with Christian Life Centre (CLC) in Blakenhall supporting their Oasis Soup Kitchen. The soup kitchen was operating on a take away basis, whereby BRC provided between 30-40 meals on average to struggling families in need of this support as some were rough sleepers, including those living in temporary accommodation.

50+ Sandwell Project - This was part of the pilot Government programme called Community Renewal Fund, supporting people aged 50+ into employment, including those economically inactive, in particular those that lacked IT skills.

BBO Bridges - This project is contract managed by Steps2Work who also managed the Black Country Futures Project. This project began in November 2021, supporting people aged 24+ into employment, and/or further education or training. This project came to an end in March 2023.

Heart of England (Volunteering) March 2023 - This was a short pilot project to reduce loneliness and isolation through volunteering placement opportunities. This project was to target residents living in Bilston and surrounding areas, in particular young people aged 16 - 24 and people over 50. This was a successful project as volunteers gained experience in catering and

Transfers

Transfers may be made in situations where expenditure has exceeded available grant income or where there has been a small balance of grant remaining after the project completion.

**Notes to the Financial statements
for the year ended 31st March 2023**

13 Designated Fund

A sum of £23,729 has been charged as depreciation of the designated capital fund, which reflects the value of the two extensions to the premises.

14 Commitments under operating leases

At 31 March 2023 the company had a commitment under a non-cancellable operating lease from Bilston Neighbourhood Church for a term of 25 years, commencing January 2014 until December 2038. This lease commits the company to an annual rent of £8,000 p.a. to cover its occupation of the Phase 1 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

In December 2018 the company entered into a second lease from St Michaels Neighbourhood Church for a term of 20 years. This lease commits the company to an annual rent of £1,400 p.a. to cover its occupation of the Phase 2 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

These commitments can be broken down as follows :

Under 1 year	£9,400
1 to 5 years	£37,600
Over 5 years	£112,800

15 Reserves Policy

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16 Related party transactions

There were no transactions with related parties during the year or previous year that require disclosure in these accounts.

Accounts

Company Ltd by Guarantee No: 3691811

Registered Charity Number : 1077034

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022
FOR
BILSTON RESOURCE CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

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NOTES TO THE FINANCIAL STATEMENTS	10 - 15

BILSTON RESOURCE CENTRE

**COMPANY & CHARITY INFORMATION
FOR THE YEAR ENDED 31 MARCH 2022**

DIRECTORS / TRUSTEES:	Mr K J Sammonds Mr P J Share Mr M N Milligan Mrs R K Patla MBE
COMPANY SECRETARY	Mr S Bhardwaj
REGISTERED OFFICE :	St Michaels Mission Wolverhampton Street Bilston WV14 0LT
COMPANY NUMBER:	3691811 (England and Wales)
REGISTERED CHARITY NUMBER :	1077034
INDEPENDENT EXAMINER :	Severn Accounting Victoria House 63/64 Foregate Street Worcester WR1 1DX
BANKERS:	Lloyds Bank 89 Church Street West Midlands WV14 0AX

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2022

The directors, who are also trustees for the purposes of the Charity Act, present their annual report and independently reviewed Financial Statements for the year ended 31st March 2022

OBJECTS AND ACTIVITIES

As set out in the Memorandum and Articles of Association, the objects of the charity are: to promote the benefit of the inhabitants of the area of benefit. In particular, to advance Christian values, education and training, relieve sickness and old age, preserve and protect good health and to provide facilities in the interest of social welfare for recreation and other leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Bilston Resource Centre's main activity is to support local people to access learning, skills and employment, by providing a welcoming open access facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in Basic Skills, ESOL and Information Technology. We also work with other partners within our networks and provide vocationally relevant skills and qualifications. Additionally, we have developed the community hub and cafe to bring community groups together and also enabling organisations to make use of the centre's new purpose built facilities.

All of the Centre's activities are aimed at supporting local people, in an area of high deprivation. No member of the Company, including the Directors, receives any financial benefit from their involvement with the Centre.

In developing activities and delivering services, the Directors have taken account of the guidance on public benefit published by the Charities Commission.

ACHIEVEMENTS AND PERFORMANCE – April 2021 to March 2022

BRC has achieved positive successes this year, however, not without its challenges. We remember our late Nick Woolf who sadly passed away on 15 December 2021. Nick performed a proactive role at BRC for many years, as our finance administrator and fundraiser. Our thoughts and prayers are with his family. From April 2021 - March 2022, BRC has registered 235 new clients [111 men and 124 women].

Covid19 lockdown impacted the number of new registrations at the Centre. However, through the development of the café, BRC have supported many families with hot meals. BRC have also noticed a significant increase with referrals from DWP and word of mouth, and offering wrap around support. BRC were able to still offer a range of support to local people through online means such as Zoom. This included those wishing to access education, training and employment including:

- Information Advice and Guidance to Matrix Quality Standard. This included career guidance and action planning, help with CVs and job applications, and access to jobsearch (including online job search). BRC achieved its Matrix Quality Standard renewal, which BRC have maintained since 2002
- OCR and OCN accredited learning for Basic Skills and ESOL. In the period of April 2021 to March 2022, 60+ learners were supported to achieve qualifications in ICT, English & Functional Skills. BRC also began delivering a new IT course called "Essential Digital Skills"
- BRC continued to partner with City of Wolverhampton Council to participate in the digital chrome book lending scheme. This involved loaning chromebooks to clients so they could pursue jobsearch and learning from home. As part of this scheme we also supported other grassroots organisations by loaning them 5 chromebooks to be utilised in their centres once lock down restrictions eased.
- BRC has developed positive working relationships with 17 new partners through the Wolverhampton Learning Platform. Additionally, BRC partnered up with Excel Church and Bilston People's Centre supporting the food distribution within the Bilston area. Additionally, together with Job Change learners obtained health and social care related qualifications, including interviews with employers in the care industry. Furthermore, we are working with Adult Education Wolverhampton delivering English entry level and ICT level 1. BRC also began new projects including the Bridge BBO, supporting adults aged 24+ into employment.

BILSTON RESOURCE CENTRE

REPORT OF THE TRUSTEES (continued) FOR THE PERIOD ENDED 31 MARCH 2022

FINANCIAL REVIEW

The charity receives a variety of grants and donations for specific purposes, which are treated as Restricted Funds. Other income is earned through delivering contracts for public agencies. While not restricted funds, we are still required to account to these agencies for the use of these funds. We use the Money Manager software package to track expenditure against various funds. The largest area of expenditure is on staff salaries. We use an external payroll agency, who are responsible for handling of PAYE and NI and payments to HMRC. All other expenditure is authorised by the Centre Manager. Nearly all our income is received in the form of cheques or direct BACS payments, and most expenditure is made by direct bank transfers [salaries by BACS]. The bank statements are reconciled on a monthly basis.

While 2020-21 was a challenging year operationally, it was a successful one financially, as we recorded a surplus in Unrestricted Funds of £28,054. This was achieved through some use of the CJRS Job Retention Scheme, together with generous donations from Garfield Weston Foundation, Grantham Yorke Trust, the Rotary Charity, The Edward Cadbury Trust & Penn Christian Centre. While the Heart of England Building Better Opportunities programme came to an end, it was replaced by Black Country Futures, managed by Steps to Work. Together with a grant from the Resonance Social Enterprise Support Fund, this enabled us to get the café into use, mainly to support our food distribution programme, while Wolverhampton Adult Education Service supported our learning in English, ESOL and ICT. We extend our grateful thanks to all our funders.

In line with the recommendations of the Charity Commission, the Trustees have adopted a policy on the holding of reserves. In view of the short-term nature of the Centre's funding, the Trustees are seeking to achieve unrestricted reserves amounting to six months' salaries and running costs. This currently amounts to around £147,000. With net current assets of £157,414 we have comfortably covered this. The Trustees will continue to seek ways to sustain and boost our reserves.

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BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2022

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The directors are required under UK Company law to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to:

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- c) state whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the company will continue in operation.

The directors are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors have identified the major risks to which the charity are exposed and have put adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the Small Companies regime.

APPROVAL

This report was approved by the directors on 16th NOVEMBER 2022,

and signed on their behalf:



Mr Peter Share, Chair

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BILSTON RESOURCE CENTRE**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31st March 2022, which are set out on pages 3-6 and 8-14

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Ali Jaw ACCA FMAAT BSc(Hons)
Severn Accounting
Victoria House
63/64 Foregate Street
WORCESTER,
WR1 1DX

Date :

Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31st March 2022

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	2022 Total Funds £	2021 Total Funds £
Notes						
INCOME FROM:						
Donations & legacies	2	3,413			3,413	24,926
Charitable activities	3	115,217		162,007	277,224	215,042
Other trading activities	4	9,892			9,892	10,850
Investment income	5	7			7	15
TOTAL INCOME		128,529	0	162,007	290,536	250,832
EXPENDITURE ON:						
Raising Funds	6	0			0	5,944
Charitable Activities	6	100,475	23,729	169,664	293,868	254,483
TOTAL EXPENDITURE		100,475	23,729	169,664	293,868	260,427
NET INCOME/(EXPENDITURE)						
before transfers		28,054	(23,729)	(7,657)	(3,332)	(9,595)
Transfers between funds						
Prior year Adjustment						(78)
RECONCILIATION OF FUNDS						
Total funds brought forward		133,392	407,426	658,624	1,199,442	1,209,115
TOTAL FUNDS CARRIED FORWARD		161,446	383,697	650,967	1,196,110	1,199,442

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

There are no recognised gains or losses other than those passing through the income and expenditure account.

Bilston Resource Centre**Balance Sheet as at 31st March 2022**

	Notes	At 31st March 2022 £	At 31st March 2021 £
FIXED ASSETS			
Tangible	8	1,018,638	1,071,541
CURRENT ASSETS			
Debtors & prepayments	9	52,798	42,737
Cash at bank and in hand		140,774	105,382
		<u>193,572</u>	<u>148,119</u>
CREDITORS			
Amounts falling due within one year	10	<u>16,100</u>	<u>20,218</u>
NET CURRENT ASSETS		<u>177,472</u>	<u>127,901</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,196,110	1,199,442
CREDITORS			
Amounts falling due after more than one year		0	0
NET ASSETS		<u>1,196,110</u>	<u>1,199,442</u>
FUNDS OF THE CHARITY			
Restricted funds	12	650,967	658,624
Unrestricted funds		161,446	133,392
Designated funds		<u>383,697</u>	<u>407,426</u>
TOTAL FUNDS		<u>1,196,110</u>	<u>1,199,442</u>

For the year ending 31st March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

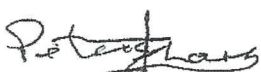
Director's responsibilities :

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. However, in accordance with Section 145 of the Charities Act 2011, the financial statements have been examined by an Independent Examiner, whose report is included in these accounts.

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

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

The accounts were approved by the Board on 16th NOVEMBER 2022



Mr Peter Share, Chair

The notes form part of the financial statements

**Notes to the Financial statements
for the year ended 31st March 2022**

Note

1 ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), The Charities Act 2011 and 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 1 January 2015).

Cash Flow Statement

Exemption has been taken from preparing a cashflow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Fixtures, fittings & equipment	- 25% per annum on the fixed instalment basis
Property	- 4 % per annum on the fixed instalment basis

Incoming Resources

legally entitled to the income and the amount can be quantified with reasonable accuracy. Restricted incoming resources in respect of capital expenditure are carried forward as deferred capital grants and released to the fund account to match the depreciation charges.

Resources Expended

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

Taxation

The charity is exempt from corporation 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 the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for a particular restricted purpose.

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

Pension costs

The Company operates a money purchase pension scheme for employees. Employer contributions are charged as an expense in the period to which they relate and are allocated to activities in line with the related salary cost.

Notes to the Financial statements
for the year ended 31st March 2022

Note

2 INCOME FROM DONATIONS & LEGACIES

	2022	2021
	£	£
Garfield Weston Foundation	-	20,000
Grantham Yorke Trust	1,000	1,000
Rotary Charity	-	500
The Edward Cadbury ECCT Grant	-	2,500
Penn Christian Centre	-	500
WCC Food Bank	-	426
One Walsall	100	
Fred Stainethorpe	13	
Good things foundation	2,300	
	3,413	24,926

3 INCOME FROM CHARITABLE ACTIVITIES

	2022	2021
	£	£
Restricted Funds		
TNL Community Fund - Hub development	27,432	27,075
BBO Community Matters	-	2,536
Black Country Futures	56,398	56,938
CJRS - Job Retention Scheme	11,549	22,642
Resonance - Social Enterprise Support	-	23,000
Covid vaccination	2,520	
Dimensions UK	1,360	
DWP Resource Mgt	12,125	
Heart of England	4,500	
CLC Oasis warm meal	2,190	
50 + Project Sandwell	5,485	
BBO Bridges	20,274	
	162,007	132,190
Other charitable income		
Education & training	65,000	70,219
Advice, guidance & help into work	7,535	12,410
TNL Community Fund - revenue re capital grant	-	
WVSC Voluntary Skills Connect	42,243	
Other income	439	223
	115,217	82,852

4 INCOME FROM OTHER TRADING ACTIVITIES

Centre lettings	5,866	7,224
Café takings	4,026	3,627
	9,892	10,850

Hire charges were made for use of the Centre by various outside organisations in 2021-22.

5 INVESTMENT INCOME

Interest receivable	7	15
TOTAL INCOME	290,536	250,833

Note

6 EXPENDITURE

	2022	2021
	£	£
<u>Charitable Activities:</u>		
Staff costs	171,362	144,791
Establishment costs	33,231	22,870
Direct cost of activities	32,972	32,369
Depreciation	54,303	53,953
Independent Examiner's Fee	2,000	500
	293,868	254,483
<u>Raising funds:</u>		
Staff costs		5,444
Other direct costs		500
	0	5,944
Total Expenditure	293,868	260,427

Notes to the Financial statements
for the year ended 31st March 2022

Note

7 STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES

During the year no remuneration for services as a director/trustee and no expenses were paid or were payable, directly or indirectly, out of funds of the charity to any trustee. Trustee Stewardship Insurance of £2,010.02 was paid during the year (PYR £1,197)

	2022	2021
	£	£
STAFF COSTS		
Wages and salaries	159,341	136,868
Redundancy Costs		615
Social security costs	7,095	5,788
Pension costs	4,840	4,407
Staff travel & subsistence	86	
	171,362	147,679

The average monthly number of employees during the year was :

9 9

There were no employees whose annual emoluments were £60,000 or more (2021 : nil)

8 TANGIBLE FIXED ASSETS	Unrestricted Funds	Designated Funds	Restricted Funds	Total
At 1 April 2021	9,172	593,213	698,270	1,300,655
Additions	1,400		0	1,400
Disposals	0		0	0
As at 31 March 2022	10,572	593,213	698,270	1,302,055
Depreciation				
At 1 April 2021	4,586	147,785	76,743	229,114
Charge for the period	2,643	23,729	27,931	54,303
Disposals	0		0	0
As at 31 March 2022	7,229	171,514	104,674	283,417
Net Book Value				
As at 31 March 2022	3,343	421,699	593,596	1,018,638
At 31st March 2021	4,586	445,428	621,527	1,071,541

Notes to the Financial statements
for the year ended 31st March 2022

Note

9 DEBTORS

	At 31st March 2022	At 31st March 2021
		£
Trade Debtors	52,798	42,737
Prepayments and accrued income		
	<u>52,798</u>	<u>42,737</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade Creditors	14,100	19,718
Tax and social security		
Accrued expenses - Accountancy/Independent Examiner	2,000	500
	<u>16,100</u>	<u>20,218</u>

CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	Total Funds £
Fixed Assets	3,343	421,699	593,596	1,018,638	1,071,541
Net Current Assets	178,377		-905	177,472	127,901
Long term Liabilities					
	<u>181,720</u>	<u>421,699</u>	<u>592,691</u>	<u>1,196,110</u>	<u>1,199,442</u>

**Notes to the Financial statements
for the year ended 31st March 2022**

Note**12 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held in trust for specific purposes :

	MOVEMENT IN FUNDS				Balance at 31st March 2022
	Balance at 1 April 2021	Incoming Resources	Resources Expended	Transfers to Designated Fund	
	£	£	£	£	£
BBO Community Matters	(842)				(842)
TNL Community Fund - Hub development	550	27,432	27,432		550
Black Country Futures	(613)	56,398	56,398		(613)
CJRS - Job Retention Scheme	0	11,549	11,549		0
Community Champions	0	18,175	18,175		0
Covid vaccination	0	2,520	2,520		0
Dimensions UK	0	1,360	1,360		0
DWP Resource Mgt	0	12,125	12,125		0
Heart of England	0	4,500	4,500		0
CLC Oasis warm meal	0	2,190	2,190		0
50 + Project Sandwell	0	5,485	5,485		0
Big Lottery Fund - Capital Grant	659,529	0	27,931		631,598
BBO Bridges	0	20,274			20,274
	658,624	162,007	169,664	0	650,967

BBO Community Matters - a grant from ESF & Big Lottery for support to those furthest from the labour market, which came to an end in March 2020.

Black Country futures - was a partnership project that commenced after BBO Community Matters came to an end. This project has been beneficial during the Covid pandemic and enabled us to develop the catering and cooking facilities. This project was to support people into employment, training and education, including the supply of warm meals to struggling families

Community Champions and Covid Vaccination - projects delivered during the pandemic to support the promotion of the covid vaccination among residents, local communities, whereby BRC managed 5 community champion organisations as a lead ambassador to ensuring the message on being safe as advised by public health was shared appropriately.

GJW Turner Trust, Lillie C Johnson Charitable Trust & the Grimmitt Trust - grants towards the start-up costs of the community café, and the also the delivery of provisions around skills and learning

Big Lottery Fund - Capital Grant : a grant through the Reaching Communities Building Programme towards the cost of the Phase 2 expansion. The grant is subject to a 20 year legal charge, and will be discharged over this grant period.

Dimensions UK - is an organisation that has been hiring BRC's facilities for almost 10 years since the phase 1 extension. BRC have developed and maintained good relationships with this organisation. There was a decline during covid on room bookings during this period due to the lock down restrictions and face to face contact.

DWP resource mgt - was the Kick Start Government scheme BRC began in November 2021, toward 3 Kickstarters who joined during this period as café assistants, digital marketing officer and Administrator.

CLC Oasis Warm meals - BRC partnered with Christian Life Centre (CLC) in Blakenhall supporting their Oasis Soup Kitchen. The soup kitchen was operating on a take away basis, whereby BRC provided between 30-40 meals on average to struggling families in need of this support as some were rough sleepers, including those living in temporary accommodation.

50+ Sandwell Project - This was part of the pilot Government programme called Community Renewal Fund, supporting people aged 50+ into employment, including those economically inactive, in particular those that lacked IT skills.

BBO Bridges - This project is contract managed by Steps2Work who also managed the Black Country Futures Project. This project began in November 2021, supporting people aged 24+ into employment, and/or further education or training.

Transfers

Transfers may be made in situations where expenditure has exceeded available grant income or where there has been a small balance of grant remaining after the project completion.

**Notes to the Financial statements
for the year ended 31st March 2022**

13 Designated Fund

A sum of £23,729 has been charged as depreciation of the designated capital fund, which reflects the value of the two extensions to the premises.

14 Commitments under operating leases

At 31 March 2022 the company had a commitment under a non-cancellable operating lease from Bilston Neighbourhood Church for a term of 25 years, commencing January 2014 until December 2038. This lease commits the company to an annual rent of £8,000 p.a. to cover its occupation of the Phase 1 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

In December 2018 the company entered into a second lease from St Michaels Neighbourhood Church for a term of 20 years. This lease commits the company to an annual rent of £1,400 p.a. to cover its occupation of the Phase 2 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

These commitments can be broken down as follows :

Under 1 year	£9,400
1 to 5 years	£37,600
Over 5 years	£112,800

15 Reserves Policy

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16 Related party transactions

There were no transactions with related parties during the year or previous year that require disclosure in these accounts. BRC have a formal lease agreement with the Church with phase 1 and phase 2 buildings. There is an understanding between both parties that rental will be charged during the next financial year and nominal cost on phase. Due to significant challenges during this financial year with covid, lockdown, the BNC and BRC have a mutual understanding that rent payments will be paid in the next financial year reducing the debtors and ensuring all payments are made during 2022/23.

Accounts

Company Ltd by Guarantee No: 3691811

Registered Charity Number : 1077034

**REPORT OF THE TRUSTEES AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
FOR
BILSTON RESOURCE CENTRE
(A COMPANY LIMITED BY GUARANTEE)**

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INDEPENDENT EXAMINER'S REPORT	7
STATEMENT OF FINANCIAL ACTIVITIES	8
BALANCE SHEET	9
NOTES TO THE FINANCIAL STATEMENTS	10 - 14

BILSTON RESOURCE CENTRE

COMPANY & CHARITY INFORMATION FOR THE YEAR ENDED 31 MARCH 2021

DIRECTORS / TRUSTEES:	Mr K J Sammonds Mr P J Share Mr M N Milligan Mrs R K Patla MBE
COMPANY SECRETARY	Mr S Bhardwaj
REGISTERED OFFICE :	St Michaels Mission Wolverhampton Street Bilston WV14 0LT
COMPANY NUMBER:	3691811 (England and Wales)
REGISTERED CHARITY NUMBER :	1077034
INDEPENDENT EXAMINER :	Severn Accounting Victoria House 63/64 Foregate Street Worcester WR1 1DX
BANKERS:	Lloyds Bank 89 Church Street Bilston West Midlands WV14 0AX

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2021

The directors, who are also trustees for the purposes of the Charity Act, present their annual report and independently reviewed Financial Statements for the year ended 31st March 2021

OBJECTS AND ACTIVITIES

As set out in the Memorandum and Articles of Association, the objects of the charity are: to promote the benefit of the inhabitants of the area of benefit. In particular, to advance Christian values, education and training, relieve sickness and old age, preserve and protect good health and to provide facilities in the interest of social welfare for recreation and other leisure time occupation with the object of improving the conditions of life for the said inhabitants.

Bilston Resource Centre's main activity is to support local people to access learning, skills and employment, by providing a welcoming open access facility, providing Information Advice & Guidance (IAG), help with CVs and jobsearch, as well as learning opportunities in Basic Skills, ESOL and Information Technology. We also work with other partners within our networks and provide vocationally relevant skills and qualifications. Additionally, we have developed the community hub and cafe to bring community groups together and also enabling organisations to make use of the centre's new purpose built facilities.

All of the Centre's activities are aimed at supporting local people, in an area of high deprivation. No member of the Company, including the Directors, receives any financial benefit from their involvement with the Centre.

In developing activities and delivering services, the Directors have taken account of the guidance on public benefit published by the Charities Commission.

ACHIEVEMENTS AND PERFORMANCE – April 2020 to March 2021

From April 2020 - March 2021, BRC has registered 115 new clients [56 men and 59 women].

Covid19 lockdown impacted the number of new registrations at the Centre. However, through the development of the café, BRC have supported 304 families with hot meals. In total 2,656 meals were prepared and distributed to vulnerable residents including children. BRC were able to still offer a range of support to local people through online means such as Zoom. This included those wishing to access education, training and employment including:

- Information Advice and Guidance to Matrix Quality Standard. This included career guidance and action planning, help with CVs and job applications, and access to jobsearch (including online job search).
- OCR and OCN accredited learning for Basic Skills and ESOL. In the period of April 2020 to March 2021, 67 learners were supported to achieve qualifications in ICT, English & Functional Skills. In total 39 have gained certificates in this period.
- Access to our IT suite and learning support was limited due to covid restrictions. However, clients received support by remote means. This included BRC partnering with City of Wolverhampton Council to participate in the digital chrome book lending scheme. This involved loaning chromebooks to clients so they could pursue jobsearch and learning from home. As part of this scheme we also supported other grassroots organisations by loaning them 5 chromebooks to be utilised in their centres once lockdown restrictions eased.
- BRC has developed positive working relationships with 17 new partners through the Wolverhampton Learning Platform. Additionally, BRC partnered up with Excel Church and Bilston People's Centre supporting the food distribution within the Bilston area. Additionally, together with Job Change learners obtained health and social care related qualifications, including interviews with employers in the care industry. Furthermore, we are working with Adult Education Wolverhampton delivering English entry level and ICT level 1.

BILSTON RESOURCE CENTRE
REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2021

FINANCIAL REVIEW

The charity receives a variety of grants and donations for specific purposes, which are treated as Restricted Funds. Other income is earned through delivering contracts for public agencies. While not restricted funds, we are still required to account to these agencies for the use of these funds. We use the Money Manager software package to track expenditure against various funds. The largest area of expenditure is on staff salaries. We use an external payroll agency, who are responsible for handling of PAYE and NI and payments to HMRC. All other expenditure is authorised by the Centre Manager. Nearly all our income is received in the form of cheques or direct BACS payments, and most expenditure is made by direct bank transfers [salaries by BACS]. The bank statements are reconciled on a monthly basis.

While 2020-21 was a challenging year operationally, it was a successful one financially, as we recorded a surplus in Unrestricted Funds of £45,238. This was achieved through some use of the CJRS Job Retention Scheme, together with generous donations from Garfield Weston Foundation, Grantham Yorke Trust, the Rotary Charity, The Edward Cadbury Trust & Penn Christian Centre. While the Heart of England Building Better Opportunities programme came to an end, it was replaced by Black Country Futures, managed by Steps to Work. Together with a grant from the Resonance Social Enterprise Support Fund, this enabled us to get the café into use, mainly to support our food distribution programme, while Wolverhampton Adult Education Service supported our learning in English, ESOL and ICT. We extend our grateful thanks to all our funders.

In line with the recommendations of the Charity Commission, the Trustees have adopted a policy on the holding of reserves. In view of the short-term nature of the Centre's funding, the Trustees are seeking to achieve unrestricted reserves amounting to six months' salaries and running costs. This currently amounts to around £130,000. With net current assets of £127,901, we are close to achieving this. The Trustees will continue to seek ways to sustain and boost our reserves.

The directors are empowered to invest monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, nevertheless subject to such conditions (if any) and such consents (if any) as may for the time being be imposed or required by law.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is constituted as a Charitable Company Limited by Guarantee and is a charity registered with the Charity Commission number 1077034, and is therefore not subject to Corporation Tax.

Governing document: Memorandum & Articles of Association incorporated on the 5th January 1999 as amended by special resolution dated 15th April 1999.

The Trustees set the overall policy and direction of the Charity. Day to day management responsibility is devolved to the paid staff, led by Simon Bhardwaj, the Centre Manager, who also acts as Company Secretary.

The Trustees all provide their services free of charge. They have a wide range of skills and experience in management in the public, private and voluntary sectors. Trustees are elected by the membership at the AGM, and serve for a three-year term.

BILSTON RESOURCE CENTRE

**REPORT OF THE TRUSTEES (continued)
FOR THE PERIOD ENDED 31 MARCH 2021**

REFERENCE & ADMINISTRATIVE DETAILS

These are set out on Page 3 of these accounts.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The directors are required under UK Company law to prepare financial statements for each financial year, which give a true and fair view of the company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to:

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

The directors are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial statements comply with applicable law and regulations. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The directors have identified the major risks to which the charity are exposed and have put adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 applicable to companies subject to the Small Companies regime.

APPROVAL

This report was approved by the directors on 29th Oct. 2021,

and signed on their behalf:

.....


Mr Peter Share, Chair

**REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF
BILSTON RESOURCE CENTRE**

I report to the charity trustees on my examination of the accounts of the Charity for the year ended 31st March 2021, which are set out on pages 3-6 and 8-14

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Ali Jaw ACCA FMAAT BSc(Hons)
Severn Accounting
Victoria House
63/64 Foregate Street
WORCESTER,
WR1 1DX

Date : 15 September 2021

Statement of Financial Activities (incorporating an Income and Expenditure Account)
for the year ended 31st March 2021

		Unrestricted Funds	Designated Funds	Restricted Funds	2021 Total Funds	2020 Total Funds
	Notes	£	£	£	£	£
INCOME FROM:						
Donations & legacies	2	24,926			24,926	1,000
Charitable activities	3	82,852		132,190	215,042	197,045
Other trading activities	4	10,850			10,850	5,985
Investment income	5	15			15	38
TOTAL INCOME		118,642	0	132,190	250,832	204,068
EXPENDITURE ON:						
Raising Funds	6	5,944			5,944	6,081
Charitable Activities	6	67,382	23,729	163,372	254,483	238,331
TOTAL EXPENDITURE		73,326	23,729	163,372	260,427	244,412
NET INCOME/(EXPENDITURE)						
before transfers		45,316	-23,729	-31,182	-9,595	(40,344)
Transfers between funds						0
Prior year Adjustment		-78			-78	0
Net Incoming/(Outgoing) resources		45,238	(23,729)	(31,182)	(9,673)	(40,344)
RECONCILIATION OF FUNDS						
Total funds brought forward		88,154	431,155	689,806	1,209,115	1,249,459
TOTAL FUNDS CARRIED FORWARD		133,392	407,426	658,624	1,199,442	1,209,115

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

There are no recognised gains or losses other than those passing through the income and expenditure account.

Bilston Resource Centre

Balance Sheet as at 31st March 2021

	Notes	At 31st March 2021 £	At 31st March 2020 £
FIXED ASSETS			
Tangible	8	1,071,541	1,125,494
CURRENT ASSETS			
Debtors & prepayments	9	42,737	50,203
Cash at bank and in hand		105,382	75,125
		<u>148,119</u>	<u>125,328</u>
CREDITORS			
Amounts falling due within one year	10	<u>20,218</u>	<u>41,707</u>
NET CURRENT ASSETS		<u>127,901</u>	<u>83,621</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,199,442	1,209,115
CREDITORS			
Amounts falling due after more than one year		0	0
NET ASSETS		<u>1,199,442</u>	<u>1,209,115</u>
FUNDS OF THE CHARITY			
Restricted funds	12	658,624	689,806
Unrestricted funds		133,392	88,154
Designated funds		407,426	431,155
TOTAL FUNDS		<u>1,199,442</u>	<u>1,209,115</u>

For the year ending 31st March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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 of the Companies Act 2006. However, in accordance with Section 145 of the Charities Act 2011, the financial statements have been examined by an Independent Examiner, whose report is included in these accounts.

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

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

The accounts were approved by the Board on 29th OCT 2021



Mr Peter Share, Chair

The notes form part of the financial statements

**Notes to the Financial statements
for the year ended 31st March 2021**

Note

1 ACCOUNTING POLICIES

Accounting Convention

The Financial Statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (FRS 102), The Charities Act 2011 and 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 1 January 2015).

Cash Flow Statement

Exemption has been taken from preparing a cashflow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Fixtures, fittings & equipment	- 25% per annum on the fixed instalment basis
Property	- 4 % per annum on the fixed instalment basis

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. Restricted incoming resources in respect of capital expenditure are carried forward as deferred capital grants and released to the fund account to match the depreciation charges.

Resources Expended

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

Taxation

The charity is exempt from corporation 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 the particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when the funds are raised for a particular restricted purpose.

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

Pension costs

The Company operates a money purchase pension scheme for employees. Employer contributions are charged as an expense in the period to which they relate and are allocated to activities in line with the related salary cost.

**Notes to the Financial statements
for the year ended 31st March 2021**

Note

2 INCOME FROM DONATIONS & LEGACIES	2021	2020
	£	£
Garfield Weston Foundation	20,000	
Grantham Yorke Trust	1,000	
Rotary Charity	500	
The Edward Cadbury ECCT Grant	2,500	
Penn Christian Centre	500	
WCC Food Bank	426	
GJW Turner Trust		1,000
	24,926	1,000

3 INCOME FROM CHARITABLE ACTIVITIES	2021	2020
	£	£
Restricted Funds		
TNL Community Fund - Hub development	27,075	27,058
Big Lottery Fund Buildings - Phase 2 capital grant		38,002
BBO Community Matters	2,536	45,586
Black Country Futures	56,938	
CJRS - Job Retention Scheme	22,642	
Resonance - Social Enterprise Support	23,000	
	132,190	110,646
Other charitable income		
Education & training	70,219	68,213
Advice, guidance & help into work	12,410	13,186
TNL Community Fund - revenue re capital grant		5,000
Other income	223	
	82,852	86,399

4 INCOME FROM OTHER TRADING ACTIVITIES		
Centre lettings	7,224	5,985
Café takings	3,627	
	10,850	5,985

Hire charges were made for use of the Centre by various outside organisations in 2020-21.

5 INVESTMENT INCOME		
Interest receivable	15	38
TOTAL INCOME	250,832	204,068

Note

6 EXPENDITURE	2021	2020
	£	£
<u>Charitable Activities:</u>		
Staff costs	144,791	146,192
Establishment costs	22,870	23,770
Direct cost of activities	32,369	13,841
Depreciation	53,953	53,953
Independent Examiner's Fee	500	575
	254,483	238,331
<u>Raising funds:</u>		
Staff costs	5,444	5,581
Other direct costs	500	500
	5,944	6,081
Total Expenditure	260,427	244,412

**Notes to the Financial statements
for the year ended 31st March 2021**

Note

7 STAFF COSTS, TRUSTEES REMUNERATION AND EXPENSES

During the year no remuneration for services as a director/trustee and no expenses were paid or were payable, directly or indirectly, out of funds of the charity to any trustee. Trustee Stewardship Insurance of £1,332 was paid during the year (Pyr £1,197)

	2021	2020
	£	£
STAFF COSTS		
Wages and salaries	136,868	127,732
Redundancy Costs	615	14,066
Social security costs	5,788	5,791
Pension costs	4,407	4,184
	147,679	151,773

The average monthly number of employees during the year was :

9 8

There were no employees whose annual emoluments were £60,000 or more (2019 : nil)

8 TANGIBLE FIXED ASSETS	Unrestricted Funds	Designated Funds	Restricted Funds	Total
Cost				
At 31st March 2020	9,172	593,213	698,270	1,300,655
Additions			0	0
Disposals	0		0	0
As at 31 March 2021	9,172	593,213	698,270	1,300,655
Depreciation				
At 31 March 2020	2,293	124,056	48,812	175,161
Charge for the period	2,293	23,729	27,931	53,953
Disposals	0		0	0
At 31 March 2021	4,586	147,785	76,743	229,114
Net Book Value				
At 31st March 2021	4,586	445,428	621,527	1,071,541
At 31st March 2020	6,879	469,157	649,458	1,125,494

Notes to the Financial statements
for the year ended 31st March 2021

Note

9 DEBTORS

	At 31st March 2021	At 31st March 2020
		£
Trade Debtors	42,737	50,203
Prepayments and accrued income		
	<u>42,737</u>	<u>50,203</u>

10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade Creditors	19,718	41,207
Tax and social security		
Accrued expenses - Independent Examiner	500	500
	<u>20,218</u>	<u>41,707</u>

CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR

11 ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2021 Total Funds £	2020 Total Funds £
Fixed Assets	4,586	445,428	621,527	1,071,541	1,125,494
Net Current Assets	128,806		-905	127,901	83,621
Long term Liabilities					
	<u>133,392</u>	<u>445,428</u>	<u>620,622</u>	<u>1,199,442</u>	<u>1,209,115</u>

**Notes to the Financial statements
for the year ended 31st March 2021**

Note**12 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held in trust for specific purposes :

	MOVEMENT IN FUNDS				Balance at 31st March 2021
	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers to Designated Fund	
	£	£	£	£	£
BBO Community Matters	(1,455)	2,536	1,923		(842)
TNL Community Fund - Hub development	1,301	27,075	27,826		550
Black Country Futures		56,938	57,551		(613)
Resonance - Social Enterprise Support		23,000	23,000		0
CJRS - Job Retention Scheme		22,642	22,642		0
GJW Turner Trust	1,000		1,000		0
The Grimmit Trust	1,000		1,000		0
The Lillie C Johnson Charitable Trust	500		500		0
Big Lottery Fund - Capital Grant	687,460		27,931		659,529
	689,806	132,190	163,372	0	658,624

BBO Community Matters - a grant from ESF & Big Lottery for support to those furthest from the labour market

TNL Community Fund - Hub development - a grant from the National Lottery Community Fund to support the development of BRC as a Community Hub

GJW Turner Trust, Lillie C Johnson Charitable Trust & the Grimmit Trust - grants towards the start-up costs of the community café

Big Lottery Fund - Capital Grant : a grant through the Reaching Communities Building Programme towards the cost of the Phase 2 expansion. The grant is subject to a 20 year legal charge, and will be discharged over this grant period.

Transfers

Transfers may be made in situations where expenditure has exceeded available grant income or where there has been a small balance of grant remaining after the project completion.

13 Designated Fund

A sum of £23,729 has been charged as depreciation of the designated capital fund, which reflects the value of the two extensions to the premises.

14 Commitments under operating leases

At 31 March 2021 the company had a commitment under a non-cancellable operating lease from St Michaels Neighbourhood Church for a term of 25 years, commencing January 2014 until December 2038. This lease commits the company to an annual rent of £8,000 p.a. to cover its occupation of the Phase 1 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

In December 2018 the company entered into a second lease from St Michaels Neighbourhood Church for a term of 20 years. This lease commits the company to an annual rent of £1,400 p.a. to cover its occupation of the Phase 2 annexe at St Michaels Mission, Wolverhampton Street, Bilston WV14 0LT, to deliver its services and programmes. At the expiry of the term, the asset will revert back to the owners.

These commitments can be broken down as follows :

Under 1 year	£9,400
1 to 5 years	£37,600
Over 5 years	£112,800

15 Reserves Policy

The directors have considered the level of reserves they wish to retain, appropriate to the charity's needs. This is based on the charity's size and the level of financial commitments held. The directors aim to ensure the charity will be able to continue to fulfil its charitable objectives even if there is a temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.

16 Related party transactions

There were no transactions with related parties during the year or previous year that require disclosure in these accounts.