

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><u>1,049,331</u></u>	<u><u>1,120,167</u></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><u>1,049,331</u></u>	<u><u>1,120,167</u></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 1 April 2024	Incoming Resources	Resources Expended	Transfers to Designated Fund	Balance at 31st March 2025
	£	£	£	£	£
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.