

CONGENS GROUP

(A Charitable Incorporated Organisation)

Annual Report and Financial Statements

For Year Ended
31st December 2020

Charity Registration number: 1159464

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Company Information

Charity Registration No.	1159464
Trustees:	Janet Mahay, Chair Marie Kiely, Treasurer Judith Aldred
Governing Document:	Constitution for CIO (Charitable Incorporated Organisation) adopted 1 December 2014
Registered Office:	New Bushbury Triangle Resource Centre 74 Stanley Road Bushbury Wolverhampton WV10 9EL
Accountants:	Craig Miller 81 Oakley Court Springmeadow Rd Edgbaston Birmingham B15 2GH

Message from the Chair

Coping with Covid

The emergence of the Covid 19 pandemic was both unexpected and devastating for the Charity sector. As the number of infections and fatalities escalated during 2020, the Government imposed a range of lockdown measures that resulted in people having to stay at home. For ConGens and other Charities and community organisations, everyday activity had to cease. Venues where we delivered our activity were forced to close.

Instead of allowing this dramatic circumstantial change to stifle us, we used it to reinvent the way we engage with clients. We were able to deliver our exercise classes online via zoom. This enabled us to reach new audiences from across Birmingham and the Black Country. A range of funders provided emergency funding to charities to help them survive this challenging time. This was an invaluable resource we accessed to cover our essential costs to help us remain viable as well as to start new projects. These included a cooking project that supported people in the community to cook for neighbours and other households in need, utilising volunteers to run errands to people unable to leave their homes and helping people get set up on zoom so they can stay connected with family and other social networks.

Maintaining a presence was critical to the survival of ConGens. By continuing to deliver activities during lockdown, we demonstrated that we were still functioning. Continuing to function throughout lockdown meant we could resume operations once all restrictions were lifted. Recent history tells us that when a group folds, it is most unlikely it will revive. As we've 2020, with no clear indications of when the pandemic will end, we have reflected on lessons learnt during the past year and what our priorities will be for 2021. What really helped us was developing a sustainability policy. Ensuring we have sufficient reserves to meet essential expenditure for up to twelve months and not taking on potentially crippling financial commitments were key targets to withstanding unforeseen occurrences.

Being flexible was also vital to adapting to a continually changing environment. Besides utilising digital media to connect with clients we diversified our activity to meet the needs of people during the pandemic. As we enter 2021, we hope we will see signs of this pandemic coming to end so groups around the city resume their invaluable community service. It goes without saying that we are grateful to our volunteers who have stuck with us during the past year whilst dealing with the effects of Covid-19. We are also thankful to our various funders whose donations have helped sustain us so we can continue to support our beloved community.

Janet Mahay
Chair, ConGens

Structure and Governance

ConGens operates as a Charitable Incorporated Organisation with a management committee of three trustees. Its constitution adopted 1 December 2014 serves as its governing document and details its objectives and operational management. The last Annual General Meeting was held on 1 October 2017. There was no deselecting and reappointing of trustees at the AGM as the constitution allows for trustees to be appointed for a term of two years.

The Board will consist of no fewer than three Trustees, which can be increased subject to the provision of the Constitution. Vacancies on the Board of Trustees may be appointed at any time in accord with the dictates of the Constitution. The Trustees deem that the organisation is not subject to corporation tax.

The organisation achieved full charity registration on 3rd December 2014, under registration number 1159464.

The Trustees all provide their services free of charge. They have a wide range of skills and experience in community engagement and development, and management in the public, private, commercial and voluntary sectors.

The Trustees set the overall policy and direction of the organisation.

Objects and Activity

The objects of the charity are:

- To relieve financial hardship and to promote social inclusion for the benefit of the public by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate back into society.
- In furtherance of this object, but not otherwise the group shall provide support, experiences and access to resources and information to enable people to improve their confidence and capacity as members of society.
- For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one of more of the following factors: financial hardship; youth or old age; ill health or disability.

All activities of the charity are for the public benefit.

Our Achievements

Coping with lockdown has proved challenging for many charitable organisations. However, for ConGens it has been a force for positive change. The plight of many older or vulnerable people has been brought to the fore, which has highlighted gaps in services and prompted renewed efforts to provide bespoke support.

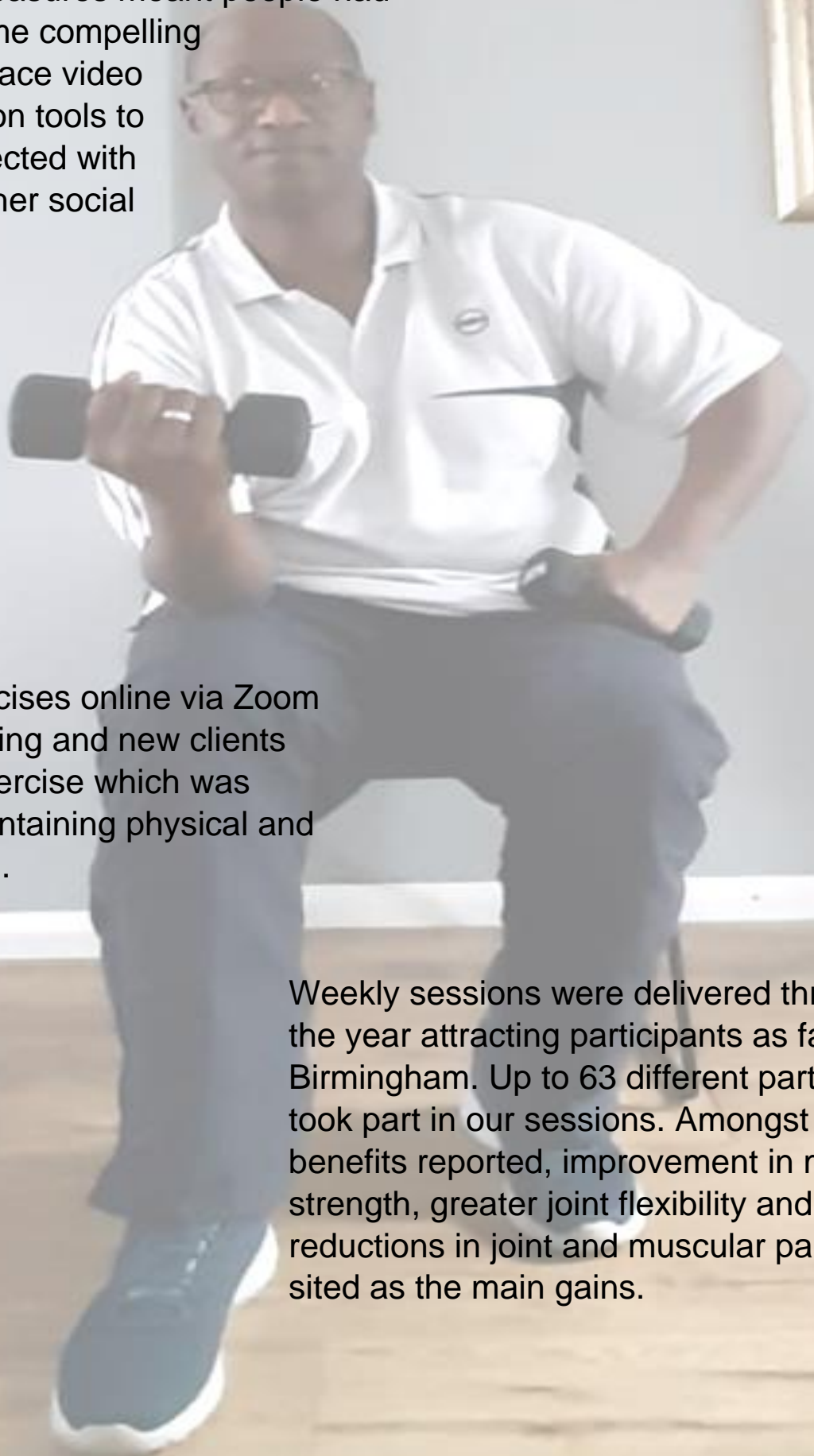
Delivering meals, exercise equipment and other items was one way we addressed a need for those unable to leave their homes. Our volunteers proved invaluable by running errands across Birmingham and the Black Country. Over 50 households benefited from this service.



Zoom has been a lifeline for many. Historically, many older people were reluctant to engage with technology. Lockdown measures meant people had to stay at home compelling them to embrace video communication tools to remain connected with family and other social networks.

Offering exercises online via Zoom enabled existing and new clients undertake exercise which was crucial to maintaining physical and mental health.

Weekly sessions were delivered throughout the year attracting participants as far as Birmingham. Up to 63 different participants took part in our sessions. Amongst the benefits reported, improvement in muscle strength, greater joint flexibility and reductions in joint and muscular pain was cited as the main gains.



Rallying volunteers to cook and share meals with neighbours was an invaluable community service performed at the height of the pandemic. Over 80 people including the homeless in Birmingham received meals over winter. Our volunteers expressed their joy cooking for people stuck at home because of the pandemic.



"Thank you for the meals you gave us. I was able to share it with my extended family because there was so much. It was delicious too. Thank you for thinking about me and for taking the time to come all this way".

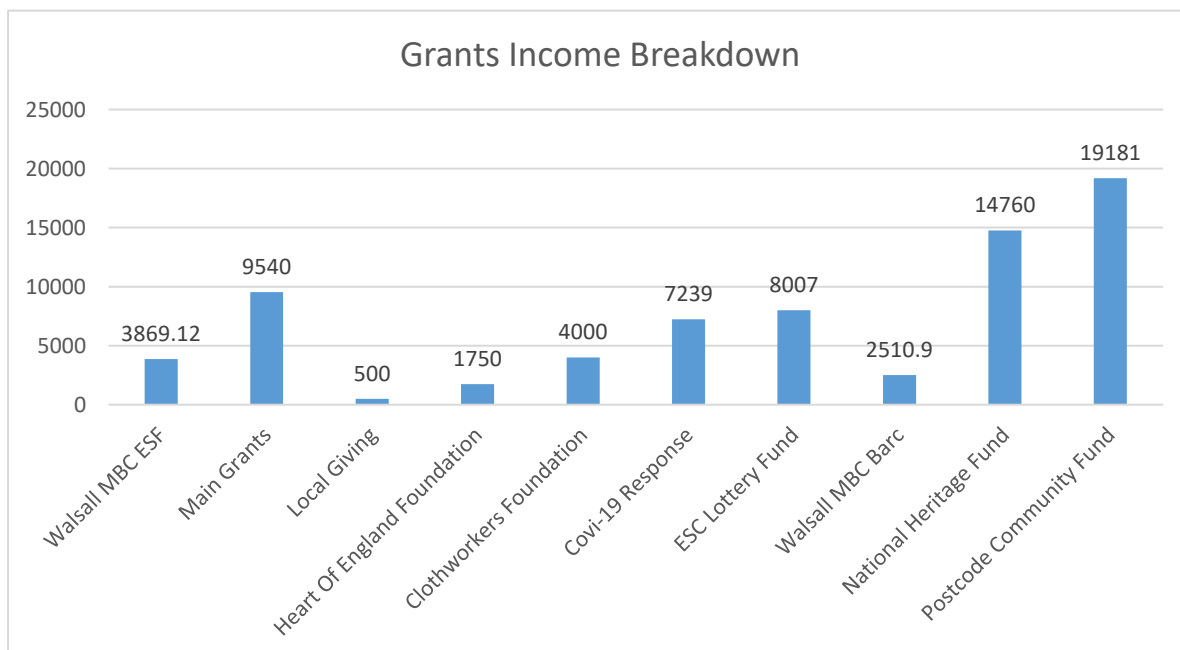
Miss H, Birmingham.

"Not being able to get out and see others has been difficult me. I really appreciate having someone come and bring a meal. It was so kind. Thank you."

Mrs S, Halesowen

Funding and Finance Review

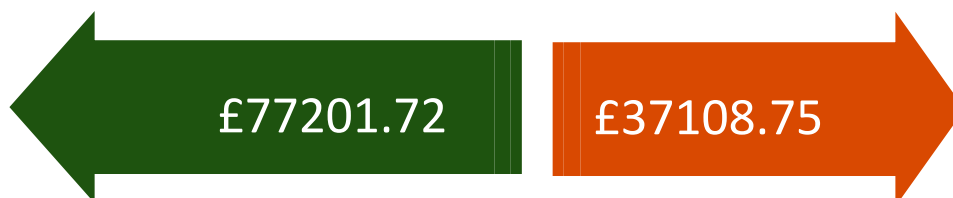
Our total income for 2020 was £77,201.72, compared to £14,201.21 in 2019. This composed mostly of grant aid. To support charitable organisations cope with the impact of the pandemic which caused huge losses to income across the charity sector, the government and other foundations provided unprecedented amounts of funding. Below is a breakdown of the funding received from grants during 2020.



Total Grants £71,357.02

Income V Expenditure

2020 has been an unprecedented year in respect of the amount of funds available to community organisations. Previous plans to upskill our team to secure funding proved timely. Our income this year reached an all-time high, enabling us to not worry about fundraising for 2021, but to focus on meeting the challenges ahead in light of Covid-19.



27% of our cost were professional fees (£20987). This was the largest proportion of expenditure. Our second greatest spend was on equipment followed by organisational running costs. Due to two main sources of funding being awarded late in the year, we had an end of year balance of £43,373.64 to be carried over into 2021 to deliver key activities.

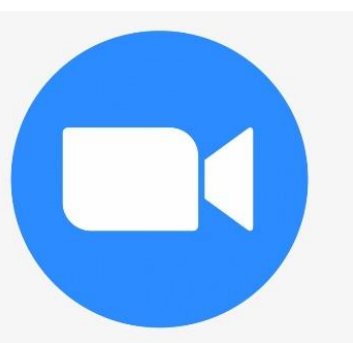
Future plans

Covid 19 has created so much uncertainty for the future. It is impossible to know how long the virus will be with us and the long term impact it will have. What we can be sure about is that we will:



Adaptability.

Reacting to unexpected change was crucial to our sustainability. We will utilise hybrid forms of community engagement that will include home and office working and working with communities. Our working agenda will also be shaped by current and future trends.



Utilising digital media

As lockdown has forced many people to embrace technology including video conference tools for meetings and online activities, we explore all avenues to utilise this medium more fully to reach wider audiences and to work more effectively.



Investing in volunteers

Volunteers have proven to be an invaluable resource. Not only are we committed to recruiting more volunteers but we will ensure that they receive adequate training and support to fulfil their responsibilities.



Working in partnerships

Groups and organisations that work together help build stronger communities. This in turn produces stronger networks to provide support for the most vulnerable. Our aim is to forge links with partners that will help strengthen the organisation so we can extend our reach and effectively diversify our activity to remain relevant during times of change.

Risk Management

The Trustees review periodically risks it may face in respect of its finances and operations and militate against these with the implementation of policies and procedures in order to eliminate or minimise any potential or adverse impact harm to the charity and the public.

Current policies and procedures include the following:

- Safeguarding Adults
- Safeguarding children
- Health and Safety
- Complaints Policy
- Equality and Diversity policy
- Sustainable Development Policy

Statement of Director's responsibilities

The trustees 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 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.

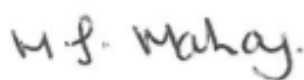
The trustees are responsible for keeping accounting records, which disclose with reasonable accuracy the financial position of the company and which enable them to ensure that the financial position of the statements comply with applicable law and regulations. They are also responsible for safeguarding 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 adopted suitable mechanisms to manage those risks.

This report has been prepared in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approval

This report was approved by the directors on: Thursday 28th October 2021

and signed on their behalf:



Janet Mahay, Chair

Independent Examiners Report

I report on the accounts of the Charity for the year ended 31 December 2020, which are set out on pages 14 - 23.

Respective responsibilities of trustees and the examiner

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

It is my responsibility to

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

Basis of Independent examiner's report

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

Independent examiner's statement

In connection with my examination, no matter has come to my attention (other than that disclosed below):

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the Charities Act
2. Attention should be drawn and detail given in order to enable a proper understanding of the accounts to be reached.



.....
Craig Miller
81 Oakley Court
Springmeadow Rd
Edgbaston
Birmingham
B15 2GH

Congens Group

Income and expenditure Summary Statement 2020

OPENING BALANCE AS OF 1 JANUARY 2020 - £3280.67

Income

Grants	71357.02
Donations	
Fund Raising	3560.00
Other	250.00
Interest	
refunds	2034.70

Total Income **77,201.72**

Expenditure

Projects	357.22
Equipment	6828.55
Administration/Subsidiaries	630.62
Running Costs	2311.56
Expenses - Travel/Refreshments	491.39
Hire - venue/equipment	2000.00
Professional fees	20987.05
Petty Cash	1022.37
Miscellaneous	2479.99

Total Expenditure **37,108.75**

Funds carried forward from last year (if any)	3,280.67	+	
Funds received in year	77,201.72		
	Total		80,482.39
Funds spent in year	37,108.75	-	

CLOSING BALANCE AS OF 31 DECEMBER 2020 **£43,373.64**

CONGENS GROUP
(A Charitable Incorporated Organisation)

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2020

		Unrestricted	Designated	Restricted	Total	Total
		Funds	Funds	Funds	2020	2019
	Notes	£	£	£	£	£
<u>Incoming Resources</u>						
Incoming resources from generated funds Donations, Legacies & other Voluntary Income						
			-	-		
Activities for generating funds	2	3,560	-	-	3,560	
Investment Income	3	-	-	-		-
		-----	-----	-----	-----	-----
		3,560	-	-	3,560	-
Incoming resources from charitable activities	4	-	-	71,357	71,357	13,481
Other incoming resources	5	2,285	-		2,285	720
		-----	-----	-----	-----	-----
Total incoming resources		5,845	-	71,357	77,202	14,201
		-----	-----	-----	-----	-----
<u>Resources Expended</u>						
Costs of generating funds		-	-	-		-
Costs of generating voluntary income		-	-	-		-
Fundraising trading: costs of goods sold		-	-	-		-
Investment management costs		-	-	-		-
Other costs of generating funds		-	-	-		-
Charitable Activities		-	-	37,009	37,009	31,906
Governance Costs		-	-	100	100	100
		-----	-----	-----	-----	-----
Total Resources Expended	6	-	-	37,109	37,109	32,006
		-----	-----	-----	-----	-----
Net incoming (outgoing) resources before transfers				34,248	40,093	498
Gross transfers between funds		-----	-----	-----	-----	-----
Net Income (expenditure) for the year/ Net movement in funds				34,248	40,093	498
Fund balances as at 31 December 2019		-----	-----	3,281	3,281	2,783
		-----	-----	-----	-----	-----

Fund balances as at 31 December 2020	-	-	37,529	43,373	3,281
	=====	=====	=====	=====	=====

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

None of the charity's activities were started or discontinued during the current or previous year and all operations continue

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

CONGENS GROUP
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BALANCE SHEET
AS AT 31 DECEMBER 2020

			2020	2019
		£	£	£
Fixed assets				
Tangible Assets	9		20,592	14,523
Current Assets				
Debtors	10	-		-
Cash at bank and in hand		43,374		3,281
		-----		-----
Creditors	11	(41708)		(375)
		-----		-----
Net Current Assets			1,666	2,906

Total Assets less current liabilities			22,258	17,429
			=====	
Income funds				
Restricted funds	12		19,181	375
Unrestricted Funds			3,077	17,054
Designated Funds	13			
Other charitable funds			-----	
			22,258	17,429
			=====	

For the year ended 31/12/2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities:

- a) The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- b) The directors acknowledge their responsibilities for complying with the requirements of the Act 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 Thursday 28th October 2021

M. J. Mahay

Janet Mahay, Chair

CONGENS GROUP

(A Charitable Incorporated Organisation)

NOTES TO THE ACCOUNTS

FOR THE PERIOD ENDED 31 DECEMBER 2020

1 Accounting Principles

1.1 Basis of preparation

The accounts have been prepared under the historical cost convention

The charity has taken advantage of the exemption in Financial Reporting Standard No.1 from the requirement to produce a cash flow statement on the grounds that it is a small charity.

The accounts have been prepared in accordance with the Statement or Recommended Practice, "Accounting and Reporting by Charities" issued in March 2005 and the Companies Act 2006

1.2 Incoming Resources

Restricted Grants received in advance at the year end for expenditure in a future accounting period are carried forward as deferred income. Restricted grants received but not fully utilised at the year end are carried forward as balances on the basis that they may become repayable.

Voluntary donations and gifts are accounted for as received.

The charity receives help and support in the form of voluntary assistance in advising the public. No entries are required to be included in the accounts for the financial value of such help.

The charity enjoys the use of various buildings, in some cases at below market rental. Similarly some services are provided on beneficial terms and information is given in the Notes to the Accounts.

Interest receivable on the charity's various bank accounts is allocated in full to unrestricted funds.

Resources expended

a) Cost of generating voluntary funds

These include functions, publicity and fundraising costs. Publicity costs include local promotional advertising, printing leaflets and the cost of producing the annual report.

b) Charitable activities

Resources expended on charitable activities include all costs incurred in the pursuit of the charitable objects of the charity

c) Governance costs

Governance costs include the cost of premises maintenance, the Independent Review together with the cost of the AGM

1.4 Tangible fixed assets and depreciation

All assets costing more than £100 are capitalised. Tangible fixed Assets other than freehold land are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Equipment	0% per annum on the fixed instalment basis
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CONGENS GROUP **(A Charitable Incorporated Organisation)**

NOTES TO THE ACCOUNTS (CONTINUED) **FOR THE PERIOD ENDED 31 DECEMBER 2020**

1 Accounting Policies (Continued)

1.5 Taxation

The company, being a registered charity with minimal trading income, has been granted exemption from tax under Section 505 of the Income and Corporation Taxes Act 1988. No provision for taxation has therefore been made in these accounts.

The charity is not registered for Value Added Tax (VAT)

2 Activities for generating funds	2020	2019
	£	£
Fundraising activities	3560	

3 Investment Income

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Interest receivable	0	0	0	0

4 Incoming resources from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2020	Total 2019
	£	£	£	£
Charity Aid Foundation	-			1,500
Barchester Healthcare	-			500
Church Urban Fund	-			1,000
National Heritage	-		14,760	
Heart of England	-		1,750	4,510
ESC Lottery Fund	-		8,007	
Main Grants	-		9,540	
Localgiving	-		500	500
Walsall MBC ESF	-		3,869	5,471
Walsall MBC Barc			2,511	
Postcode Community Trust	-		19,181	
Clothworkers Foundation	-		4,000	
Covid-19 Response	-	-	7,239	-
	-----	-----	-----	-----
	-	-	71,357	13,481
	=====	=====	=====	=====

CONGENS GROUP
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NOTES TO THE ACCOUNTS (CONTINUED)
 FOR THE PERIOD ENDED 31 DECEMBER 2020

	2020	2019
	£	£
5 Other incoming resources	250	720
	2035	
Other Income	-----	-----
Refunds	2,285	720
localgiving.com	=====	=====

	Staff costs	Depreciation	Other costs	Total 2020	Total 2019
	£	£	£		£
6 Total Resources expended	-	-	-	-	-
Costs of generating funds:	-----	-----	-----		-----
Fundraising and publicity					
		-	9,186	9,186	2,480
Charitable expenditure	491	-		491	161
Direct Project Costs		-	2,312	2,312	
Staff and Volunteer Costs		-	20,887	20,887	22,047
Premises costs		-	4,133	4,133	260
Legal and Professional costs	-----	-----	-----	-----	-----
Administration Costs	491	-	36,517	37,009	24,948
Costs in furtherance of the Charity's objectives	-	-	100	100	100
	-----	-----	-----	-----	-----
Management and Administration	491	-	36,617	37,109	25,048
	-----	-----	-----	-----	-----
	491	-	36,617	37,109	25,048
	=====	=====	=====	=====	=====

Management and administration costs include payments to the Independent Reviewer of £100 (2020-£100) for fees.

7 Trustees

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 or to any person or persons known to be connected with them

CONGENS GROUP
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NOTES TO THE ACCOUNTS (CONTINUED)
 FOR THE PERIOD ENDED 31 DECEMBER
 2020

8 Employees

Number of employees	2020	2019
The average number of employees during the period was:	Number	Number
	-	-
	-	-
Activities in furtherance of organisations objects	-----	-----
Management & Administration	-	-
	=====	=====
	2020	2019
Employment Costs	£	£
Wages and Salaries	-	-
Social security costs	-	-
Pension Costs	-	-
	-----	-----
	-	-
	=====	=====

There are no employees whose annual emoluments were £60,000 or more.

CONGENS GROUP
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NOTES TO THE ACCOUNTS (CONTINUED)
 FOR THE PERIOD ENDED 31 DECEMBER
 2020

	Unrestricted Funds	Restricted Funds	Total 2020	
9 Tangible Fixed Assets				
Equipment, F & F				
	4,763	9,760	14,523	
Cost	-	6,069	6,069	
At 1 January 2020	-	-	-	
Additions	-----	-----	-----	
Disposals	4,763	15,829	20,592	
	=====	=====	=====	
As 31 December 2020	-	-	-	
Depreciation	-	-	-	
At 1 January 2020	-	-	-	
Charge for the period				
Disposals	-	-	-	
	=====	=====	=====	
As 31 December 2020				
	4,763	15,829	20,592	
Net Book Value	=====	=====	=====	
As 31 December 2020	4,763	9,760	14,523	
	=====	=====	=====	
As 31 December 2019				
			2020	2019
			£	£
10 Debtors			-	
			-	
Trade debtors			-	
other debtors			=====	=====
Prepayments and accrued income				
			2020	2019
			£	
11 Creditors			-	-
			-	-
Taxes and social security costs			41,708	375
Other creditors			-----	-----
Accruals			41,708	375
			=====	=====

CONGENS GROUP
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NOTES TO THE ACCOUNTS (CONTINUED)
FOR THE PERIOD ENDED 31 DECEMBER
2020

12 Restricted Funds

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

	Balance at 01-Jan-20 £	Incoming Resources £	Resources Expended £	Transfers £	Balance at 31-Dec-20 £
Covid-19 Response		7,239	7,239	-	-
Clothworkers Foundation		4,000	4,000	-	-
Main Grants		9,540	9,540	-	-
Heart of England		1,750	1,750	-	-
Localgiving		500	500	-	-
Walsall MBC ESF		3,869	3,869	-	-
Walsall MBC Barc		2,511	2,511	-	-
Postcode Community Trust		19,181		-	19,181
Church Urban Fund	375		375	-	-
National Heritage		14,760		-	14,760
ESC Lottery Fund		8,007	240	-	7,767
				-	-
				-	-
				-	-
	-			-	-
				-	-
				-	-
	375	71,357	30,024	-	41,708

13 Designated Funds

No funds have been set aside out of unrestricted funds by the trustees for specific purposes

14 Commitments under operating leases

At 31st December 2020 the company had no commitments under non- cancellable operating leases

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 temporary shortfall in income or unexpected expenditure. The directors will endeavour not to set aside funds unnecessarily.