

# Trustees Annual Report

2024 to 2025



**Rumney Forum**

Brachdy House

50 Brachdy Road

Rumney

Cardiff CF3 3BG

*Charity Number 1166133*

## **Rumney Forum**

### **TRUSTEES REPORT FOR THE YEAR ENDED 05 APRIL 2025**

#### **Objects**

The objects of the CIO are to:

1. Promote the benefit of the inhabitants of the area of benefit without distinction of sex, sexual orientation, age, disability, nationality, race, or political, religious or other beliefs, by bringing together local residents, statutory authorities, voluntary organisations and other bodies in a common effort to advance education and to provide facilities in the interests of social welfare, recreation, and leisure-time activities, with the aim of improving the conditions of life for those inhabitants.
2. Establish, or assist in the establishment of, a community building and to maintain and manage such a facility, whether independently or in cooperation with statutory authorities or other organisations, in furtherance of the charity's objects.
3. Prevent poverty within Cardiff East by providing food, clothing, household items and related services to individuals in need, and/or by supporting charities and organisations working to prevent or relieve poverty.
4. Promote any other charitable purposes as may from time to time be determined in accordance with charity law.
5. Operate on a non-party political basis and be non-sectarian in religion.

The area of benefit shall be Cardiff and the surrounding neighbourhood defined by the CF postcode area.

#### **The Year: Objectives, Activities and Outcomes**

During the year ending 5 April 2025, Rumney Forum continued to deliver public benefit by supporting individuals and families experiencing financial hardship and social isolation within the local community.

A key objective for the year was to address food insecurity. Rumney Forum remained a Fareshare supplier, enabling the charity to provide regular food support to households in need each week. In addition, the charity continued to operate a food pantry to support individuals and families facing emergency circumstances. Demand for both services remained high throughout the year.

The charity also continued to operate a Community Fridge in partnership with Hubbub and the Co-op Food Group. Surplus food was collected and redistributed free of charge to the local community. Use of this service continued to increase year on year, demonstrating its ongoing relevance and public benefit. Although surplus food donations have become more difficult to secure, demand for this service has continued to rise, reflecting increasing levels of need within the community.

Throughout the year, Rumney Forum supported individuals and families with food, clothing, household items, and practical advice. The charity worked in partnership with other

organisations to support beneficiaries in managing household bills and accessing advice in relation to financial hardship, helping to reduce immediate crisis situations and improve household resilience.

The charity continued to receive referrals from a wide range of agencies, including Social Services, Cardiff Council, the Jobcentre, and support workers. Rumney Forum remains listed as a Cardiff Council recommended support provider. Referral numbers and self-referrals remained high, indicating continued demand for the charity's services. In response, the charity worked to increase volunteer capacity to ensure services could be delivered effectively.

Community engagement and wellbeing remained a core objective. The annual Christmas Grotto was again delivered and provided gifts and toys to families in need, in partnership with Neighbourly and Lidl. Demand for this support continued to increase, and the toy drive has become an established annual activity meeting a clear community need.

The charity also delivered community events during key public and school holidays, including Easter, Halloween and the summer holidays. These activities provided accessible, low-cost opportunities for families to engage socially, helping to reduce isolation and strengthen community connections.

The auxiliary café continued to operate throughout the year and provided a Warm Home space for members of the community. This service offered a safe, welcoming environment where individuals could socialise and access informal support. The café has been particularly beneficial for older people, contributing to reduced loneliness and increased social interaction.

During the previous year, the charity commenced an internal refurbishment programme with support from the Royal Institution of Chartered Surveyors and their approved contractors. Improvements included upgrades to lighting and electrical systems, alongside planned structural and aesthetic works. These improvements are expected to enhance safety, accessibility, and service delivery. Works are ongoing and due for completion in Q3 2025, with services continuing throughout the refurbishment period with minimal disruption.

Volunteers continued to play a vital role in the delivery of the charity's activities. The volunteer base expanded during the year, increasing the charity's capacity to meet growing demand and ensuring continued delivery of services in line with the charity's objectives.

## **Financial Review**

The charity's financial records are maintained using an Excel-based accounting system, with separate monitoring in place to track income and expenditure against individual grants and funding streams. This enables effective oversight and ensures that restricted funds are applied in accordance with their intended purposes.

During the year, Rumney Forum recorded a small financial deficit. The trustees consider this to be a direct result of the continued growth in demand for the charity's services throughout 2024 and 2025. In response to rising need within the community, the charity prioritised service delivery and support to beneficiaries, while continuing to seek donations and funding to sustain operations.

Demand for services increased significantly during the reporting period, placing additional pressure on financial and operational resources. Despite this, the charity was able to continue delivering its core activities and meeting community need. The trustees anticipate that demand will remain high into the 2025/2026 financial year due to ongoing economic pressures and do not expect a reduction in reliance on the charity's services in the near term.

The charity does not currently hold significant free reserves. The trustees keep reserves under regular review and recognise the importance of building unrestricted reserves to improve financial resilience. Where possible, surplus income will be directed toward strengthening the charity's reserves position to support future sustainability and respond to unforeseen financial pressures.

The trustees have identified financial sustainability as a key risk. Mitigation measures include ongoing monitoring of income and expenditure, active fundraising, diversification of income streams, and careful management of costs. The trustees also continue to explore new funding opportunities and partnerships to support the charity's long-term objectives.

Overall, the trustees are satisfied that, despite financial pressures, the charity remains a going concern and continues to deliver public benefit in line with its charitable objectives.

## **Risk Management and Safeguarding**

The trustees have overall responsibility for identifying, assessing, and managing the risks faced by the charity. Appropriate controls and procedures are in place to mitigate risk and protect beneficiaries, volunteers, and the charity's assets.

The charity maintains appropriate insurance cover, including public liability, employers' liability, and buildings and contents insurance.

Food safety is a key operational risk. All trustees hold Level 2 or Level 3 food hygiene qualifications, and volunteers involved in food-related activities are required to complete food hygiene training. The charity's premises hold a Level 3 Food Standards hygiene rating.

Risk assessments are carried out for all significant activities and are reviewed regularly to ensure risks remain appropriately managed.

The charity holds the necessary entertainment licence for the playing of television and music within the building, ensuring compliance with licensing requirements.

Data protection risks are managed through staff and volunteer training, and the charity is registered with the Information Commissioner's Office (ICO), ensuring compliance with data protection legislation.

### **Safeguarding Statement**

The charity is committed to safeguarding and promoting the welfare of children and vulnerable adults. The trustees ensure that appropriate safeguarding policies and procedures are in place and are reviewed regularly. Disclosure and Barring Service (DBS) checks are required for all trustees and for volunteers working with children or vulnerable adults. The charity takes all safeguarding concerns seriously and responds promptly in line with its safeguarding policies.

### **Statement of Trustees Responsibilities**

Charity law requires the trustees to prepare financial statements for each financial year that give a true and fair view of the charity's financial position and financial activities for that period.

In preparing these financial statements, the trustees are required to:

- Select suitable accounting policies and apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy the financial position of the charity at any time and enable them to ensure that the financial statements comply with the requirements of the Charities Acts.

The trustees are also responsible for safeguarding the assets of the charity and for taking reasonable steps to prevent and detect fraud and other irregularities. The trustees confirm

that the financial statements comply with current statutory requirements and with the provisions of the charity's governing document.

### **Public Benefit Statement**

The trustees confirm that they have had due regard to the Charity Commission's guidance on public benefit when reviewing the charity's aims, objectives, and activities during the year.

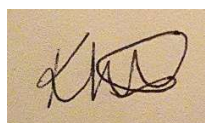
Rumney Forum delivers public benefit by providing practical support to individuals and families experiencing financial hardship, food insecurity, and social isolation within the local community. Services are delivered without discrimination and are accessible to those in need within the charity's area of benefit.

The charity's activities, including food provision, emergency support, community events, and access to a Warm Home space, directly contribute to the relief of poverty, the promotion of social welfare, and the improvement of quality of life for beneficiaries. These services help to reduce immediate hardship, support wellbeing, and strengthen community connections.

Where any charges apply, they are set at a level intended to be affordable and do not exclude individuals or families in need. The trustees ensure that services are provided in a way that balances accessibility with the sustainable use of charitable resources.

The trustees believe that the charity's activities during the year have provided clear and ongoing public benefit and have furthered the charity's charitable purposes in line with its governing document.

This report was prepared on 29<sup>th</sup> January 2026 for the Trustees of Rumney Forum and signed on their behalf by:

A handwritten signature in dark ink on a light brown background. The signature is stylized and appears to read 'K Wakeham'.

Kathryn Wakeham  
Treasurer

## Income Statement

Rumney Forum 1166133  
06/04/2024 to 05/04/2025

	Unrestricted Funds	Restricted Funds	Total Funds	Notes
<b>Revenue</b>				
<b>Income from Charitable Activities</b>				
Foob Bank	9,931	-	9,931	
Cash For Clothes	323	-	323	
Amazon Donation	99	-	99	
Misc Donations	1,003	-	1,003	
Events	1,323	-	1,323	
Other Misc	16	-	16	
Grants/Funding	6,281	-	6,281	
<b>Net Income</b>	<b>18,976</b>	<b>-</b>	<b>18,976</b>	
<b>Cost of Goods Sold</b>				
Food Bank	4,990	-	4,990	
Stock	987	-	987	
Packaging	-	-	-	
<b>Cost of Goods Sold</b>	<b>5,977</b>	<b>-</b>	<b>5,977</b>	
<b>Gross Profit (Loss)</b>	<b>13,000</b>	<b>-</b>	<b>13,000</b>	
<b>Expenses</b>				
Advertising	4	-	4	
Salaries	-	-	-	
Dues and Subscriptions	386	-	386	
Insurance	1,847	-	1,847	
Legal and Professional Fees	-	-	-	
Licenses and Fees	534	-	534	
Health & Safety	140	-	140	
Miscellaneous	89	-	89	
Charitable Activities	222	-	222	
Office Expense	819	-	819	
Postage	-	-	-	
Repairs and Maintenance	1,676	-	1,676	
Cleaning Supplies	200	-	200	
Telephone	2,084	-	2,084	
Travel	430	-	430	
Council Tax	618	-	618	
Utilities	4,771	-	4,771	
Rental Exp	-	-	-	
<b>Total Expenses</b>	<b>13,822</b>	<b>-</b>	<b>13,822</b>	
<b>Net Operating Income</b>	<b>- 822</b>	<b>-</b>	<b>- 822</b>	
<b>Other Income</b>				
-	-	-	-	
<b>Total Other Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Net Income (Loss)</b>	<b>- 822</b>	<b>-</b>	<b>- 822</b>	