

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE PERIOD  
5 SEPTEMBER 2019 TO 31 DECEMBER 2020  
FOR  
291 COMMUNITY ASSOCIATION CIO**

J W Hinks LLP  
Chartered Accountants  
19 Highfield Road  
Edgbaston  
Birmingham  
West Midlands  
B15 3BH

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FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020

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**REPORT OF THE TRUSTEES  
FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020**

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The Trustees present their report with the financial statements of the charity for the period ended 31 December 2020. The Trustees have adopted the provisions of 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 2019).

**INCORPORATION**

The charity was incorporated on 5 September 2019.

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The object of the charity is to provide facilities for recreation and other leisure-time occupation in the interests of social welfare for the public in general including, but not exclusively, residents of the borough of Sandwell, principally in the area of West Bromwich.

**Significant activities**

The running of the 291 Creative Hub for older people to reduce loneliness and isolation.

The social activities provided include Friendship Group; Craft and Chat; Art Class; Creative Craft; Digital Group; Gentle Exercise to Music and Walking Football. During 2020 our onsite activities were suspended due to the Covid lockdown. However, to enable conversations and friendships that would normally have taken place at the Hub to continue, electronic groups were set up on WhatsApp, Facebook, twitter and Instagram. This enabled members to stay in regular contact with each other, particularly those who live alone and/or who have mobility challenges.

We produced a magazine for those who did not have the means to join in with the electronic groups. Online videos of gentle exercise were broadcast and virtual Art classes were held. We intend to extend some of our activities online when the pandemic is over thus we will be able to outreach to more people who would otherwise be lonely and isolated. Improvements to the security of the premises and refurbishment of the kitchen were also carried out.

**Public benefit**

When planning the activities and projects for the year, the Trustees are committed to providing facilities for use by as many members of the public as possible. They are also committed to ensuring that those facilities are fit for purpose, secure and safe.

**Social investments**

We have no investments and are unlikely to be in a position which will warrant such a policy.

**Grantmaking**

We have no intention to make grants to other charities.

**Volunteers**

As a small charity we value the assistance provided by volunteers, without whom our aims and activities would be more difficult to achieve.

During this difficult year, our members have benefitted by being able to contact each other and take part in limited activities by electronic means which would not otherwise have been available to them. In our surveys they have informed us how happy they have felt due to being part of the 291 Creative Hub.

**REPORT OF THE TRUSTEES  
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**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

In this first year of the CIO our work with members of the public in the 291 Creative Hub on site had to stop because of the lockdown. However, other means were used to maintain contact with our member's i.e. telephone, WhatsApp groups, twitter, Facebook, Instagram, magazine issues, and latterly Zoom.

The upgrading and refurbishment work to the premises went ahead but again due to the pandemic was delayed and protracted before being almost finished on the year end.

The benefit to the wider society is that:

- a) The members of the 291 Creative Hub will eventually be extended by blended zoom activities.
- b) The premises are more secure and warmer. Our carbon footprint has decreased by these improvements.

We have achieved some of our aims this year but due to the pandemic physical meeting on site has had to stop because of the lockdown.

The kitchen has been refurbished, four sets of external double doors and some rotten windows have been replaced with double glazed units. The intruder alarm has been upgraded.

The 291 Creative Hub which is run for the benefit of those persons who are lonely and isolated; has therefore had to make changes to how we have kept in contact with our members. Telephone; WhatsApp groups; Facebook, twitter and Instagram accounts; have all been used. In addition, virtual Art classes; exercise videos; issues of Creative Hub magazine and zoom meeting with those able have all been used. We are beginning a pilot scheme of purchasing sim card tablets to enable those without the means to join in the activities of the 291 Creative Hub. We intend to provide blended activities in the future thereby extending the scope of reaching more lonely and isolated people.

**Fundraising activities**

The fundraising objective was to raise funds to sustain the 291 Creative Hub and raise the shortfall for the kitchen, doors and windows replacement and this was achieved.

**FINANCIAL REVIEW**

**Financial position**

The CIO bank account was opened with the monies transferred of £8,696 from 291 Community Association Ltd which was wound up. Of this amount £1,560 was restricted for tutor fees.

During the year we were awarded grants of £75,379 (£4,143 to be received in Jan 2021) of which £11,035 is restricted being carried forward into 2021. This includes our rent and staff salary until the end of March.

As at 31st December 2020 the charity had closing net assets of £51,166 with £3,378 being unrestricted and £47,788 being restricted.

**Principal funding sources**

The Charity's principal sources of income is grants and donations.

- 1. Sports England Grant.
  - 2.&3. The National Lottery Community Fund programme RC Midlands Region.
- Veolia Environmental Trust along with 9 other funders made refurbishment grants.  
There are also contributions from Wesley Methodist Church.

**Reserves policy**

This is the first year of the CIO, which being a small charity with no fixed income is dependent on grants and the donations from the members of the 291 Creative Hub. These donations stopped when the lockdown was imposed. We have to cover our staff costs from the 1st April 2021. Therefore, it is imperative that we are in receipt of grants in the immediate future.

As at 31st December 2020 the level of unrestricted reserves in the charity totalled £3,378.



**REPORT OF THE TRUSTEES  
FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020**

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**FINANCIAL REVIEW**

**Going concern**

We need grants to cover the staff cost of the 291 Creative Hub. We are applying to the National Lottery for a grant for 3 years which if we are successful will give stability which will then allow us overtime to rebuild our reserves and continue with our aims into the future.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a charitable incorporated organisation (CIO), limited by guarantee.

**Recruitment and appointment of new trustees**

Potential trustees are identified and approached by existing trustees. The intention is to have as wide a base of skill, knowledge and experience as possible within the trustees appointed.

In accordance with the constitution, there must be at least 3 trustees with a maximum of 9. Apart from the first charity trustees, every trustee must be appointed for a term of 3 years by a resolution passed at a properly convened meeting of the charity trustees.

On appointment, each new charity trustee will be issued with a copy of the current constitution and a copy of the latest Trustees' Annual Report and statement of accounts.

A Trustees Recruitment Policy and Trustee's Recruitment Pack have been produced, as well as a Trustees Welcome pack.

**Organisational structure**

The charity trustees may delegate any of their powers or functions to a committee or committees, and, if they do, they shall determine the terms and conditions on which the delegation is made. The charity trustees may at any time alter those terms and conditions or revoke the delegation.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

CE018748 (England and Wales)

**Registered Charity number**

1185192

**Registered office**

Wesley Methodist Church  
291 High Street  
West Bromwich  
B70 8ND

**Trustees**

Rev P J Thomas (appointed 5.9.19)  
Mr D H Percival (appointed 5.9.19)  
Mr D Anderson (appointed 5.9.19)

**Chairman**

Rev P J Thomas

**Independent Examiner**

J W Hinks LLP  
Chartered Accountants  
19 Highfield Road  
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**EVENTS SINCE THE END OF THE PERIOD**

Information relating to events since the end of the period is given in the notes to the financial statements.

Approved by order of the board of trustees on ..... 5/5/21 ..... and signed on its behalf by:

Philip Thomas

Rev P J Thomas - Trustee

**Independent examiner's report to the trustees of 291 Community Association CIO ('the Charity')**

I report to the charity trustees on my examination of the accounts of the Charity for the period 5 September 2019 to 31 December 2020.

**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 2011 Act').

I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

James Cruse, ACA, FCCA  
J W Hinks LLP  
Chartered Accountants  
19 Highfield Road  
Edgbaston  
Birmingham  
West Midlands  
B15 3BH

Date: .....

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020**

	Notes	Unrestricted fund £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>				
Donations and legacies		<b>10,123</b>	<b>71,236</b>	<b>81,359</b>
Investment income	2	<u><b>2,439</b></u>	<u>-</u>	<u><b>2,439</b></u>
<b>Total</b>		<b>12,562</b>	<b>71,236</b>	<b>83,798</b>
 <b>EXPENDITURE ON</b>				
<b>Charitable activities</b>				
Provision of activities and workshops		-	<b>22,596</b>	<b>22,596</b>
Other		<u><b>9,184</b></u>	<u><b>852</b></u>	<u><b>10,036</b></u>
<b>Total</b>		<u><b>9,184</b></u>	<u><b>23,448</b></u>	<u><b>32,632</b></u>
 <b>NET INCOME</b>		 <u><b>3,378</b></u>	 <u><b>47,788</b></u>	 <u><b>51,166</b></u>
 <b>TOTAL FUNDS CARRIED FORWARD</b>		 <u><u><b>3,378</b></u></u>	 <u><u><b>47,788</b></u></u>	 <u><u><b>51,166</b></u></u>

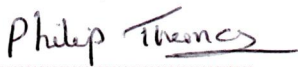
The notes form part of these financial statements



BALANCE SHEET  
31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted funds £	Total funds £
<b>FIXED ASSETS</b>				
Tangible assets	5	6,309	38,847	45,156
<b>CURRENT ASSETS</b>				
Cash at bank and in hand		2,084	8,941	11,025
<b>CREDITORS</b>				
Amounts falling due within one year	6	(5,015)	-	(5,015)
<b>NET CURRENT ASSETS</b>		<u>(2,931)</u>	<u>8,941</u>	<u>6,010</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>3,378</u>	<u>47,788</u>	<u>51,166</u>
<b>NET ASSETS</b>		<u>3,378</u>	<u>47,788</u>	<u>51,166</u>
<b>FUNDS</b>	7			
Unrestricted funds				3,378
Restricted funds				<u>47,788</u>
<b>TOTAL FUNDS</b>				<u>51,166</u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....5/5/21..... and were signed on its behalf by:

  
.....  
Rev P J Thomas - Trustee

The notes form part of these financial statements

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020**

**1. ACCOUNTING POLICIES****BASIS OF PREPARING THE FINANCIAL STATEMENTS**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with 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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**INCOME**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**EXPENDITURE**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**TANGIBLE FIXED ASSETS**

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

Fixtures and fittings	- 10% on cost
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**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 particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

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

**2. INVESTMENT INCOME**

Rents received	£ <u>2,439</u>
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**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

Depreciation - owned assets	£ <u>988</u>
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**NOTES TO THE FINANCIAL STATEMENTS - continued**  
**FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020**

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the period ended 31 December 2020.

**TRUSTEES' EXPENSES**

There were no trustees' expenses paid for the period ended 31 December 2020.

**5. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £
<b>COST</b>	
Additions	<u>46,144</u>
<b>DEPRECIATION</b>	
Charge for year	<u>988</u>
<b>NET BOOK VALUE</b>	
At 31 December 2020	<u>45,156</u>

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

	£
Other creditors	2,047
Accrued expenses	<u>2,968</u>
	<u>5,015</u>

**7. MOVEMENT IN FUNDS**

	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>		
General fund	3,378	3,378
<b>Restricted funds</b>		
Allchurches Trust	2,446	2,446
The Veolia Environmental Trust	29,606	29,606
The Mercian Trust	979	979
The Rank Foundation	979	979
Wesley Methodist Church	430	430
Edward & Dorothy Cadbury Trust	979	979
The Michael Marsh Charitable Trust	1,468	1,468
The Grimmit Trust	979	979
Leeds Building Society Charitable Foundation	979	979
National Lottery Community	<u>8,943</u>	<u>8,943</u>
	<u>47,788</u>	<u>47,788</u>
<b>TOTAL FUNDS</b>	<u>51,166</u>	<u>51,166</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE PERIOD 5 SEPTEMBER 2019 TO 31 DECEMBER 2020

## 7. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	12,562	(9,184)	3,378
<b>Restricted funds</b>			
Allchurches Trust	2,500	(54)	2,446
The Veolia Environmental Trust	30,258	(652)	29,606
The Mercian Trust	1,000	(21)	979
The Rank Foundation	1,000	(21)	979
Wesley Methodist Church	439	(9)	430
Edward & Dorothy Cadbury Trust	1,000	(21)	979
The Michael Marsh Charitable Trust	1,500	(32)	1,468
The Grimmit Trust	1,000	(21)	979
Leeds Building Society Charitable Foundation	1,000	(21)	979
National Lottery Community	30,123	(21,180)	8,943
SE CEF Lottery	1,416	(1,416)	-
	<u>71,236</u>	<u>(23,448)</u>	<u>47,788</u>
<b>TOTAL FUNDS</b>	<u>83,798</u>	<u>(32,632)</u>	<u>51,166</u>

**Restricted - Allchurches Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - The Veolia Environmental Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - The Mercian Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - The Rank Foundation**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - Wesley Methodist Church**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - Edward & Dorothy Cadbury Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - The Michael Marsh Charitable Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.



**7. MOVEMENT IN FUNDS - continued**

**Restricted - The Grimmit Trust**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - Leeds Building Society Charitable Foundation**

This fund represents funding received by the charity towards the purchase of fixtures and fittings which has been included within tangible fixed assets.

**Restricted - National Lottery Community**

This fund represents funding received by the charity towards the cost of salaries, activities/workshops and rental expenditure which has been included as a revenue grant in the Statement of Financial Activities.

**Restricted - SE CEF Lottery**

This fund represents funding received by the charity towards the cost of activities/workshops which has been included as a revenue grant in the Statement of Financial Activities.

**8. RELATED PARTY DISCLOSURES**

There were no related party transactions for the period ended 31 December 2020.

**9. POST BALANCE SHEET EVENTS**

These financial statements have been prepared on a going concern basis, the validity of which is dependent upon 291 Community Association CIO being able to continue to operate and come to terms with the significant impact of the Covid-19 pandemic. At the present time there are many unknown variables which makes forecasting the future results and impact on the charity challenging.

Covid-19 represents a significant event both during the period and since the end of the financial period. The impact of this and the countermeasures being taken to suppress it are considered to be non-adjusting post year end events and therefore have not been taken into account when preparing the Balance Sheet as at 31 December 2020.

**10. ULTIMATE CONTROLLING PARTY**

The charity is under the control of the trustees.