

WALSALL COMMUNITY ASSOCIATION

**36 Wolverhampton Road
Walsall
WS2 8PR**

**01922 615179
walsallacca@msn.com
Facebook: WalsallACCA
Website: accawalsall.com**



ANNUAL GENERAL MEETING OCTOBER 2023

Registered Charity No. 1189701

Programme for the Annual General Meeting
of the Walsall Community Association
Friday 27th October 2023

1. **Registration**
2. **Welcome and Opening Remarks**
3. **Apologies**
4. **Minutes of the last AGM**

5. **Elected Officers Report:**
 - a) Chairman's Report
 - b) Secretary's Report
 - c) Acceptance of Elected Officers Reports

6. **Presentation of Accounts**

7. **Election of Officers**
 - a) A Vote of Thanks to outgoing Officers
 - b) Election of Chairman
 - c) Election of Vice Chair
 - d) Election of Secretary
 - e) Election of Treasurer

8. **Election of Additional Members to the Management Committee**

(N.B. nominations must be made, accepted and seconded by members eligible to vote)

9. **Chairman's Closing Remarks**

Section 1

**MINUTES OF THE LAST
ANNUAL GENERAL MEETING**

Registered Charity No. 1189701

Minutes of the Walsall Community Association (WCA) Annual General Meeting
held on Friday 28th October 2022 at the WCA Centre
36 Wolverhampton Road, Walsall
Meeting started at 7:30pm

In Attendance

Management Members

Chairman	Ms Yvonne Vassell
Vice Chair	Mr Hartley Walker
Secretary	Mr Basil Ellis
	Mr Leslie Haye
	Mr Norman Reid
	Mr Michael Idowu

Staff	D Mitchell
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WCA Members

D Campbell
S Hardy
E Harris
J Morris
S Walker

Non Members

D Johnson
T O'Loughlin

Apologies

No Apologies

Opening Remarks

The Chair opened the meeting by thanking members, visitors and friends for attending.

Minutes of the Last AGM (circulated)

Accepted: N Reid and M Idowu

Matters Arising:

No matters arising.

Elected Officers Report

Chair's Report (circulated)

The Chairman's report covered the general maintenance of the building, and events that took place over the last 12 month period. Work carried out included repairs to the roof in the main part of the building along the skyline and in the school in the science lab, replacing of emergency light fittings and repairing of taps in the children's toilets. The Chair mentioned that the Luncheon Club continued to run every week, providing a warm and welcoming space for the seniors and the community to meet, with hot Caribbean cuisine served up in the kitchen for the seniors and also for the general public. The Chair thanked management members who have made it possible for her to carry out her duties throughout the year, with special thanks to staff and volunteers of the centre for their hard work. Notable names were mentioned for their continued support and advice. The report concluded that whilst it had been a slow year, at the same time it was a quite productive year given the large-scale maintenance program of the property.

Secretary's Report (circulated)

The report highlighted the activities of the Association for the period of 12 months. It mentioned the Queen's Jubilee celebration attended by more than 400 people, Healthwatch Walsall using the centre to run a Diabetes Awareness Event, Children's Activities run by Sporting Spirit, and the African Caribbean Union (ACU) using the centre on Sundays for social activities. The report concluded by acknowledging Emmanuel School's use of the building, which provides an unremitting source of income, which helps to keep the financial health of the organisation stable. It also thanked committee members that have helped throughout the 12 months to maintain the associations existence and gave thanks to the volunteers and friends who always turn up when called upon for help.

Accepted: - N Reid & M Idowu.

Treasurer's Report (produced by Accountant Paul Wilcox - circulated)

Balance Sheet at 31st September 2022

Current Assets	£65,456.00
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Current Liabilities	
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Creditors	£1,465.00
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Net current assets	£63,991.00
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Total assets less current liabilities	£63,991.00
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Capital Reserves	£63,991.00
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Unrestricted Funds	£63,991.00
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Fixed Assets

The Association holds the freehold of the charitable premises

36 Wolverhampton Road

Walsall

WS2 8PR

Election of Officers

The outgoing chair thanked committee members and volunteers for their commitment and hard work over the last year.

Chairman

Yvonne Vassell: nominated by B Ellis, seconded by L Haye

Yvonne Vassell elected unanimously as Chairman.

Vice Chair

Hartley Walker: nominated by Y Vassell, seconded by B Ellis

Hartley Walker elected unanimously as Vice Chair.

Secretary

Basil Ellis: nominated by H Walker, seconded by Y Vassell

Basil Ellis elected unanimously as Secretary.

Treasurer

Leslie Haye: nominated by B Ellis, seconded by H Walker

Leslie Haye elected unanimously as Treasurer.

Election of Management Committee members

All members to the Management Committee have been unanimously elected on to the committee.

Evadne Harris	nominated by L Haye, seconded by Y Vassell
Norman Reid	nominated by Y Vassell, seconded by L Haye
M Idowu	nominated by B Ellis, seconded by N Reid
Peace (Mkuu Amani)	nominated by B Ellis, seconded by Y Vassell

Election of any other members will take place at the next management meeting.

Closing Remarks

The elected chair, Yvonne Vassell, thanked members for electing her and was hopeful that young people would join the organisation and help it to move forward in a new, innovative direction.

Meeting closed 9:30pm.

Section 2

CHAIRMAN'S REPORT

Registered Charity No. 1189701

Chair's Report 2023

As the Chair of Walsall Community Association, it is my pleasure to present to you my report for the year 2023.

As has been the case in recent years, it has been a quite challenging year for the centre, but also a productive year full of well attended activities and events.

Centre Activities

A number of events & activities have taken place at the centre over the last year.

- In February & March we ran Warm Hub Sessions for members and the community.
- In April we ran a Motown Night.
- In May we ran a Community Art Project.
- In June we ran a Windrush Day event, which was attended and enjoyed by over 500 people.
- In August, alongside Sporting Spirit, we ran HAF Children's Activities.



Kitchen Staff preparing food at the Windrush Day Community Event



Steel Pan Music providing entertainment at the Windrush Day Community Event

The Luncheon Club continues to provide a warm and welcoming space for our senior members and for the community, with hot Caribbean cuisine served up in the kitchen every week. Exercise and social activities take place each week, and cost of living and health sessions have been run throughout the year.

The organisation continues to have monthly meetings to co-ordinate and execute plans of action, whilst the bar sub-committee meets on a more regular basis to plan community events and make preparations for room bookings.

Maintenance

As has been the case for the last few years, a considerable amount of money has been spent repairing the roofs around the centre, including on the main part of the building, the porta-cabin and the kitchen. Emergency lighting has been changed and all the electric around the centre has been checked, to make the centre safe for everyone to use.

General Cleaning

Members, volunteers and friends have attended a number of "Clean-up Days" at the centre over the last year. All the weeds growing in the yard, on the side of the building and on the roofs have been cleared. Rubbish and unwanted furniture were put into a skip and anything left over was put on a pile and burnt. Cleaning and general maintenance of the Community Garden was carried out as well.

Future Plans

We are always looking to improve upon the facilities that we have; the main building at the front of the centre has been derelict and an eyesore for some time now and the organisation has been actively looking at funding to refurbish and redevelop the building.

The Management Committee have assembled a sub-committee, who will put together an action plan to help to identify and manage our priorities, and to identify funding opportunities and make applications.

Financial

Despite large maintenance costs and an increase in our utility bills, our centre continues to be used by the community for social events and we are able to show a cash surplus for the year ended 30th September 2023. As has been the case for some time now, our financial strategy remains the same, to have sufficient funds to maintain our significance in the community and to cover our liabilities.

Thanks

I would like to give thanks to our volunteers and staff, particularly those helping out in the kitchen. I am always in awe of the effort put in by everyone associated with Walsall Community Association, including all of the Management Committee, whose support and care make my job as Chairperson so much easier. The activities of the Committee can often go largely unseen by many, but without them the organisation would quickly grind to a halt.

As always we are looking for new members to join the organisation or our committees. We are always welcoming of new faces and new ideas, so if anyone would like to speak with us and give us your input, then please do not be afraid to do so.

Yvonne Vassell

Chairman

27th October 2023

Section 2

SECRETARY'S REPORT

Registered Charity No. 1189701

Secretary's Report 2023

Welcome to the 2023 Annual Report of the Walsall Community Association, in which I am pleased to report on the organisation's contribution of services and benefit to the community.

I would like to start by thanking the Management Committee and our long list of volunteers and friends who continue to give their free service and support to the organisation. Not forgetting also our lone staff member Darren Mitchell who has worked tirelessly in his administrative and managerial role in the organisation.

What has been gratifying to the organisation is the continued support from the local community through the usage of the premises for social events such as weddings, parties and christenings and their attendance at events put on by the organisation.

Events & Activities

Warm Hub Sessions - February & March

A number of individuals attended the fortnightly warm hub sessions, providing a friendly environment at the centre, where they enjoyed refreshments, hot meals, social activities and were provided with health and cost of living information, in the company of others and most importantly whilst keeping warm.

Community Art Project - May

The beautiful stylized form of artistic expression, consisting of using spray paint with the words "Imagine. Believe. Achieve." as an inspirational quote for the students of the school and visitors, has been painted on the side of the main wall along the external car park. The work was completed by a very well-known artist from Birmingham, with the help of children from the local community.



One of the three walls painted during the Community Art Project



Stalls and Face Painting in the Community Garden during Windrush Day

Windrush Day – 24th June

A day of family celebration of Caribbean Culture & Community in Britain. Guests were shown a Pictorial Visualisation supporting the roles of our people from the Caribbean. Videos were played of the Windrush Generation arriving in Britain. A guest speaker, Maxie Hayles, shared his personal experiences as a proud member of the Windrush Generation. There was a Domino tournament and Steel Pan music played throughout the day. Food of various Caribbean cuisine was provided free of cost and the community came out in their hundreds to be a part of this Special Day.



The Domino Tournament being played during Windrush Day

HAF Children's Activities - August

Sporting Spirit ran a range of activities during the school holidays in August for children aged between 5-11 years old, including arts & crafts, multi-sports activities and gaming. These activities went on for two weeks, with nearly 40 children attending each week. The activities received positive feedback and future activities are planned for 2024.

Challenges

In my last report I mentioned that the organisation faced challenges; an ageing building, high energy prices increases and a small workplace.

The Management Committee has assembled a group called the **Task Force**. This group will identify areas of priority, identify funders and will make application bids to funders. The group comprises of the Secretary, M Amani, M Idowu and E Harris. The group is currently working on a bid to refurbish the main building which has been dilapidated for a number of years. An application form for the amount of £900,000+ has been submitted to the Community Capital Programme, being offered by Walsall MBC.

Finance

Our audit report shows that we are currently keeping our heads above water. It is nothing to be proud about, but given our situation regarding having to be self-reliant, the challenges faced post Covid-19 and a reduction in our services due to space availability, we will see this as a positive compared to other organisations who have had to close their doors.

Conclusion

It remains a great privilege to be part of the organisation and to play a lead role in its affairs. However, I am becoming more and more concerned about the fact that the running of the association is mostly in the hands of a very small number of rather senior individuals and that these individuals cannot go on forever. Hopefully younger people will step up to fill the breach when this becomes necessary, otherwise the valuable service provided by the organisation and 40 plus years of history will be lost.

Basil Ellis
Secretary
27th October 2023

Walsall Community Association

Annual report and financial statements for the year ended 30th September 2023

Contents

Page

2	Report of the trustees
4	Report of the accountants
5	Profit and loss account
6	Balance sheet
7	Notes forming part of the financial statements
9	Accounting statement

For the directors only

10	Income and expenditure account
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Trustees

B Ellis
E Harris
L C Haye
M Idowu
N W Reid
Y Vassell
H Walker

Registered office

Afro Caribbean centre
36 Wolverhampton Road
Walsall
WS2 8PR

Registered number

CE021996

Accountants

Paul Anthony Wilcox Accountants Limited
Chartered Certified Accountant
The Barn Common Farm
Luton Road
Chalton
LU4 9UH

Walsall Community Association

Report of the trustees

The trustees present their report and the financial statements for the year ended 30th September 2023.

Principal activity

TO FURTHER OR BENEFIT THE RESIDENTS OF WALSALL AND THE NEIGHBOURING AREA, WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, PHYSICAL OR MENTAL DISABILITIES, LEARNING HANDICAPS OR SPECIAL EDUCATIONAL NEEDS, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING TOGETHER THE SAID RESIDENTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE RESIDENTS. IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL SPECIFICALLY HAVE THE POWER TO MAINTAIN A COMMUNITY CENTRE. ALSO, TO CO-OPERATE WITH ANY TYPES OF ORGANISATIONS IN THE MAINTENANCE AND MANAGEMENT OF SUCH A CENTRE FOR ACTIVITIES PROMOTED BY THE CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS.

Accountants

The accountants, Paul Anthony Wilcox, will be proposed for reappointment in accordance with the Companies Act 2006.

Walsall Community Association

Report of the trustees (continued)

Statement of trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the trustees are required to :

- select suitable accounting policies and then apply them consistently ;
- make judgements and estimates that are reasonable and prudent ;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

This report was approved by the board on 17th October 2023 and signed by order of the board.

.....
B Ellis
Trustee

Walsall Community Association

Report of the accountants to the trustees of Walsall Community Association

Registered Charity Number : 1189701

We report to the charity trustees on my examination of the accounts of the company for the year ended 30th September 2023.

Respective responsibilities of trustees and accountants

As the charity's trustees you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

Basis of report

Having satisfied ourselves that the accounts of the company are not required to be audited for this year under part 16 of the Companies Act 2006 and are eligible for independent examination, we report in respect of our examination of your charity's accounts as carried out under section 145 of the Charities Act 2011. In carrying out our examination, we have followed the directions given by the Charities Commission (under section 145(5)(b) of the 2011 Act.

Independent examiners statement

We have completed our examination. We confirm that no material matters have come our my attention which which gives us cause to believe that in any material respect the requirements:

- 1) accounting records were not kept in accordance with section 386 of the companies Act 2006: or
- 2) the accounts do not accord with such records: or
- 3) the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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: or
- 4) the accounts have not been prepared in accordance with the Charities SORP (FRS102).

Paul Anthony Wilcox Accountants Limited
Chartered Certified Accountants
The Barn Common Farm
Luton Road
Chalton
LU4 9UH

17th October 2023

Walsall Community Association

Income and expenditure account for the year ended 30th September 2023

	Note	2023 £	2022 £
Turnover	1,2	46,418	49,856
Cost of sales		-	-
Gross surplus		46,418	49,856
Administrative expenses		45,897	41,454
Operating surplus	3	521	8,402
Taxation	4	-	-
Surplus on ordinary activities after taxation	8	521	8,402

The notes on pages 7 to 8 form part of these financial statements.

Walsall Community Association**Balance sheet as at 30th September 2023**

	Notes	2023	2022
		£	£
Fixed assets			
Tangible assets (restricted fund)	5	-	-
Current assets			
Debtors	6	17,385	9,821
Cash at bank and in hand		<u>49,797</u>	<u>55,635</u>
		<u>67,182</u>	<u>65,456</u>
Creditors : amounts falling due within one year	7	<u>2,670</u>	<u>1,465</u>
Net current assets		<u>64,512</u>	<u>63,991</u>
Total assets less current liabilities		<u>64,512</u>	<u>63,991</u>
Capital and reserves			
Revenue account	8	<u>64,512</u>	<u>63,991</u>
Shareholders' funds		<u>64,512</u>	<u>63,991</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and were approved by the board on 17th October 2023 and signed on its behalf.

.....
Y Vassell
Trustee

The notes on page 7 to 8 form part of these financial statements.

1. Accounting policies

Limited Status

The company is registered as a Charitable incorporated organisation does not have a share capital.

Basis of preparation of financial statements

The financial statements are prepared under the historical cost convention.

Turnover

Turnover comprises the invoiced value of goods and services supplied by the company, net of Value Added Tax and trade discounts.

Tangible assets and depreciation

Tangible assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives.

Taxation

The provision for corporation tax is calculated on the basis that the charity is not liable to tax.

2. Turnover

In the year to 30th September 2023 all of the company's turnover was to markets within the United Kingdom .

Walsall Community Association

Notes to the financial statements for the year ended 30th September 2023

3. Operating surplus

The operating surplus is stated after charging :

	2023 £	2022 £
Depreciation of tangible fixed assets	-	-
Reporting accountants remuneration	<u>450</u>	<u>420</u>

4. Taxation

UK corporation tax at 0%	<u>-</u>	<u>-</u>
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5. Fixed Assets

Fixed assets	<u>-</u>	<u>-</u>
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6. Debtors

Other	<u>17,385</u>	<u>9,821</u>
	<u>17,385</u>	<u>9,821</u>

7. Creditors : amounts falling due within one year

Other creditors	<u>2,670</u>	<u>1,465</u>
	<u>2,670</u>	<u>1,465</u>

8. Revenue account

Opening balance	63,991	55,589
Surplus for the year	<u>521</u>	<u>8,402</u>
Closing balance	<u>64,512</u>	<u>63,991</u>

Made up as follows

Unrestricted fund	42,160	42,118
Restricted fund : Maintenance fund	<u>22,352</u>	<u>21,873</u>
	<u>64,512</u>	<u>63,991</u>

Walsall Community Association

Accounting statement for the year ended 30th September 2023

	Unrestricted funds £	Restricted income funds £	Endowment funds £	Last year £
INCOMING RESOURCES				
Income from donors	190	-	-	1,556
Investment income	119	-	-	-
Charitable trading income	23,658	-	-	35,821
Other income	22,451	-	-	12,479
TOTAL INCOME	46,418	-	-	49,856
EXPENDITURE				
				-
Direct expenditure	12,051	-	-	9,149
Fund raising and publicity	-	-	-	-
Management and administration	21,696	-	-	15,989
Repairs and maintenance	12,150	-	-	16,316
TOTAL EXPENDITURE	45,897	-	-	41,454
TRANSFER BETWEEN FUNDS	- 479	479	-	-
NET INCOMING RESOURCES	42	479	-	8,402
REALISED GAINS ON INVESTMENT ASSETS	-	-	-	-
UNREALISED GAINS ON INVESTMENT ASSETS	-	-	-	-
UNREALISED GAINS ON TANGIBLE ASSETS	-	-	-	-
NET MOVEMENT IN FUNDS	42	479	-	8,402
FUNDS BALANCE: BROUGHT FORWARD	42,118	21,873	-	55,589
CARRIED FORWARD	42,160	22,352	-	63,991

Walsall Community Association

Income and expenditure account for the year ended 30th September 2023

	2023		2022	
	£	£	£	£
Income:				
School rent	18,000		24,000	
Room hire	3,948		6,481	
Project 3 donations	360		5,340	
Interest	119		-	
Memberships	150		-	
Warm hub and donations	1,390		1,556	
		23,967		37,377
Cost of sales		-		-
Gross surplus		23,967		37,377
Administrative expenses (see below)		33,846		32,305
Surplus from operations	-	9,879		5,072
Other Income:				
Bar	22,451		12,479	
Income	12,051		9,149	
Expenditure		10,400		3,330
		521		8,402
Adminastrative Expenses				
	£	£		£
Wages national insurance and pensions		8,945		8,087
Job retention scheme grants		-	-	334
Rates and refuse		2,070		1,342
Heat and light	27835		13,362	
Heat and light recharged	-22268	5,567	- 10,690	2,672
Windrush, Jubilee and arts costs	10200		10,800	
Windrush, Jubilee and arts grants	-10200	-	- 10,800	-
Sports equipment costs	1842		-	
Sports equipment grant	-1752	90	-	-
Insurance		734		519
Repairs and renewals		12,150		16,316
Telephones		2,315		2,056
Licences		1,155		1,089
Printing stationery and software		370		138
Accountancy		450		420
		33,846		32,305