

**Parkfields Community Centre CIO**

**Financial Statements  
For the Year Ended  
31st March 2021**

**From October to 31 March 2021**

**Charity Number  
1191024**

# **Parkfields Community Centre CIO**

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**For the Year Ended  
31st March 2021**

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# **Parkfields Community Centre CIO**

**For the Year Ended  
31<sup>st</sup> March 2021**

## **CHARITY INFORMATION**

### **TRUSTEES**

- Catherine Jones (from January 2021)
- Haydn Jones
- Andrea Mearns (from January 2021)
- Patrick Oliver
- Mervyn Hugh Phillips CBE MA
- Rev Kathryn Price
- Rev Maureen Roberts
- Roger Grahame Wilson
- Sheila Ann Wilson

### **CHARITY NUMBER**

**1191024**

### **BANKERS**

HSBC  
High Street  
Mold  
Flintshire  
CH7 1AR

### **CONTACT INFORMATION**

Parkfields Community Centre  
Ash Grove  
Mold  
Flintshire  
CH7 1TB

### **ADDRESS**

Parkfields Community Centre  
Ash Grove  
Mold  
Flintshire  
CH7 1TB

## **Parkfields Community Centre**

### **Trustees' Report**

The Trustees present their annual report with the accounts of the charity for the period Ended 31<sup>st</sup> March 2021. This Charity was incorporated in August 2020 but did not actively operate until the beginning of October and was dormant until that date. The financial period is therefore the period from 1 October 2020 to 31 March 2021.

Further to a strategic review of the governing structure of Charity number 502467, it was fully agreed to form a Charitable Incorporated Organisation and transfer the assets and liabilities in full from the unincorporated organisation known as Parkfields Community Centre to a newly registered Charitable Incorporated Organisation (CIO) with the same name and operational structure.

### **THE OBJECTS OF THE CHARITY**

The objects of Parkfields Community Centre CIO (hereinafter referred to as PCC) are:

To further or benefit the residents of Mold, as a practical expression of the Christian faith but on a non-sectarian basis and without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary 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 planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our trustee meetings. The Charity meets the Charity Commission's general public benefit criteria by the provision of facilities for recreation and other leisure-time occupation in the interests of social welfare with the object of improving the conditions of life for the persons for whom they are intended.

### **GOVERNANCE AND MANAGEMENT STRUCTURE**

The Governing Document for Parkfields Community Centre is the constitution adopted and registered with the Charity Commission on 25<sup>th</sup> August 2020.

PCC is managed by a committee of management, which is constituted as follows:

**the trustees of PCC**, named here on page 3 and appointed in line with the constitution: there should be not less than 3 nor more than 6 appointed trustees; 1 ex officio trustee and not more than 9 nominated trustees.

**Ex officio Trustee:** The Minister of the Alun Vale Pastorate

**Nominated Trustees:**

- The Alun Vale Pastorate may appoint up to 2 charity trustees, at least one being from Tyddyn Street United Church;

- Mold Cytun may appoint up to 2 charity trustees, at least one being from St Mary's Church in Wales;
- the Northern Presbytery of the Presbyterian Church of Wales and the Ministries Board of the Presbyterian Church of Wales may appoint 1 trustee each;
- Local statutory or voluntary organisations may appoint up to 3 charity trustees.

**The Management Committee** includes non-trustees who may be appointed for:

- their special knowledge or experience;
- representatives of local churches;
- staff representatives.

The trustees are responsible for the general control and management of the charity. The trustees give their time freely and receive no remuneration or financial benefits.

New trustees are recruited following Charity Commission guidance and with Flintshire Local Voluntary Council advice. Trustees are familiar with the scope of their responsibilities under the Charities Act.

Meetings of the trustees and managements committee are normally held at least six times a year and at the Annual General Meetings. They aim to make decisions together. Dates and times of these meetings are published.

## **ACHIEVEMENTS AND PERFORMANCE IN THE YEAR**

The Charitable Incorporated Organisation, was registered with the Charity Commission and all assets and remaining liabilities transferred from the previous unincorporated organisation - Charity no 502467 - as an opening balance to the new CIO at the end of September that year.

All the previous trustees were appointed and two others were added shortly thereafter. Consequently, the financial statement on page 10 is for the period 1 October 2020 to 31 March 2021, rather than for a full 12 months.

The year continued to be dominated by the Covid-19 pandemic, with some Centre staff on the government's flexible furlough scheme, supplemented by a generous anonymous donation. Due to a significant reduction in room hire bookings, the part time post of caretaker had to be changed to assistant administrator with less hours.

The trustees and management committee met on Zoom to maintain good governance and support the staff and volunteers. At these meetings our Covid measures and risk assessments were regularly reviewed and updated to try and keep our staff, volunteers and user groups as safe as possible.

The Centre remained open whenever legally possible in order that essential services could use it. Kids clubs also returned, following all the necessary anti-Covid regulations, and Parkfields was one of a very few such provisions in Flintshire. Not only did this impact on the children involved but led to a shortage of placements for trainee youth workers across the county. Parkfields continued to take students on placement.

A new Family Worker was appointed in October 2020, but she resigned at the end of the year. The Administrator and Family Worker established a Community Fridge in the Centre, which has been a very real service to the neighbourhood and has been supported by local businesses and grant funding, as well as volunteers.

Volunteers make an important contribution to maintaining the Centre and grounds themselves and also in helping to deliver services that Parkfields offers to the community. For instance, collecting surplus food from supermarkets and helping at the Community Fridge; fundraising, being advocates and promoting our services.

### **Grant funding**

Grant funding with allowances for core costs and to take the necessary measures to keep the Centre Covid safe, were previously awarded in the period 1 April 2020 to 30 September 2020, by the Community Foundation Wales Coronavirus Resilience Fund, The National Lottery Community Fund Wales, Voluntary Services Emergency Scheme Small Grants administered by Flintshire Local Voluntary Council (FLVC), and Waterloo Foundation and were still being spent between October 2020 and 31 March 2021.

Further grants for core costs were received from Community Foundation Wales Co-op Fund, Flintshire County Council Discretionary Lockdown grant, and The Foyle Foundation. By prioritising making core grants to small charities like ours, these grant-giving organisations enabled us to continue and develop our engagement with the community and retain our staff during these very difficult times. They have been a life-line for the Centre, for which we are very grateful.

Grants for specific projects relating to our community work including youth provision and addressing food poverty were previously awarded in the period 1 April 2020 to 30 September 2020, by Bernard Piggott Charitable Trust, Community Foundation Wales Coronavirus Resilience Fund, Oakdale Trust, Sydney Black Charitable Trust, The National Lottery Community Fund Wales, United Reformed Church Mission Development Fund, Voluntary Services Emergency Fund Comic Relief administered by FLVC, and Waterloo Foundation and were still being spent between October 2020 and 31 March 2021.

Further grants were received between October 2020 and March 2021 from Mold Town Council and The Williams Foundation for youth provision. From the Asda Foundation and Community Foundation Wales to help address food poverty through our Community Fridge scheme. We have done all we can within national regulations and guidance to remain open and offer some much-needed services to people in Mold.

### **How our activities deliver public benefit**

The charity carries out a wide range of activities in pursuance of its charitable aims. The trustees consider that these benefit the local community of Bryn Gwalia and the wider community of Mold.

The rooms in our Centre are available for use by local groups and organisations. During the six-month period of this report alone they were used by groups as varied as Coleg

Cambria for Essential Skills Maths / English, Al-Anon Family Meeting groups, Flintshire County Council Children's Social Services for supervised Family Contact meetings, Belly Dance classes, Tae Kwon-Do, and a daily Welsh-medium playgroup.

Our well-used Community Fridge scheme was operational from November 2020. The Community Fridge is supported by environmental charity Hubbub UK, a nationwide network to tackle food waste and also the Neighbourly and Fareshare giving platforms, which re-distribute surplus food from local supermarkets.

The Fridge operates on the simple principle of take what you need, give what you can. The food is either quality surplus, donated or purchased through donations and grants. Anyone from Mold can drop-in to Parkfields and collect what food there is that day.

Our Kid's Club was open twice a week whenever possible. Not only did it give children from the area a safe fun place to be after school but food is always provided for them.

Partnership working is key to delivering services for people in the area and Parkfields is a trusted partner for many organisations and local businesses.

## **LOOKING AHEAD**

Our Youth and Children's Work Lead gave notice that she would be leaving in the summer of 2021. We took the opportunity to combine that post with the Family Worker vacancy and appointed a Youth and Community Worker in July 2021.

Our chair, Rev Kathryn Price, also stepped down in the summer but remains a trustee for the time being. The new chair is Haydn Jones.

As well as continuing to fund-raise and develop existing projects and relationships with user groups, funding has been obtained from the Postcode Community Trust and the Garfield Weston Foundation to recruit a part-time manager for the Centre to help secure its future sustainability.

We intend to maintain our existing range of community activities working in partnership with the community, statutory organisations, churches, other organisations / charities and businesses to further develop our community projects. Especially, to address food poverty and isolation, and to offer children and young people a safe fun place to be out of school hours and during school holidays.


## FINANCIAL REVIEW

PCCs' policy on reserves is to hold sufficient resources to continue the charitable activities of the PCC should income and fundraising activities fall short.

Excluding the restricted sums, we hold cash at the bank of over £30,000. These funds are held in order to meet any unforeseen expenditure that may occur, for example property repairs.

Approved by the Trustees on

Signed on its behalf:



Name:

HAYDN WYNNE JONES

Date:

25-1-2022

CHAIRMAN OF  
PARAFIELD'S COMMUNITY CENTRE.

**Independent Examiner's report to the  
Trustees of  
Parkfields Community Centre CIO**

I report on the accounts for the Charity for the period ended 31st March 2021, which are set out on pages 10 to 11.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees 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.

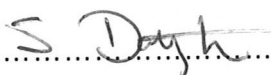
It is my responsibility to:

- 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.

My examination was carried out in accordance with 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.

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met ;or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: .....  ..... Date: 25/1/2022 .....

Shaun Darlington  
Payroll, Accounts and Examination Services  
Denbighshire

**Parkfields Community Centre CIO**  
**Statement of financial activities for the Year Ended 31st March 2021**  
**For the period from 1 October 2020 to 31 March 2021**

	Unrestricted	Restricted	2020/21
<b>Receipts</b>			
Letting	£ 3,572.19	£ -	£ 3,572.19
Donations	£ 300.00	£ 1,275.00	£ 1,575.00
Fund raising	£ 42.30	£ -	£ 42.30
*Grants	£ 13,899.61	£ 10,048.68	£ 23,948.29
Sundry refunds	£ 4.59	£ -	£ 4.59
<b>Total receipts</b>	<b>£ 17,818.69</b>	<b>£ 11,323.68</b>	<b>£ 29,142.37</b>
<b>Payments</b>			
Caretaking and cleaning wages	£ 2,277.87	£ 763.88	£ 3,041.75
Other staff wages inc NEST & PAYE	£ 2,165.04	£ 6,471.74	£ 8,636.78
PCW gas loan	£ -	£ 600.00	£ 600.00
Gas supply	£ 491.94	£ -	£ 491.94
Electricity	£ 1,058.00	£ -	£ 1,058.00
Water	£ 240.12	£ -	£ 240.12
Fire checks & intruder alarm service	£ 370.20	£ -	£ 370.20
Phone, Comms	£ 296.73	£ -	£ 296.73
Insurance	£ -	£ -	£ -
Maintenance	£ 1,380.96	£ -	£ 1,380.96
Administration	£ 267.92	£ -	£ 267.92
Other (including improvements)	£ -	£ 6,288.86	£ 6,288.86
<b>Total payments</b>	<b>£ 8,548.78</b>	<b>£ 14,124.48</b>	<b>£ 22,673.26</b>
<b>Surplus/deficit for year</b>	<b>£ 9,269.91</b>	<b>-£ 2,800.80</b>	<b>£ 6,469.11</b>
<b>Opening bank balance</b>	<b>£ 21,401.76</b>	<b>£ 47,551.18</b>	<b>£ 68,952.94</b>
<b>Plus : surplus for year</b>	<b>£ 9,269.91</b>	<b>-£ 2,800.80</b>	<b>£ 6,469.11</b>
<b>Total balance carried forward</b>	<b>£ 30,671.67</b>	<b>£ 44,750.38</b>	<b>£ 75,422.05</b>

**Statement of assets and liabilities at the end of the year**

**Cash Funds**

At bank	£ 75,422.05
Closing bank balance	£ 75,422.05
Total cash funds	£ 75,422.05

Guarantee given by CIO

£ -

Debts outstanding

£ -

**\*Grants 1 October 2020 - 31 March 2021**

HMRC Job Retention Scheme JRS (furlough)	£ 1,488.68
Income from Government grant (4)	
The Williams Foundation	£ 2,960.00
The Foyle Foundation	£ 6,000.00
Flintshire County Council Lockdown Discretionary Grant	£ 2,000.00
Income from Government grant (1)	
Mold Town Council	£ 5,000.00
HMRC Gift Aid claim	£ 899.61
Asda Foundation	£ 600.00
Community Foundation Wales Co-op	£ 5,000.00

# **Parkfields Community Centre CIO**

## **Notes forming part of the Financial Statements for the Period Ended 31st March 2021**

### **1 ACCOUNTING POLICIES**

#### **Basis of Accounting**

The Financial Statements have been prepared in accordance with the guidelines of the Charity Commission on a receipts and payments basis.

### **2 FUNDS**

#### **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.

#### **Unrestricted Funds**

The Trustees have resolved that the financial reserves of the Charity should be reviewed on a regular basis and that adequate provision is made for unforeseen expenses whilst also being minded that reserves should not be held without valid reason.

### **3 GUARANTEES**

- a) The CIO has not given any guarantees, there is no potential liability from any guarantee.

and

- b) The CIO does not have any debt outstanding at the date of the statement of assets and liabilities which is owed by the CIO and which is secured by an express charge on any of the assets of the CIO.