

THE FORUM @ GREENWICH

England & Wales · Charity number 294589

Details

Other names	CHRISTCHURCH FORUM LIMITED
Status	Registered
Legal form	Charitable company
Company number	02024373
Registered	1986-06-10
Register	View on the Charity Commission register

Contact

Address	The Forum At Greenwich Trafalgar Road Trafalgar Road London UK Mainland
Phone	07738361932
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Website	www.forumatgreenwich.org

Activities

Objects: THE OBJECT OF THE CHARITY IS THE GENERAL BENEFIT OF INHABITANTS OF THE LONDON BOROUGH OF GREENWICH AND THE SURROUNDING AREA IN SUCH A MANNER, BEING EXCLUSIVELY CHARITABLE, AS THE CHARITY SHALL FROM TIME TO TIME DETERMINE, INCLUDING, WITHOUT PREJUDICE TO THE GENERALITY OF THE FORMER, THE PROVISION OF A CENTRE FOR THE USE OF THE SAID INHABITANTS AND OTHER CHARITABLE ORGANISATIONS.

Activities: -+ Manage buildings-+ Tenancies to voluntary organisations-+ Room hire G++-!+--- Fully accessible meeting space-+ High quality catering & Training Project-+ Cleaning & maintaining public buildings-+ Conference services-+ Events management-+ Youth Services-+ Support Tenants, residents and small un-funded groups-+ Volunteering programme

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, Arts/culture/heritage/science, Amateur Sport, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Greenwich

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£461,301	£469,374	-	-
2024-03-31	£447,442	£510,443	-	-
2023-03-31	£407,214	£460,445	-	-
2022-03-31	£363,869	£393,241	-	-
2021-03-31	£402,000	£425,000	-	-

Trustees

Name	Role	Appointed
TIM ANDERSON	Chair	2016-02-10
Claire Vince		2021-04-14
Daniel Bright		2021-01-13
Janice D'Costa		2018-05-01
Mario Theodosiou		2017-07-17
Natasha Barrington		2018-11-02

THE FORUM @ GREENWICH

England & Wales - Charity number 294589

Accounts

REGISTERED COMPANY NUMBER: 02024373 (England and Wales)
REGISTERED CHARITY NUMBER: 294589

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025
FOR
THE FORUM @ GREEN WICH

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

THE FORUM @ GREENWICH

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FOR THE YEAR ENDED 31 MARCH 2025

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THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. 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).

It has been an important year for the Forum. We continue to have to deal with high energy costs and the impact of the cost of living on our community, which obviously impacts how much they can afford to take advantage of our terrific facilities. However during the year we were aware that Mind were interested in joining us, and much effort was made by us and them to make this happen, such that they moved in to the Forum in August 2025. This brings us to almost 100% occupancy, with the addition of the charity Mums Aid.

The trustees and I believe we are going to enjoy, without I hope complacency, a period of stability from which we can grow and improve our offering to our community and stakeholders in Greenwich in pursuit of our vision, a happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

As always, my fellow trustees and I would like to thank Jill Andrews our CEO and her hard-working team for bringing this about this year.

Jill has established a tremendous team much to her and their credit, thank you.

Tim

Tim Anderson, Chair of Trustees

Chief Executive's Review of the year April 2024 - March 2025

Overview:

Now in my 12th year as Chief Executive for the Forum at Greenwich. As always, I would like to express my thanks to the Trustees and a great staff team for their continued support and the loyalty they have shown towards the Forum.

2024/25 has once again presented us with some interesting challenges. Everyone has worked hard and with enthusiasm to ensure the charities success, in what appears to be a never-ending road of challenges. A big thank you to everyone.

We said farewell to 3 long term members of staff, who took retirement. David Thorne, who had been with the Forum for 20 years, Paul Newman and his wife Gillian who were with us for 6 years. We wish them every success and an enjoyable retirement.

In 24/25 we are still experiencing high utility bills, with water and waste showing the highest uplift of around 80%.

Last winter energy costs continued to be high. Consumption levels eased slightly. This winter we remained open until 9:00pm to support our organisations, who in turn were supporting the community's needs, around counselling and energy.

With the advice from our energy brokers, we set an annual tariff at the markets lowest price available at the time. As normal there will be an expected rise in energy price cap in October. Our current pricing will take us through to April 2026, when tariff costs traditionally reduce for the spring and summer.

The Forum continues to build on its reputation of providing competitive, accessible, and inclusive spaces for charities, not-for-profit and of course our community.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

Although an uphill struggle after the pandemic, customer classes and programmes have almost returned to pre- pandemic levels.

Two new Licence Holders: We are very happy to welcome Southeast London Mind and Mum's Aid who took up licences in the Forum, this increased our occupancy level to almost 100%.

The areas we have seen a slight downturn in is children's parties and soft play daily sessions. The snack bar revenue is also gradually decreasing.

Having spoken to several users of the Forum, the main concern for a lot of families is the continued high cost of living. A large hike in food prices and general living costs, i.e. household bills is having a negative effect on people's disposable income, also impacting on the Forum

Our direct delivery programme. Arts and Craft is still popular and continues to gain momentum.

Romanian Embassy Elections:

The Forum worked closely with the Romanian Embassy to host their Presidential Elections. This service enables Romanian Nationals to vote in person. There were several rounds stretched over several weeks and months. Unfortunately, the first round was cancelled, due to alleged illegal interference with on-line voting. The second round which stretched over 3 weeks was a success.

Volunteer Rebecca Anderson:

Rebecca Anderson a Law undergraduate, volunteered her time to the Forum to carry out research on other overseas countries that could consider holding in person voting in the UK. Rebecca put together a valuable and comprehensive piece of research; this research paper will be extremely beneficial to the Forum when future overseas elections are being planned.

The research Rebecca carried out included the dates of the next elections and relevant contact details of the Embassies. The Forum will reach out to the Embassy contacts to offer the opportunity to them and their citizens living in the UK to vote in person, using facilities like the Forum. Thank you, Rebecca.

The Government's "Warm spaces" programme, which supports vulnerable people in our community, reduced funding opportunities this year, therefore the Forum was unable to support this fully. We are hoping that the funding will return for this winter as the programme was a great success and helped so many vulnerable people and families in the community.

The Forum continues to work closely with the RBG to provide a space and food on a Monday for the community seeking advice through the borough's Welfare Right Project.

Due to financial constraints, we decided not to hold any of our fairs this year and hope to resume in the summer of 2026.

Financial & Future Sustainability:

Profit & Loss statements are produced each month and received by the finance committee of the board reporting bi-monthly to the Trustees to ensure that the charities income and expenditure is accurately tracked, risks are highlighted, and we can act in a timely manner to mitigate those risks moving in a positive direction.

The board are conscious that the buildings are old and upkeep to parts of the building is hugely costly, especially the stonework on the outside of the main building, we continue to assess the safety of the stonework and instigate remedial works where required. We act pro-actively to try and anticipate and plan for the cost associated with that and revise and amend forecasts where necessary, as far as we are able.

The Forum's main income is generated from:

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

- Licence holders
- Room hires
- Children's parties
- Soft play arts and craft sessions
- Snack Bar
- RBG Grant

The Forum's financial accounts outline the various income streams and their value.

Summary:

The Future 2025/26

The Forum at Greenwich is grateful for the ongoing support from the RBG who provide invaluable funding to support community initiatives.

The Forum continues to support the below programmes by providing spaces and facilities to ensure delivery reaches as many of the local community as possible:

- **RBG Welfare Rights Hub:** This programme was introduced to help support vulnerable people with benefits claims, CAB, debt advice and food support. The Forum hosts the Hub every Monday morning throughout the year. We work in partnership with the Hub team to provide meals and snacks from our café for a voucher provided by the RBG. The scheme is paid for by the RBG and brings additional revenue to the café. To date we have provided over 800 meals.
- The diabetes prevention programme is no longer being funded in this area.
- Holiday Food & Activities workshops for children are no longer being funded in this area.
- **NXS OXLEAS:** continues its programme of Hearing Voices every Friday afternoon in the Forum.

Events: We have had several large events taking place in the Forum over the year.

- NHS Doctors Convention
- Romanian Embassy Elections
- Local Council elections
- Local council consultation on proposed traffic planning
- MET Police community programme
- This year the Forum will support the Mental Health Awareness day for South East London Mind

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

The Trustees have a clear sense of purpose, which is to improve and extend the community services that we offer here at the Forum. Those that focus on tackling social isolation, diversity, equality, inclusivity, and a welcoming atmosphere. All these key components help bring a community together to support each other.

There are 5 main project areas we focus on:

- Community Interaction
- Reducing Social Isolation
- Accessibility and Affordability

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

- Diversity and Equality
- Supporting mental health

Community Engagement: With a strong focus on inclusivity, equality and diversity, the Forum works closely with all organisations that use our spaces to promote an inclusive environment when delivering their activities and classes. Being able to provide a space to deliver meaningful projects that sit at the heart of the community in the current climate is invaluable.

Licensed office Spaces: Our lease requires that we only grant licences to charitable organisations, registered charities, Community Interest Companies and Social Enterprises.

Our current Licence holders are:

- More 2 Childcare
- Little Fish Theatre
- Boadi Therapy
- Metro GAD
- Re-wise project
- Southeast London Community Energy (SELCE)
- Inside-Out Therapies
- Mums Aid
- South East London Mind

As with all old buildings, the Forum will always face the challenges of maintaining the structure, internally and externally. Our regular maintenance and repair programme as well as annual risk assessments ensures that the buildings are safe and secure. As part of our programme this year, we completed major repairs to the

- External walls on the roof terrace.
- Replaced door fire strips,
- Installed LED lighting panels to most areas.
- Refurbished the first-floor kitchen
- Replaced floor threshold bars
- Ongoing decorating programme
- Replaced boilers in the Community Building
- Replaced and extended buggy park outside the Community Building
- 2nd floor offices refurbished
- Asbestos survey updated
- Fire and H&S risk assessments updated
- Fire and security alarms updated to a total Wi-Fi system, eliminating the need for expensive Redcare lines.
- Window canopies added to the Community building
- Gutters, drains and hoppers cleared
- Reception area redecorated
- New buggy park added to M2C outside area

With SEL Mind coming to the Forum a major transformation, lasting over 3 months of our Sherard Hall was undertaken to provide 4 counselling rooms. In total Mind are licencing 4 spaces in the Forum main building and the 1 hub space and garden in the Community building, all these areas have undergone extensive refurbishment.

The current cost of living crisis continues to have a profound fiscal impact on many of our users. The increase in employer NI and London Living wage increase has had a significant impact of the Forum's finances. As a result, we have had to rethink our prices whilst still offering a competitive price for our customers and users.

The Energy Cap will be increased by a further 2% from October 2025. This again will put a strain on the Charities financial resources.

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Currently, the Forum Trustees are comfortable that the Forum is in a financially stable position, and we are all looking forward to continuing to deliver on our Vision and Mission for many years to come.

Jill Andrews Chief Executive Officer

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees, who are also directors of the Charity for the purpose of the Companies Act 2006, present their report with the financial statements of the Charity for the year ended 31 March 2023. 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 current Financial Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

We have referred to the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how the planned activities of the organisation will contribute to the aims and objectives that have been established for the charity.

The Forum @ Greenwich has been operating for over 40 years. The Forum's key objective is to provide a community centre, at the heart of the East Greenwich community, one that is accessible to all, offering a wide range of services to meet the ever-expanding needs of our community.

The Forum has clear objectives which are:

- To be a source of information and advice
- To ensure services are affordable or free to some local groups
- To provide opportunities for leisure and social activities
- To support and provide a platform for vulnerable groups with learning disabilities to get back into the workplace.
- To provide support for the aspirations of our community, particularly those whose voices are seldom heard
- To actively engage with our community and respond to their needs
- To support the long-term needs of the elderly, physically disabled and vulnerable members of the community
- To provide services and work with groups that actively seek to tackle social isolation, mental health and dementia.
- To work in collaboration with our partner organisations to provide a more cohesive approach
- To work towards sustainable development
- To adapt our services to meet the needs of a growing and diverse community.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES

Significant activities

Significant activities: The Forum continues to deliver on its series of programmes which focus on the following:

- Babies and Young Children: The Forum actively promotes partnership working and our continued work with Mum's Aid provides a safe space in which they can hold their groups and consultations. This space is offered to Mum's Aid at a reduced cost.
- Young Adults and Families: 2024/25 has seen a further increase in new families moving into the area; the Forum will continue to look at new ways in which to adapt our services and activities to meet the growing need as many families are housed in high rise apartments, with access to green space limited, especially, in the winter months.
- Partnership building, Elderly and Volunteering: We continue to have strong partnerships with Mum's Aid, Oxleas NHS adult mental health groups, RBG Welfare Rights Hub and the local pensioners Forum, Hatcliffe Trust and Mind.
- Volunteers: We currently have 8 volunteers, including 6 Trustees. We are constantly looking at ways in which to expand our volunteer base and offer opportunities to local people.
- The Forum: Remains a popular venue for the community to hold children's parties, family celebrations, BBQ's, public consultations, local council and voluntary sector conferences, election voting and much more. We know that the Forum is even more crucial now as the population of the area grows and the ever-increasing cost of living and energy hits many local business and community facilities.
- Supporting vulnerable families: Keeping in line with our Vision and Mission, this year we are delighted to continue being involved with providing low-cost meals for people visiting the Welfare Rights Hub. To date we have provided over 800 meals for vulnerable and at-risk adults.

MAINTENANCE & REPAIRS

This year our maintenance programme included:

- External walls on the roof terrace.
- Replaced door fire strips,
- Installed LED lighting panels to most areas.
- Refurbished the first-floor kitchen
- Replaced floor threshold bars
- Ongoing decorating programme
- Replaced boilers in the Community Building
- Replaced and extended buggy park outside the Community Building
- 2nd floor offices refurbished
- Asbestos survey updated
- Fire and H&S risk assessments updated
- Fire and security alarms updated to a total Wi-Fi system, eliminating the need for expensive Redcare lines.
- Window canopies added to the Community building
- Gutters, drains and hoppers cleared
- Reception area redecorated
- New buggy park added to M2C outside area
- Replaced door intumescent strips
- Repairs and maintenance to the tower to remove pigeons and seal the entrance
- Lightning Conductor testing
- Tree preservation works
- Re-decorating where required
- Continue our programme of replacing and upgrading the lighting in the buildings to low emission LED panels.
- Repairs and maintenance to all lifts
- Grounds maintenance
- Installed New digital part for the generator
- Lift repairs and maintenance
- Water tanks cleaned sanitised and renewed were required

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

OBJECTIVES AND ACTIVITIES

COMMUNICATION AND ADVERTISING

Communication and Advertising are key to spreading the word about the work the Forum undertakes.

We also have a daily presence on most social media outlets, Face book, Instagram and the Community page of the Royal Borough of Greenwich website, <https://www.royalgreenwich.gov.uk/> our website www.forumatgreenwich.org, is updated regularly with information and special events that everyone can get involved with.

ACHIEVEMENTS AND PERFORMANCE

Charitable activities

Trading conditions remained slow due to the energy costs and the cost of living. However, we continue to promote the centre, and we have seen new groups start to use our facilities. We will continue to invest in the future of the Centre, providing new and much needed activities/services that best meet the needs of the community.

STAFFING:

The Forum staff team is made up of 6 full time & 3 part time staff. The London Living Wage was increased to £13.85 per hour in the year as well as the government increase to employer N.I.

FINANCIAL REVIEW

Principal funding sources

Our 4-year funding grant from the Royal Borough of Greenwich continues until 2027.

- RBG Grant £17,500 per annum
- Hatcliffe Housing £3,600 to support elderly low impact training

Additionally, our management team are continually applying for various grants where the Charity meets the funding criteria.

Grants & Fundraising prediction 25/26

Outside grants will be sought for new activities taking place in the Forum. Currently grant funding is extremely specific around certain projects. Core funding is getting harder to obtain. The RBG Growth Fund (section 106 monies) was not available this year. The Forum does not tend to deliver projects in house, apart from our art and craft club.

The Forum is running at almost 100% occupancy; this is where our core revenue is obtained and supports the charities core running costs and maintenance programmes.

Investment policy and objectives

Aside from the reserves outlined below, our aim is to build up funds for long-term investment, including the repairs and maintenance of the fabric of the building.

Reserves policy

The Charities Commission recommends that charities maintain reserves at a level equivalent to 3 months operating costs. The Board of Trustees has developed a reserve policy for the organisation which seeks to take all reasonable steps to designate funds for provision of redundancy, long-term sickness, or maternity leave. At present, the reserve fund is around £50,000, which the Forum Trustees consider adequate.

Debt: The Board has an approved debtor's procedure and has written off debt where there is insufficient evidence to substantiate the likelihood of payment.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

FUTURE PLANS

The Charity has exciting plans for the future of the organisation. Along with delivering our central function, we will continue to grow and improve our projects and enhance our collaborative working with the RBG and other charitable organisations as financial conditions allow.

We are planning to work closely with South East London Mind and support the needs of their service users where possible.

Many of Mind's service users know the Forum very well and are very much looking forward to using the facilities.

All our work promotes community cohesion, equality diversity, social inclusion. We centre on the disabled, the vulnerable, young people and families and community, whilst building strong and meaningful partnerships.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing documents, the Memorandum and Articles of Association and is constituted as a limited company as defined by the Companies Act 2006.

The day to day responsibility for the provision of services is delegated to the Chief Executive who is responsible for ensuring the Forum delivers the services specified and that key performance indicators are met, ensuring individual supervision of the staff team and that the team continue to develop their skills and working practices in line with good practice.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Forum is a charitable company limited by guarantee, incorporated on 30 May 1986 and registered as a charity on 10 June 1986. The Forum was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by those Articles.

The governing body is the Board of Management ("Board") whose Trustees are elected by the charity's membership at the Annual General Meeting and are directors for the purpose of company law and trustees for the purpose of charity law; in this report, they are referred to as Trustees.

The Board has in place policies and procedures in respect of governance including:

- A code of conduct for our Trustees;
- Terms of Reference for the Board of Trustees;
- Conflict of Interests Record form, which is completed by all Trustees and reviewed periodically;

The principal responsibilities of the Trustees have been set out in the Terms of Reference and include:

- a. Oversight and governance of the charity, including control and accountability systems. Annually reviewing the skills and experience represented on the Board considering the Forum's strategic direction, and approving Board composition, including electing Chair and vice-Chair.
- b. Appointing, determining the composition of, and setting the terms of reference for Board sub-committees.
- c. Determine and implement an appropriate procedure for assessing the effectiveness of the Board, the Board Chair, committees and Trustees in fulfilling their responsibilities.
- d. Assuming responsibility for the Forum's governance practices.
- e. Ensuring that Trustees meet regularly.
- f. Setting and reviewing the terms of reference for the Board.
- g. Ensuring that members are consulted regularly as required by the Memorandum of Association, setting the agenda and preparing minutes.
- h. Appointing and removing the Chief Executive and establishing their remuneration package.
- i. Monitoring the performance of the Chief Executive.
- j. Contributing to and final approval of charities mission statement.
- k. Contributing to and final approval of the budget and business plan and associated performance objectives.
- l. Contributing to and final approval of the strategic plan and associated performance measures.
- m. Implementation of strategy and ensuring appropriate resources are available.
- n. Reviewing and ratifying policies for reserves, risk management and investment.
- o. Reviewing and ratifying leases and matters relating to property holdings.
- p. Monitoring risk management and internal compliance and control systems and assessments.
- q. Approving the authorisation structure applicable to capital expenditure and operational commitments.
- r. Approving and monitoring financial and other reporting.
- s. Setting pay policy, including bonus.
- t. Ensuring compliance with the Forum's Environmental, Health and Safety Policies.
- u. Appointment of bankers and auditors.
- v. Dealing with and settling legal claims.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Premises

The Forum operates from 2 buildings on the same site. One is the former Christchurch Church, which was converted in the late 1980s into its present layout. One part of the building is not demised to the Forum and is occupied by the more newly constructed parish church. The other building is formerly a school and East Greenwich Community Centre (the Community Building). There is a children's play area attached to this building.

The Rochester and Southwark Diocesan Church Trust are our landlords. There is a separate lease for each building, different in format but both are 99-year Full Repairing and insuring leases on a peppercorn rent, dated 29 February 1996 for the main building and 1st December 1986 for the Community Building. The leases are non-transferable.

The car park at the rear belongs to the Diocese and although the Forum has access for its occupants and use of this is not formalised by lease.

The Forum is responsible for the maintenance and upkeep of the buildings, including the space occupied by the parish church. As pointed out in the accounts, land and building represents the capitalisation of the lease and all subsequent improvement costs incurred over the years. The freeholds of the land and buildings are owned by Rochester and Southwark Diocesan Church Trust; the Forum does not have any financial interest in these properties, other than through the leases.

Induction and training of new trustees

The Board of Trustees seeks to ensure that the needs of community are appropriately reflected through the diversity of the trustee body. To enhance the pool of Trustees, the Forum continues to work with The East London Business Alliance (ELBA), a registered charity, which helps match charities with potential trustees. Our Trustee Board remains strong with a wide range of skill sets and demographics.

There have been 2 changes changes to the Board of Trustees in this reporting period.

- Mr Peter Hewitt-Penfold (14.10.2024) Appointed
- Mrs C Vince (1st July 2024) retired

Wider network

In so far as it is complementary to the Charity's objects, we are guided at local level by assisting in the delivery of the Local Area Agreement, relevant RBG Strategies and Service Level Agreements with Royal Greenwich. The Forum is a member of the Federation of Greenwich Community Centres and is signed up to and follows the Royal Borough of Greenwich Diversity and Equalities policy, actively participate in focus groups and meetings that shape the future of the community to focus on the needs of the local community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Within The Forum @ Greenwich, the Board of Trustees has full responsibility for ensuring risks are addressed and the Risk Register is kept up to date.

The Board of Trustees has conducted reviews of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

The Forum has adopted the Charity Commission's template for risk analysis assessment as laid out below

- Strategic - failure to create a deliverable strategic plan, failure to identify and respond to major external issues.
- Financial - fail to secure adequate income, fraud, fail to use resources effectively.
- Operational - injury to a beneficiary, project/activity delayed or not delivered, loss of premises.
- Reputational - damaging media coverage, unable to articulate a clear engaging message
- Legal/Compliance - significant breach of data protection, safeguarding failing, health & safety incident.
- Governance - lack of effective oversight, loss of key trustees, not managed effectively.
- IT - cyber-attack, virus, loss of systems or data and the growing AI risk.
- People - a toxic culture, loss of key people, unable to recruit adequate staff/volunteers, a serious HR issue.

These procedures are reviewed annually to ensure they still meet the needs of the charity. The main risks continue to be identified, among others, as:

- Loss of sustainable revenue
- Pandemic hits the UK and Worldwide
- Energy and Increased maintenance costs
- Loss of Chief Executive
- Long-term absence of key staff
- Inadequate reserves
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption
- Reduction in demand for room hire
- Malicious electronic damage
- Significant increase in cost of living which can impact the use of the Forum by the community
- Revised legislation, for example, increased environmental requirements.
- Reduction in demand for room hire
- Malicious electronic damage
- Insurance company does not pay out for business interruption

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02024373 (England and Wales)

Registered Charity number
294589

Registered office
Forum @ Greenwich
Trafalgar Road
Greenwich
London
SE10 9EQ

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2025

Trustees

T R B Anderson

M Theodosiou

N Barrington

J E D'Costa

D Bright

C Vince (resigned 1.7.2024)

P S Hewitt-Penfold (appointed 14.10.2024)

Company Secretary

J L Andrews

Independent Examiner

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.

Chartered Certified Accountants

6 Green Lane Business Park

238 Green Lane

New Eltham

London

SE9 3TL

Approved by order of the board of trustees on and signed on its behalf by:

.....
J L Andrews - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FORUM @ GREENWICH

Independent examiner's report to the trustees of The Forum @ Greenwich ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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 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.

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

Date:

THE FORUM @ GREEN WICH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		21,097	-	21,097	35,676
Charitable activities					
Catering income		12,978	-	12,978	36,777
Other trading activities	2	-	-	-	3,251
Investment income	3	418,928	-	418,928	357,244
Other income		8,298	-	8,298	14,494
Total		<u>461,301</u>	<u>-</u>	<u>461,301</u>	<u>447,442</u>
EXPENDITURE ON					
Raising funds		48,681	-	48,681	60,604
Charitable activities					
Core activities		<u>396,212</u>	<u>24,481</u>	<u>420,693</u>	<u>449,839</u>
Total		<u>444,893</u>	<u>24,481</u>	<u>469,374</u>	<u>510,443</u>
NET INCOME/(EXPENDITURE)		16,408	(24,481)	(8,073)	(63,001)
RECONCILIATION OF FUNDS					
Total funds brought forward		97,644	1,109,556	1,207,200	1,270,201
TOTAL FUNDS CARRIED FORWARD		<u><u>114,052</u></u>	<u><u>1,085,075</u></u>	<u><u>1,199,127</u></u>	<u><u>1,207,200</u></u>

The notes form part of these financial statements

THE FORUM @ GREEN WICH

BALANCE SHEET
31 MARCH 2025

	Notes	Unrestricted fund £	Restricted fund £	2025 Total funds £	2024 Total funds £
FIXED ASSETS					
Tangible assets	7	18,699	1,085,075	1,103,774	1,134,782
CURRENT ASSETS					
Debtors	8	27,302	-	27,302	19,931
Cash at bank and in hand		111,282	-	111,282	91,148
		<u>138,584</u>	<u>-</u>	<u>138,584</u>	<u>111,079</u>
CREDITORS					
Amounts falling due within one year	9	(43,231)	-	(43,231)	(38,661)
		<u>95,353</u>	<u>-</u>	<u>95,353</u>	<u>72,418</u>
NET CURRENT ASSETS					
		<u>95,353</u>	<u>-</u>	<u>95,353</u>	<u>72,418</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>114,052</u>	<u>1,085,075</u>	<u>1,199,127</u>	<u>1,207,200</u>
NET ASSETS		<u>114,052</u>	<u>1,085,075</u>	<u>1,199,127</u>	<u>1,207,200</u>
FUNDS	10				
Unrestricted funds				114,052	97,644
Restricted funds				<u>1,085,075</u>	<u>1,109,556</u>
TOTAL FUNDS				<u>1,199,127</u>	<u>1,207,200</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2025 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE FORUM @ GREEN WICH

BALANCE SHEET - continued

31 MARCH 2025

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
T R B Anderson - Trustee

.....
M Theodosiou - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025

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 Companies Act 2006. 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:

Long leasehold	- 1/99 depreciation per annum, based on 99 year lease
Fixtures and fittings	- 25 % on reducing balance
Computer equipment	- 25 % on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

2. OTHER TRADING ACTIVITIES

	2025	2024
	£	£
Fundraising events	-	3,251
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2025	2024
	£	£
Rents received	418,897	357,244
Interest income	31	-
	<u> </u>	<u> </u>
	<u>418,928</u>	<u>357,244</u>

4. NET INCOME/(EXPENDITURE)

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

	2025	2024
	£	£
Depreciation - owned assets	31,008	34,456
Hire of plant and machinery	928	754
	<u> </u>	<u> </u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2025	2024
Full time	6	6
Part time	5	6
	<u> </u>	<u> </u>
	<u>11</u>	<u>12</u>

No employees received emoluments in excess of £60,000.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

7. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2024 and 31 March 2025	2,045,526	390,442	10,898	2,446,866
DEPRECIATION				
At 1 April 2024	952,128	350,359	9,597	1,312,084
Charge for year	20,661	10,021	326	31,008
At 31 March 2025	972,789	360,380	9,923	1,343,092
NET BOOK VALUE				
At 31 March 2025	1,072,737	30,062	975	1,103,774
At 31 March 2024	1,093,398	40,083	1,301	1,134,782

The Trustees of the Forum undertook a revaluation of the property lease at the Forum, Trafalgar Road London SE10 9EQ with the leasehold tenure noted as 99 years from 1 December 1986 in respect of the community building, and a lease dated 29 February 1996 for a period of 99 years for the main building with the valuation carried out by Youens and Company Ltd, Chartered Surveyors and registered valuers. The market value of the property was noted as £1.235 million as at 31 March 2017 and taking into account the overall position, the trustees consider the depreciated value of the long leasehold of £1.072 million as shown in the accounts to be stated at an appropriate level.

The Trustees have decided that because this asset does not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose, they will not undertake a formal valuation of the property ongoing.

The Trustees wish it to be noted that of the total restricted funds, £1.073million (2024 £1.093 million) relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade debtors	24,610	6,579
Other debtors	-	10,810
VAT	2,692	2,542
	<u>27,302</u>	<u>19,931</u>

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025	2024
	£	£
Trade creditors	8,820	4,124
Payments received in advance	-	13,511
Other creditors	118	11,613
Net wages payable	328	-
Accrued expenses	33,965	9,413
	<u>43,231</u>	<u>38,661</u>

10. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	At 31.3.25
	£	£	£
Unrestricted funds			
General fund	97,644	16,408	114,052
Restricted funds			
Restricted Funds	1,109,556	(24,481)	1,085,075
	<u>1,207,200</u>	<u>(8,073)</u>	<u>1,199,127</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	461,301	(444,893)	16,408
Restricted funds			
Restricted Funds	-	(24,481)	(24,481)
	<u>461,301</u>	<u>(469,374)</u>	<u>(8,073)</u>

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	At 31.3.24 £
Unrestricted funds			
General fund	112,118	(14,474)	97,644
Restricted funds			
Restricted Funds	1,158,083	(48,527)	1,109,556
TOTAL FUNDS	<u>1,270,201</u>	<u>(63,001)</u>	<u>1,207,200</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	447,442	(461,916)	(14,474)
Restricted funds			
Restricted Funds	-	(48,527)	(48,527)
TOTAL FUNDS	<u>447,442</u>	<u>(510,443)</u>	<u>(63,001)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	At 31.3.25 £
Unrestricted funds			
General fund	112,118	1,934	114,052
Restricted funds			
Restricted Funds	1,158,083	(73,008)	1,085,075
TOTAL FUNDS	<u>1,270,201</u>	<u>(71,074)</u>	<u>1,199,127</u>

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2025

10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	908,743	(906,809)	1,934
Restricted funds			
Restricted Funds	-	(73,008)	(73,008)
TOTAL FUNDS	908,743	(979,817)	(71,074)

The Trustees wish it to be noted that of the total restricted funds, £1.072 million (2024 £1.093 million) relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	21,097	35,676
Other trading activities		
Fundraising events	-	3,251
Investment income		
Rents received	418,897	357,244
Interest income	31	-
	418,928	357,244
Charitable activities		
Café & catering income	12,978	36,777
Other income		
Other income	8,298	14,494
	461,301	447,442
Total incoming resources		
	461,301	447,442
EXPENDITURE		
Raising donations and legacies		
Grant related expenditure and similar	24,928	15,397
Other trading activities		
Café and catering expenses	23,753	45,207
Charitable activities		
Wages	226,160	222,946
Social security	13,346	11,694
Pensions	4,424	3,980
Hire of plant and machinery	928	754
Rates and water	1,629	3,489
Insurance	13,568	13,481
Light and heat	45,742	50,788
Telephone	6,111	7,622
Postage and stationery	1,450	2,240
Advertising and marketing	339	3,282
Sundries	121	189
Repair & Maintenance	58,875	66,753
Computer expenses	8,017	13,384
Staff expenses including Explore and Grow costs	2,529	6,321
Legal and professional	628	1,500
Carried forward	383,867	408,423

This page does not form part of the statutory financial statements

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2025

	2025 £	2024 £
Charitable activities		
Brought forward	383,867	408,423
Payroll services	1,781	1,205
Long leasehold	20,662	20,662
Fixtures and fittings	10,020	13,361
Computer equipment	325	433
	416,655	444,084
Support costs		
Finance		
Bank charges	638	2,255
Governance costs		
Accountancy and legal fees	3,400	3,500
	469,374	510,443
Total resources expended	469,374	510,443
Net expenditure	(8,073)	(63,001)

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

England & Wales - Charity number 294589

Accounts

REGISTERED COMPANY NUMBER: 02024373 (England and Wales)
REGISTERED CHARITY NUMBER: 294589

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2024
FOR
THE FORUM @ GREEN WICH

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

THE FORUM @ GREENWICH

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FOR THE YEAR ENDED 31 MARCH 2024

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THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. 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).

Dear Reader,

We are all, I'm sure, aware of the Chinese adage may you live in interesting times. Well, the experience of 2023/24 and to date certainly fits the bill. The cost of energy for us and the cost of living for our community have certainly impacted the Forum in terms of what we can deliver for the community and how we deliver it. We always must be on our toes to react swiftly to each new challenge, and we have. The Forum remains a happy, vibrant and inclusive centre at the heart of the Greenwich community which you will see evidenced in Jill's CEO report and for this. I, and my fellow trustees would once again like to thank Jill and her team and our other supportive stakeholders.

Tim

Tim Anderson, Chair of Trustees

Chief Executive's Review of the year April 2023 - March 2024

Overview:

I am now starting my 11th year as Chief Executive for the Forum at Greenwich. As always, I would like to express my thanks to the Trustees and the staff for their continued support and loyalty towards the Forum. 2023-24 has presented us with challenges. Everyone has worked hard and with enthusiasm to ensure the charities success, in what appears to be a never-ending road of challenges. A big thank you to everyone.

Over the past year April 2023-March 2024 we have still experienced large utility bills, with water and waste services increasing prices by over 70%. The Forum is making steady progress after the Pandemic and our previous and new customers and groups are returning and classes are getting back to some normality.

Once again, we went through a winter of high energy costs, we continued our programme of reducing opening and closing hours during our quieter times, ensuring minimum impact on users of the Forum and to help reduce some of our energy consumption.

A big thank you to all our licence holders for supporting the Forum with this initiative, through these difficult times. Conserving energy and ensuring lights and electrical equipment are turned off when not in use and turning down heating appliance a few notches, does make a difference.

The Government programme, "Warm spaces" which supports vulnerable people in our community continued, although with a lot less funding available. The Forum opened its doors to support these families and set up our donation tree for locals to donate winter warming items, such as clothes, jackets, duvets, warm socks, slippers, hot water bottles, food and everyday items such as nappies, baby wipes, shower gel, shampoo, razors etc. This programme continues to be a success and underpins the Forum's values in supporting the community it was set up to serve.

The Forum provided teas, coffees cake and biscuits, along with some great sessions of Bingo, which all enjoyed.

The local community were extremely generous in supporting this cause, so a BIG thank you to all of those that donated.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

To celebrate Kings Charles III Coronation on the 6th May 2023, the Forum hosted a community party with games, singing, dancing and some fabulous cultural foods. Despite the terrible wet weather, everyone had a great time.

At our annual Summer Fair in July the weather was a lot kinder to us and we were able to host all our community stalls outside, without a drop of rain. Last year we commissioned "Nice Reel Productions" to produce a marketing video of what the Forum is all about, who uses us, why they use us and what work they do to support the community. The link takes you to the video which will give you a great insight into what the Forum does and how it interacts with the community. (This is now complete). <https://we.tl/t-iQdBGG8VPB>

Financial & Future Sustainability:

P&L statements are produced each month and received by the finance committee of the board reporting bi-monthly to the Trustees to ensure that the charities income and expenditure is accurately tracked, risks are highlighted, and we can act in a timely manner to mitigate those risks moving in a positive direction. We recognise we operate in a beautiful but old building where issues come up, we need to address. We act pro-actively to try and anticipate and plan for the cost associated with that and revise and amend forecasts where necessary "in the future that may affect the forecast and affect the direction of travel as far as we are able.

The Forum's main income is generated from:

- Room hires
- Children's parties
- Soft play sessions
- Licence holders.

The Forum's financial accounts outline the various income streams and their value.

Summary:

The Future 2023/24

The Forum at Greenwich is grateful for the ongoing support from the RBG who provide invaluable funding to support community initiatives.

The Forum continues to support the below programmes by providing spaces and facilities to ensure delivery reaches as many of the local community as possible:

- RBG Welfare Rights Hub: This programme was introduced to help support vulnerable people with benefits claims, CAB, debt advice and food support. The Forum hosts the Hub every Monday morning throughout the year. We work in partnership with the Hub team to provide meals and snacks from our café for a voucher provided by the RBG. The scheme is paid for by the RBG and brings additional revenue to the café. To date we have provided over 400 meals.

- Diabetes UK support programmes: Xyla Health and Wellbeing are delivering a series of support and preventative workshops for people suffering with type (2) diabetes. The Forum supports 20 different sessions on a weekly, bi-weekly and monthly basis.

- Holiday Food & Activities workshops for children: The Forum works closely with the UK Latin Group to provide spaces for activities and lunches for children of low-income families during the school holidays. This is the 4th year the group have been to the Forum and the numbers are growing. We have over 30 children attend the classes and food is provided daily.

Our Vision and Mission will always remain the focus for delivering our business plan. Our new business plan 2023-2027 is available to view as part of the Trustees Report.

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

The Trustees have a clear sense of purpose, which is to improve and extend the community services that were offered here at the Forum. Those that focus on tackling social isolation, diversity, equality, inclusivity and a welcoming atmosphere. All these key components help bring a community together to support each other.

There are 4 main project areas we focus on:

- Community Interaction
- Reducing Social Isolation
- Accessibility and Affordability
- Diversity and Equality

Community Engagement: With a strong focus on inclusivity, equality and diversity, the Forum works closely with all organisations that use our spaces to promote an inclusive environment when delivering their activities and classes. Being able to provide a space to deliver meaningful projects that sit at the heart of the community in the current climate is invaluable.

Licensed office Spaces: Our lease requires that we only grant licences to charitable organisations, registered charities, Community Interest Companies and Social Enterprises. This year we said goodbye to two of our licence holders, Debt Free London and Infertility Network, both had decided to provide only an on-line platform for the services. However, the current climate has strengthened the need for additional energy support and counselling and therefore SELCE and Rewise have increased their space to support the growing need for this type of community support.

Our current Licence holders are:

- More 2 Childcare
- Little Fish Theatre
- Boadi Therapy
- Metro GAD
- Re-wise project
- Southeast London Community Energy (SELCE)
- Inside-Out Therapies

With two fantastic old buildings, the Forum will always face the challenges of maintaining the structure, internally and externally. Our regular maintenance and repair programme ensures that the buildings are safe and secure. As part of our programme this year, we completed major repairs to Christ-Church East Greenwich Roof, transformed the play park in the community building to remove a dilapidated walkway and secured the grounds by replacing the railing.

The current cost of living crisis continues to have a profound financial impact on the Forum and its users. The Forum snack bar has seen food and drink prices triple, which has left the Forum with no alternative but to raise the cost of the food and drinks.

Currently, the Forum Trustees are comfortable that the Forum is in a financially stable position, and we are all looking forward to continuing to deliver on our Vision and Mission for many years to come.

Jill Andrews Chief Executive Officer

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees, who are also directors of the Charity for the purpose of the Companies Act 2006, present their report with the financial statements of the Charity for the year ended 31 March 2023. 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 current Financial Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

We have referred to the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how the planned activities of the organisation will contribute to the aims and objectives that have been established for the charity.

The Forum @ Greenwich is well established and has been operating for over 40 years. The Forum's key objective is to provide a community centre, at the heart of the East Greenwich community, one that is accessible to all, offering a wide range of services to meet the needs of our community.

The Forum has clear objectives which are:

- To be a source of information and advice
- To ensure services are affordable or free to some local groups
- To provide opportunities for leisure and social activities
- To support and provide a platform for vulnerable groups with learning disabilities to get back into the workplace.
- To provide support for the aspirations of our community, particularly those whose voices are seldom heard
- To actively engage with our community and respond to their needs
- To support the long-term needs of the elderly, physically disabled and vulnerable members of the community
- To provide services and work with groups that actively seek to tackle social isolation
- To work in collaboration with our partner organisations to provide a more cohesive approach
- To work towards sustainable development
- To adapt our services to meet the needs of a growing and diverse community.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

Significant activities

Significant activities: The Forum continues to deliver on its series of programmes which focus on the following:

- Babies and Young Children: The Forum actively promotes partnership working and our continued work with UK Latin Community and Mum's Aid provides a safe space in which to hold their groups and consultations.
- Young Adults and Families: 2023/24 has seen a further increase in new families moving into the area; the Forum will continue to look at new ways in which to adapt our services and activities to meet the growing need as many families are housed in high rise apartments, with access to green space limited, especially, in the winter months.
- Partnership building, Elderly and Volunteering: We continue to have strong partnerships with Mum's Aid, Oxleas NHS adult mental health groups, Diabetes UK, RBG Welfare Rights Hub and the local pensioners Forum.
- Volunteers: We currently have 9 volunteers, including 8 Trustees. We are constantly looking at ways in which to expand our volunteer base and offer opportunities to local people.
- The Forum: Remains a popular venue for the community to hold children's parties, family celebrations, BBQ's, public consultations, local council and voluntary sector conferences, election voting and much more. We know that the Forum is even more crucial now as the population of the area grows and the cost of living and energy crisis hits many local business and community facilities.
- Community Events: Another packed year of community celebrations, Kings Coronation, Summer Fair and Christmas Fair were all successful.
- Supporting vulnerable families: Keeping in line with our Vision and Mission, this year we are delighted to continue being involved with providing low-cost meals for people visiting the Welfare Rights Hub. To date we have provided 400 meals for vulnerable and at-risk adults.

MAINTENANCE & REPAIRS

This year our maintenance programme included:

- Repairs and maintenance to the tower to remove pigeons and seal the entrance
- Replace connector to the lightning conductor
- Further installation of railings to the front of the Community building
- Tree preservation works
- Re-decorating where required
- Continue our programme of replacing and upgrading the lighting in the buildings to low emission LED panels.
- Major repairs to Christchurch East Greenwich Church Roof.
- Grounds maintenance
- Installed New digital part for the generator
- Lift repairs and maintenance
- Water tanks renewal

COMMUNICATION AND ADVERTISING

Communication and Advertising are key to spreading the word about the work the Forum undertakes.

Recently the Forum embarked on a new and innovative way in which to promote the great community work that the Forum undertakes. It is sometimes difficult to get across entirely how much value the Forum brings to the local community, so we decided to let the community have their say. We produced a video showing how invaluable the communities' engagement and support benefits everyone <https://we.tl/t-iQdBG8VPB> click to view video.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

OBJECTIVES AND ACTIVITIES

We also have a daily presence on most social media outlets, face book, Instagram and the Community page of the Royal Borough of Greenwich website, <https://www.royalgreenwich.gov.uk/> Our website www.forumatgreenwich.org, is updated regularly with information and special events that everyone can get involved with.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Trading conditions remained slow due to the energy costs and the cost of living. However, we continue to promote the centre and we have seen new groups start to use our facilities. We will continue to invest in the future of the Centre. Providing new and much needed activities/services that best meet the needs of the community.

STAFFING:

The Forum staff team is made up of 5 full time & 4 part time staff. The London Living Wage was increased by 10.15% to £13.15 per hour in the year.

FINANCIAL REVIEW

Principal funding sources

Our 4-year funding grant from the Royal Borough of Greenwich continues until 2027.

- RBG Grant £17,500
- Mayor's Fund £1,000 to support elderly low impact training
- Growth Fund 20,000 roof repairs

Additionally, our management team are continually applying for various grants where the Charity meets the funding criteria.

Grants & Fundraising prediction 23/24

Outside grants will be sought for new activities taking place in the Forum.

Investment policy and objectives

Aside from the reserves outlined below, our aim is to build up funds for long-term investment, including the repairs and maintenance of the fabric of the building.

Reserves policy

The Charities Commission recommends that charities maintain reserves at a level equivalent to 3 months operating costs. The Board of Trustees has developed a reserve policy for the organisation which seeks to take all reasonable steps to designate funds for provision of redundancy, long-term sickness or maternity leave. These funds will be dependent on unrestricted funds only. The trustees will ensure should it come to it, that any closure would be on a solvent basis. At present, the reserve fund is around £50,000, which the Forum Trustees consider adequate.

Debt: The Board has an approved debtor's procedure and has written off debt where there is insufficient evidence to substantiate the likelihood of payment.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

FUTURE PLANS

The Charity has exciting plans for the future of the organisation. Along with delivering our central function, we will continue to grow and improve our new projects and enhance our collaborative working with the RBG and other charitable organisations as financial conditions allow.

In 2023/24, The Forum took a slightly different approach with some of its projects. We set up and are successfully running our own children's art and craft clubs. We will of course continue our collaboration with other local charities and organisations, in particular projects and activities that contribute toward reducing social isolation, supporting Diversity and Equality, the vulnerable and disabled.

All our work promotes community cohesion, Equalities and Diversity, social inclusion, the disabled and vulnerable, whilst building strong and meaningful partnerships that support all our community's needs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing documents, the Memorandum and Articles of Association and is constituted as a limited company as defined by the Companies Act 2006.

The day to day responsibility for the provision of services is delegated to the Chief Executive who is responsible for ensuring the Forum delivers the services specified and that key performance indicators are met, ensuring individual supervision of the staff team and that the team continue to develop their skills and working practices in line with good practice.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Forum is a charitable company limited by guarantee, incorporated on 30 May 1986 and registered as a charity on 10 June 1986. The Forum was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by those Articles.

The governing body is the Board of Management ("Board") whose Trustees are elected by the charity's membership at the Annual General Meeting and are directors for the purpose of company law and trustees for the purpose of charity law; in this report, they are referred to as Trustees.

The Board has in place policies and procedures in respect of governance including:

- A code of conduct for our Trustees;
- Terms of Reference for the Board of Trustees;
- Conflict of Interests Record form, which is completed by all Trustees and reviewed periodically;

The principal responsibilities of the Trustees have been set out in the Terms of Reference and include:

- a. Oversight and governance of the charity, including control and accountability systems
- b. Annually reviewing the skills and experience represented on the Board in light of the Forum's strategic direction, and approving Board composition; electing Chair, vice-Chair and Treasurer;
- c. Appointing, determining the composition of, and setting the terms of reference for Board sub-committees;
- d. Determine and implement an appropriate procedure for assessing the effectiveness of the Board, the Board Chair, committees and Trustees in fulfilling their responsibilities;
- e. Assuming responsibility for the Forum's governance practices;
- f. Ensuring that Trustees meet regularly;
- g. Setting and reviewing the terms of reference for the Board;
- h. Ensuring that members are consulted regularly as required by the Memorandum of Association, setting the agenda and preparing minutes
- i. Appointing and removing the Chief Executive and establishing their remuneration package
- j. Monitoring the performance of the Chief Executive
- k. Contributing to and final approval of charities mission statement
- l. Contributing to and final approval of the budget and business plan and associated performance objectives
- m. Contributing to and final approval of the strategic plan and associated performance measures
- n. Implementation of strategy and ensuring appropriate resources are available
- o. Reviewing and ratifying policies for reserves, risk management and investment
- p. Reviewing and ratifying leases and matters relating to property holdings
- q. Monitoring risk management and internal compliance and control systems and assessments
- r. Approving the authorisation structure applicable to capital expenditure and operational commitments
- s. Approving and monitoring financial and other reporting
- t. Setting pay policy generally, including bonus
- u. Ensuring compliance with the Forum's Environmental, Health and Safety Policies
- v. Appointment of bankers and auditors
- w. Dealing with and settling legal claims

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Premises

The Forum operates from 2 buildings on the same site. One is the former Christchurch Church, which was converted in the late 1980s into its present layout. One part of the building is not demised to the Forum and is occupied by the more newly constructed parish church. The other building is formerly a school and East Greenwich Community Centre (the Community Building). There is a children's play area attached to this building.

The Rochester and Southwark Diocesan Church Trust are our landlords. There is a separate lease for each building, different in format but both are 99-year Full Repairing and insuring leases on a peppercorn rent, dated 29 February 1996 for the main building and 1st December 1986 for the Community Building. The leases are non-transferable.

The car park at the rear belongs to the Diocese and although the Forum has access for its occupants and use of this is not formalised by lease.

The Forum is responsible for the maintenance and upkeep of the buildings, including the space occupied by the parish church. As pointed out in the accounts, land and building represents the capitalisation of the lease and all subsequent improvement costs incurred over the years. The freeholds of the land and buildings are owned by Rochester and Southwark Diocesan Church Trust; the Forum does not have any financial interest in these properties, other than through the leases.

Induction and training of new trustees

The Board of Trustees seeks to ensure that the needs of community are appropriately reflected through the diversity of the trustee body. To enhance the pool of Trustees, the Forum continues to work with The East London Business Alliance (ELBA), a registered charity, which helps match charities with potential trustees. Our Trustee Board remains strong with a wide range of skill sets and demographics.

There have been two changes to the Board of Trustees during this reporting period. Mr J Grinfeld resigned his position as a Trustee after 12 years. Vidhya Ratnam stepped down in December 2023. Claire Vince stepped down in July 2024. All have been invaluable in supporting the Charity with their experience and skills. We would like to thank them for all their support, time and experience they have shown over the years, which has benefited the Charity tremendously. They will be greatly missed.

We are also pleased to announce the appointment of Peter Hewitt-Penfold as a trustee. Peter brings a wealth of experience in relation to facilities & property management which will be hugely valuable.

Wider network

In so far as it is complementary to the Charity's objects, we are guided at local level by assisting in the delivery of the Local Area Agreement, relevant RBG Strategies and Service Level Agreements with Royal Greenwich. The Forum is a member of the Federation of Greenwich Community Centres and is signed up to and follows the Royal Borough of Greenwich Diversity and Equalities policy, actively participate in focus groups and meetings that shape the future of the community to focus on the needs of the local community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Within The Forum @ Greenwich, the Board of Trustees has full responsibility for ensuring risks are addressed and this Risk Register is kept up to date.

The Board of Trustees has conducted reviews of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. Internal risks are minimised by the continuous improvement of procedures to ensure consistent quality of delivery for all operational aspects of the charitable company.

The Forum has adopted the Charity Commission's template for risk assessment. The procedures are reviewed annually to ensure they still meet the needs of the charity. The main risks continue to be identified, among others, as

- Loss of sustainable revenue
- Pandemic hits the UK and Worldwide
- Increase maintenance costs
- Loss of Chief Executive
- Long-term absence of key staff
- Inadequate reserve
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption
- Reduction in demand for room hire
- Malicious electronic damage
- Energy Crisis
- Inflationary cost of living crisis which can impact the use of the Forum by the community
- Revised legislation, for example, increased environmental requirements. Fire Risk Assessments are Conducted yearly by specialist consultants and its recommendations have been implemented. Accessibility assessments have also been conducted, as well as the COVID-19 Secure Building Risk Assessment and our adapted Covid-19 risk and fire Assessments.
- Reduction in demand for room hire
- Malicious electronic damage
- Insurance company does not pay out for business interruption

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02024373 (England and Wales)

Registered Charity number
294589

Registered office
Forum @ Greenwich
Trafalgar Road
Greenwich
London
SE10 9EQ

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2024

Trustees

T R B Anderson

J A Grinfeld (resigned 7.6.2023)

M Theodosiou

N Barrington

J E D'Costa

D Bright

V Ratnam (resigned 13.12.2023)

C Vince (resigned 1.7.2024)

P S Hewitt-Penfold (appointed 14.10.2024)

Company Secretary

J L Andrews

Independent Examiner

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.

Chartered Certified Accountants

6 Green Lane Business Park

238 Green Lane

New Eltham

London

SE9 3TL

Approved by order of the board of trustees on and signed on its behalf by:

.....
J L Andrews - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FORUM @ GREENWICH

Independent examiner's report to the trustees of The Forum @ Greenwich ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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 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.

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

Date:

THE FORUM @ GREEN WICH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		35,676	-	35,676	29,999
Charitable activities					
Catering income		36,777	-	36,777	33,043
Other trading activities	2	3,251	-	3,251	2,472
Investment income	3	357,244	-	357,244	339,581
Other income		14,494	-	14,494	2,119
Total		<u>447,442</u>	<u>-</u>	<u>447,442</u>	<u>407,214</u>
EXPENDITURE ON					
Raising funds	4	60,604	-	60,604	55,503
Charitable activities					
Core activities		<u>401,312</u>	<u>48,527</u>	<u>449,839</u>	<u>404,942</u>
Total		<u>461,916</u>	<u>48,527</u>	<u>510,443</u>	<u>460,445</u>
NET INCOME/(EXPENDITURE)		(14,474)	(48,527)	(63,001)	(53,231)
RECONCILIATION OF FUNDS					
Total funds brought forward		112,118	1,158,083	1,270,201	1,323,432
TOTAL FUNDS CARRIED FORWARD		<u><u>97,644</u></u>	<u><u>1,109,556</u></u>	<u><u>1,207,200</u></u>	<u><u>1,270,201</u></u>

The notes form part of these financial statements

THE FORUM @ GREEN WICH

BALANCE SHEET
31 MARCH 2024

	Notes	Unrestricted fund £	Restricted fund £	2024 Total funds £	2023 Total funds £
FIXED ASSETS					
Tangible assets	8	14,416	1,120,366	1,134,782	1,159,999
CURRENT ASSETS					
Debtors	9	19,931	-	19,931	-
Cash at bank and in hand		91,148	-	91,148	151,474
		<u>111,079</u>	<u>-</u>	<u>111,079</u>	<u>151,474</u>
CREDITORS					
Amounts falling due within one year	10	(27,851)	(10,810)	(38,661)	(41,272)
		<u>83,228</u>	<u>(10,810)</u>	<u>72,418</u>	<u>110,202</u>
NET CURRENT ASSETS					
		<u>83,228</u>	<u>(10,810)</u>	<u>72,418</u>	<u>110,202</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>97,644</u>	<u>1,109,556</u>	<u>1,207,200</u>	<u>1,270,201</u>
NET ASSETS					
		<u>97,644</u>	<u>1,109,556</u>	<u>1,207,200</u>	<u>1,270,201</u>
FUNDS	11				
Unrestricted funds				97,644	112,118
Restricted funds				<u>1,109,556</u>	<u>1,158,083</u>
TOTAL FUNDS				<u>1,207,200</u>	<u>1,270,201</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE FORUM @ GREEN WICH

BALANCE SHEET - continued

31 MARCH 2024

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
T R B Anderson - Trustee

.....
M Theodosiou - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2024

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 Companies Act 2006. 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:

Long leasehold	- 1/99 depreciation per annum, based on 99 year lease
Fixtures and fittings	- 25 % on reducing balance
Computer equipment	- 25 % on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

2. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	3,251	2,472
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2024	2023
	£	£
Rents received	357,244	339,379
Interest income	-	202
	<u> </u>	<u> </u>
	<u>357,244</u>	<u>339,581</u>

4. RAISING FUNDS

	2023	2022
	£	£
Grant related expenditure, Christmas Fair and Easter Fair	27,578	14,393
Cafe and catering expenses	16,661	674
Sinbads soft play costs	14,016	5,595
	<u> </u>	<u> </u>
	<u>58,255</u>	<u>20,662</u>

The above amounts are expended on activities to enable the charity to raise funds.

5. NET INCOME/(EXPENDITURE)

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

	2024	2023
	£	£
Depreciation - owned assets	34,456	32,431
Hire of plant and machinery	754	557
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2024	2023
Full time	6	5
Part time	6	5
	<u>12</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2023	2,045,526	381,203	10,898	2,437,627
Additions	-	11,329	-	11,329
Disposals	-	(2,090)	-	(2,090)
	<u>2,045,526</u>	<u>390,442</u>	<u>10,898</u>	<u>2,446,866</u>
At 31 March 2024	2,045,526	390,442	10,898	2,446,866
DEPRECIATION				
At 1 April 2023	931,466	336,998	9,164	1,277,628
Charge for year	20,662	13,361	433	34,456
	<u>952,128</u>	<u>350,359</u>	<u>9,597</u>	<u>1,312,084</u>
At 31 March 2024	952,128	350,359	9,597	1,312,084
NET BOOK VALUE				
At 31 March 2024	<u>1,093,398</u>	<u>40,083</u>	<u>1,301</u>	<u>1,134,782</u>
At 31 March 2023	<u>1,114,060</u>	<u>44,205</u>	<u>1,734</u>	<u>1,159,999</u>

The Trustees of the Forum undertook a revaluation of the property lease at the Forum, Trafalgar Road London SE10 9EQ with the leasehold tenure noted as 99 years from 1 December 1986 in respect of the community building, and a lease dated 29 February 1996 for a period of 99 years for the main building with the valuation carried out by Youens and Company Ltd, Chartered Surveyors and registered valuers. The market value of the property was noted as £1.235 million as at 31 March 2017 and taking into account the overall position, the trustees consider the depreciated value of the long leasehold of £1.135 million as shown in the accounts to be sated at an appropriate level.

The Trustees have decided that because this asset does not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose, they will not undertake a formal valuation of the property ongoing.

The Trustees wish it to be noted that of the total restricted funds, £1.135million relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade debtors	6,579	-
Other debtors	10,810	-
VAT	2,542	-
	<u>19,931</u>	<u>-</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Trade creditors	4,124	9,219
VAT	-	80
Payments received in advance	13,511	19,302
Other creditors	11,613	735
Accrued expenses	9,413	11,936
	<u>38,661</u>	<u>41,272</u>

11. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	At 31.3.24
	£	£	£
Unrestricted funds			
General fund	112,118	(14,474)	97,644
Restricted funds			
Restricted Funds	1,158,083	(48,527)	1,109,556
	<u>1,270,201</u>	<u>(63,001)</u>	<u>1,207,200</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	447,442	(461,916)	(14,474)
Restricted funds			
Restricted Funds	-	(48,527)	(48,527)
	<u>447,442</u>	<u>(510,443)</u>	<u>(63,001)</u>

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	165,348	(3,319)	(49,911)	112,118
Restricted funds				
Restricted Funds	1,158,084	(49,912)	49,911	1,158,083
TOTAL FUNDS	<u>1,323,432</u>	<u>(53,231)</u>	<u>-</u>	<u>1,270,201</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	407,214	(410,533)	(3,319)
Restricted funds			
Restricted Funds	-	(49,912)	(49,912)
TOTAL FUNDS	<u>407,214</u>	<u>(460,445)</u>	<u>(53,231)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General fund	165,348	(17,793)	(49,911)	97,644
Restricted funds				
Restricted Funds	1,158,084	(98,439)	49,911	1,109,556
TOTAL FUNDS	<u>1,323,432</u>	<u>(116,232)</u>	<u>-</u>	<u>1,207,200</u>

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2024

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	854,656	(872,449)	(17,793)
Restricted funds			
Restricted Funds	-	(98,439)	(98,439)
TOTAL FUNDS	854,656	(970,888)	(116,232)

The Trustees wish it to be noted that of the total restricted funds, £1.135million relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	35,676	29,999
Other trading activities		
Fundraising events	3,251	2,472
Investment income		
Rents received	357,244	339,379
Interest income	-	202
	357,244	339,581
Charitable activities		
Café & catering income	36,777	33,043
Other income		
Other income	14,494	2,119
Total incoming resources	447,442	407,214
EXPENDITURE		
Raising donations and legacies		
Grant related expenditure and similar	15,397	21,871
Other trading activities		
Café and catering expenses	45,207	33,578
Investment management costs		
Sinbad soft play area costs	-	54
Charitable activities		
Wages	222,946	200,279
Social security	11,694	10,901
Pensions	3,980	3,786
Hire of plant and machinery	754	557
Rates and water	3,489	6,566
Insurance	13,481	12,689
Light and heat	50,788	75,345
Telephone	7,622	7,135
Postage and stationery	2,240	789
Advertising and marketing	3,282	751
Sundries	189	1,647
Repair & Maintenance	66,753	32,451
Computer expenses	13,384	6,052
Carried forward	400,602	358,948

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
Charitable activities		
Brought forward	400,602	358,948
Staff expenses including Explore and Grow costs	6,321	1,802
Legal and professional	1,500	4,073
Payroll services	1,205	1,059
Long leasehold	20,662	20,662
Fixtures and fittings	13,361	11,192
Computer equipment	433	578
	444,084	398,314
Support costs		
Finance		
Bank charges	2,255	2,537
Governance costs		
Accountancy and legal fees	3,500	4,091
	510,443	460,445
Total resources expended	510,443	460,445
Net expenditure	(63,001)	(53,231)

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

England & Wales - Charity number 294589

Accounts

REGISTERED COMPANY NUMBER: 02024373 (England and Wales)
REGISTERED CHARITY NUMBER: 294589

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023
FOR
THE FORUM @ GREEN WICH

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

THE FORUM @ GREENWICH

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FOR THE YEAR ENDED 31 MARCH 2023

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THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. 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).

Dear Reader,

This has been the first full year without Covid restrictions since the start of the pandemic.

As such it has been the first time, for what seems a long time, when we have had the opportunity to assess what business as usual looks like for us; or so we thought!

The energy crisis resulting in unsustainable energy bills, without quick and effective action would have caused significant, if not irreparable, harm.

We took those actions swiftly and with the support of our licence holders weathered the storm.

We look forward to a "boring" year in which we can focus solely on delivering our Mission and Vision to the Community (as set out in this report).

In weathering that storm I would like, on behalf of the Trustees, very much to thank all those that work for the Forum, and our Stakeholders who support us (many of whom are given credit by our CEO, Jill Andrews, in her report) but in particular to Jill who as usual has worked tirelessly and with great enthusiasm to keep everything on track.

Finally I would like to thank Alex Grinfeld, who stepped down this year as a Trustee and former Chair, for his fantastic contribution to the Forum over many years. The Forum is a Secular organisation residing in a repurposed wonderful old church. Alex, as an architect, has been invaluable in his guidance on all things building related and his expertise will be greatly missed; although I know we can call on him if needs be. Alex has also contributed in so many other ways, not least, keeping us focused on our Mission and Vision. Alex will be greatly missed.

Tim

Tim Anderson, Chair of Trustees

Chief Executive's Review of the year April 2022 - March 2023

Overview:

I am now in my 10th year as Chief Executive for the Forum at Greenwich. I would like to thank the Trustees and the staff team for their support and invaluable loyalty towards the Forum, all have shown tremendous passion and enthusiasm in ensuring the Charities survival in these very difficult and challenging times. So a big thank you to everyone.

The past year April 2022-March 2023 has seen further challenges. After the COVID 19 pandemic. The Forum was making good progress, customers and groups were returning and classes were getting back to some normality. We were then faced with a cost of living and energy crisis, mainly due to the War in Ukraine and high inflation.

Over the winter months the Forum faced extortionate energy bills of up to £15,000 Per calendar month (pcm) at the height of winter. Our bills were normally in the region of 2-3k pcm, so a huge amount of additional money for the Charity to find. Unfortunately unlike the Pandemic there were no accessible grants to help Charities through this tough period.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

To try and eliminate some of the energy consumption in the building, the Trustees and I implemented new temporary opening and closing times in the main building. The Forum would open an hour later at 9:00am and close the offices 4 hours earlier at 5:00pm. This would allow for all the heating to be turned off; thus saving us 5 hours of fuel consumption per day. This made considerable difference to our fuel bills. A big thank you to all our licence holders for supporting the Forum through that very difficult time.

From October to March the Government launched a new initiative to support vulnerable families struggling with heating bills. This was called "Warm spaces" The Forum opened up its doors to support these families and set up a donation tree for locals to donate winter warming items, such as clothes, jackets, duvets, warm socks, slippers, hot water bottles, food and everyday items such as nappies, baby wipes, shower gel, shampoo, razors etc.

The Royal Borough of Greenwich (RBG) provided a grant of £3,000 to help support some of the costs of the energy bills and running the Warm Spaces project.

The Forum provided teas, coffees cake and biscuits, along with some great sessions of Bingo, which all enjoyed. The Mayor of the Royal Borough of Greenwich attended one of the sessions and stayed to call out the bingo numbers and listen to any concerns the group may have had.

The local community were extremely generous in supporting this cause, so a BIG thank you to all of those that donated.

Financial & Future Sustainability:

The Forum Trustees focus throughout the year and beyond to ensure the Charity's financial sustainability; regularly reviewing and checking our income and expenditure against budget.

P&L and cash flow statements are produced each month and discussed as part of the sub-finance team reporting bi monthly to the Trustees to ensure that the charities income and expenditure is moving in a positive direction. We also look at any unplanned substantial outgoings in the future that may affect the forecast and affect the direction of travel as far as we are able.

The Forum's main income is generated from:

- Room hire
- Children's parties
- Soft play sessions
- Licence holders.

The Forum's financial accounts outline the various income streams and their value.

Summary:

The Future 2022/23

In mid-2022, the RBG released the grant funding programme 2023-27. The Forum was successful with a grant application under "Community Centres".

A number of new government-funded support programmes were also released. The Forum was very well placed to support these programmes.

We currently support the below by providing spaces and facilities to ensure delivery reaches as many of the local community as possible:

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

- **RBG Welfare Rights Hub:** This programme was introduced to help support vulnerable people with benefits claims, CAB, debt advice and food support. The Forum hosts the Hub every Monday morning throughout the year. We work in partnership with the Hub team to provide meals and snacks from our café for a voucher provided by the RBG. The scheme is paid for by the RBG and brings additional revenue to the café. To date we have provided over 365 meals.

- **Diabetes UK support programmes:** Xyla Health and Wellbeing are delivering a series of support and preventative workshops for people suffering with type (2) diabetes. The Forum supports 20 different sessions on a weekly, bi-weekly and monthly basis.

- **Holiday Food & Activities workshops for children:** The Forum works closely with the UK Latin Group to provide spaces for activities and lunches for children of low-income families during the school holidays. This is the 3rd year the group have been to the Forum and the numbers are growing. We have over 30 children attend the classes and food is provided on a daily basis.

Our Vision and Mission will always remain the focus for delivering our business plan. Our new business plan 2023-2027 is available to view as part of the Trustees Report.

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

The Trustees have a clear sense of purpose, which is to improve and extend the community services that we offer here at the Forum. In particular, those that focus on tackling social isolation, Diversity & Equality, inclusivity and a welcoming atmosphere. All of these key components help bring a community together to support each other.

There are 4 main project areas we focus on:

- Community Interaction
- Reducing Social Isolation
- Accessibility and Affordability
- Diversity and Equality

Community Engagement: With a strong focus on inclusivity, equality and diversity, the Forum works closely with all organisations that use our spaces to promote an inclusive environment when delivering their activities and classes. Being able to provide a space to deliver meaningful projects that sit at the heart of the community in the current climate is invaluable.

The Forum reaches out to all of the community and has recently been pleased to support a young Ukrainian family (who fled the war with their young child) through the winter warm spaces programme, they even enjoyed a game of bingo.

Licensed office Spaces: Our lease requires that we only grant licences to charitable organisations, registered charities, Community Interest Companies and Social Enterprises. At present we provide spaces for 10 charitable/not for profit organisations.

- More 2 Childcare
- Little Fish Theatre
- Debt Free London
- Boadi Therapy
- Infertility Network
- Metro GAD
- Re-wise project
- South East London Community Energy (SELCE)

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

- Little Splodgers
- Inside-Out Therapies

As one challenge ends another unfolds. The current energy and cost of living crisis has had a profound financial impact on the Forum. The Forum's buildings are old and large and utilise a lot of gas and electricity. Our energy costs tripled over the winter months, which put a tremendous strain on the Charity's finances. The Government relief helped marginally. As a Charity, we want to ensure our funding is focused in areas of most need and not just used to pay energy bills.

Currently, the Forum Trustees are comfortable that the Forum is in a financially stable position and we are all looking forward to continuing to deliver on our Vision and Mission for many years to come.

Jill Andrews Chief Executive Officer

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees, who are also directors of the Charity for the purpose of the Companies Act 2006, present their report with the financial statements of the Charity for the year ended 31 March 2022. 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 current Financial Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

We have referred to the Charity Commission's general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how the planned activities of the organisation will contribute to the aims and objectives that have been established for the charity.

The Forum @ Greenwich is well established and has been operating for over 40 years. The Forum's key objective is to provide a community centre, at the heart of the East Greenwich community, one that is accessible to all, offering a wide range of services to meet the needs of our community.

The Forum has clear objectives which are:

- To be a source of information and advice
- To ensure services are affordable or free to some local groups
- To provide opportunities for leisure and social activities
- To support and provide a platform for vulnerable groups with learning disabilities to get back into the work place.
- To provide support for the aspirations of our community, particularly those whose voices are seldom heard
- To actively engage with our community and respond to their needs
- To support the long-term needs of the elderly, physically disabled and vulnerable members of the community
- To provide services and work with groups that actively seek to tackle social isolation
- To work in collaboration with our partner organisations to provide a more cohesive approach
- To work towards sustainable development
- To adapt our services to meet the needs of a growing and diverse community.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

Significant activities

The Forum continues to deliver on its series of programmes which focus on the following:

- Babies and Young Children: The Forum actively promotes partnership working and our continued work with UK Latin Community and Mum's Aid provides a safe space in which to hold their groups and consultations.
- Young Adults and Families: 2022/23 has seen a further increase in new families moving into the area; the Forum will continue to look at new ways in which to adapt our services and activities to meet the growing need as many families are housed in high rise apartments, with access to green space limited, especially in the winter months.
- Partnership building, Elderly and Volunteering: We continue to have strong partnerships with Mum's Aid, the Retired Civil Servants Fellowship, Oxleas NHS adult mental health groups, Diabetes UK, RBG Welfare Rights Hub and the local pensioners Forum.
- Volunteers: We currently have 9 volunteers, including 8 Trustees. We are constantly looking at ways in which to expand our volunteer base and offer opportunities to local people.
- Unfortunately after many years of working with GLABB offering work placements and job opportunities. GLABB has sadly closed due to lack of funding. This initiative was a great opportunity for the long-term unemployed.
- The Forum remains a popular venue for the community to hold children's parties, family celebrations, BBQ's, public consultations, local council and voluntary sector conferences, election voting and much more. We know that the Forum is even more crucial now as the population of the area grows and the cost of living and energy crisis will hit many local business and community facilities.
- Community Events: We were delighted to hold our summer and Christmas fairs, as well as the Queens Platinum Jubilee celebrations, which were very well attended, as normal the reindeer and birds of prey stole the show. Sadly we said goodbye to a very dear and long standing Community member of the Forum, Charles Medhurst, who passed away in late 2022
- Supporting vulnerable families: Keeping in line with our Vision and Mission, this year we are delighted to be actively involved with providing low-cost meals for people visiting the Welfare Rights Hub. To date we have provided 365 meals for vulnerable and at risk adults.

MAINTENANCE & REPAIRS

This year our maintenance programme included:

- Repairs and maintenance to the inside and roof of the Tower
- Tiling to the main Forum roof
- Replacement of 9 automatic doors
- Re-installment of railings and gates to the front of the Forum
- New flooring to level 1 & 2
- Tree preservation works
- New automatic systems to the back and front electronic doors
- Re-decorating where required
- Continue our programme of replacing and upgrading the lighting in the buildings to low emission LED panels.
- Christ Church East Greenwich Roof is due to undergo extensive repair and maintenance to repair inadequate guttering hoppers and replace some of the flashing.
- Grounds maintenance

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

OBJECTIVES AND ACTIVITIES

COMMUNICATION AND ADVERTISING

Communication and Advertising are key to spreading the word about the work the Forum undertakes. Recently the Forum embarked on a new and innovative way in which to promote the great community work that the Forum undertakes. It is sometimes difficult to get across entirely how much value the Forum brings to the local community, so we decided to let the community have their say.

We worked with an organisation called "Reel Nice Productions". Josh, the Artistic Director, spent many days and hours encapsulating the great community work that the groups and the Forum provide. The video will be particularly beneficial for grant funding applications to allow the funder to see first-hand how the Forum has built up invaluable relationships with the Community and what a tremendous value a Community Centre is for everyone.

To view the video click on the link: <https://we.tl/t-iQdBG8VPB>

We also have a daily presence on most social media outlets including the local Greenwich Community site. Our website www.forumatgreenwich.org, is updated regularly with information and special events that everyone can get involved with.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Trading conditions remained slow due to the energy costs and the cost of living. However, we continue to promote the Centre and we have seen new groups start to use our facilities. We will continue to invest in the future of the Centre. Providing new and much needed activities/services that best meet the needs of the community.

STAFFING

The Forum staff team is made up of 5 full time & 5 part time staff. The London Living Wage was increased by 8.15% to £11.95 per hour.

FINANCIAL REVIEW

Principal funding sources

Our 4-year funding grant from the Royal Borough of Greenwich continues until 2027 and this year totalled £44,500, a 42.5% annual reduction

Our management team are continually applying for various grants where the Charity meets the funding criteria.

Grants & Fundraising prediction 22/23

Outside grants will be sourced for new activities taking place in the Forum

Investment policy and objectives

Aside from the reserves outlined below, our aim is to build up funds for long-term investment, including the repairs and maintenance of the fabric of the building.

Reserves policy

The Charities Commission recommends that charities maintain reserves at a level equivalent to 3 months operating costs. The Board of Trustees has developed a reserve policy for the organisation which seeks to take all reasonable steps to designate funds for provision of redundancy, long-term sickness or maternity leave, fixed asset fund, replacement of equipment and repair fund. These funds will be dependent on unrestricted funds only. At present, the reserve fund is around £50,000, which the Forum Trustees consider adequate.

THE FORUM @ GREEN WICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

FINANCIAL REVIEW

Debt: The Board has an approved debtor's procedure and has written off debt where there is insufficient evidence to substantiate the likelihood of payment.

FUTURE PLANS

The Charity has exciting plans for the future of the organisation. Along with delivering our central function, we will continue to grow and improve our new projects and enhance our collaborative working with the RBG and other charitable organisations.

In 2023/24, The Forum is taking a slightly different approach with some of its projects. Traditionally the Forum has been the conduit supporting other outside Charities and CICs, who hire out spaces in order for them to carry out Community Activities. Whilst we will continue our collaborations with other local charities and organisations, in particular projects and activities that contribute toward reducing social isolation, supporting Diversity and Equality, the vulnerable and disabled, we will now deliver directly on this as well.

(NEW) Direct Delivery Programme 23/24

Arts Crafts and Creative Play: The Forum is embarking on a new direct Delivery programme, which will focus on delivering and developing a new style free flow Arts Crafts and Creative play sessions for children 0-5 years.

The classes will be an opportunity for parents to interact with their child in a more relaxed setting, rather than a rigid setting, where children become bored and uninterested very quickly.

The session are an opportunity for the child to learn and understand crafts such as, painting, textures, interactive play, create and understand interesting crafts, which stimulate the mind and build on their fine and gross motor skills, whilst also being free to play and interact with the other children.

After the 30-40 minutes craft session the children and parents are free to use the two soft plays to let off some steam.

Feedback from many of the parents that visit the Forum was that many classes ask for a full-terms payment up-front which was becoming unaffordable in the current climate and if their child was sick then they did not get any money back or free sessions.

Our system works in a fairer and much more affordable way; pay as you go. This flexibility is very much welcomed by the parents and we are finding that our classes are still full each week.

All our work promotes community cohesion, Equalities and Diversity, social inclusion, the disabled and vulnerable, whilst building strong and meaningful partnerships that support all our community's needs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing documents, the Memorandum and Articles of Association and is constituted as a limited company as defined by the Companies Act 2006.

The day to day responsibility for the provision of services is delegated to the Chief Executive who is responsible for ensuring the Forum delivers the services specified and that key performance indicators are met, ensuring individual supervision of the staff team and that the team continue to develop their skills and working practices in line with good practice.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Forum is a charitable company limited by guarantee, incorporated on 30 May 1986 and registered as a charity on 10 June 1986. The Forum was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed by those Articles.

The governing body is the Board of Management ("Board") whose Trustees are elected by the charity's membership at the Annual General Meeting and are directors for the purpose of company law and trustees for the purpose of charity law; in this report, they are referred to as Trustees.

The Board has in place policies and procedures in respect of governance including:

- A code of conduct for our Trustees;
- Terms of Reference for the Board of Trustees;
- Conflict of Interests Record form, which is completed by all Trustees and reviewed periodically;

The principal responsibilities of the Trustees have been set out in the Terms of Reference and include:

- a. Oversight and governance of the charity, including control and accountability systems
- b. Annually reviewing the skills and experience represented on the Board in light of the Forum's strategic direction, and approving Board composition; electing Chair, vice-Chair and Treasurer;
- c. Appointing, determining the composition of, and setting the terms of reference for Board sub-committees;
- d. Determine and implement an appropriate procedure for assessing the effectiveness of the Board, the Board Chair, committees and Trustees in fulfilling their responsibilities;
- e. Assuming responsibility for the Forum's governance practices;
- f. Ensuring that Trustees meet regularly;
- g. Setting and reviewing the terms of reference for the Board;
- h. Ensuring that members are consulted regularly as required by the Memorandum of Association, setting the agenda and preparing minutes
- i. Appointing and removing the Chief Executive and establishing their remuneration package
- j. Monitoring the performance of the Chief Executive
- k. Contributing to and final approval of charities mission statement
- l. Contributing to and final approval of the budget and business plan and associated performance objectives
- m. Contributing to and final approval of the strategic plan and associated performance measures
- n. Implementation of strategy and ensuring appropriate resources are available
- o. Reviewing and ratifying policies for reserves, risk management and investment
- p. Reviewing and ratifying leases and matters relating to property holdings
- q. Monitoring risk management and internal compliance and control systems and assessments
- r. Approving the authorisation structure applicable to capital expenditure and operational commitments
- s. Approving and monitoring financial and other reporting
- t. Setting pay policy generally, including bonus
- u. Ensuring compliance with the Forum's Environmental, Health and Safety Policies
- v. Appointment of bankers and auditors
- w. Dealing with and settling legal claims

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Premises

The Forum operates from 2 buildings on the same site. One is the former Christchurch Church, which was converted in the late 1980s into its present layout. One part of the building is not demised to the Forum and is occupied by the more newly constructed parish church. The other building is formerly a school and East Greenwich Community Centre (the Community Building). There is a children's play area attached to this building.

The Rochester and Southwark Diocesan Church Trust are our landlords. There is a separate lease for each building, different in format but both are 99-year Full Repairing and insuring leases on a peppercorn rent, dated 29 February 1996 for the main building and 1st December 1986 for the Community Building. The leases are non-transferable.

The car park at the rear belongs to the Diocese and although the Forum has access for its occupants and users this is not formalised by lease.

The Forum is responsible for the maintenance and upkeep of the buildings, including the space occupied by the parish church. As pointed out in the accounts, land and building represents the capitalisation of the lease and all subsequent improvement costs incurred over the years. The freeholds of the land and buildings are owned by Rochester and Southwark Diocesan Church Trust; the Forum does not have any financial interest in these properties.

Induction and training of new trustees

The Board of Trustees seeks to ensure that the needs of community are appropriately reflected through the diversity of the trustee body. To enhance the pool of Trustees, the Forum continues to work with The East London Business Alliance (ELBA), a registered charity, which helps match charities with potential trustees. Our Trustee Board remains strong with a wide range of skill sets and demographics.

There have been two changes to the Board of Trustees during this reporting period. Mr J Grinfeld resigned his position as a Trustee after 12 years. Vidhya Ratnam is stepping down immediately after the AGM (13.12.2023). Both have been invaluable in supporting the Charity with their experience and skills.

We would like to thank them for all their support, time and experience they have shown over the years, which has benefited the Charity tremendously. Both trustees will be greatly missed.

Wider network

In so far as it is complementary to the Charity's objects, we are guided at local level by assisting in the delivery of the Local Area Agreement, relevant RBG Strategies and Service Level Agreements with Royal Greenwich. The Forum is a member of the Federation of Greenwich Community Centres and is signed up to and follows the Royal Borough of Greenwich Diversity and Equalities policy, actively participate in focus groups and meetings that shape the future of the community in order to focus on the needs of the local community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Within The Forum @ Greenwich, the Board of Trustees has full responsibility for ensuring risks are addressed and this Risk Register is kept up to date.

The Board of Trustees has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the continuous improvement of procedures to ensure consistent quality of delivery for all operational aspects of the charitable company.

The Forum has adopted the Charity Commission's template for risk assessment. The procedures are reviewed annually to ensure they still meet the needs of the charity. The main risks continue to be identified, among others, as

- Loss of sustainable revenue
- Pandemic hits the UK and Worldwide
- Increase maintenance costs
- Loss of Chief Executive
- Long-term absence of key staff
- Inadequate reserve
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption
- Reduction in demand for room hire
- Malicious electronic damage
- Energy Crisis
- Inflationary cost of living crisis which can impact the use of the Forum by the community
- Revised legislation, for example, increased environmental requirements. Fire Risk Assessments are Conducted yearly by specialist consultants and its recommendations have been implemented. Accessibility assessments have also been conducted, as well as the COVID-19 Secure Building Risk Assessment and our adapted Covid-19 risk and fire Assessments.
- Reduction in demand for room hire
- Malicious electronic damage
- Insurance company does not pay out for business interruption

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02024373 (England and Wales)

Registered Charity number
294589

Registered office
Forum @ Greenwich
Trafalgar Road
Greenwich
London
SE10 9EQ

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2023

Trustees

T R B Anderson

J A Grinfeld (resigned 7.6.2023)

M Theodosiou

N Barrington

J E D'Costa

D Bright

V Ratnam

C Vince

Company Secretary

J L Andrews

Independent Examiner

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.

Chartered Certified Accountants

6 Green Lane Business Park

238 Green Lane

New Eltham

London

SE9 3TL

Approved by order of the board of trustees on and signed on its behalf by:

.....
J L Andrews - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FORUM @ GREENWICH

Independent examiner's report to the trustees of The Forum @ Greenwich ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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 Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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 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.

Charlotte Cross FCCA BSc IMA

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

Date:

THE FORUM @ GREENWICH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		29,999	-	29,999	78,670
Charitable activities					
Catering income		33,043	-	33,043	14,116
Other trading activities	2	2,472	-	2,472	490
Investment income	3	339,581	-	339,581	263,027
Other income		2,119	-	2,119	7,566
Total		<u>407,214</u>	<u>-</u>	<u>407,214</u>	<u>363,869</u>
EXPENDITURE ON					
Raising funds	4	55,503	-	55,503	58,255
Charitable activities					
Core activities		<u>355,031</u>	<u>49,911</u>	<u>404,942</u>	<u>334,986</u>
Total		<u>410,534</u>	<u>49,911</u>	<u>460,445</u>	<u>393,241</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	(3,320) <u>(49,911)</u>	(49,911) <u>49,911</u>	(53,231) <u>-</u>	(29,372) <u>-</u>
Net movement in funds		(53,231)	-	(53,231)	(29,372)
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>165,348</u>	<u>1,158,084</u>	<u>1,323,432</u>	<u>1,352,804</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>112,117</u></u>	<u><u>1,158,084</u></u>	<u><u>1,270,201</u></u>	<u><u>1,323,432</u></u>

The notes form part of these financial statements

THE FORUM @ GREEN WICH

BALANCE SHEET
31 MARCH 2023

	Notes	Unrestricted fund £	Restricted fund £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	8	10,464	1,149,535	1,159,999	1,168,179
CURRENT ASSETS					
Debtors	9	-	-	-	2,800
Cash at bank and in hand		142,926	8,548	151,474	183,198
		<u>142,926</u>	<u>8,548</u>	<u>151,474</u>	<u>185,998</u>
CREDITORS					
Amounts falling due within one year	10	(41,272)	-	(41,272)	(30,745)
		<u>101,654</u>	<u>8,548</u>	<u>110,202</u>	<u>155,253</u>
NET CURRENT ASSETS					
		<u>112,118</u>	<u>1,158,083</u>	<u>1,270,201</u>	<u>1,323,432</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>112,118</u>	<u>1,158,083</u>	<u>1,270,201</u>	<u>1,323,432</u>
NET ASSETS					
		<u>112,118</u>	<u>1,158,083</u>	<u>1,270,201</u>	<u>1,323,432</u>
FUNDS	11				
Unrestricted funds				112,118	165,348
Restricted funds				<u>1,158,083</u>	<u>1,158,084</u>
TOTAL FUNDS				<u>1,270,201</u>	<u>1,323,432</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE FORUM @ GREENWICH

BALANCE SHEET - continued

31 MARCH 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
T R B Anderson - Trustee

.....
V Ratnam - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

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 Companies Act 2006. 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:

Long leasehold	- 1/99 depreciation per annum, based on 99 year lease
Fixtures and fittings	- 25 % on reducing balance
Computer equipment	- 25 % on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

2. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	2,472	490
	<u>2,472</u>	<u>490</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Rents received	339,379	263,026
Interest income	202	1
	<u>339,581</u>	<u>263,027</u>

4. RAISING FUNDS

	2023	2022
	£	£
Grant related expenditure, Christmas Fair and Easter Fair	27,578	14,393
Cafe and catering expenses	16,661	674
Sinbads soft play costs	14,016	5,595
	<u>58,255</u>	<u>20,662</u>

The above amounts are expended on activities to enable the charity to raise funds.

5. NET INCOME/(EXPENDITURE)

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

	2023	2022
	£	£
Depreciation - owned assets	32,431	46,690
Hire of plant and machinery	557	1,488
	<u>32,988</u>	<u>48,178</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Full time	5	5
Part time	5	6
	<u>10</u>	<u>11</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2022	2,045,526	356,952	10,898	2,413,376
Additions	-	24,251	-	24,251
	<u>2,045,526</u>	<u>381,203</u>	<u>10,898</u>	<u>2,437,627</u>
At 31 March 2023	2,045,526	381,203	10,898	2,437,627
DEPRECIATION				
At 1 April 2022	910,804	325,807	8,586	1,245,197
Charge for year	20,662	11,191	578	32,431
	<u>931,466</u>	<u>336,998</u>	<u>9,164</u>	<u>1,277,628</u>
At 31 March 2023	931,466	336,998	9,164	1,277,628
NET BOOK VALUE				
At 31 March 2023	<u>1,114,060</u>	<u>44,205</u>	<u>1,734</u>	<u>1,159,999</u>
At 31 March 2022	<u>1,134,722</u>	<u>31,145</u>	<u>2,312</u>	<u>1,168,179</u>

The Trustees of the Forum undertook a revaluation of the property lease at the Forum, Trafalgar Road London SE10 9EQ with the leasehold tenure noted as 99 years from 1 December 1986 in respect of the community building, and a lease dated 29 February 1996 for a period of 99 years for the main building with the valuation carried out by Youens and Company Ltd, Chartered Surveyors and registered valuers. The market value of the property was noted as £1.235 million as at 31 March 2017 and taking into account the overall position, the trustees consider the depreciated value of the long leasehold of £1.135 million as shown in the accounts to be sated at an appropriate level.

The Trustees have decided that because this asset does not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose, they will not undertake a formal valuation of the property ongoing.

The Trustees wish it to be noted that of the total restricted funds, £1.135million relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

9.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023	2022
		£	£
	Prepayments	-	2,800
		<u> </u>	<u> </u>

10.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2023	2022
		£	£
	Trade creditors	9,219	7,286
	VAT	80	1,973
	Payments received in advance	19,302	17,976
	Other creditors	735	660
	Accrued expenses	11,936	2,850
		<u> </u>	<u> </u>
		41,272	30,745
		<u> </u>	<u> </u>

11.	MOVEMENT IN FUNDS				
		At 1.4.22	Net movement	Transfers	At
		£	in funds	between	31.3.23
			£	funds	£
	Unrestricted funds				
	General fund	165,348	(3,319)	(49,911)	112,118
	Restricted funds				
	Restricted Funds	1,158,084	(49,912)	49,911	1,158,083
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
	TOTAL FUNDS	1,323,432	(53,231)	-	1,270,201
		<u> </u>	<u> </u>	<u> </u>	<u> </u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	407,214	(410,533)	(3,319)
Restricted funds			
Restricted Funds	-	(49,912)	(49,912)
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	407,214	(460,445)	(53,231)
	<u> </u>	<u> </u>	<u> </u>

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	194,719	22,188	(51,559)	165,348
Restricted funds				
Restricted Funds	1,158,085	(51,560)	51,559	1,158,084
TOTAL FUNDS	<u>1,352,804</u>	<u>(29,372)</u>	<u>-</u>	<u>1,323,432</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	363,869	(341,681)	22,188
Restricted funds			
Restricted Funds	-	(51,560)	(51,560)
TOTAL FUNDS	<u>363,869</u>	<u>(393,241)</u>	<u>(29,372)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General fund	194,719	18,869	(101,470)	112,118
Restricted funds				
Restricted Funds	1,158,085	(101,472)	101,470	1,158,083
TOTAL FUNDS	<u>1,352,804</u>	<u>(82,603)</u>	<u>-</u>	<u>1,270,201</u>

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2023

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	771,083	(752,214)	18,869
Restricted funds			
Restricted Funds	-	(101,472)	(101,472)
TOTAL FUNDS	771,083	(853,686)	(82,603)

The Trustees wish it to be noted that of the total restricted funds, £1.135million relates to the valuation of the property from which the Forum operates in Greenwich. These restricted funds, therefore, do not represent any form of funds, assets or cash which can be accessed by the Forum for any purpose. They represent purely the premises from which the Forum operates, and which cannot be disposed of.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	29,999	51,001
Covid-19 government grants	-	27,669
	29,999	78,670
Other trading activities		
Fundraising events	2,472	490
Investment income		
Rents received	339,379	263,026
Interest income	202	1
	339,581	263,027
Charitable activities		
Café & catering income	33,043	14,116
Other income		
Other income	2,119	7,566
	407,214	363,869
EXPENDITURE		
Raising donations and legacies		
Grant related expenditure and similar	21,871	27,578
Other trading activities		
Café and catering expenses	33,578	16,661
Investment management costs		
Sinbad soft play area costs	54	14,016
Charitable activities		
Wages	200,279	164,787
Social security	10,901	7,523
Pensions	3,786	3,019
Hire of plant and machinery	557	1,488
Rates and water	6,566	373
Insurance	12,689	11,554
Light and heat	75,345	40,983
Telephone	7,135	6,982
Postage and stationery	789	1,525
Advertising and marketing	751	231
Carried forward	318,798	238,465

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2023

	2023 £	2022 £
Charitable activities		
Brought forward	318,798	238,465
Sundries	1,647	2,060
Repair & Maintenance	32,451	31,621
Computer expenses	6,052	5,982
Staff expenses	1,802	2,996
Legal and professional	4,073	469
Payroll services	1,059	1,035
Long leasehold	20,662	20,662
Fixtures and fittings	11,192	25,257
Computer equipment	578	771
	398,314	329,318
Support costs		
Finance		
Bank charges	2,537	1,932
Governance costs		
Accountancy and legal fees	4,091	3,736
	460,445	393,241
Total resources expended	460,445	393,241
Net expenditure	(53,231)	(29,372)

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

England & Wales - Charity number 294589

Accounts

REGISTERED COMPANY NUMBER: 02024373 (England and Wales)
REGISTERED CHARITY NUMBER: 294589

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022
FOR
THE FORUM @ GREEN WICH

Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

THE FORUM @ GREENWICH

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FOR THE YEAR ENDED 31 MARCH 2022

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THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. 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).

Chair of the Board of Trustees Review of the year April 2021- March 2022

The report that follows from our Chief Executive, Jill Andrews, makes fascinating reading. For me, it is a terrific reminder of all that has happened in the last year; a year of recovery after the pandemic. A recovery that has not been straightforward and would not have appeared so seamless but for the huge effort of Jill and her team at the Forum and the support of our licensees, including those who hire rooms for classes, and their attendees, who were so keen to get back to the Forum. On behalf of the Trustees, I would very much like to thank Jill and her team for this huge effort and all the other stakeholders in the Forum.

This current year is also proving a challenge with the huge increase in energy costs. I am confident that we will, as always, overcome this current difficulty, with the necessary support our stakeholders, in pursuit of the achievement of our Vision and Mission.

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

Tim Anderson, Chair of Trustees

Chief Executive's Review of the year April 2021 - March 2022

Overview:

I am now in my 9th year as Chief Executive for the Forum at Greenwich. Another challenging year for all of us. Like many other voluntary sector organisations, the Forum was also unsure of the future ahead. My staff team and Forum Trustees have been extremely supportive and together we have worked our way through the difficult and challenging times. A big thank you to everyone.

At the start of our new financial year, April 2021, the pandemic was reasonably under control and the Forum could re-open its soft play centres, dance studio and other rooms/halls for most activities and classes. With many restrictions lifted, the classes could return to near full capacity. The public were still apprehensive, so it would take time for the classes to build.

December 2021 saw the country being hit with a new strain: the Omicron Variant. This stopped us all in our tracks again. Although restrictions were not as harsh as previously, some of our classes reduced their sizes and unfortunately, we took the difficult decision to cancel our Christmas 2021 Community Fair.

Strategy during Covid-19 and beyond:

Our strategy during the Covid period was to ensure we kept the Charity financially viable, but at the same time remain in a position to support the community's needs throughout the pandemic and beyond.

Our decision was to remain partially open to enable the childcare centre and offices to remain accessible and act as a lifeline for local people seeking advice, guidance and support. We opened our large hall up to Charlton Football Club volunteers who were providing Covid tests for the local community, when most other places were closed.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

We are pleased to report that our strategy is working and is helping to keep us on a level footing. The centre is starting to build up the classes and facilities with new classes booked for Spring 2022.

Financial Sustainability:

During the pandemic we saw unprecedented times. The Forum Trustees and I focused on future financial viability and sustainability of the Forum. Our financial processes and practices were reviewed and updated to produce regular financial reports, including cash flow modelling and projections. This allowed us to proactively measure our current and long-term financial position and quickly be alerted to any substantial outgoings.

Future Sustainability:

Over the Covid shutdowns, the Forum focused on updating and streamlining a number of our spaces to provide bespoke facilities, including a digital conference room with full AV equipment allowing for hybrid meetings.

We invested in an on-line booking platform to support the booking journey for our customers. We revamped the reception area, providing digital screens allowing customers to source information on what was happening in the centre and around the Borough.

Our newly built soft play has become a popular space for parents and carers to meet whilst the children play.

Our revamped and transformed café and kitchen area is very popular. We were lucky to employ a very capable and popular chef in the area, Yoav, and he is introducing new and healthy dishes with a Mediterranean twist, along with our ever-popular roast dinners.

Our popular children's parties are starting to build steadily and bookings started to increase in the spring towards the summer months.

Summary:

21/22 has been an equally challenging year. We are proud to say that the Forum is on the way to recovery; almost all of our groups have returned, and we have a number of new groups joining us. The Centre is near to full capacity with licenced offices and groups starting to build up as well as new enquiries. We are on track to deliver both of our community fairs in 2022. Our Summer Fair received a grant from the Royal Borough of Greenwich Councillors Fund of £2,000 which will go a long way in supporting the costs of running the fairs.

The Future 2022/23

In mid-2022, the RBG will release the next 4 year's grant funding programme 2023-27. The Forum will be applying for a grant under "Community Centres".

A number of new government-funded support programmes have also been released. The Forum is very well placed to support these programmes (and is currently supporting the below) by providing spaces and facilities to ensure delivery reaches as many of the local community as possible.

- **RBG Welfare Rights Hub:** This programme was introduced to help support vulnerable people with benefits claims, CAB advice and food support. The Forum will be hosting the Hub, every Monday morning, throughout the year. We are also working in partnership with the Hub team to provide meals and snacks from our café in return for a voucher. The scheme will be paid for by the RBG.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

- Diabetes UK support programmes: Xyla Health and Wellbeing are delivering a series of support and preventative workshops for people suffering with type (2) diabetes. The Forum is supporting 10 different sessions on a weekly, bi-weekly and monthly basis.

- Holiday Food & Activities workshops for children: The Forum works closely with the UK Latin Group to provide spaces for activities and lunches for children of low-income families during the school holidays.

Our Vision and Mission will always remain the focus for delivering our business plan. Our new business plan 2023-2027 is available to view as part of the Trustees Report.

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

In 2019, we reported on the Trustee's clear sense of purpose, which was to improve and extend the community services that were offered, in particular, those that focused on tackling social isolation and brought the community together.

The 4 projects we focused on were:

- Community Interaction
- Reducing Social Isolation
- Accessibility and Affordability
- Diversity and Equality

Community Engagement: With a strong focus on inclusivity, equality and diversity, the Forum works closely with all organisations that use our space to promote an inclusive environment when delivering their activities and classes.

Greenwich Winter Night Shelter (GWNS): The Forum has been supporting GWNS for over 6 years. During the pandemic they moved to a new bespoke premise in Eltham which has been specially adapted to support their needs more effectively. The Forum will continue to support the GWNS wherever possible.

Licensed office Spaces: Our lease requires that we only grant licences to charitable organisations, registered charities, Community Interest Companies and Social Enterprises. At present we provide spaces for 10 charitable organisations;

- More 2 Childcare
- Little Fish Theatre
- Debt Free London
- Boadi Therapy
- Infertility Network
- Greenwich Association of Disabled
- Re-wise project
- South East London Community Energy (SELCE)
- Little Splodgers
- Inside-Out Therapies

We said goodbye to BLG Mind who moved back on to their previous office in the City after extensive renovations.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

The pandemic brought lots of challenges for all of us and had an extremely adverse effect on our finances. However, with the support of the RBG and other grant funders, the Forum is in a position to continue to work with our current and new partner organisations and support them whenever we can. We will continue to upgrade our spaces where finances allow.

As one challenge ends another unfolds. The current energy and cost of living crisis will have a profound financial impact on the Forum. The Forum's buildings are old and large and utilise a lot of gas and electricity. Our bills are set to triple over the coming months which will put a tremendous strain on the Charity's finances over the coming year. The Government relief will help marginally, but with no real idea of when this crisis will end, this paints an unsure picture for all of the voluntary sector. As a Charity, we want to ensure our funding is focused in areas of most need and not just used to pay energy bills.

The RBG have indicated that they will be setting up heat hubs, whereby local people will come to community centres, libraries etc. to keep warm. The Forum are interested in participating in this initiative. We aim to make this a meaningful experience, offering activities and competitively priced meals.

Currently, the Forum Trustees are confident that the Forum is financially stable, and we are all looking forward to continuing to deliver on our Vision and Mission for many years to come.

Jill Andrews Chief Executive Officer

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees who are also directors of the Charity for the purpose of the Companies Act 2006, present their report with the financial statements of the Charity for the year ended 31 March 2022. 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 current Financial Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

We have referred to the Charity Commissions' general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how the planned activities of the organisation will contribute to the aims and objectives that have been established for the charity.

The Forum @ Greenwich is well established and has been operating for nearly 40 years. The Forum's key objective is to provide a community centre, at the heart of the East Greenwich community, one that is accessible to all, offering a wide range of services to meet the needs of our community.

The Forum has clear objectives which are:

- To be a source of information and advice
- To ensure services are affordable or free to some local groups
- To provide opportunities for leisure and social activities
- To support and provide a platform for vulnerable groups with learning disabilities to get back into the work place.
- To provide support for the aspirations of our community, particularly those whose voices are seldom heard
- To actively engage with our community and respond to their needs
- To support the long-term needs of the elderly, physically disabled and vulnerable members of the community
- To provide services and work with groups that actively seek to tackle social isolation
- To work in collaboration with our partner organisations to provide a more cohesive approach
- To work towards sustainable development
- To adapt our services to meet the needs of a growing and diverse community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

OBJECTIVES AND ACTIVITIES

Significant activities

The Forum continues to deliver on its series of programmes which focus on the following:

- Babies and Young Children: The Forum actively promotes partnership working and continues to work with our licence holders and customers to offer competitive and sometimes free spaces for young children to play, interact and pursue intergenerational activities.
- Young Adults and Families: 2021/22 has seen a further increase in new families moving into the area; the Forum will continue to look at new ways in which to adapt our services and activities to meet the growing need. With space at a premium in the Borough, the Forum can provide ample opportunities for all the community.
- Partnership building, Elderly and Volunteering: We have strong partnerships with Avant Gardening, GMA, Mamma Kind, GWNS and most recently, the Retired Civil Servants Fellowship. Oxleas NHS adult mental health groups returned in September, a series of 10 diabetes sessions and a weekly RBG Welfare Rights Hub were introduced.
- Volunteers: We currently have 9 volunteers, including 8 Trustees. We are constantly looking at ways in which to expand our volunteer base and offer opportunities to local people. We are pleased to continue our partnership with GLaBB, offering career work placements opportunities for the long-term unemployed. Whilst the staffing programme is on hold, other initiatives with them continue.
- The Forum remains a popular venue for the community to hold children's parties, family celebrations, BBQ's, public consultations, local council and voluntary sector conferences, election voting and much more. We know that the Forum is even more crucial now as the population of the area grows and the cost of living and energy crisis will hit many local business and community facilities.
- We are delighted to announce our Summer and Christmas fairs will be taking place this year
- Keeping in line with our Vision and Mission, this year we were delighted to actively get involved with providing low-cost meals for people visiting the Welfare Rights Hub.
- This year our maintenance programme included repairs and maintenance to the Tower, and repairs to the main Forum church roof. We continue our programme of replacing and upgrading the lighting to LED, new flooring and decorating on an ongoing basis.
- Our programme of updating the accessible toilets and doors continues along with improving and maintaining all common areas, rooms and halls.

COMMUNICATION AND ADVERTISING

Communication and Advertising are key to spreading the word about the work the Forum undertakes. We have a weekly presence on most social media outlets including the local Greenwich Community site. Our website www.forumatgreenwich.org is updated regularly and an online booking platform is due to be released this year to provide our customers with a streamlined service when booking facilities at the Forum.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Trading conditions remained slow but improved in the previous year due to the Covid 19 restrictions imposed on community centres. However, we continue to promote the Centre and we have seen new groups start to use our facilities. We will continue to invest in the future of the Centre, and in particular, on our new projects launched early 2021 including the new soft play and digital meeting/conference room, which will allow us to work towards future sustainability and self-sufficiency.

STAFFING

The Forum staff team underwent a small restructure this year to support our long-term business plan. The team is as follows; 5 full time staff, 6 part-time staff and 9 volunteers.

FINANCIAL REVIEW

Principal funding sources

Principal Grant funding sources:

Our 4-year funding grant from the Royal Borough of Greenwich continues until 2023.

- RBG Grant £25,000 p.a

Total £25,000

Additionally our management team are continually applying for various grants where the Charity meets the funding criteria. During the pandemic, grant criteria were focused on adaption and the Forum were successful in the following grants programmes:

- London Community Response Fund £29,808
- GAVS COVID-19 response fund £6,500
- Sport England grant to support COVID changes £10,000
- Royal Borough of Greenwich Discretionary Fund £25,000

Grants & Fundraising prediction 22/23

The RBG grant will continue until March 2023. Thereafter grants are predicted to be slightly higher. This is still to be confirmed. However as above the principal source of funding will be sourced from the RBG, currently £25,000 per annum. Growth Fund grants pots are reduced considerably. A grant will be sourced for £15,000. Other funding grants will be sourced through outside grant funders. Predictions are £20,000 for other grants.

Investment policy and objectives

Aside from the reserves outlined below, our aim is to build up funds for long-term investment, including the repairs and maintenance of the fabric of the building.

Reserves policy

The Charities Commission recommends that charities maintain reserves at a level equivalent to 3 months operating costs. The Board of Trustees has developed a reserve policy for the organisation which seeks to take all reasonable steps to designate funds for provision of redundancy, long-term sickness or maternity leave, fixed asset fund, replacement of equipment and repair fund. These funds will be dependent on unrestricted funds only. At present, the reserve fund is around £50,000 which the Forum Trustees consider adequate.

Debt: The Board has an approved debtor's procedure and has written off debt where there is insufficient evidence to substantiate this.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

FUTURE PLANS

The Charity has exciting plans for the future of the organisation. Along with delivering our central function, we will continue to grow and improve our new projects and enhance our collaborative working with the RBG. In addition, we will continue our collaborations with other local charities and organisations which are delivering projects that meet the current and future needs of the community, in particular Diversity and Equality projects and activities that contribute toward reducing social isolation.

All our work promotes community cohesion whilst building strong and meaningful partnerships that support vulnerable people with learning disabilities and the long-term unemployed, as outlined in our Objectives and Activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing documents, the Memorandum and Articles of Association and is constituted as a limited company as defined by the Companies Act 2006.

The day to day responsibility for the provision of services is delegated to the Chief Executive who is responsible for ensuring the Forum delivers the services specified and that key performance indicators are met, ensuring individual supervision of the staff team and that the team continue to develop their skills and working practices in line with good practice.

THE FORUM @ GREEN WICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Forum is a charitable company limited by guarantee, incorporated on 30 May 1986 and registered as a charity on 10 June 1986. The Forum was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under those Articles.

The governing body is the Board of Management ("Board") whose Trustees are elected by the charity's membership at the Annual General Meeting and are directors for the purpose of company law and trustees for the purpose of charity law; in this report, they are referred to as Trustees.

The Board has in place policies and procedures in respect of governance including:

- A code of conduct for our Trustees;
- Terms of Reference for the Board of Trustees;
- Conflict of Interests Record form, which is completed by all Trustees and reviewed periodically;

The principal responsibilities of the Trustees have been set out in the Terms of Reference and include:

- a. Oversight and governance of the charity, including control and accountability systems
- b. Annually reviewing the skills and experience represented on the Board in light of the Forum's strategic direction, and approving Board composition; electing Chair, Vice-Chair and Treasurer;
- c. Appointing, determining the composition of, and setting the terms of reference for Board sub-committees;
- d. Determine and implement an appropriate procedure for assessing the effectiveness of the Board, the Board Chair, committees and Trustees in fulfilling their responsibilities;
- e. Assuming responsibility for the Forum's governance practices;
- f. Ensuring that Trustees meet regularly;
- g. Setting and reviewing the terms of reference for the Board;
- h. Ensuring that members are consulted regularly as required by the Memorandum of Association, setting the agenda and preparing minutes
- i. Appointing and removing the Chief Executive and establishing their remuneration package
- j. Monitoring the performance of the Chief Executive
- k. Contributing to and final approval of charities mission statement
- l. Contributing to and final approval of the budget and business plan and associated performance objectives
- m. Contributing to and final approval of the strategic plan and associated performance measures
- n. Implementation of strategy and ensuring appropriate resources are available
- o. Reviewing and ratifying policies for reserves, risk management and investment
- p. Reviewing and ratifying leases and matters relating to property holdings
- q. Monitoring risk management and internal compliance and control systems and assessments
- r. Approving the authorisation structure applicable to capital expenditure and operational commitments
- s. Approving and monitoring financial and other reporting
- t. Setting pay policy generally, including bonus
- u. Ensuring compliance with the Forum's Environmental, Health and Safety Policies
- v. Appointment of bankers and auditors
- w. Dealing with and settling legal claims

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Premises

The Forum operates from 2 buildings in the same site. One is the former Christchurch Church, which was converted in the late 1980s into its present layout. One part of the building is not demised to the Forum and is occupied by the more newly constructed parish church. The other building is formerly a school and East Greenwich Community Centre (the Community Building). There is a children's play area attached to this building.

The Rochester and Southwark Diocesan Church Trust are our landlords. There is a separate lease for each building, different in format but both are 99-year Full Repairing and Insuring leases on a peppercorn rent, dated 29 February 1996 for the main building and 1st December 1986 for the Community Building. The leases are non-transferable.

The car park at the rear belongs to the Diocese and although the Forum has access for its occupants and users this is not formalised by lease.

The Forum is responsible for the maintenance and upkeep of the buildings, including the space occupied by the parish church. As pointed out in the accounts, land and building represents the capitalisation of the lease and all subsequent improvement costs incurred over the years. The freeholds of the land and buildings are owned by Rochester and Southwark Diocesan Church Trust; the Forum does not have any financial interest in these properties.

The Forum undertook a revaluation of the lease, carried out by Messrs Andrew Youens and Co. FRICS as at 31 March 2017 and this valuation was included in both the 2017, 2018, 2019 and 2020 year-end accounts. The Forum plans to review this in 2023.

Induction and training of new trustees

The Board of Trustees seeks to ensure that the needs of community are appropriately reflected through the diversity of the trustee body. To enhance the pool of Trustees, the Forum continues to work with The East London Business Alliance (ELBA), a registered charity, which helps match charities with potential trustees. Our Trustee Board remains strong with a wide range of skill sets and demographics.

There has been no changes to the Board of Trustees during this reporting period.

Wider network

In so far as it is complementary to the Charity's objects, we are guided at local level by assisting in the delivery of the Local Area Agreement, relevant Royal Greenwich Borough Strategies and Service Level Agreements with Royal Greenwich. The Forum is a member of the Federation of Greenwich Community Centres and actively participate in focus groups and meetings that shape the future of the community in order to focus on the needs of the local community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Within The Forum @ Greenwich, the Board of Trustees has full responsibility for ensuring risks are addressed and this Risk Register is kept up to date.

The Board of Trustees has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the continuous improvement of procedures to ensure consistent quality of delivery for all operational aspects of the charitable company.

The Forum has adopted the Charity Commission's template for risk assessment. The procedures are reviewed annually to ensure they still meet the needs of the charity. The main risks continue to be identified, among others, as

- Loss of sustainable revenue
- Pandemic hits the UK and Worldwide
- Increase maintenance costs
- Loss of Chief Executive
- Long-term absence of key staff
- Inadequate reserve
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption
- Reduction in demand for room hire
- Malicious electronic damage
- Revised legislation, for example, increased environmental requirements. Fire Risk Assessments are conducted yearly by specialist consultants and its recommendations have been implemented. Accessibility assessments have also been conducted, as well as the COVID-19 Secure Building Risk assessment and our adapted Covid-19 risk and fire Assessments.
- Reduction in demand for room hire- Malicious electronic damage
- Insurance company does not pay out for business interruption due to a global pandemic.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
02024373 (England and Wales)

Registered Charity number
294589

Registered office
Forum @ Greenwich
Trafalgar Road
Greenwich
London
SE10 9EQ

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2022

Trustees

T R B Anderson

J A Grinfeld

M Theodosiou

N Barrington

J E D'Costa

D Bright

V Ratnam

C Vince (appointed 14.4.2021)

Company Secretary

J L Andrews

Independent Examiner

Andrew Cross & Co.

Chartered Certified Accountants

6 Green Lane Business Park

238 Green Lane

New Eltham

London

SE9 3TL

Approved by order of the board of trustees on and signed on its behalf by:

.....
J L Andrews - Secretary

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FORUM @ GREENWICH

Independent examiner's report to the trustees of The Forum @ Greenwich ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Association of Chartered Certified Accountants which is one of the listed bodies.

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 Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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 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.

Charlotte Cross FCCA BSc IMA
Association of Chartered Certified Accountants
Andrew Cross & Co.
Chartered Certified Accountants
6 Green Lane Business Park
238 Green Lane
New Eltham
London
SE9 3TL

Date:

THE FORUM @ GREEN WICH

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022**

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		78,670	-	78,670	238,314
Charitable activities					
Direct Charitable Expenditure		14,116	-	14,116	253
Other trading activities	2	490	-	490	60
Investment income	3	263,027	-	263,027	164,738
Other income		7,566	-	7,566	9,256
Total		<u>363,869</u>	<u>-</u>	<u>363,869</u>	<u>412,621</u>
EXPENDITURE ON					
Raising funds	4	58,255	-	58,255	20,662
Charitable activities					
Direct Charitable Expenditure		<u>283,426</u>	<u>51,560</u>	<u>334,986</u>	<u>304,009</u>
Total		<u>341,681</u>	<u>51,560</u>	<u>393,241</u>	<u>324,671</u>
NET INCOME/(EXPENDITURE)		22,188	(51,560)	(29,372)	87,950
Transfers between funds	11	<u>(51,559)</u>	<u>51,559</u>	<u>-</u>	<u>-</u>
Net movement in funds		(29,371)	(1)	(29,372)	87,950
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>194,719</u>	<u>1,158,085</u>	<u>1,352,804</u>	<u>1,264,854</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>165,348</u></u>	<u><u>1,158,084</u></u>	<u><u>1,323,432</u></u>	<u><u>1,352,804</u></u>

The notes form part of these financial statements

THE FORUM @ GREEN WICH

BALANCE SHEET
31 MARCH 2022

	Notes	Unrestricted fund £	Restricted fund £	2022 Total funds £	2021 Total funds £
FIXED ASSETS					
Tangible assets	8	10,096	1,158,083	1,168,179	1,180,744
CURRENT ASSETS					
Debtors	9	2,800	-	2,800	2,800
Cash at bank and in hand		183,198	-	183,198	191,599
		<u>185,998</u>	<u>-</u>	<u>185,998</u>	<u>194,399</u>
CREDITORS					
Amounts falling due within one year	10	(30,746)	1	(30,745)	(22,339)
		<u>155,252</u>	<u>1</u>	<u>155,253</u>	<u>172,060</u>
NET CURRENT ASSETS					
		<u>155,252</u>	<u>1</u>	<u>155,253</u>	<u>172,060</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>165,348</u>	<u>1,158,084</u>	<u>1,323,432</u>	<u>1,352,804</u>
NET ASSETS		<u>165,348</u>	<u>1,158,084</u>	<u>1,323,432</u>	<u>1,352,804</u>
FUNDS	11				
Unrestricted funds				165,348	194,719
Restricted funds				<u>1,158,084</u>	<u>1,158,085</u>
TOTAL FUNDS				<u>1,323,432</u>	<u>1,352,804</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE FORUM @ GREENWICH

BALANCE SHEET - continued

31 MARCH 2022

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
T R B Anderson - Trustee

.....
V Ratnam - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

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 Companies Act 2006. 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:

Long leasehold	- 1/99 depreciation per annum, based on 99 year lease
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

2. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	490	60
	<u> </u>	<u> </u>

3. INVESTMENT INCOME

	2022	2021
	£	£
Rents received	263,026	164,723
Interest income	1	15
	<u> </u>	<u> </u>
	<u>263,027</u>	<u>164,738</u>

4. RAISING FUNDS

	2022	2021
	£	£
Grant related expenditure, Christmas Fair and Easter Fair	27,578	14,393
Cafe and catering expenses	16,661	674
Sinbads soft play costs	14,016	5,595
	<u> </u>	<u> </u>
	<u>58,255</u>	<u>20,662</u>

The above amounts are expended on activities to enable the charity to raise funds.

5. NET INCOME/(EXPENDITURE)

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

	2022	2021
	£	£
Depreciation - owned assets	46,690	41,501
Hire of plant and machinery	1,488	2,233
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2022	2021
Full time	5	5
Part time	6	5
	<u>11</u>	<u>10</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2021	2,045,526	322,827	10,898	2,379,251
Additions	-	34,125	-	34,125
	<u>2,045,526</u>	<u>356,952</u>	<u>10,898</u>	<u>2,413,376</u>
At 31 March 2022	2,045,526	356,952	10,898	2,413,376
DEPRECIATION				
At 1 April 2021	890,142	300,550	7,815	1,198,507
Charge for year	20,662	25,257	771	46,690
	<u>910,804</u>	<u>325,807</u>	<u>8,586</u>	<u>1,245,197</u>
At 31 March 2022	910,804	325,807	8,586	1,245,197
NET BOOK VALUE				
At 31 March 2022	<u>1,134,722</u>	<u>31,145</u>	<u>2,312</u>	<u>1,168,179</u>
At 31 March 2021	<u>1,155,384</u>	<u>22,277</u>	<u>3,083</u>	<u>1,180,744</u>

The Trustees of the Forum undertook a revaluation of the property lease at the Forum, Trafalgar Road, London SE10 9EQ with the leasehold tenure noted as 99 years from 1 December 1986 in respect of the community building, and a lease dated 29 February 1996 for a period of 99 years for the main building, with the valuation carried out by Andrew Youens and Company Ltd, Chartered Surveyors and Registered Valuers. The market value of the property was noted as £1.235 million as at 31 March 2017 and taking into account the overall position, the trustees consider the depreciated value of the long leasehold of £1.135 million as shown in the accounts here to be stated at an appropriate level as at 31 March 2022 also.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

9.	DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2022	2021	
		£	£	
	Prepayments	<u>2,800</u>	<u>2,800</u>	
10.	CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR	2022	2021	
		£	£	
	Trade creditors	7,286	13,244	
	VAT	1,973	599	
	Payments received in advance	17,976	5,657	
	Other creditors	660	328	
	Net wages payable	-	11	
	Accrued expenses	<u>2,850</u>	<u>2,500</u>	
		<u>30,745</u>	<u>22,339</u>	
11.	MOVEMENT IN FUNDS			
		Net	Transfers	
	At 1.4.21	movement	between	At
	£	in funds	funds	31.3.22
		£	£	£
	Unrestricted funds			
	General fund	194,719	(51,559)	165,348
	Restricted funds			
	Restricted Funds	1,158,085	51,559	1,158,084
		<u>1,352,804</u>	<u>-</u>	<u>1,323,432</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	363,869	(341,681)	22,188
Restricted funds			
Restricted Funds	-	(51,560)	(51,560)
	<u>363,869</u>	<u>(393,241)</u>	<u>(29,372)</u>

THE FORUM @ GREEN WICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	91,509	136,636	(33,426)	194,719
Restricted funds				
Restricted Funds	1,173,345	(48,686)	33,426	1,158,085
TOTAL FUNDS	<u>1,264,854</u>	<u>87,950</u>	<u>-</u>	<u>1,352,804</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	412,620	(275,984)	136,636
Restricted funds			
Restricted Funds	1	(48,687)	(48,686)
TOTAL FUNDS	<u>412,621</u>	<u>(324,671)</u>	<u>87,950</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General fund	91,509	158,824	(84,985)	165,348
Restricted funds				
Restricted Funds	1,173,345	(100,246)	84,985	1,158,084
TOTAL FUNDS	<u>1,264,854</u>	<u>58,578</u>	<u>-</u>	<u>1,323,432</u>

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2022

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	776,489	(617,665)	158,824
Restricted funds			
Restricted Funds	1	(100,247)	(100,246)
TOTAL FUNDS	776,490	(717,912)	58,578

The trustees wish it noted that of the total restricted funds, £1.135 million relates to the valuation of the property from which the charity operates in Greenwich. These restricted funds therefore do not represent any form of funds which can be accessed by the charity.

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	51,001	144,157
Covid-19 government grants	27,669	94,157
	78,670	238,314
Other trading activities		
Fundraising events	490	60
Investment income		
Rents received	263,026	164,723
Interest income	1	15
	263,027	164,738
Charitable activities		
Café & catering income	14,116	253
Other income		
Other income	7,566	9,256
	363,869	412,621
EXPENDITURE		
Raising donations and legacies		
Grant related expenditure and similar	27,578	14,393
Other trading activities		
Café and catering expenses	16,661	674
Investment management costs		
Sinbad soft play area costs	14,016	5,595
Charitable activities		
Wages	164,787	157,248
Social security	7,523	6,798
Pensions	3,019	2,842
Hire of plant and machinery	1,488	2,233
Rates and water	373	1,402
Insurance	11,554	12,885
Light and heat	40,983	27,889
Telephone	6,982	5,992
Postage and stationery	1,525	891
Carried forward	238,234	218,180

This page does not form part of the statutory financial statements

THE FORUM @ GREEN WICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2022

	2022 £	2021 £
Charitable activities		
Brought forward	238,234	218,180
Advertising and marketing	231	-
Sundries	2,060	782
Repair & Maintenance	31,621	30,032
Computer expenses	5,982	7,471
Staff expenses	2,996	430
Legal and professional	469	149
Payroll services	1,035	1,027
Vending Machine	-	(46)
Long leasehold	20,662	20,662
Fixtures and fittings	25,257	19,813
Computer equipment	771	1,027
	329,318	299,527
 Support costs		
Finance		
Bank charges	1,932	1,096
Governance costs		
Accountancy and legal fees	3,736	3,386
Total resources expended	393,241	324,671
Net (expenditure)/income	(29,372)	87,950

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

England & Wales - Charity number 294589

Accounts

REGISTERED COMPANY NUMBER: 02024373 (England and Wales)
REGISTERED CHARITY NUMBER: 294589

REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021
FOR
THE FORUM @ GREENWICH

Andrew Cross & Co.
Chartered Certified Accountants
Plaza Building
Lee High Road
Lewisham
London
SE13 5PT

THE FORUM @ GREENWICH

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FOR THE YEAR ENDED 31 MARCH 2021

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THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. 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).

Chair of the Board of Trustees Review of the year April 2020 - March 2021

This Annual Report covers the financial period April 2020 to March 2021- well what a year this has been and continues to be!

The CEO's report from Jill Andrews gives much more colour on the extraordinary ups and downs of the year. The fact our community centre stayed open and supported the community through the most difficult of years is something I am immensely proud of. When we first went into lockdown Jill and I spent many hours modelling the cash flow consequences of an almost complete loss of income and for how long this was sustainable. I have to say that without Jill's leadership, the hard work and commitment of our staff and the support of the governments furlough scheme and significant grants, not least from our partners at Royal Borough of Greenwich Council, whom I cannot thank enough, the future would not be looking as bright as it does now. I would also like to acknowledge the support of Christ Church and the Diocese of Southwark as our landlord who gave permission for us to make alterations to the Forum so we could build and launch our now hugely successful second soft play "Sinbad", which was donated by my friends Amrish & Katarina Patel; so thank you to them also.

I would also, on behalf of the trustees, like to thank Jill and her team at the Forum for whom this has been a difficult year. Jill and the team kept the Forum open for the license holders and in particular More2Child so they could offer child support for those parents in critical jobs. This often meant one caretaker working on their own all day in pretty much total isolation-a slightly bizarre and unfulfilling experience. Other employees were on furlough with the stress of not knowing what the future would hold. As with many businesses we had to make difficult decisions and had to say good bye to three of our colleagues.

We're all looking forward to returning to some sort of normality. The fact that Jill and the team kept the Forum open all through the period has not gone unnoticed by the community such that, now we are fully opening up we are welcoming new and exciting classes that had previously used other facilities that closed during the pandemic. We have worked hard on improving the facilities during lockdown, making them better and safer, and have been able to open up quickly. This has involved a huge amount of work from Jill and the team over the lockdown months in preparation to get us to this position. So once again congratulations to Jill and the team for their foresight, efforts and not least good humour in such difficult circumstances.

Finally I would like to welcome three new Trustees who joined us during the period Vidhya Ratnam, Daniel Bright and most recently Claire Vince who can now finally come and see what a terrific place the Forum is.

Tim Anderson (Chair of the Board of Trustees)

Chief Executives Review of the year April 2020 - March 2021

Overview:

I am now in my 8th year as Chief Executive for the Forum at Greenwich. My role here is extremely rewarding, but it also comes with many challenges. 2020/21 has to have been the most unprecedented and challenging year the charity has faced and I would like to thank the Staff and Trustees for their exceptional support and loyalty to the Forum and myself.

With so much uncertainty, unlocking, then re-locking down, the situation became one big roller coaster ride for all of us. A number of staff, including myself were placed on furlough to reduce the Charities outgoings. Many of our long-term suppliers deferred or reduced costs, which was a great help. The Charity lost around 85% of its revenue overnight.

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Unfortunately we had to say farewell to 3 members of the team. However I am pleased to say they have all been able to find other employment.

As no one was sure when the lockdowns would be lifted, many of our customers were requesting refunds for parties, weddings and classes. The Forum honoured all of the refunds in full.

Strategy during Covid-19

Both the Trustees and I needed to ensure that we kept the charity financially viable, but at the same time remaining in a position to support the communities needs throughout the Covid-19 crisis. Greenwich Mutual Aid and the Food bank services based in the Forum were crucial to a lot of vulnerable and elderly people who were shielding and too anxious to step outside of their door.

We agreed to remain partially open to enable the Childcare centre and offices to remain open and accessible to the Community and a life line for local people seeking advice, guidance and support, when most other places were closed. The nursery was a vital service for children of frontline key workers.

We were very proud and happy to support Mammakind a local charity that supports vulnerable families with Christmas gifts. The free space to store and wrap presents we offered them in the Forum allowed in total 160 children and parents to receive some fabulous presents, all donated by local businesses, without this support they would have received nothing.

Financial Sustainability:

With the whole situation becoming extremely unpredictable the Forum Trustees and I focused on the future financial viability of the Forum. We tracked our income and expenditure on a week-week basis, by using cash modelling charts. This allowed us to measure our current and long term financial position and quickly alerted us to any substantial outgoings.

The Trustees and I would also like to personally thank the Royal Borough of Greenwich Commissioning Department, Peta Cubberley and Bernard Dattadeen, as well as the Rates and Business Teams, all who worked tirelessly to ensure grants and rate reliefs were paid out as quickly as possible.

Future Sustainability:

The Trustees and I focused on adapting the centre to meet the changing needs, of a changing world. Our vision and Mission is strongly focused around inclusivity and accessibility, with an overall emphasis on bringing people of all ages and abilities together. Covid-19 restrictions worked in the totally opposite way.

During the many months of lockdown we were very lucky to receive a number of grants.

- **City Bridge Trust Adaption Grant:** £29,808 to adapt the centre into a more digitally friendly and accessible centre. This would support those in the Community that did not readily have access to the internet or the equipment to enable them to access facility's and support.
- The National Lottery, Sport England's grant £10,000 to help us to cover some of our core essential costs I.e. electric, gas water etc all the services which are still needed during a pandemic.
- **GAVS Grant** £6,000 was to help us adapt the Forum into a Covid secure and safe place for the Community. This allowed the centre to remain open and allow some reductions in licence fee for the most needed groups.
- Various Government grants: distributed via the RBG; including rate relief and discretionary grants.

Pre-Pandemic: Our focus was on adapting some of our spaces to offer a more bespoke setting. Our 2 Dance studios and our Wild adventure soft play were hugely popular with all of the community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

During the lockdown we focused on adapting the centre to become Covid safe, whilst remaining, inclusive and accessible. The lockdown was quickly changing the way we all communicated, face to face meetings were not possible, feasible, or safe. The Forum set about looking at ways in which we could become a more digitally inclusive setting. Below are some of the changes we have made:

- The adaption of our booking system to an online platform, will allow customers to book rooms, soft play and other activities via their mobile phones.
- Our all new Business/conference suite is fully AV accessible, allowing meetings to take place through Zoom and Teams.
- Our old café space is now a new, modern, bright and welcoming snack bar and Soft play zone. Sinbad Soft Play was kindly donated by Amrish & Catrina Patel.
- Our reception now houses a large Totem screen, allowing visitors and customer to access the internet, our website and classes, at the touch of a button.
- Our fully automatic AED Defibrillator and training for all staff and trustees will allow us the peace of mind, should the need arise.
- Digital camcorders in our studios allow for streaming of classes into people's homes, so they do not feel excluded.
- 4 new laptops allow the community to access the internet at no cost and for staff to work at home if required.
- Wi-Fi extenders throughout the building allow for better internet access for the public and the license holders.
- Our 2 new digital screens highlight many of the services and activities we have throughout the building.

Summary:

2020/21 has been a very challenging year. We are proud to say that the Forum is well on the way to recovery and almost all of our groups have returned and we have a number of new groups joining us. The centre is at full capacity with licenced offices, with a number of groups on the waiting list.

Everyone, from the Trustees, the Staff, the RBG, our Licence Holders and many of our activity groups have pulled together, all with the same focus: Protect the community and ensure vital services remain at the forefront of everything we do. The Trustees and my focus was also to ensure the Forum remained a "Happy, Vibrant and inclusive centre for all the Community to continue to enjoy for many years to come.

Our vision and mission will always remain the focus for delivering our business plan.

Our Vision: A happy, vibrant and inclusive centre at the heart of the Greenwich Community, bringing people of all backgrounds, ages and abilities together.

Our Mission: To provide a fully inclusive and accessible environment offering positive support and facilities to meet the diverse needs of the Greenwich Community.

In 2019 The Trustees and I had a clear sense of purpose and a firm 5 year business plan, which was to improve and extend the community services that we offered, ones that particularly focused on tackling social isolation that brought the community together.

Our 3 projects focused on:

- Community Interaction
- Reducing Social Isolation
- Accessibility & Affordability

With our 3 projects complete, 2021-2023 would enable us to focus on developing and building further on our strategy.

In April 2020 Covid-19 hit the UK. All business were told to close down, all but essential services could remain open.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

The Soft Play Zone: Due to Covid-19 the soft play parties slowed in late February and under Government Guidelines the play zone was closed in mid-March.

Dance and Fitness Studios: These too were very popular and demand was rising, until Covid-19 hit. Many of our classes went on hold with the hope that they would return. However as the pandemic lasted for so long classes and activities were streamed on-line directly into people's homes, so they could continue to enjoy their classes. This was the same for the children's activities. Art and ballet were streamed in to the homes, keeping the classes alive and providing some much needed contact, all be it through a screen.

I am happy to say that almost all the classes have returned and many new clients are now accessing their services through word of mouth and the power of social media and digital inclusion.

Community Engagement: With a strong focus on community engagement and inclusivity the Forum struggled to come to terms with shutting its doors to the community during the Covid restrictions. Our partnerships with GMA, RBG, Food bank and MammaKind were needed more than ever. Being able to form an alliance to support the most vulnerable of our community was a key priority for all of us. The Forum is pleased and proud to say that we stayed open throughout the pandemic to ensure these services, including the childcare centre M2 C were able to deliver their invaluable services and support to the local community.

Greenwich Winter Night Shelter (GWNS): The Forum has been supporting GWNS for 6 years now. In 2020 we worked closely with Christchurch East Greenwich and GWNS to set up a day centre within the Forum to support homeless guests with, housing needs, job search, CV's etc. Unfortunately due to COVID-19 the programme was cut short and there has been no indication when this is likely to re-start.

Hire Spaces: Our lease requires that we only grant licences to charitable organisations. Registered Charities, Community Interest Companies and Social Enterprises. At present we provide spaces for 11 charitable organisations;

- More 2 Childcare
- Little Fish Theatre
- Debt Free London
- BLG Mind
- Boadi Therapy
- Infertility Network
- Greenwich Association of Disabled
- Re-wise project
- South East London Community Energy (SELCE)
- Mammakind
- Greenwich Mutual Aid

Greenwich Mutual Aid: (GMA) Greenwich Mutual Aid was set up during the Covid-19 crisis and The Forum at Greenwich were delighted to be able to offer GMA a free space within the centre. They have been working tirelessly throughout the pandemic to support families and vulnerable people in need. Forum is proud to have been a part of supporting GMA and the conduit to enable them to carry out much needed work within the Borough.

Debt-Free London: (DFL) is the newest Charity to make its home at the Forum.

Debt Free London

Free, expert advice you can trust

Debt Free London is London's free face-to-face debt advice service helping over 23,000 Londoners with their debt and money problems each year.

The Future 2020/21:

COVID-19 and the National Lockdown has brought many challenges, not least a loss of 85% in our revenue overnight and sadly the loss of some longstanding groups, who have found it impossible to carry out their activities under the current Government restrictions. We are hoping they will recover and come back in the future.

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Change, can also make people think about their future and one thing the pandemic seems to have done is inspire people to start their own businesses.

Although we lost a number of groups, we have also gained some new groups. A number of the dance studios in Central London sadly did not survive and several new groups have been making use of our 2 studios for practicing, including strictly come dancing professional dancers Kevin and Joanne Clifton, who regularly practice for a new West End show called "Hit the Floor"

Trading was obviously very slow, due to the effects of the pandemic. For a full picture of our accounting year please see accompanying unaudited accounts, year ending 31 March 2021

The forum has an exciting and challenging year ahead, with the support and commitment of the staff, Board, Trustees and volunteers we will continue to strive to enhance the services we provide to our community. We listen to what our customer say and the feedback they provide.

Due to the popularity of our current Wild Adventure Soft Play Zone, we have recently installed a new soft play and snack bar which is becoming a real hit with the children and parents.

All services are gradually returning to some normality and interest is growing for party bookings.

A bespoke on-line booking system is up and running to make the customer booking journey a seamless and faster experience.

We will continue to upgrade our rooms and halls to meet the needs of our users and licence holders.

We will work with our current and new partner organisations and support them whenever we can.

We have recently linked up with Avant Gardening Charity, who will be carrying out planting and building a herb garden within the Forum grounds. This will also involve working with M2C nursery and volunteers from Debt Free London.

We are passionate about delivering a fully inclusive experience for our users. Our new, bespoke conference room and our state of the art av facilities within the building provide a perfect setting for our community to access free Wi-Fi, tablets, lap tops and digital meeting facilities.

Our newest initiative is to work with parents of children with "Special Educational Needs and Disabilities" (SEND) utilising and adapting our soft play zones to enable exclusive play sessions.

The Forum Trustees are confident that the Forum is financially stable and we are all looking forward to continuing to deliver on our vision and mission for many years to come.

Jill Andrews Chief Executive Officer

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

OBJECTIVES AND ACTIVITIES

Objectives and aims

We have referred to the Charity Commissions' general guidance on Public Benefit when reviewing our aims and objectives and in planning our future activities. In particular, the Trustees have considered how the planned activities of the organisation will contribute to the aims and objectives that have been established for the charity.

The Forum @ Greenwich is well established and been operating for nearly 40 years. The Forum's key objective is to provide a community centre, at the heart of the East Greenwich community, one that is accessible to all, offering a wide range of services to meet the needs of our community.

The Forum has clear objectives which are:

- To be a source of information and advice
- To ensure services are affordable or free to some local groups
- To provide opportunities for leisure and social activities
- To support and provide a platform for vulnerable groups with learning disabilities to get back into the work place.
- To provide support for the aspirations of our community, particularly those whose voices are seldom heard
- To actively engage with our community and respond to their needs
- To support the long-term needs of the elderly, physically disabled and vulnerable members of the community
- To provide services and work with groups that actively seek to tackle social isolation
- To work in collaboration with our partner organisations to provide a more cohesive approach
- To work towards sustainable development
- To adapt our services to meet the growing needs of a growing and diverse community.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

OBJECTIVES AND ACTIVITIES

Significant activities

The Forum continues to deliver on its series of programmes which focus on the following:

- **Babies and Young Children:** The Forum actively promotes partnership working and continues to work with our licence holders and customers to offer competitive and sometimes free spaces for young children to play, interact and pursue intergenerational activities. WE are working with Carol and Rachael of the Parent Carer Participation Forum who support parents where children have Special Educational Needs and disabilities (SEND).

- **Young Adults and Families:** 2020/21 has seen a further increase in new families moving into the area, The Forum will continue to look at new ways in which to adapt our services and activities to meet the growing need. With space at a premium in the Borough the Forum can provide ample opportunities for all the community.

- **Partnership building, Elderly and Volunteering:** We have strong partnerships with Avant Gardening, GMA, MammaKind GWNS and most recently the Retired Civil Servants Fellowship, with OXLEAS NHS adult mental health groups hoping to return in September.

- **Volunteers:** We currently have 10 volunteers, including 8 Trustees. We are continually looking at ways in which to expand our volunteer base and offer opportunities to local people. We are pleased to continue our partnership with GLAbb, offering career work placements opportunities for the long-term unemployed. The Forum is signed up to the Government Kickstart scheme and awaiting new placements.

- The Forum remains a popular venue for the community to hold children's parties, Family celebrations, BBQ's, public consultations, local council and voluntary sector conferences, election voting and much more. We know that the Forum is even more crucial now as the population of the area grows and the pandemic crisis has and will continue to hit many local facilities.

- When regulations permit we will continue to provide our ever popular free Christmas and Summer Fairs, a great opportunity to bring all the local community together. Due to COVID-19 our summer and Christmas fairs are on hold until further notice.

- Keeping In line with our Vision & Mission, this year we were delighted to actively get involved with GWNS to expand our support to the homeless of Greenwich. We were pleased to support the great efforts of More 2 Childcare who offered spaces for children of NHS Key frontline workers during the Covid-19 national lockdown.

- This year our maintenance programme included: Repairs and maintenance to the Tower, repairs to the main church roof. We continue our programme of replacing and upgrading the lighting to LED.

- Our programme of updating the Accessible toilets continues along with updating and maintaining all common areas, rooms and halls.

COMMUNICATION AND ADVERTISING

Communication and Advertising are key to spreading the word about the work the Forum undertakes. We have a weekly presence on most social media sites. Our website is updated regularly www.forumatgreenwich.org and an online booking platform is due to be released this year to provide our customers with a more efficient service when booking facilities at the Forum.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Trading conditions were slow due to Covid-19 and the Government restrictions that were imposed on businesses and Community Centres. March 2020 saw a sharp downturn in our day to day revenue, due to COVID-19 and the National Lockdown, as well as returning deposits and payments for future bookings. The 6 July 2020 allowed us to operate a COVID secure building and a few of the classes returned, but only to be told to shut again.

However we continue to promote the centre and we have seen new groups start to use our facilities. We will continue to invest in the future of the centre and in particular our new projects launched early 2021 including our new soft play and digital meeting/conference room, which will allow us to work towards future sustainably and self-sufficiency.

STAFFING

The Forum staff team underwent a small restructure this year to support our long-term business plan. The team is as follows; 5 full time staff, 6 part-time staff 10 volunteers, 1 work placements,

FINANCIAL REVIEW

Principal funding sources

Principal Grant funding sources: During this period we have been successful in securing a grant from the Royal Borough of Greenwich Growth fund of £45,000 to renew some of our accessible doors.

Our 4 year funding grant from the Royal Borough of Greenwich continues until 2023.

- Growth Fund Grant £45,000
- RBG Grant £25,000

Total £70,000

This does not include Government Grants received via the RBG.

Additionally our management team are continually applying for various grants where the Charity meets the funding criteria.

During the Pandemic the Forum applied for a variety of grant funding. The criteria of the funding was almost 100% for COVID-19 adaption and support.

- London Community Response Fund £29,808S (Successful)
- GAVS COVID-19 response fund £6,500 (Successful)
- Sport England grant to support COVID changes £10,000 (Successful)
- Royal Borough of Greenwich Discretionary Fund £25,000 (Successful)

Grants & Fundraising prediction 21/22

- Veolia Energy saving grant £20,000
- Growth Fund Grant to fit Solar panels 25,000
- General core funding grants as they become available

Investment policy and objectives

Aside from the reserves outlined below, our aim is to build up funds for long term investment, including the repairs and maintenance of the fabric of the building

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

FINANCIAL REVIEW

Reserves policy

The charities commission recommends that charities maintain reserves at a level equivalent to 3 months operating costs. The Board of Trustees has developed a reserve policy for the organisation which seeks to take all reasonable steps to designate funds for provision of redundancy, long term sickness or maternity leave, fixed asset fund, replacement of equipment and repair fund. These funds will be dependent on unrestricted funds only. At present the reserve fund is around **£50,000** which trustees consider adequate.

Debt

The board has an approved debtors procedure and has written off debt where there is insufficient evidence to substantiate this.

FUTURE PLANS

The Charity has exciting plans for the future of the organisation, along with delivering our central function, we will continue to grow our new projects; enhance our collaborative working; contribute towards tackling homelessness and social isolation. All our work promotes community cohesion whilst building strong and meaningful partnerships that support vulnerable people with learning disabilities and the long-term unemployed, as outlined in our Objectives and Activities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing documents, the Memorandum and Articles of Association and is constituted as a limited company as defined by the Companies Act 2006.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Organisational structure

The Forum is a charitable company limited by guarantee, incorporated on 30 May 1986 and registered as a charity on 10 June 1986. The Forum was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under those Articles.

The governing body is the Board of Management ("Board") whose members are elected by the charity's membership at the Annual General Meeting and are directors for the purpose of company law and trustees for the purpose of charity law; in this report, they are referred to as Trustees. The Board has in place policies and procedures in respect of governance including:

- A code of conduct for our Trustees;
- Terms of Reference for the Board of Trustees;
- Conflict of Interests Record form, which is completed by all Trustees and reviewed periodically;

The principal responsibilities of the Trustees have been set out in the Terms of Reference and include:

- a. Oversight and governance of the charity, including control and accountability systems
- b. Annually reviewing the skills and experience represented on the Board in light of the Forum's strategic direction, and approving Board composition; electing Chair, vice-Chair and Treasurer;
- c. Appointing, determining the composition of, and setting the terms of reference for Board sub-committees;
- d. Determining and implementing an appropriate process for assessing the effectiveness of the Board, the Board Chair, committees and Trustees in fulfilling their responsibilities;
- e. Assuming responsibility for the Forum's governance practices;
- f. Ensuring that Trustees meet regularly;
- g. Setting and reviewing the terms of reference for the Board;
- h. Ensuring that members are consulted regularly as required by the Memorandum of Association, setting the agenda and preparing minutes
- i. Appointing and removing the Chief Executive and establishing his/her remuneration package
- j. Monitoring the performance of the Chief Executive
- k. Contributing to and final approval of vision, mission and values statements
- l. Contributing to and final approval of the budget and business plan and associated performance objectives
- m. Contributing to and final approval of the Strategic Plan and associated performance measures
- n. Implementation of strategy and ensuring appropriate resources are available
- o. Reviewing and ratifying policies for reserves, risk management and investment
- p. Reviewing and ratifying leases and matters relating to property holdings
- q. Monitoring risk management and internal compliance and control systems and assessments
- r. Approving the authorisation structure applicable to capital expenditure and operational commitments
- s. Approving and monitoring financial and other reporting
- t. Setting pay policy generally, including bonus
- u. Ensuring compliance with the Forum's Environmental, Health and Safety Policies
- v. Appointment of bankers and auditors
- w. Dealing with and settling legal claims

THE FORUM @ GREENWICH
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Premises

The Forum operates from 2 buildings in the same site. One is the former Christchurch Church, which was converted in the late 1980s into its present layout. One part of the building is not demised to the Forum and is occupied by the newly constructed parish church. The other building is formerly a school and East Greenwich Community Centre (the Community Building). There is a children's play area attached to this building.

The Rochester and Southwark Diocesan Church Trust are our landlords. There is a separate lease for each building, different in format but both are 99 year Full Repairing and Insuring leases on a peppercorn rent, dated 29 February 1996 for the main building and 1st December 1986 for the Community Building. The leases are non-transferable.

The car park at the rear belongs to the Diocese and although the Forum has access for its occupants and users this is not formalised by lease.

The Forum is responsible for the maintenance and upkeep of the buildings, including the space occupied by the parish church. As pointed out in the accounts, land and building represents the capitalisation of the lease and all subsequent improvement costs incurred over the years. The freeholds of the land and buildings are owned by Rochester and Southwark Diocesan Church Trust; the Forum does not have any financial interest in these properties and the reserves reported are not cash reserves available for spending.

The Forum undertook a re-valuation of the lease, carried out by Messrs Andrew Youens and Co. FRICS as at 31 March 2017 and this valuation was included in both the 2017, 2018, 2019 and 2020 year end accounts. The Forum plans to review this in 2022.

Induction and training of new trustees

The Board of Trustees seeks to ensure that the needs of community are appropriately reflected through the diversity of the trustee body. To enhance the pool of Trustees, the forum continues to working with The East London Business Alliance (ELBA) a registered charity. (Due to Covid-19 all interviews were conducted via Zoom), which helps match charities with potential trustees. Our Trustee Board remains strong with a wide range of skill sets and demographics.

There has been 4 changes to the trustee board:

Vidhya Ratnam and Daniel Bright Joined the Forum board in January 2021. Claire Vince joined the board in April 2021. Naresh Sethi Resigned from the board in September 2020.

We continue to work closely with ELBA and attend Board Match events twice per annum. Due to COVID-19 these events are currently being held digitally until further notice.

Potential new Trustee members are initially interviewed by at least one Trustee and the Chair for recommendation to the Board for appointment. They may attend as an observer to a Trustee meeting before accepting an appointment.

An induction bundle of information is provided to all applicants. The Charity also seeks to ensure a high level of skills and experience from the voluntary and community sector, business sector as well as representation from local volunteer-involving agencies. In an effort to maintain this broad skill mix, members of the Board of Trustees are requested to provide a list of their skills and experience. The Board has met 12 times during the last year.

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES **FOR THE YEAR ENDED 31 MARCH 2021**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Wider network

In so far as it is complementary to the Charity's objects, we are guided at local level by assisting in the delivery of the Local Area Agreement, relevant Royal Greenwich Borough Strategies and Service Level Agreements with Royal Greenwich. The Forum is a member of the Federation of Greenwich Community Centres and we are actively participating in the review of Community Centres being currently conducted by Royal Greenwich which will determine the funding structure for 2019-2023.

Risk management

Within The Forum @ Greenwich, the Board of Trustees has full responsibility for ensuring risks are addressed and this Risk Register is kept up to date.

The Board of Trustees has conducted its own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Internal risks are minimised by the continuous improvement of procedures to ensure consistent quality of delivery for all operational aspects of the charitable company.

The Forum has adopted the Charity Commission's template for risk assessment. The procedures are reviewed annually to ensure they still meet the needs of the charity. The main risks continue to be identified, among others, as:

- Loss of sustainable revenue
- Pandemic hits the Uk and Worldwide
- Increase maintenance costs
- Loss of Chief Executive
- Long-term absence of key staff
- Inadequate reserve
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption
- Reduction in demand for room hire
- Malicious electronic damage
- Revised legislation, for example, increased environmental requirements. Fire Risk Assessments are conducted yearly by specialist consultants and its recommendations have been implemented accessibility assessments have also been conducted. As well as the COVID-19 Secure Building Risk assessment & our adapted Covid-19 risk and fire Assessments
- Increase building maintenance costs
- Loss of funding
- Loss of license holders
- Catastrophic disruption including Pandemics.
- Reduction in demand for room hire- Malicious electronic damage
- Insurance company does not pay out for business interruption due to a global pandemic.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

02024373 (England and Wales)

Registered Charity number

294589

THE FORUM @ GREENWICH

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 MARCH 2021

Registered office

Forum @ Greenwich
Trafalgar Road
Greenwich
London
SE10 9EQ

Trustees

T R B Anderson
J A Grinfeld
N Sethi (resigned 16.9.2020)
M Theodosiou
Ms N Barrington
Ms J E D'Costa
D Bright (appointed 13.1.2021)
Ms V Ratnam (appointed 13.1.2021)
Ms C Vince (appointed 14.4.2021)

Company Secretary

Mrs J L Andrews

Independent Examiner

Andrew Cross & Co.
Chartered Certified Accountants
Plaza Building
Lee High Road
Lewisham
London
SE13 5PT

Approved by order of the board of trustees on and signed on its behalf by:

.....
Mrs J L Andrews - Secretary

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FORUM @ GREENWICH**

Independent examiner's report to the trustees of The Forum @ Greenwich ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Association of Chartered Certified Accountants which is one of the listed bodies.

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 Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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 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.

Charlotte Cross FCCA BSc IMA
Association of Chartered Certified Accountants
Andrew Cross & Co.
Chartered Certified Accountants
Plaza Building
Lee High Road
Lewisham
London
SE13 5PT

Date:

THE FORUM @ GREENWICH

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		238,313	1	238,314	58,249
Charitable activities					
Direct Charitable Expenditure		253	-	253	10,182
Other trading activities	2	60	-	60	1,565
Investment income	3	164,738	-	164,738	301,157
Other income		9,256	-	9,256	31,328
Total		412,620	1	412,621	402,481
EXPENDITURE ON					
Raising funds	4	20,662	-	20,662	20,333
Charitable activities					
Direct Charitable Expenditure		255,322	48,687	304,009	404,902
Total		275,984	48,687	324,671	425,235
NET INCOME/(EXPENDITURE)		136,636	(48,686)	87,950	(22,754)
Transfers between funds	11	(33,426)	33,426	-	-
Net movement in funds		103,210	(15,260)	87,950	(22,754)
RECONCILIATION OF FUNDS					
Total funds brought forward		91,509	1,173,345	1,264,854	1,287,608
TOTAL FUNDS CARRIED FORWARD		194,719	1,158,085	1,352,804	1,264,854

The notes form part of these financial statements

THE FORUM @ GREENWICH

BALANCE SHEET
31 MARCH 2021

	Notes	Unrestricted fund £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	8	22,659	1,158,085	1,180,744	1,219,315
CURRENT ASSETS					
Debtors	9	2,800	-	2,800	-
Cash at bank and in hand		191,599	-	191,599	73,612
		<u>194,399</u>	<u>-</u>	<u>194,399</u>	<u>73,612</u>
CREDITORS					
Amounts falling due within one year	10	(22,339)	-	(22,339)	(28,073)
		<u>172,060</u>	<u>-</u>	<u>172,060</u>	<u>45,539</u>
NET CURRENT ASSETS					
		<u>172,060</u>	<u>-</u>	<u>172,060</u>	<u>45,539</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>194,719</u>	<u>1,158,085</u>	<u>1,352,804</u>	<u>1,264,854</u>
NET ASSETS					
		<u>194,719</u>	<u>1,158,085</u>	<u>1,352,804</u>	<u>1,264,854</u>
FUNDS	11				
Unrestricted funds				194,719	91,509
Restricted funds				<u>1,158,085</u>	<u>1,173,345</u>
TOTAL FUNDS				<u>1,352,804</u>	<u>1,264,854</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE FORUM @ GREENWICH

BALANCE SHEET - continued

31 MARCH 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

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

.....
T R B Anderson - Trustee

.....
V Ratnam - Trustee

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

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 Companies Act 2006. 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:

Long leasehold	- 1/99 depreciation per annum, based on 99 year lease
Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

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.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

2. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	60	1,565
	<u>60</u>	<u>1,565</u>

3. INVESTMENT INCOME

	2021	2020
	£	£
Rents received	164,723	300,652
Interest income	15	505
	<u>164,738</u>	<u>301,157</u>

4. RAISING FUNDS

Investment management costs

	2021	2020
	£	£
Room Expenses	5,595	1,653
	<u>5,595</u>	<u>1,653</u>

5. NET INCOME/(EXPENDITURE)

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

	2021	2020
	£	£
Depreciation - owned assets	41,501	41,279
Hire of plant and machinery	2,233	3,282
	<u>43,734</u>	<u>44,561</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
Full time	5	7
Part time	5	7
	<u>10</u>	<u>14</u>

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Computer equipment £	Totals £
COST				
At 1 April 2020	2,045,526	320,932	9,863	2,376,321
Additions	-	1,895	1,035	2,930
	<u>2,045,526</u>	<u>322,827</u>	<u>10,898</u>	<u>2,379,251</u>
At 31 March 2021	2,045,526	322,827	10,898	2,379,251
DEPRECIATION				
At 1 April 2020	869,480	280,738	6,788	1,157,006
Charge for year	20,662	19,812	1,027	41,501
	<u>890,142</u>	<u>300,550</u>	<u>7,815</u>	<u>1,198,507</u>
At 31 March 2021	890,142	300,550	7,815	1,198,507
NET BOOK VALUE				
At 31 March 2021	<u>1,155,384</u>	<u>22,277</u>	<u>3,083</u>	<u>1,180,744</u>
At 31 March 2020	<u>1,176,046</u>	<u>40,194</u>	<u>3,075</u>	<u>1,219,315</u>

The Trustees of the Forum undertook a revaluation of the property lease at the Forum, Trafalgar Road, London SE10 9EQ with the leasehold tenure noted as 99 years from 1 December 1986 in respect of the community building, and a lease dated 29 February 1996 for a period of 99 years for the main building, with the valuation carried out by Andrew Youens and Company Ltd, Chartered Surveyors and Registered Valuers. The market value of the property was noted as £1.235 million as at 31 March 2017 and taking into account the overall position, the trustees consider the depreciated value of the long leasehold of £1.238 million as shown in the accounts here to be stated at an appropriate level as at 31 March 2020 also.

THE FORUM @ GREENWICH

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Prepayments	2,800	-
	<u>2,800</u>	<u>-</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	13,244	23,548
VAT	599	1,179
Payments received in advance	5,657	224
Other creditors	328	613
Net wages payable	11	9
Accrued expenses	2,500	2,500
	<u>22,339</u>	<u>28,073</u>

11. MOVEMENT IN FUNDS

	At 1.4.20	Net	Transfers	At
	£	movement	between	31.3.21
		in funds	funds	£
		£	£	
Unrestricted funds				
General fund	91,509	136,636	(33,426)	194,719
Restricted funds				
Restricted Funds	1,173,345	(48,686)	33,426	1,158,085
	<u>1,264,854</u>	<u>87,950</u>	<u>-</u>	<u>1,352,804</u>

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

	Incoming	Resources	Movement
	resources	expended	in funds
	£	£	£
Unrestricted funds			
General fund	412,620	(275,984)	136,636
Restricted funds			
Restricted Funds	1	(48,687)	(48,686)
	<u>412,621</u>	<u>(324,671)</u>	<u>87,950</u>

THE FORUM @ GREENWICH

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021**

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General fund	90,900	(47,048)	47,657	91,509
Restricted funds				
Restricted Funds	1,196,708	24,294	(47,657)	1,173,345
TOTAL FUNDS	<u>1,287,608</u>	<u>(22,754)</u>	<u>-</u>	<u>1,264,854</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	344,231	(391,279)	(47,048)
Restricted funds			
Restricted Funds	58,250	(33,956)	24,294
TOTAL FUNDS	<u>402,481</u>	<u>(425,235)</u>	<u>(22,754)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General fund	90,900	89,588	14,231	194,719
Restricted funds				
Restricted Funds	1,196,708	(24,392)	(14,231)	1,158,085
TOTAL FUNDS	<u>1,287,608</u>	<u>65,196</u>	<u>-</u>	<u>1,352,804</u>

THE FORUM @ GREENWICH

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 MARCH 2021

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	756,851	(667,263)	89,588
Restricted funds			
Restricted Funds	58,251	(82,643)	(24,392)
TOTAL FUNDS	<u>815,102</u>	<u>(749,906)</u>	<u>65,196</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2021.

THE FORUM @ GREENWICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	144,157	58,249
Covid-19 government grants	94,157	-
	238,314	58,249
Other trading activities		
Fundraising events	60	1,565
Investment income		
Rents received	164,723	300,652
Interest income	15	505
	164,738	301,157
Charitable activities		
Café & catering income	253	10,182
Other income		
Other income	9,256	31,328
	412,621	402,481
Total incoming resources		
EXPENDITURE		
Raising donations and legacies		
Grant related expenditure and similar	14,393	8,562
Other trading activities		
Purchases	674	10,118
Investment management costs		
Room Expenses	5,595	1,653
Charitable activities		
Wages	157,248	220,576
Social security	6,798	12,271
Pensions	2,842	3,685
Hire of plant and machinery	2,233	3,282
Rates and water	1,402	1,476
Insurance	12,885	10,127
Light and heat	27,889	38,634
Telephone	5,992	4,904
Postage and stationery	891	2,546
Advertising and marketing	-	85
Carried forward	218,180	297,586

This page does not form part of the statutory financial statements

THE FORUM @ GREENWICH

DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Charitable activities		
Brought forward	218,180	297,586
Sundries	782	1,360
Repair & Maintenance	30,032	40,711
Computer expenses	7,471	4,383
Staff expenses	430	2,914
Legal and professional	149	3,045
Payroll services	1,027	1,343
Vending Machine	(46)	8,121
Long leasehold	20,662	20,662
Fixtures and fittings	19,813	19,592
Computer equipment	1,027	1,025
	299,527	400,742
Support costs		
Finance		
Bank charges	1,096	1,660
Governance costs		
Accountancy and legal fees	3,386	2,500
Total resources expended	324,671	425,235
Net income/(expenditure)	87,950	(22,754)

This page does not form part of the statutory financial statements