

## **MONKSTOWN COMMUNITY FORUM**

### **Report of the Trustees FOR THE YEAR ENDED 30TH SEPTEMBER 2024**

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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 30th September 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).

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The organisation is a charitable company limited by guarantee, incorporated on 29 June 1995 and registered as a charity in October 1995. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the charity being wound up, members are required to contribute an amount not exceeding £1.

##### **Recruitment and appointment of Trustees**

Unless otherwise determined by the charity in general meeting, the number of Trustees shall not be more than 10 or less than 3. One Trustee elects to retire from office each year at the Annual General Meeting. The Trustee to retire shall be the person who has been longest in office since his/her last election, but as between persons who became Trustees on the same day the person to retire shall be determined by lot. No person other than a Trustee retiring by rotation shall be appointed or reappointed a Trustee at any general meeting unless:

- he/she is recommended by the Trustee
- not less than 14 nor more than 35 clear days before the date appointed for the meeting, notice executed by a member qualified to vote at the meeting has been given to the charity of the intention to propose that person for appointment or reappointment together with notice executed by that person of his/her willingness to be appointed or reappointed.

Subject to Article 35, the Trustees have the power at any time to appoint any person to be a Trustee, either to fill a casual vacancy or as an addition to the existing Trustees. Any Trustee so appointed shall hold office only until the next Annual General Meeting and shall then be eligible for re-election, but shall not be taken into account in determining the Trustee who is to retire by rotation at such meeting.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in the notes of the accounts.

##### **Trustee induction and training**

Most Trustees are already familiar with the work of the charity and the community. Any new Trustees are advised of the obligations of Trustees, the Memorandum and Articles of the charity, resourcing, and the current financial position as set out in the latest published accounts, and any future plans and objectives.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Company number**

NI029711 (Northern Ireland)

##### **Registered Charity number**

102033

##### **Registered office**

18 Monkstown Village Centre  
Monkstown Road  
Newtownabbey  
Co. Antrim  
BT37 0HS

## **MONKSTOWN COMMUNITY FORUM**

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#### **Trustees**

Mr Stephen James Acheson  
Mrs Gina Marion Baxter  
Mr Brian Hunter  
Mr Clifford William Lyons  
Mr John Gault Mc Conaghie  
Mr Peter Thomas Morrow (appointed 11/3/2024)  
Mr Alan Robert Taylor

#### **Company Secretary**

Mr Alan David Johnston

#### **Independent Examiner**

M.B.McGrady & Co  
Chartered Accountants  
Suite 2B  
Cadogan House  
322 Lisburn Road  
Belfast  
Co. Antrim  
BT9 6GH

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#### **RISK MANAGEMENT**

The major risks to which the charity is exposed, as identified by the Trustees, have been reviewed.

#### **Organisational structure**

The charity has a Board of 7 Trustees who meet regularly and are responsible for the strategic direction and policy of the charity. All major decisions are undertaken by the Board, while day to day responsibility for the provision of services rests with the Company Secretary. The Company Secretary is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

#### **Objectives and activities**

Our charity's purposes, as set out in the objects contained in the charity's Memorandum, are to promote the public benefit of urban regeneration in the Monkstown area and its environs. The aims of our charity are to develop and maintain a multi-purpose facility which will be a focal point for residents and will aim to provide sustainable opportunities, facilities and services to groups and individuals in the Monkstown area. Our aims fully reflect the purposes that the charity was set up to further.

We review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months and helps us ensure our aims, objectives and activities remain focused on our stated purposes.

Our main objectives for the year continued to be job creation, provision of training and the development of entrepreneurial activity. The strategies we used to meet these objectives included:

- providing and maintaining a multi-purpose facility in the community; and
- providing funds generated from the above to local organisations to help them with urban regeneration.

The Trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the company's aims and objectives.

#### **Principal activities**

Our main activity this year involved the provision and maintenance of a multi-purpose facility which provides a variety of services and resources to the community. This in turn generated funds which we were able to donate to local organisations if the opportunity or need arose.

#### **Achievements and performance**

As a project promoter of the Areas at Risk programme, Monkstown Community Forum made contributions totalling £17,400 (2023: £17,600) - see Note 12 to the Financial Statements) to Monkstown Village Initiatives for the delivery of: youth work, cognitive behavioural therapy and gardening programmes for the benefit of the Monkstown community. This was funded by Antrim & Newtownabbey Borough Council and the Department of Communities. These programmes have both prevention and intervention at their core. They have enabled trained staff to engage at a significant level with various local "at risk" and "vulnerable" groups and individuals.

#### **Financial review**

Against the backdrop of the current economic climate, the charity incurred net outgoing resources of £4,546 (2023: net outgoing resources of £60,214. An amount of £25,700 was transferred from the capital grant reserve to the general reserve which is in line with the depreciation rate used for Land and Buildings.

#### **Principal funding sources**

The main income generated by the charity is from rental and service charge income arising from the letting of units at the multi-purpose facility. In addition, a total of £1,285,000 was received and held in capital grant reserves from Newtownabbey Local Strategy Partnership, International Fund for Ireland, Groundwork NI and Antrim & Newtownabbey Borough Council for the purposes of the charity. This fund is reduced over the useful economic life of Land and Buildings in line with depreciation.

## MONKSTOWN COMMUNITY FORUM

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FOR THE YEAR ENDED 30TH SEPTEMBER 2024

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#### Reserves policy

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed to planned maintenance or purchase of fixed assets should be between 3 and 6 months of expenditure. Budgeted expenditure for 2024/25 is £230,716 while closing general reserves as at 30 September 2024 are £544,573. These reserves are required to meet the working capital requirements of the charity and the Trustees are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding or tenants.

#### Plans for future periods

The charity plans to continue the activities outlined above in the forthcoming years. The Trustees will continue to review and assess any opportunities that may arise which will further the charity's purpose of promoting the public benefit of urban regeneration in Monkstown.

Approved by order of the board of trustees on 10th February 2025 and signed on its behalf by:



Mr John Gault Mc Conaghie - Trustee