

Charity registration number: 1168220

Company registration number: 9210780

**Penparcau Community Forum Ltd
(a company limited by guarantee)**

**Report of the Trustees and
Unaudited Financial Statements
for the year ending 30 September 2021**

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Penparcau Community Forum Ltd (a company limited by guarantee)

Legal and administrative information

Charity registration number	1168220
Company registration number	9210780
Registered office and principal address	Penparcau Community Centre Penparcau Road Penparcau Aberystwyth Ceredigion SY23 1RU
Website	www.facebook.com/PenparcauCommunityForum
Trustees	Dylan Jones (to September 2021) Eva De Visscher (to September 2021) George Barratt (to 14 January 2020, from December 2021) Susan Thomas (to January 2022) Samantha Hearne Kelvin Jones Rhian Jones (to August 2021) Nicola Rees (to February 2021) Patricia Griffiths (to May 2021) Jennifer Jenkins (provisional) Wendy Hughes (from August 2021) Dave Slinger (from February 2022) Jeanette Slinger (from February 2022)
Key staff: Forum Manager	Sam Owain Hughes-Evans
Finance Officer	Kate Williams to 31/12/20, Sue Fisher from January 2021
Volunteer & Events Co-ordinator	Julie Thomas to 31st July 2020
Local Conversations Officer	Andra Jones to 16/1/20 Clare Jackson to June 2021 Michelle Pierrepoint from August 2021 Rochelle Colman from November 2021
Cafe Manager	Lisa Holmes to July 2021, Mathew Rose from October 2021
Caretaker	Jonathan Evans to June 2021, Anthony Taylor from July 2021
Armed Forces Peer Support Mentor	Colin Jones MBE to September 2021
Independent examiner	Mark Baker FCCA Davies Lewis Baker 31 Bridge Street, Aberystwyth, Ceredigion, SY23 1QB
Bankers	Natwest plc Aberystwyth Branch, PO Box 5, Owain Glyndwr Square Aberystwyth, Ceredigion, SY23 2NB

Penparcau Community Forum Ltd (a company limited by guarantee)

Penparcau Community Centre, Penparcau, Aberystwyth, Ceredigion SY23 1RU

Company No: 09210780 Charity No: 1168220

Trustees' Report

1 October 2020 – 30 September 2021

The Trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 30th September 2021, which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

Mission Statement

Penparcau Community Forum Ltd are a community-based charity who actively engage with the community of Penparcau to develop sustainable and inclusive community activities and facilities for the benefit of all.

Our Charitable Objects:

- A. To promote for the benefit of the inhabitants of Penparcau without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for arts, culture, recreation and other leisure time occupations with the objects of improving the conditions of life of the said inhabitants.
- B. To establish or secure the establishment of a community centre (hereinafter called 'the centre') and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects.

Our Vision

To be a catalyst for connecting the community with other groups and sectors who determine and influence our future through enabling our community's needs to be heard and in turn be empowered to deliver a better Penparcau for all.

- To be trusted and valued as a charity that makes a real difference in our community.
- To represent all who need to be heard in Penparcau.
- To develop a positive image and strong identity for Penparcau.
- To be open, inclusive and accountable to our community.
- To strive towards good governance.
- To be financially sustainable.
- To respond as quickly as possible to new ideas.
- To be a respected and significant employer in Penparcau.
- To create opportunities for volunteering within the community.
- To empower our community to come together.
- To increase the skills of our residents, especially our young people.
- To utilise the power of social media as an engagement tool.

Trustees' Report continued

Organisational Background

The community of Penparcau is a large housing estate on the outskirts of Aberystwyth, Ceredigion. The whole area consists of over 1,200 homes with approximately 3,100 people within the wards of Penparcau 1 and Penparcau 2 (both LSOAs fall within the top 30% deprived wards identified in the overall score - WIMD August 2014). In addition, 40% of our 800 children and young people live in poverty (End Child Poverty Report).

Penparcau Community Forum Ltd is a Company Limited by Guarantee and registered charity that aims to enable residents and organisations to take full advantage of funding and resources available to the area, together with co-ordinating and organising community events and being a voice for the long-term needs of Penparcau. The Forum acts as a conduit for much needed funding for the area and works closely with statutory and voluntary agencies to make this happen.

The Forum would like to thank the People's Health Trust as they were instrumental in helping us to develop our 'Area Plan' through funding our 'Local Conversations' programme that ascertained what the community wanted to make Penparcau a better place for all. The resulting area plan and subsequent revisions (which continue to be funded by the People's Health Trust) is based on five identified community priorities. These included; 1. building and managing a new Community Centre, 2. developing the Youth Forum, 3. developing Community Transport links including use of the community Minibus, 4. developing the Environment group and 5. developing Education and Skills opportunities.

The Forum would also like to thank the National Lottery Community Fund following their successful grant application. This funding (£498,894 to November 2023) has enabled the Forum to employ extra staff and continue to develop the community centre and café for the use by the local community.

In addition, we have over 70 volunteers registered with the Forum and have upskilled many of them in food hygiene, minibus driving, First Aid, child protection and in the use of a defibrillator.

Penparcau Community Forum Ltd and Charity consists of the following experienced local individuals:

Kelvin Jones (Chairman): after a twelve-year career in the Royal Navy, he returned to Aberystwyth and worked for MANWEB / Scottish Power as a Logistic Team Leader for Aberystwyth and Oswestry District. He was later recruited by an IT company as an implementation consultant and worked throughout the UK and Ireland. At a local level, he joined Aberystwyth Sea Cadets in 1982 as an Instructor and worked up to the Commanding Officer role. He also worked for the Forum's predecessor Communities First in Penparcau and was a member of the Aberystwyth Youth Forum. Along with others, he set up the previous Forum in Penparcau that introduced various events to the community. In addition, he is a Community Governor in Penglais School, a position he has held for over 6 years.

Sam Hearne (Trustee) is an Administration Officer for Lifestyle Services and Business Support with Ceredigion County Council. She is a member and Treasurer for the Royal British Legion Aberystwyth Branch. An elected councillor for Aberystwyth Town Council from 2008-2012, she was Deputy Mayor in 2009, Mayor 2010 and Deputy Mayor again in 2011. Married with two grown up children, she attended Penparcau primary school.

George Barratt (Trustee) is a British Army veteran. He is a retired painter and decorator who has worked all over the UK and overseas. He is currently the Chairman of the Ceredigion Sea Angling Coaching Project working with vulnerable young people. He has extensive knowledge of local businesses, tradespeople and fundraising.

Trustees' Report continued

Jeanette Slinger (Trustee) Is a foster carer who has looked after 29 foster children. In Jeannette's spare time, she creates some unique crafts which have appeared at the Forum during various events. Jeanette lived in Penparcau for 24 years and built relationships up with key members of the community which has and will continue to benefit the Forum.

David Slinger (Trustee) works at a local primary school in a department that focuses on teenagers with behaviour issues. Dave Slinger has experience coaching sport to different age groups and lived in Penparcau for 24 years. Dave Slinger has built relationships up with key members of the community which has and will continue to benefit the Forum.

Wendy Hughes (Trustee) is originally from Aberystwyth, has experience in the banking sector and was working with Nationwide Building Society from 1979 to August 2021. Wendy has an interest in gardening, walking and knitting. Additionally, Wendy volunteers as a part of the current PAT team.

Jenny Jenkins is a provisional Trustee who was a police officer for Dyfed Powys Police force. Jenny has gained some strong links over the years which has enabled her to be a highly respected individual which is certainly valuable to the hub. Jenny also works on the PAT team at the Forum which is responsible for delivering donations of food to the Penparcau residents facing food poverty.

Appointment of trustees

At every Annual General Meeting, one-third of the Trustees shall retire and may offer themselves for re-election. The trustees to retire shall be those trustees longest in office since their last election. Trustees will be elected annually by the members at the Annual General Meeting of the Charity. Retiring trustees shall be eligible for re-election without further nomination. If there is a choice between retiring trustees of equal service, it shall be made by drawing lots.

Invitations for nominations for the position of trustee will be sent to all Members with the notice of the Annual General Meeting. Completed nominations will be accepted up to seven days before the date of the meeting. All nominations require the signature of the nominated person and the signature of a proposer and seconder all of which shall be Members of the Charity.

Unless otherwise determined by the Charity in General Meeting, the number of trustees shall be not less than four.

The trustees may at any time co-opt any person to the Board of Trustees, whether or not they are a member of the charity, provided that the maximum number prescribed in these Articles is not exceeded and that no more than three such co-options shall be made between one Annual General Meeting and the next. All persons so co-opted shall retire at the Annual General Meeting following their co-option but shall be eligible to be re-appointed thereafter.

As set out in the Articles of Association, the Chair of the trustees is nominated by trustees at the AGM.

The day to day running of the organisation is implemented through the following staffing structure:

Forum Manager – Sam Hughes-Evans (full time)

- Sam Hughes-Evans started in the Forum in September 2021 following the departure of the previous Forum Manager, Karen Roberts.

Finance Officer – Sue Fisher (part time)

- Sue has been with the Forum since January 2021.

Trustees' Report continued

Local Conversations Officers (part time)

- Rochelle Colman joined the Forum in November 2021.
- Michelle Pierrepoint joined the Forum in August 2021

Café Manager – Mathew Rose (full time)

- Mathew Rose joined the Forum in October 2021

Caretaker – Anthony Taylor (part time)

- Anthony joined the Forum in July 2021

In addition, the Forum runs a Facebook page and has a Twitter account. These social media outlets greatly assist the charity in their day-to-day work and informs the community of developments daily. The website is also a great tool for archiving and informing the community of Penparcau.

Financial Review

Due to Covid, the Forum observed a significant decrease in income generation from community use and the hiring of facilities however, covid based grants made up for most of the lost income which the Forum is grateful for. During the year to 30 September 2021 total net income from unrestricted sources was £11,039.

Additionally, the Forum was able to rely on continuous funding from the National Lottery and the Peoples Health Trust which ensured staff remain in place and that utility costs were covered.

Reserves policy and going concern

Penparcau Community Forum is a registered Charity providing community-based activities for the residents of Penparcau in order to improve their well-being.

Most of the income is from grants and earned income is mainly from the hire of the facilities at the community centre.

Penparcau Community Forum Board discussed the following factors in arriving at their reserves policy:

- Money should be kept in reserve only for specific reasons
- It is prudent to keep 2 to 3 months running costs in reserves (£4,000)
- It would also be good to have money in reserves to cover future repairs and maintenance work (£1,000)
- To cover two to three months' wages if there is any unexpected gap in grant funding (£20,000)

Policy: Penparcau Community Forum aims to keep approximately two to three months' running costs in reserves plus an amount to cover repairs and maintenance costs and wages (maximum of £25,000). To achieve this we aim to put £3,000 per year into reserves from earned income until that level is achieved. At 30 September 2021, the level of reserves held was £10,000, with £3,000 put into reserves at Year End as per the Forum's reserves policy. As such, the reserves carried forward to 2021-2022 stand at £13,000.

Trustees' Report continued

Objectives and Activities

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Our five community priorities are:

1. sustaining the new Community Centre
2. developing the Youth Forum
3. developing community transport links
4. developing the Environment group
5. develop Education and Skills opportunities

The Forum is a registered charity, number 1168220, and is constituted as a not-for-profit company limited by guarantee, number 09210780. The trustees are local people who are dedicated to making Penparcau a better place for all. New trustees are appointed by the existing trustees and serve for three years after which they may put themselves forward for re-appointment, with no more than three trustees due for re-appointment in any one year.

At the trustees' meetings', the trustees agree the broad strategy and areas of activity for the Forum. The day-to-day administration of the forum is delegated to the Forum Manager and part-time staff who report back to the trustees on progress towards our stated priorities above which is primarily at our monthly trustees' meetings.

Our community-based activities during 2020/21 can be summarised as:

- Halloween 2021: the Forum organised a very successful party for the young children of Penparcau with over 80 in attendance and a great success for all involved (numbers were restricted due to covid).
- Christmas Party 2021: The Forum was again involved with volunteers in organising a party in our community Hub for young children and local parents, with over 100 in attendance.
- Christmas Fayre and Christmas Lights 2021: this was held at our community Hub with many stalls and a very popular Santa's Grotto.
- Easter Egg Hunt 2021: Due to covid restrictions being in place, children were asked to draw a Easter picture, display on their living room windows and those who took part received an Easter egg dropped off at their home.

Due to the Covid-19 pandemic, a Penparcau Action Team (PAT) was set up to help distribute and deliver surplus foods and medication to residents. We have worked in tandem with local health surgeries and supermarkets to achieve this and have received numerous expressions of gratitude from vulnerable people within the community.

Since the project was initiated, the PAT team have observed a significant increase in referrals which has proven a need for the project to continue. The Hub are now working towards developing the PAT team to ensure that it continues to support the residents facing daily struggles

We work with Aber Food Surplus in distributing surplus foods from our local Marks & Spencer, Tesco, Lidl and Morrison's stores.

Many of our regular community events have had to be placed on hold due to the pandemic and Government guidelines.

Trustees' Report continued

Local Conversation Officers continued to keep in touch with residents whenever possible. A gardening project in the community has proven to be very popular with the residents of Penparcau who have helped where possible. This has helped transform the Hub grounds into an area that residents are proud of. A Steering Group has been in place so that locals can inform the Board of things that they would benefit from.

The original Hub building plan included an annexe for heritage work and meetings but this wasn't completed at the same time as the main extension for various reasons. This work has now been completed and is used primarily as a base for the Penparcau Action Team, but also for youth activities and on hire to local organisations.

Due to the lack of a focal point for grounds and artisan activities, Big Lottery funding was achieved for a new shed within the Hub compound. This has provided a base not only for the caretaker but also for volunteer gardeners and bike mechanics who have worked with the community.

The hub continues to invite a diverse range of residents with opportunities to volunteer in various departments here at the hub. The cafe and kitchen have now reopened which has invited members of the public to the stop by for food and beverages. The Forum intends on re-opening the Youth Forum on Friday 13th May 2022. Room hire is now available, and the Forum has seen a significant increase in demand for room hire since covid restrictions eased.

Over the year we were successful in securing funding from the following organisations:

People's Health Trust, National Lottery, Aber Instruments, Aberystwyth Business Club, Anwyl Construction, Arnold Clarke Community Fund, Barcud, Blakemore Foundation, Ceredigion County Council, CrEECK, EcoEnergy Experts, Millennium Stadium Charitable Trust, NISA, The Co-operative and West Wales Housing Association.

Additionally, we are extremely grateful to have received kind donations from private individuals who were keen to support various projects such as the Penparcau Action Team.

The total grants raised for the year were £257,808 per the accounts.

The minibus and grant-funded ride-on mower have been utilised throughout the year and volunteers continue to be trained to MIDAS level which allows them to drive the minibus.

Penparcau Youth Forum is presently for 11-18 year-olds. Most of their activities were suspended due to the pandemic.

The 'Nature of our Village' project (funded by the Nineveh Trust, the Banister Charitable Trust, the Thriplow Charitable Trust and D'Oyly Carte Company) set out to significantly increase how much we know about wildlife in Penparcau by involving local people in learning how to recognise and look after the nature of our area. It began in November 2015 as a partnership between the Penparcau Community Forum, the West Wales Biodiversity Information Centre and the Wildlife Trust for South and West Wales. It is a 5-year project and is run by Chloe Griffiths, an Ecologist living in Penparcau.

Trustees' Report continued

Chloe Griffiths co-ordinated and led a programme of community-based activities with volunteers and people of all ages up until the first Covid-19 lockdown in March 2020. This work included surveys on birds, reptiles, amphibians and dragonflies to name but a few. The group were involved in recording as much as possible of our local wildlife and also took part in some restoration work to enable wildlife to thrive on some local farmhouse ruins on Pen Dinas. The project lead presented regularly at meetings of the Wildlife Trust to share updates from the project and recruit new members, as well as advertising upcoming sessions to a wider audience. During the pandemic months, some activities were able to continue but mostly by individuals following social distancing guidelines and working alone or in family groups.

Local organisations continue to use the hub's facilities which contributes to the annual income of the hub. Since covid restrictions have been lifted, organisations including the Forum have been able to deliver education activities, family fun events, and a wide range of courses to upskill residents who live in Penparcau.

Social Media: Through our Facebook and Twitter accounts, we encourage anyone who lives or works in Penparcau, or who has roots in the village to let us know what they want and to get involved. These are powerful tools for community engagement and are very successful in informing and encouraging volunteers to be involved.

It is worth noting that all the above could not have been achieved without our fantastic volunteers and we thank them for all their hard work and dedication. Moreover, we would encourage anyone who has either a good idea or the time to lend a hand as a volunteer (or both) to visit or ring us. They'll get a great deal out of it and will be helping many others in our community. The challenges we face:

The future will largely be determined by the Nation's response to the Covid-19 pandemic. Re-opening the Hub is a main objective along with continuing with the very effective Penparcau Action Team (PAT) as an outreach tool.

Finally

We would like to recognise the invaluable financial assistance and support received from the National Lottery Community Fund, the People's Health Trust in London, Blakemore Foundation, Barclays Bank Charities Trust, Banister Charitable Trust, Thriplow Charitable Trust, D'Oyly Carte Company and NINEVEH, and all the local businesses and individuals who continue to support us, as without their funding and support the Forum would struggle to survive within this current financial climate and pandemic.

The Forum would also like to give a special thanks to our community who support the work we do here in Penparcau and are the reason why we exist.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Penparcau Community Forum Ltd for the purposes of company law) are responsible for preparing a trustees' annual report (which also contains a directors' report) and financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard Applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Trustees' Report continued

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Approved by the Board of Trustees

Kelvin Jones (Chair)

Date: 26th May 2022

Penparcau Community Forum Ltd (a company limited by guarantee)

Independent examiner's report to the trustees on the unaudited financial statements of Penparcau Community Forum Ltd

I report to the charity trustees on my examination of the accounts of Penparcau Community Forum Ltd for the year ended 30 September 2021, which are set out on pages 12 to 24.

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 report

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 201 Act. I 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 accounting 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.

Mark Baker

Fellow of the Association of Chartered Certified Accountants

Independent Examiner

Davies Lewis Baker, 31 Bridge Street, Aberystwyth, Ceredigion, SY23 1QB

Date: 13th June 2022

Penparcau Community Forum Ltd (a company limited by guarantee)

Statement of Financial Activities (including income and expenditure account)
for the year ending 30 September 2021

	Note	Year ended 30 September 2021			Year ended 30 September 2020		
		Unrestricted	Restricted	Total funds	Unrestricted	Restricted	Total funds
		funds	funds		funds	funds	
		£	£	£	£	£	£
<i>Income</i>							
Donations and grants	3	21,553	243,587	265,140	28,827	425,473	454,300
Community centre hire		6,662	-	6,662	7,018	-	7,018
Café and catering income		5,318	-	5,318	12,933	-	12,933
Community events and activities		1,374	1,021	2,395	1,220	590	1,810
Boxing club rent		360	-	360	400	-	400
Total income		35,267	244,608	279,875	50,398	426,063	476,461
<i>Expenditure</i>							
Cost of community events and activities	5	(967)	(40,109)	(41,076)	(3,416)	(26,154)	(29,570)
Café and catering costs		(2,398)	(53)	(2,451)	(8,439)	-	(8,439)
Donations and grants to others	6	(827)	(1,921)	(2,748)	-	(320)	(320)
Staff costs	7	(6,293)	(133,227)	(139,520)	(2,697)	(122,178)	(124,875)
Property and equipment costs	8	(1,684)	(15,121)	(16,805)	(23,184)	(47,017)	(70,201)
Cost of new buildings and improvements	9	-	(99,847)	(99,847)	-	(102,767)	(102,767)
Administration expenses	10	(12,059)	(14,730)	(26,789)	(12,070)	(10,827)	(22,897)
Total expenditure		(24,228)	(305,008)	(329,236)	(49,806)	(309,263)	(359,069)
Net income / (expenditure)	11	11,039	(60,400)	(49,361)	592	116,800	117,392
Transfers between funds	17	18,150	(18,150)	-	11,325	(11,325)	-
Net movement in funds		29,189	(78,550)	(49,361)	11,917	105,475	117,392
Total funds brought forward		94,745	164,927	259,672	82,828	59,452	142,280
Total funds carried forward		123,934	86,377	210,311	94,745	164,927	259,672

Notes 1 to 23 form an integral part of these accounts.

Penparcau Community Forum Ltd (a company limited by guarantee)

Balance Sheet as at 30 September 2021

Note	30 September 2021			30 September 2020			
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds	
	£	£	£	£	£	£	
Fixed assets:							
Tangible assets	13	56,649	11,080	67,729	54,017	13,850	67,867
Current assets:							
Stock		1,221	-	1,221	50	-	50
Debtors	14	1,120	-	1,120	40	-	40
Cash at bank and in hand		65,744	80,020	145,764	41,934	159,837	201,771
Total current assets		68,085	80,020	148,105	42,024	159,837	201,861
Liabilities:							
Creditors falling due within 1 year	15	-	(483)	(483)	(96)	(4,060)	(4,156)
Net current assets		68,085	79,537	147,622	41,928	155,777	197,705
Total assets less current liabilities		124,734	90,617	215,351	95,945	169,627	265,572
Accruals and deferred income	16	(800)	(4,240)	(5,040)	(1,200)	(4,700)	(5,900)
Net assets		123,934	86,377	210,311	94,745	164,927	259,672
The funds of the charity:							
Restricted income funds	17		86,377			164,927	
Unrestricted income funds	18		123,934			94,745	
Total charity funds			210,311			259,672	

Notes 1 to 23 form an integral part of these accounts

**Penparcau Community Forum Ltd
(a company limited by guarantee)**

Balance Sheet as at 30 September 2021 continued

For the year ended 30th September 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the trustees on 12th May 2022 and signed on their behalf by:

K Jones
Trustee

Company registered number 9210780

Notes 1 to 23 form an integral part of these accounts

Notes to the accounts for the year ending 30 September 2021

1 Accounting policies

a) Basis of preparation

The financial statements have been prepared under the historical cost convention, and in accordance with applicable UK accounting standards, the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

c) Donated services and facilities and gifts in kind

Gifts in kind and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102) time donated by volunteers is not recognised. Refer to the trustees' annual report for more information about the contribution of volunteers.

On receipt, donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

d) Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the Trust's work or for specific projects being undertaken by the charity.

e) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified according to the type of expenditure.

Irrecoverable VAT is charged as an additional cost of the related expenditure.

f) Operating leases

Penparcau Community Forum Ltd lease the boxing club premises owned by the county council to operate as a community centre, for a period of 21 years to 24 February 2036. Rent of £250 per annum is paid to the council and

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charged on a straight line basis over the term of the lease. Any improvements to the premises are charged in the income and expenditure account when incurred.

g) Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Equipment, fixtures and fittings	10% - 25% per year
Motor vehicles	10% per year

Improvements to leasehold property are not capitalised as the lease restriction on the use of the building to sports and community use render its recoverable amount likely to be NIL.

Defibrillators supplied to Penparcau village and maintained by Penparcau Community Forum Ltd are not capitalised.

h) Stock

Stock is measured at the lower of cost and selling price less cost to complete and sell.

i) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

j) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

k) Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

l) Pensions

The charity is a member of the National Employment Savings Trust (NEST) defined contribution pension scheme. Employees of the charity are enrolled in the scheme unless they exercise their right to opt out of scheme membership. At the beginning of the year contributions to NEST were made by the employer only, at a rate of 5% of salary. During the year, employees started to make contributions themselves of 3% of salary. The charity has no liability beyond making its contributions. The contributions made for the year are included in staff costs and disclosed in notes 7 and 11 to the accounts. Pension contributions are charged as an expense of the same fund as that charged with the salary of the relevant employee.

2 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. Every member of the company promises to pay £1 towards the costs of dissolution and the liabilities incurred by the company whilst they were a member, in the event of the charity being wound up while they were a member or within one year after they cease to be a member. The company is registered in England & Wales and its registered office is situated in Wales, at Penparcau Community Centre, Penparcau Road, Penparcau, Aberystwyth, Ceredigion, SY23 1RU.

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Notes to the accounts for the year ending 30 September 2021

3 Income from donations and grants

	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Donations	5,087	2,245	7,332	3,998	228	4,226
Carmarthenshire CC	-	14,000	14,000	-	24,000	24,000
Ceredigion CC	10,000	3,300	13,300	-	250	250
Welsh Government Community Facility Programme	-	-	-	-	201,750	201,750
Other government grants	3,716	-	3,716	-	-	-
Grants from trusts:						
People's Health Trust	-	65,125	65,125	-	53,359	53,359
The National Lottery	-	142,742	142,742	-	123,583	123,583
Other trusts	2,750	16,175	18,925	24,829	22,303	47,132
	<u>21,553</u>	<u>243,587</u>	<u>265,140</u>	<u>28,827</u>	<u>425,473</u>	<u>454,300</u>

Grants received include £10,000 (2020: £23,229) related to the Covid-19 pandemic, supporting the charity and the community it serves.

The community centre is rented from Ceredigion County Council at less than market rent, at £250 pa, but is responsible for the maintenance of the building. No value has been calculated for the donation of facilities associated with this arrangement, as its value to the charity cannot be reliably measured.

Gifts of goods and services supplied by local tradespeople and residents during the year have not been valued as their value cannot be reliably measured.

Gifts of surplus food for distribution received from Tesco, Marks & Spencer and Lidl are not valued as these cannot be reliably measured.

The charity benefits greatly from the involvement and enthusiastic support of its many volunteers. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

Grant income comprises:

	£
Balance of deferred income at 1 October 2020	3,500
Grants received during the year	256,948
Balance of deferred income at 30 September 2021	<u>(2,640)</u>
Grants receivable for the year ended 30 September 2021	<u><u>257,808</u></u>

4 Turnover

Turnover arises from the provision of goods and services, and comprises sales of merchandise and food as disclosed in the Statement of Financial Activities. Amounts are stated including VAT.

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Notes to the accounts for the year ending 30 September 2021

5 Cost of community events and activities

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Unrestricted 2020 £	Restricted 2020 £	Total 2020 £
Events	489	7,608	8,097	1,070	5,683	6,753
Materials and other costs of activities and trips	478	18,923	19,401	151	6,777	6,928
Minibus running costs	-	3,351	3,351	2,195	2,540	4,735
Ecology project costs	-	9,994	9,994	-	10,751	10,751
Defibrillator upkeep	-	233	233	-	403	403
	<u>967</u>	<u>40,109</u>	<u>41,076</u>	<u>3,416</u>	<u>26,154</u>	<u>29,570</u>

6 Donations and grants to others

	2021 £	2020 £
Grants to local associations	<u>2,748</u>	<u>320</u>

7 Staff costs

	2021 £	2020 £
Community centre staff wages	118,815	107,301
Social security costs	8,404	2,199
Employer pension costs	3,711	3,332
	<u>130,930</u>	<u>112,832</u>
Training, travel and other staff and volunteer costs	8,590	12,043
	<u>139,520</u>	<u>124,875</u>

Of this expenditure £6,293 was unrestricted (2020: £2,697) and £133,227 was restricted (2020: £122,178).

No employees had employee benefits in excess of £60,000 (2020: £NIL).

The key management personnel are the trustees, the forum manager, the finance officer, the local conversations officer and the café manager. The total employee benefits of the key management personnel of the charity were £90,752 (2020: £87,398).

The average monthly number of employees during the year was 9 (2020: 7).

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Notes to the accounts for the year ending 30 September 2021

8 Property costs and equipment

	2021	2020
	£	£
Refurbishment of main hall	-	46,815
Other community centre rent and maintenance	12,185	16,382
Equipment	4,620	7,004
	<u>16,805</u>	<u>70,201</u>

9 Cost of new buildings and improvements

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Unrestricted 2020 £	Restricted 2020 £	Total 2020 £
Community centre extension	-	98,857	98,857	-	102,767	102,767
Storage compound	-	990	990	-	-	-
	<u>-</u>	<u>99,847</u>	<u>99,847</u>	<u>-</u>	<u>102,767</u>	<u>102,767</u>

10 Administration expenses

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Unrestricted 2020 £	Restricted 2020 £	Total 2020 £
Insurance	822	2,702	3,524	404	1,893	2,297
Office supplies	471	1,891	2,362	1,153	1,103	2,256
Telephone and internet	-	2,274	2,274	-	2,173	2,173
Publicity	33	1,337	1,370	-	60	60
Accountancy, legal and professional	837	2,954	3,791	888	2,610	3,498
Independent examination	400	800	1,200	1,200	-	1,200
Sundry	96	2	98	228	218	446
Depreciation	9,400	2,770	12,170	8,197	2,770	10,967
	<u>12,059</u>	<u>14,730</u>	<u>26,789</u>	<u>12,070</u>	<u>10,827</u>	<u>22,897</u>

11 Net income/(expenditure) for the year

	2021 £	2020 £
This is stated after charging:		
Operating leases - property rental	250	250
Depreciation	12,170	10,967
Independent examiner's fees:		
Independent examination	1,200	1,200
Payroll services	484	445
Accountancy & other	1,200	1,950
Contributions to a defined contribution pension scheme	3,711	3,332

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Notes to the accounts for the year ending 30 September 2021

12 Corporation Tax

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13 Tangible Fixed Assets

	Fixtures, fittings & equipment £	Minibus £	Total £
Cost			
At 1 October 2020	88,775	27,700	116,475
Additions	12,032	-	12,032
At 30 September 2021	<u>100,807</u>	<u>27,700</u>	<u>128,507</u>
Accumulated depreciation			
At 1 October 2020	34,758	13,850	48,608
Charge for the year	9,400	2,770	12,170
At 30 September 2021	<u>44,158</u>	<u>16,620</u>	<u>60,778</u>
Net book value			
At 30 September 2020	<u>54,017</u>	<u>13,850</u>	<u>67,867</u>
At 30 September 2021	<u>56,649</u>	<u>11,080</u>	<u>67,729</u>

The minibus is restricted to community use according to its original grant conditions. Assets of net book value £56,649 (2020: £54,017) are unrestricted.

14 Debtors

	2021 £	2020 £
Trade debtors	<u>1,120</u>	<u>40</u>

15 Creditors falling due within 1 year

	2021 £	2020 £
Trade creditors	483	900
Taxation & social security costs	-	1,336
Other creditors	-	1,920
	<u>483</u>	<u>4,156</u>

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Notes to the accounts for the year ending 30 September 2021

16 Accruals and deferred income

	2021	2020
	£	£
Deferred income (note 3)	2,640	3,500
Accruals	2,400	2,400
	5,040	5,900

Deferred income comprises grants received in advance of the grant budget period.

17 Movement in restricted funds

	Balance				Balance
	1 Oct			Transfers	30 Sept
	2020	Income	Expenditure	out	2021
	£	£	£	£	£
People's Health Trust Local					
Conversations Grant	12,945	65,125	(55,242)	(2,000)	20,828
The National Lottery Community Fund	10,545	100,497	(98,124)	(2,000)	10,918
National Lottery (Penparcau Action Team)	-	43,148	(14,598)	-	28,550
Armed Forces Veterans Hub:					
- Carmarthenshire CC	12,063	11,500	(15,013)	(8,550)	-
- Armed Forces Covenant	254	4,000	(4,254)	-	-
- Veterans' Foundation	-	5,000	(5,000)	-	-
- Other	-	175	(175)	-	-
Welsh Government Community Facility Programme	98,983	-	(98,983)	-	-
Reaching Wider: North and Mid Wales Partnership	4,537	-	-	-	4,537
Nature in the Village	1,580	5,800	(7,380)	-	-
Youth forum	5,988	539	(246)	-	6,281
History group	1,006	-	-	-	1,006
Other funds	3,176	8,824	(3,223)	(5,600)	3,177
Fixed assets	13,850	-	(2,770)	-	11,080
	164,927	244,608	(305,008)	(18,150)	86,377

The transfer of £8,550 from the Carmarthenshire CC grant for the armed forces veterans' hub to the general fund in unrestricted funds represents internal charges for the use by the project of the charity's own facilities.

The transfers from the People's Health Trust Local Conversations Grant, The National Lottery Community Fund, and other funds totalling £9,600 to the unrestricted fixed assets fund represents the use of restricted funds on purchase of fixed assets.

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Notes to the accounts for the year ending 30 September 2021

17 Movement in restricted funds (continued)

Name of restricted fund	Description, nature and purposes of the fund
People's Health Trust Local Conversations Grant	To enable the Forum to identify the community's needs and implement the subsequent 'Area Plan'
The Big Lottery Fund: People and Places 2: Penparcau Youth Project	To deliver a range of recreational and educational activities for young people
National Lottery Community Fund	To deliver a range of activities and events from the Penparcau Hub, to break down barriers to isolation and inclusion, improve health and wellbeing, learn new skills and develop citizenship by taking responsibility for their own community
National Lottery (PAT)	To support the vulnerable in the community through a meals-on-wheels service and distribution of food surplus; to construct a large shed connected to utilities for storage and community workshops.
Armed Forces Veterans Hub	To coordinate and facilitate activities for Veterans at the Penparcau Hub to reduce social isolation, provide mentoring support and signposting to specialist support where necessary and provide training opportunities for Veterans and their families in Ceredigion
Welsh Government Community Facility Programme	To construct an annexe to the Community Centre and refurbish the existing building in order to extend the available community space and develop an exhibition area
Reaching Wider: North and Mid Wales Partnership	To enable Penparcau Community Forum to deliver a pilot programme of activities with Penparcau Football club plus online delivery of short science courses for juniors from Penparcau
Nature in the village project	To support a wildlife research project conducted by the ecology group
Youth forum	To support the activities of the youth forum
History group	To support the activities of the history group

18 Movement in unrestricted funds

	Balance 1 Oct 2020 £	Income £	Expenditure £	Transfers in £	Balance 30 Sept 2021 £
Designated funds:					
Minibus	4,945	-	-	-	4,945
Unrestricted funds:					
Fixed assets	54,017	-	(9,400)	12,032	56,649
General fund	35,783	35,267	(14,828)	6,118	62,340
	<u>94,745</u>	<u>35,267</u>	<u>(24,228)</u>	<u>18,150</u>	<u>123,934</u>

The purpose of the minibus designated fund is to finance the future maintenance and replacement costs of the minibus.

Transfers to the unrestricted fixed assets fund are of £9,600 from restricted funds and £2,432 from the general fund, on the purchase of additions to the fixed assets.

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Notes to the accounts for the year ending 30 September 2021

19 Analysis of net assets between funds

Analysis of net assets between funds at 30 September 2021

	Unrestricted funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	56,649	11,080	67,729
Cash at bank and in hand	65,744	80,020	145,764
Other net current assets/(liabilities)	2,341	(483)	1,858
Accruals and deferred income	(800)	(4,240)	(5,040)
	<u>123,934</u>	<u>86,377</u>	<u>210,311</u>

Analysis of net assets between funds - previous year

	Unrestricted funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	54,017	13,850	67,867
Cash at bank and in hand	41,934	159,837	201,771
Other net current assets/(liabilities)	(6)	(4,060)	(4,066)
Accruals and deferred income	(1,200)	(4,700)	(5,900)
	<u>94,745</u>	<u>164,927</u>	<u>259,672</u>

20 Operating leases – as lessee

At 30 September 2021 the charity had total future minimum lease payments under non-cancellable operating leases as follows:

	2021	2020
	£	£
not later than one year	250	250
later than one year and not later than five years	1,000	1,000
later than five years	2,250	2,500
	<u>3,500</u>	<u>3,750</u>

Lease payments charged to income and expenditure during the year were £250 (2020: £250).

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21 Operating leases – as lessor

The terms of the head-lease of the community centre occupied by the charity include a sub-lease of part of the community centre to be used exclusively as a boxing club. The rent of the sub-lease is £250 per year and £150 a year electricity rent, recognised on a straight line basis over the term of the lease. At 30 September 2021 the total future minimum lease payments for this lease were:

	2021	2020
	£	£
not later than one year	400	400
later than one year and not later than five years	1,600	1,600
later than five years	3,600	4,000
	<u>5,600</u>	<u>6,000</u>

22 Capital commitments

At 30th September 2021 the charity had entered into contracts to build a shed at the community centre, of which £26,559 works had yet to be completed (2020: £98,983).

23 Related party transactions and trustees' expenses and remuneration

The charity trustees were not paid or received any other benefits from employment with the Trust or its subsidiary in the year (2020: £NIL), other than those received on the same basis as other participants in Penparcau Community Forum Ltd activities. No expenses were reimbursed to any trustees during the year (2019: £NIL).

The charity made contributions of £3,711 to the pension plan operated by NEST on behalf of the employees (2020: £3,332). For more information about the pension contributions refer to note 1 (I).