

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 2022**

Contents

	Page
Legal and administrative information	2
Trustees' report	3 – 10
Independent examiner's report	11
Statement of financial activities	12
Balance sheet	13 – 14
Notes to the financial statements	15 - 24

Penparcau Community Forum Ltd (a company limited by guarantee)

Legal and administrative information

To be updated by client

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	George Barratt (appointed 9/12/21) Susan Thomas (resigned 30/1/22) Samantha Hearne Kelvin Jones Wendy Hughes Jennifer Jenkins (provisional, resigned 14/06/22) Dave Slinger (appointed 10/2/22) Jeanette Slinger (appointed 10/2/22, resigned 1/1/23) Bryn Harrison (appointed 10/11/22) Geroge Alan Chamberlain (appointed 14/11/22)
Key staff: Forum Manager Finance Officer Local Conversations Officer Cafe Manager Caretaker	Sam Owain Hughes-Evans Sue Fisher Michelle Pierrepoint Rochelle Colman from November 2021 Mathew Rose from October 2021 Anthony Taylor
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

October 2021 – September 2022

Mission Statement

We seek to raise the profile of the village, encourage community engagement, develop community cohesion, promote social inclusion and improve the facilities and amenities of Penparcau.

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 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

Penparcau is a village located just south of Aberystwyth, Mid Wales. It is home to around 3,120 residents, including over 1,000 children and young people, and deemed to be within 20% of the most deprived places in Wales according to the Welsh Index of Multiple Deprivation (2014; 2019). A recent End Child Poverty report cited that 39.5% of those young people live in poverty. Penparcau consists of over 1,200 homes, mainly an ex-council house housing estate, in a former Communities First area. Penparcau is home to multiple organisations and groups that aim to fulfil the needs of residents such as supporting young families through the local family centre, enabling religious practice through the local church and chapels, encouraging sport through the local football club or raising awareness for wildlife and history in Penparcau. Penparcau Community Forum (the Forum) was awarded funding to build a community hub (the Hub) in 2017, and currently enables skills training and support services for local residents. As well as this, the Forum hosts and delivers events throughout the year to engender inclusivity and a sense of togetherness. To enable positive change in the community, the Forum hosts a welcome space to allow members of the community to come together and voice their opinions. On behalf of the Forum, we would like to thank The National Lottery, Welsh Government, The People's Health Trust and Local Authority for their support over the years in helping us establish the community centre we now have. Additionally, we would like to thank Agoriad, Ceredigion County Council, Ceredigion Association of Voluntary Organisations, Streetgames, Sea Changers, Menter a Busnes, Ecodyfi (Tyfu Dyfi) and the generous support from local residents for helping us run our annual activities and events.

The Board of Trustees are responsible for overseeing the day to day management of the Forum and also support Forum staff with delivering projects.

The Trustees are:

Kelvin Jones (Chair)

Kelvin Jones (Chair): 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 was a Community Governor in Penglais School, a position he held for over six years.

Wendy Hughes (Vice Chair)

Wendy Hughes 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.

Sam Hearne (Trustee)

Sam Hearne 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.

Trustees' Report continued

Bryn Harrison (Trustee)

Bryn grew up in Aberystwyth and has experience as a sea cadet instructor, a coxswain for the RNLI, an engineer apprentice and now works for Hywel Dda as a Paramedic. Bryn also volunteers through the Goodsam app to respond to high acuity medical emergencies within the community. Bryn provides expert knowledge to the Board of Trustees in first aid and skills training.

Alan Chamberlain (Trustee)

Alan grew up in Penparcau and eventually went on to work as a grounds person in Aberystwyth Golf Course. Additionally, Alan worked as a local bus driver which has made him popular to members of the public. Alan now has hobbies in walking, going to air and car vintage shows, watching sport, and working on motorcycles. Throughout lockdown, Alan realised the importance of the community and jumped at the chance to help others if he could. This mostly involved going shopping for people as they were unable to leave their homes. Alan is now keen to volunteer at the Forum as he wants to continue giving something back to the community.

George Barratt (Trustee)

Is a former regular in the army with 3 tours in Northern Ireland under his belt. He is a self-employed painter and decorator who has worked all over the UK and overseas and is currently the Chair of the Ceredigion Sea Angling Coaching Project working with vulnerable young people in the area. He is a well-loved local character with extensive knowledge of local businesses, trades' people and fundraising.

Dave Slinger (Trustee)

David Slinger works at a local primary school and was involved with a department that focuses on teenagers with behaviour issues. He 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.

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.

Trustees' Report continued

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 at the Forum in September 2021

Finance Officer – Sue Fisher (part time)

- Sue has been with the Forum since January 2021.

Local Conversations Officers (part time)

- Due to the end of funding from the Peoples Health Trust, the Local Conversations programme came to an end on 16th September 2022.
- Rochelle Colman left the Forum in September 2022.
- Michelle Pierpoint left the Forum in June 2022.

Café & Kitchen Manager

- Matthew Rose left the Forum in July 2022.
- Kerry Richards joined the Forum in July 2022 as the Meals on Wheels Kitchen Assistant and was promoted to Café & Kitchen Manager (part time) in October 2022.

PAT Coordinator

- Jenny Jenkins joined the Forum in June 2021

Meals on Wheels:

- Delivery driver/Admin Assistant: Ben Bryan (part time) joined the Forum in May 2022. He also works part time as a Well Being Assistant.
- Kitchen Assistant: Niomi Edwards joined the Forum in October 2022.

Caretaker

- Anthony Taylor joined the Forum in July 2021

Café Assistant

- Brody Gadsby worked as a temporary part time Café Assistant from December 2021 to May 2022.
- Previously a volunteer, Allan Cole joined the Forum as a permanent part time staff member in August 2022.

Summer of Fun Activities Assistants (temporary, part time)

- Kumari Newman and Allan Cole assisted with this six-week summer holiday project in 2022.

Trustees' Report continued

Financial Review

The community centre and café (Hub), through a combination of community use and the hiring of facilities, continues to maintain the Forum's capacity for income generation and supporting the long-term financial stability of the organisation and assisting the charity meet its objectives.

The work of the charity is much enhanced by a grant from The National Lottery Community Fund, which enables the core team of staff to take the Forum forward. This support continues to be essential to maintaining our programme of activities and events as not all are self-supported, particularly during a time of cost of living challenges. As ever, our community development work relies on a mixed economy of funding to ensure a vibrant and wide programme of events.

We are also grateful to The Peoples Health Trust for supporting the Local Conversations programme, enabling us to engage with the community, listen to how they would like to see their lives, wellbeing and surrounding green space improve and assist them in implementing positive change. This funding programme came to an end in September 2022 but helped form the basis of how we plan to develop the Forum in the future.

The Forum's work was expanded through a grant from Ceredigion Association for Voluntary Organisations (CAVO) to support a pilot Meals on Wheels service, which has enabled the charity to reach out to a wider proportion of our community. While not yet stand alone, the service is supported by a mix of grant funding and earned income.

The charity is moving into the final year of funding from The National Lottery and we are seeking replacement and additional support both from The National Lottery and other funders to diversify our support base.

Reserves policy and current status

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 (£1000.00)
- To cover up 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 2022, the level of reserves held was £13,000, 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 £16,000.

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 Community Centre
2. developing the Youth Forum
3. developing community transport links
4. improving the green space in our community
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 primarily at the monthly trustees' meetings.

Our community-based activities during 2021-2022 can be summarised as:

- Halloween – The Forum organised a very successful party for the young children of Penparcau. The pictures of all the costumes were amazing and prizes were given out to the best dressed.
- Afterschool craft club – a local volunteer organised and delivered a weekly Christmas craft club which ran for three weeks before Christmas.
- Senior Citizens' Christmas Meal- The Forum invited students from Coleg Ceredigion to cook for the local senior citizens as a part of their college assessment. All those that attended were cooked a three course meal, which was free of charge.
- Community Christmas Fayre - The Forum organised Christmas tree lights to be wrapped around the large tree in the community garden, which were switched on by Ben Lake MP during the community Christmas fayre. The people that attended had opportunity to buy hand made items from local stall holders and were able to enjoy a glass of mulled wine and mince pie.
- Childrens' Christmas party - The Forum hosted its annual childrens' Christmas party, which consisted of Christmas activities, a disco and the opportunity to see Santa Clause and receive a present.
- WW2 Tea Dance - The Forum worked with Aberystwyth Arts Centre and museum to host a tea dance and gave attendees the opportunity to view wartime weapons, equipment and supplies. The Forum also prepared a war time food spread to add to the theme of the event.
- Mothers' Day afternoon tea – The Forum offered a homemade take away afternoon tea. Members of the public were able to buy one of these boxes if they wished to do so.

Penparcau Community Forum Ltd (a company limited by guarantee)

Trustees' Report continued

- Welsh coffee morning - The Forum has worked with the local authority to establish a Welsh coffee morning, which invites members of the public to come together and share or learn Welsh language skills.
- Easter activities- The Forum were grateful in having a share of the Ceredigion County Council Summer of Fun funding which enabled us to offer trips away and other activities such as badminton and rounders at the Forum. Forum volunteers also teamed together to organise and deliver an fun Easter egg hunt for the young people in the community.
- Queens' Jubilee The Forum, along with several local volunteers, hosted a fantastic Queens' Jubilee event, which invited residents of all ages to enjoy an afternoon tea, games, a disco and bar, to celebrate the anniversary.
- Summer activities- With financial assistance from the People's Health Trust and Ceredigion County Council, the Forum was able to organise and deliver a six week activities plan which consisted of day trips, sports sessions, and other activities at the Hub.
- Party in the Park - The Forum was able to host its annual community party, which invited all Penparcau residents to enjoy an outdoor disco, activities such as tug of war and other games, a bar and BBQ. We also enabled local crafters to sell their items from stalls.
- Maintenance workshops - The Forum worked with Afan Cycles to host bike repair workshops which were open to all people in the community.
- Youth games sessions - The Forum enabled the young people of Penparcau to use the Youth Room to play games and spend time with their friends whilst sharing with Forum staff the things they would like to see change in the community.

A message to our community

We are extremely grateful for the continued support from our community and it's been wonderful to welcome so many back after a long period of time under Covid-19 restrictions. We are now looking forward to working with our Penparcau residents to further identify the needs of the community and implement a strategic plan to make positive change.

The challenges we face

The Forum relies on funding to pay for core costs, including key staff and the running costs of the community centre. The Forum is now in the final few months of a major grant, which means securing additional funding after the end of December 2023. Whilst this is a concern, we have applications ongoing and we are confident in receiving additional funding to enable us to continue for a further four years.

The cost of living crisis has caused concern about the rise in our core costs and in particular the price we pay for electricity and gas. We are very grateful for the support we have received from Ceredigion County Council, CAVO, Streetgames, PAVO and Arnold Clark and Neighbourly that has enabled us to offset some of the rapid increase in charges through grant funding. The Forum is now engaged in the Egin Programme through Development Trust Association for Wales which will help us address energy usage and lessen our impact on climate change. Initially this is an energy audit, with investigation into possible grant funding for implementation and a mentor to assist with behaviour change.

With this in mind, we ask that all staff, volunteers and members of the public help us to save energy by turning off unused appliances and keeping doors closed.

Trustees' Report continued

Finally

We would like to recognise the invaluable financial assistance and support received from The National Lottery Community Fund, Ceredigion County Council, the People's Health Trust, CAVO and all the local businesses who have continued to support us over the year. Without their funding and support, the Forum would struggle to survive within this current financial climate.

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 (incorporating a directors' report) and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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: 11th May 2023

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 2022, 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: 12th June 2023

Penparcau Community Forum Ltd (a company limited by guarantee)

Statement of Financial Activities (including income and expenditure account)
for the year ending 30 September 2022

	Note	Year ended 30 September 2022			Year ended 30 September 2021		
		Unrestricted	Restricted	Total funds	Unrestricted	Restricted	Total funds
		funds	funds		funds	funds	
		£	£	£	£	£	£
<i>Income</i>							
Donations and grants	3	6,793	213,880	220,673	21,553	243,587	265,140
Community centre hire		17,550	-	17,550	6,662	-	6,662
Café and catering income		11,255	-	11,255	5,318	-	5,318
Community events and activities		4,294	3,799	8,093	1,374	1,021	2,395
Boxing club rent		686	-	686	360	-	360
Total income		40,578	217,679	258,257	35,267	244,608	279,875
<i>Expenditure</i>							
Cost of community events and activities	5	(5,191)	(35,428)	(40,619)	(967)	(40,109)	(41,076)
Café and catering costs		(4,873)	(5,799)	(10,672)	(2,398)	(53)	(2,451)
Donations and grants to others	6	-	-	-	(827)	(1,921)	(2,748)
Staff costs	7	(20,822)	(143,510)	(164,332)	(6,293)	(133,227)	(139,520)
Property and equipment costs	8	(2,078)	(23,692)	(25,770)	(1,684)	(15,121)	(16,805)
Cost of new buildings and improvements	9	(644)	(26,559)	(27,203)	-	(99,847)	(99,847)
Administration expenses	10	(15,762)	(12,738)	(28,500)	(12,059)	(14,730)	(26,789)
Total expenditure		(49,370)	(247,726)	(297,096)	(24,228)	(305,008)	(329,236)
Net income / (expenditure)	11	(8,792)	(30,047)	(38,839)	11,039	(60,400)	(49,361)
Transfers between funds	18	16,280	(16,280)	-	18,150	(18,150)	-
Net movement in funds		7,488	(46,327)	(38,839)	29,189	(78,550)	(49,361)
Total funds brought forward		123,934	86,377	210,311	94,745	164,927	259,672
Total funds carried forward		131,422	40,050	171,472	123,934	86,377	210,311

Notes 1 to 24 form an integral part of these accounts.

Penparcau Community Forum Ltd (a company limited by guarantee)

Balance Sheet as at 30 September 2022

Note	30 September 2022			30 September 2021			
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds	
	£	£	£	£	£	£	
Fixed assets:							
Tangible assets	13	60,239	-	60,239	56,649	11,080	67,729
Current assets:							
Stock		3,573	-	3,573	1,221	-	1,221
Debtors	14	1,089	-	1,089	1,120	-	1,120
Cash at bank and in hand		68,461	44,692	113,153	65,744	80,020	145,764
Total current assets		73,123	44,692	117,815	68,085	80,020	148,105
Prepayments and accrued income	15	-	4,438	4,438	-	-	-
Liabilities:							
Creditors falling due within 1 year	16	(24)	(514)	(538)	-	(483)	(483)
Net current assets		73,099	48,616	121,715	68,085	79,537	147,622
Total assets less current liabilities		133,338	48,616	181,954	124,734	90,617	215,351
Accruals and deferred income	17	(1,916)	(8,566)	(10,482)	(800)	(4,240)	(5,040)
Net assets		131,422	40,050	171,472	123,934	86,377	210,311
The funds of the charity:							
Restricted income funds	18			40,050			86,377
Unrestricted income funds	19			131,422			123,934
Total charity funds				171,472			210,311

Notes 1 to 24 form an integral part of these accounts

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

Balance Sheet as at 30 September 2022 continued

For the year ended 30 September 2022 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 11th May 2023 and signed on their behalf by:

K Jones
Trustee

Company registered number 9210780

Notes 1 to 24 form an integral part of these accounts

Notes to the accounts for the year ending 30 September 2022

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

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

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. Contributions by the employer are made at a rate of 5% of salary and by the employees at 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.

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

3 Income from donations and grants

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Donations	888	2,241	3,129	5,087	2,245	7,332
Carmarthenshire CC	-		-	-	14,000	14,000
Ceredigion CC		17,755	17,755	10,000	3,300	13,300
				-	-	-
Other government grants	4,955	-	4,955	3,716	-	3,716
Grants from trusts:						
People's Health Trust	-	38,338	38,338	-	65,125	65,125
The National Lottery	-	119,029	119,029	-	142,742	142,742
CAVO	-	21,635	21,635	-	-	-
Other trusts	-	14,882	14,882	2,750	16,175	18,925
Gifts in kind	950	-	950	-	-	-
	<u>6,793</u>	<u>213,880</u>	<u>220,673</u>	<u>21,553</u>	<u>243,587</u>	<u>265,140</u>

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, Morrisons 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 2021	2,640
Grants received during the year	217,124
Balance of deferred income at 30 September 2022	(7,608)
Balance of accrued income at 30 September 2022	<u>4,438</u>
Grants receivable for the year ended 30 September 2022	<u><u>216,594</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.

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

5 Cost of community events and activities

Cost of community events and activities

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Events	4,708	3,518	8,226	489	7,608	8,097
Materials and other costs of activities and trips	(21)	22,247	22,226	478	18,923	19,401
Minibus running costs	504	2,183	2,687	-	3,351	3,351
Nature in our village costs	-	7,480	7,480	-	9,994	9,994
Defibrillator upkeep	-	-	-	-	233	233
	<u>5,191</u>	<u>35,428</u>	<u>40,619</u>	<u>967</u>	<u>40,109</u>	<u>41,076</u>

6 Donations and grants to others

	2022 £	2021 £
Donations from fund-raising activities on behalf of others:		
Grants to local associations	-	<u>2,748</u>

7 Staff costs

	2022 £	2021 £
Community centre staff wages	130,528	118,815
Social security costs	9,433	8,404
Employer pension costs	4,014	3,711
	<u>143,975</u>	<u>130,930</u>
Training, travel and other staff and volunteer costs	20,357	8,590
	<u>164,332</u>	<u>139,520</u>

Of this expenditure £20,822 was unrestricted (2021: £6,293) and £143,510 was restricted (2021: £133,227).

No employees had employee benefits in excess of £60,000 (2021: None).

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 £88,352 (2021: £90,752).

The average monthly number of employees during the year was 7 (2021: 9).

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

8 Property costs and equipment

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Other community centre rent, utilities, and maintenance	93	19,917	20,010	623	11,562	12,185
Equipment	1,985	3,775	5,760	1,061	3,559	4,620
	<u>2,078</u>	<u>23,692</u>	<u>25,770</u>	<u>1,684</u>	<u>15,121</u>	<u>16,805</u>

9 Cost of new buildings and improvements

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Community centre extension	-	-	-	-	98,857	98,857
Storage compound	644	26,559	27,203	-	990	990
	<u>644</u>	<u>26,559</u>	<u>27,203</u>	<u>-</u>	<u>99,847</u>	<u>99,847</u>

10 Administration expenses

	Unrestricted 2022 £	Restricted 2022 £	Total 2022 £	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £
Insurance	940	5,236	6,176	822	2,702	3,524
Office supplies	124	941	1,065	471	1,891	2,362
Telephone and internet	(6)	1,036	1,030	-	2,274	2,274
Publicity	-	592	592	33	1,337	1,370
Accountancy, legal and professional	992	3,217	4,209	837	2,954	3,791
Independent examination	1,308	-	1,308	400	800	1,200
Project management recharges	(842)	842	-	-	-	-
Sundry	556	874	1,430	96	2	98
Depreciation	12,690	-	12,690	9,400	2,770	12,170
	<u>15,762</u>	<u>12,738</u>	<u>28,500</u>	<u>12,059</u>	<u>14,730</u>	<u>26,789</u>

11 Net income/(expenditure) for the year

	2022 £	2021 £
This is stated after charging:		
Operating leases - property rental	250	250
Depreciation	12,690	12,170
Independent examiner's fees:		
Independent examination	1,308	1,200
Taxation services	258	-
Payroll services	510	484
Accountancy & other	1,308	1,200
Contributions to a defined contribution pension scheme	4,014	3,711

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

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 £	Motor vehicles £	Total £
Cost			
At 1 October 2021	100,807	27,700	128,507
Additions	-	5,200	5,200
At 30 September 2022	<u>100,807</u>	<u>32,900</u>	<u>133,707</u>
Accumulated depreciation			
At 1 October 2021	42,612	18,166	60,778
Charge for the year	9,920	2,770	12,690
At 30 September 2022	<u>52,532</u>	<u>20,936</u>	<u>73,468</u>
Net book value			
At 30 September 2021	<u>58,195</u>	<u>9,534</u>	<u>67,729</u>
At 30 September 2022	<u><u>48,275</u></u>	<u><u>11,964</u></u>	<u><u>60,239</u></u>

14 Debtors

	2022 £	2021 £
Trade debtors	<u>1,089</u>	<u>1,120</u>

15 Prepayments and accrued income

	2022 £	2021 £
Accrued income: grants receivable (note 3)	<u>4,438</u>	<u>-</u>

16 Creditors falling due within 1 year

	2022 £	2021 £
Trade creditors	<u>538</u>	<u>483</u>

17 Accruals and deferred income

	2022 £	2021 £
Deferred income (note 3)	7,608	2,640
Accruals	<u>2,874</u>	<u>2,400</u>
	<u><u>10,482</u></u>	<u><u>5,040</u></u>

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

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

18 Movement in restricted funds

	Balance			Transfers	Balance
	1 Oct			out	30 Sept
	2021	Income	Expenditure		2022
	£	£	£	£	£
People's Health Trust Local Conversations Grant	20,828	38,338	(59,166)	-	-
The National Lottery Community Fund	10,918	109,052	(101,104)	-	18,866
National Lottery (Penparcau Action Team)	28,550	-	(28,550)	-	-
National Lottery Wales Awards for All	-	9,977	(9,977)	-	-
Ceredigion CC Household support grant	-	1,074	-	-	1,074
Ceredigion CC Tackling Food Poverty and Addressing Food Insecurity	-	10,681	(10,681)	-	-
Ceredigion CC summer of fun 2022	-	6,000	(6,000)	-	-
CAVO Caring Communities Covid-19: Protect and Prepare and Third Sector Winter Pressures Fund - Ceredigion	-	23,434	(14,515)	(5,200)	3,719
CAVO Caring Communities Innovation Scheme	-	2,000	(2,000)	-	-
Sea changers Marine Conservation Social Fund	-	3,744	(3,744)	-	-
Agoriad Employer Incentive	-	3,625	(3,625)	-	-
Menter a Busnes Ti Bia'r Biosffer Grand Idea	-	1,000	(1,000)	-	-
Tyfu Dyfi	-	4,514	(2,832)	-	1,682
Reaching Wider: North and Mid Wales Partnership	4,537	-	-	-	4,537
Street games Summer of Fun	-	1,999	(1,999)	-	-
Defibrillators	1,927	-	(287)	-	1,640
History group	1,006	-	-	-	1,006
Youth forum	6,281	1,641	(903)	-	7,019
Street games	1,000	-	(1,000)	-	-
Penparcau action team	-	600	(93)	-	507
WWHA	250	-	(250)	-	-
Fixed assets	11,080	-	-	(11,080)	-
	86,377	217,679	(247,726)	(16,280)	40,050

The transfer from the CAVO Caring Communities Covid-19 fund of £5,200 to the unrestricted fixed assets fund represents the use of restricted funds on purchase of fixed assets.

The net book value of the minibus of £11,080 was transferred from the restricted fixed asset fund to the unrestricted fixed assets fund on the end of People's Health Trust funding.

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

18 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'.
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 (Penparcau Action Team)	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.
National Lottery Wales Awards for All	Support of Penparcau Action Team salary costs.
Ceredigion CC Household support grant	Support of Penparcau Action Team.
Ceredigion CC Tackling Food Poverty and Addressing Food Insecurity	Support of the Penparcau Action food surplus collection and distribution.
Ceredigion CC summer of fun 2022	To run a series of free after school sports activities.
CAVO Caring Communities Covid-19: Protect and Prepare and Third Sector Winter Pressures Fund – Ceredigion	Meals on wheels one year pilot project.
CAVO Caring Communities Innovation Scheme	Support of Penparcau wildlife activities and surveys to bring the community together to enjoy the natural environment.
Sea changers Marine Conservation Social Fund	Support of Penparcau Wildlife Group Trash and Treasure project running beach activities and take surveys.
Agoriad Employer Incentive	Six-month salary support and work experience for a Hub Assistant.
Menter a Busnes Ti Bia'r Biosffer Grand Idea	Run wildlife walks in Penparcau and the Dyfi Biosphere.
Tyfi Dyfi	As part of a larger project, encourage community involvement in local food production and enhancement of green space.
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.
Street Games Summer of Fun	Run a series of free after school sports activities.
Defibrillators	To provide defibrillators in Penparcau.
Youth forum	To support the activities of the youth forum.
History group	To support the activities of the history group.
Penparcau Action Team	To support the activities of the Penparcau Action Team.

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

19 Movement in unrestricted funds

	Balance				Balance
	1 Oct			Transfers	30 Sept
	2021	Income	Expenditure	in	2022
	£	£	£	£	£
Designated funds:					
Minibus	4,945	240	(504)	-	4,681
Unrestricted funds:					
Fixed assets	56,649	-	(12,690)	16,280	60,239
General fund	62,340	40,338	(36,176)	-	66,502
	<u>123,934</u>	<u>40,578</u>	<u>(49,370)</u>	<u>16,280</u>	<u>131,422</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 £5,200 from restricted funds on the purchase of additions to the fixed assets and £11,080 from restricted funds on the end of People's Health Trust funding.

20 Analysis of net assets between funds

Analysis of net assets between funds at 30 September 2022

	Unrestricted funds	Restricted funds	Total
	£	£	£
Tangible fixed assets	60,239	-	60,239
Cash at bank and in hand	68,461	44,692	113,153
Other net current assets/(liabilities)	4,638	3,924	8,562
Accruals and deferred income	(1,916)	(8,566)	(10,482)
	<u>131,422</u>	<u>40,050</u>	<u>171,472</u>

Analysis of net assets between funds - previous year

	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>

Penparcau Community Forum Ltd
(a company limited by guarantee)

Notes to the accounts for the year ending 30 September 2022

21 Operating leases – as lessee

At 30 September 2022 the charity had total future minimum lease payments under non-cancellable operating leases as follows:

	2022	2021
	£	£
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	2,000	2,250
	<u>3,250</u>	<u>3,500</u>

Lease payments charged to income and expenditure during the year were £250 (2021: £250).

22 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 2022 the total future minimum lease payments for this lease were:

	2022	2021
	£	£
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	3,200	3,600
	<u>5,200</u>	<u>5,600</u>

23 Capital commitments

At 30 September 2022 the charity had no capital commitments (2021: £26,559).

24 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 (2021: £NIL), other than those received on the same basis as other participants in Penparcau Community Forum Ltd activities. Travel expenses of £16 were reimbursed to one trustee during the year (2021: £NIL).

The charity made contributions of £4,014 to the pension plan operated by NEST on behalf of the employees (2021: £3,711). For more information about the pension contributions refer to note 1 (I).