

# **Woodhouse & District Community Forum**

(A Company Limited by Guarantee no. 05585391)

(Registered Charity no. 1112687)

## **FINANCIAL STATEMENTS**

**for the year ended 31 December 2016**

<b>Contents</b>	<b>Page</b>
Committee report	2-3
Examiners report	4
Statement of financial activities	5
Balance sheet	6
Notes to the accounts	7-8

## **Woodhouse & District Community Forum**

### **Committee report**

#### **Trustees**

Howard Constable                      Chair  
Maurice Birch  
Graham Postello  
James Turton  
Alan Charlesworth  
Joan Longstone-Hull  
Jack Taylor

#### **Principal Address**

2 Goathland Place  
Woodhouse  
Sheffield  
S13 7TE

#### **Independent Examiner**

Craig Williamson  
White Rose Accounting for Charities  
Castlemere  
Castle Lane  
Penistone  
S36 6AN

#### **Bank**

Lloyds TSB  
Woodhouse  
Sheffield

#### **Aims and organisation**

The aims of the group are to further the interests, welfare and amenities of Woodhouse and District.

The group is a voluntary organisation administered by the Management Committee.

Membership of the group is open to any person or organisation living or located in the area who is interested in helping the group to achieve its aims, willing to abide by the rules of the group and willing to pay any subscription agreed by the Management Committee.

## **Woodhouse & District Community Forum**

### **Committee report continued for the year ended 31 December 2016**

#### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ observe the methods and principles in the Charities SORP FRS (102);
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on \_\_\_\_\_ and is signed on their behalf by:

Howard Constable  
Chair

## **Woodhouse & District Community Forum**

### **Independent Examiner's report on the Accounts of Woodhouse & District Community Forum for the year ended 31 December 2016**

I report on the accounts of the company for the year ended 31 December 2016, which are set out on pages 6 to 8.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is ne

It is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- ☐ to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### **Independent examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Craig Williamson  
White Rose Accounting for Charities  
Castlemere  
Castle Lane  
Penistone  
S36 6AN

Date: 13/2/17



## Woodhouse & District Community Forum

### Statement of Financial Activities for the year ended 31 December 2016

	Notes	Unrestricted £	Restricted £	Total 2016 £	Total 2015 £
<b>Income from</b>	<b>1</b>				
Grants	2	785	121,909	122,694	128,191
Other Income		3,590	30,789	34,379	22,008
<b>Total income</b>		<b>4,375</b>	<b>152,698</b>	<b>157,073</b>	<b>150,199</b>
<b>Expenditure</b>					
Staff costs		4,287	103,930	108,217	102,121
Room hire		345	730	1,075	1,460
Training Fees		6,810	21,209	28,019	25,918
Utilities		-	634	634	413
Administration		-	424	424	1,008
Telephone		-	1,916	1,916	1,687
Insurance		835	103	938	703
Publicity		1,120	3,155	4,275	5,903
Accountancy		325	-	325	315
Legal fees		-	-	-	155
Travel		-	163	163	247
Other expenditure		168	-	168	1,939
<b>Total expenditure</b>		<b>13,890</b>	<b>132,264</b>	<b>146,154</b>	<b>141,868</b>
<b>Net (outgoing)/incoming resources</b>		<b>(9,515)</b>	<b>20,434</b>	<b>10,919</b>	<b>8,331</b>
Transfer between funds		12,757	(12,757)	-	-
Total funds brought forward		29,733	45,979	75,712	67,381
<b>Total funds carried forward</b>		<b>32,975</b>	<b>53,656</b>	<b>86,631</b>	<b>75,712</b>

## Woodhouse & District Community Forum

### Balance Sheet

as at 31 December 2016

Company Number: 05585391

	Notes	2016 £	2015 £
<b>Current Assets</b>			
Bank		86,956	76,027
<b>Total current assets</b>		<u>86,956</u>	<u>76,027</u>
<b>Creditors: amounts falling due within one year</b>			
Creditors	4	(325)	(315)
<b>Total current liabilities</b>		<u>(325)</u>	<u>(315)</u>
<b>Net current assets</b>		<u>86,631</u>	<u>75,712</u>
<b>Total Assets</b>		<u>86,631</u>	<u>75,712</u>
<b>Represented by</b>			
Unrestricted funds		32,975	29,733
Restricted funds		53,656	45,979
<b>Total funds</b>		<u>86,631</u>	<u>75,712</u>

For the year ending 31 December 2016 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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 directors acknowledge their responsibilities for complying with the requirements of the Act 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.

The financial statements are approved by the Board on \_\_\_\_\_ and signed on its behalf by:

Howard Constable  
Chair

# Woodhouse & District Community Forum

## Notes to the accounts

### for the year ended 31 December 2016

#### 1 Accounting Policies

##### (a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Charity meets the definition of a public benefit entity as defined under FRS102.

##### (b) Donation and fund accounting

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

Restricted funds are to be used for specific purposes laid down by the donor.

##### (c) Resources expended

Expenditure is included on an accruals basis.

#### 2 Grants and incoming resources

	Unrestricted	Restricted	2016	2015
	£	£	£	£
The Big Lottery Grants Fund	-	68,573	68,573	67,943
Sheffield City Council	-	-	-	18,438
Sheffield City Council - ACL	-	-	-	5,415
Sheffield City Council - Festive Lights	-	-	-	680
Sheffield City Council - NLDC	-	21,000	21,000	15,750
Sheffield City Council - CWP	-	14,833	14,833	5,465
Sheffield City Council - Health Development	-	-	-	3,975
Sheffield City Council - Health Trainers	-	16,753	16,753	8,400
Sheffield City Council - Library	-	-	-	250
Sheffield City Council - Youth Forum	785	750	1,535	1,875
	<u>785</u>	<u>121,909</u>	<u>122,694</u>	<u>128,191</u>

#### 3 Restricted fund movements

	Carried Forward from 2016	Incoming Resources	Resources Expended	Transfers between funds	Balance at 31 December 2016
ACL	7,534	26,304	(14,927)	(9,019)	9,892
Big Lottery	15,888	68,573	(63,280)	(3,337)	17,844
Community Wellbeing Programme	1,220	14,833	(13,846)	(1,562)	645
Garden Project	509	-	(614)	1,161	1,056
Health Trainer	494	223	-	-	717
Web Site	660	-	(109)	-	551
NLDC	7,639	21,000	(19,662)	-	8,977
Publicity	242	-	(52)	-	190
Youth Forum	-3	750	(569)	-	178
Sheffield City Council - Health Trainers	4,023	17,594	(18,823)	-	2,794
Festive Lights	568	-	-	-	568
Library	6,242	3,421	(383)	-	9,280
Newsletter	965	-	-	-	965
	<u>45,979</u>	<u>152,698</u>	<u>(132,265)</u>	<u>(12,757)</u>	<u>53,655</u>

## **Woodhouse & District Community Forum**

### **Notes to the accounts**

#### **for the year ended 31 December 2016**

##### **4 Creditors**

These are amounts owed by the group but not paid during the accounting period

It is in respect of:

	£
Accountancy	325
	<hr/>
	325