

Woodhouse & District Community Forum

(A Company Limited by Guarantee no. 05585391)

(Registered Charity no. 1112687)

FINANCIAL STATEMENTS

for the year ended 31 December 2018

Contents	Page
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	Resigned 21 June 2018
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
The Ghyll
Threapland
Aspatria
CA7 2EL

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 2018

Reserves Policy

The charity has a policy of maintaining sufficient free reserves, which are not committed or invested in fixed assets, to meet any future redundancy costs which are calculated at £21,000. In addition the charity aim to hold unavoidable running costs for a period of at least 6 months in the event of grant income being withdrawn, on present expenditure levels £38,000

Based on these figures the Trustees aim to hold free reserves of £59,000

As at 31 December 2018 reserve stood at £66,097

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 1/3/2019 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 2018

I report on the accounts of the company for the year ended 31 December 2018, 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
The Ghyll
Threapland
Aspatia
CA7 2EL

Date: 27/2/19

Woodhouse & District Community Forum

Statement of Financial Activities for the year ended 31 December 2018

	Notes	Unrestricted £	Restricted £	Total 2018 £	Total 2017 £
Income from	1				
Grants	2	-	346,538	346,538	130,835
Other Income		10,753	16,252	27,005	28,695
Total income		10,753	362,790	373,543	159,530
Expenditure					
Staff costs		12,143	130,156	142,299	103,523
Room hire		-	3,852	3,852	1,670
Training Fees & project costs		3,877	42,156	46,033	29,064
Utilities		-	426	426	453
Administration		310	2,345	2,655	814
Telephone		-	2,294	2,294	2,017
Insurance		1,157	-	1,157	1,011
Publicity		-	4,772	4,772	4,334
Accountancy and payroll		740	-	740	732
Legal fees		258	-	258	196
Travel		-	1,645	1,645	419
Volunteer expenses		-	-	-	6,587
Other expenditure		33	895	928	64
Total expenditure		18,518	188,541	207,059	150,884
Net (outgoing)/incoming resources		(7,765)	174,249	166,484	8,646
Transfer between funds		37,696	(37,696)	-	-
Total funds brought forward		36,166	59,111	95,277	86,631
Total funds carried forward		66,097	195,664	261,761	95,277

Woodhouse & District Community Forum

Balance Sheet

as at 31 December 2018

Company Number: 05585391

	Notes	2018 £	2017 £
Current Assets			
Debtors			18,315
Bank		262,141	77,297
Total current assets		262,141	95,612
Creditors: amounts falling due within one year			
Creditors	4	(380)	(335)
Total current liabilities		(380)	(335)
Net current assets		261,761	95,277
Total Assets		261,761	95,277
Represented by			
Unrestricted funds		66,097	36,166
Restricted funds		195,664	59,111
Total funds		261,761	95,277

For the year ending 31 December 2018 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 1/3/2019 and signed on its behalf by:



Howard Constable
Chair

Woodhouse & District Community Forum

Notes to the accounts

for the year ended 31 December 2018

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	2018	2017
	£	£	£	£
The Big Lottery Grants Fund	-	34,422	34,422	68,754
Awards for All	-	9,950	9,950	-
The Co-operative Foundation (Library)	-	1,639	-	-
Groundwork UK	-	3,743	3,743	-
Sheffield City Council	5,800	-	5,800	1,425
Sheffield City Council - ACL	-	42,438	42,438	1,245
Sheffield City Council - Adult Education Budget	-	15,065	24,065	9,000
Sheffield City Council - NLDC	-	-	-	5,250
Sheffield City Council - CWP	-	41,302	50,617	42,161
Sheffield City Council - Asset Mapping	-	6,250	6,250	-
Sheffield City Council - People Keeping Well	-	144,529	144,529	-
Sheffield City Council - Youth Forum	-	1,200	1,200	3,000
Tudor Trust	-	20,000	20,000	-
Woodhouse Health Surgery	-	26,000	26,000	-
	-	346,538	369,014	130,835

3 Restricted fund movements

	Carried Forward from 2017	Incoming Resources	Resources Expended	Transfers between funds	Balance at 31 December 2018
ACL	9,388	42,438	(18,126)	(27,627)	6,073
Awards for All - Supporting Locally	-	9,950	(3,450)	-	6,500
Sheffield City Council - Adult Education Budget	948	16,420	(15,099)	-	2,269
Asset Mapping	-	6,250	(4,719)	(1,531)	-
Big Lottery	21,334	34,422	(44,402)	(8,689)	2,665
Community Wellbeing Programme	7,665	41,302	(46,821)	-	2,146
Digital Inclusion	-	6,000	-	-	6,000
Garden Project	613	-	(238)	-	375
GP Volunteers	-	20,000	-	-	20,000
Web Site	423	-	(288)	-	135
NLDC	1,811	-	-	(1,811)	-
People Keeping Well	-	144,529	(44,176)	-	100,353
Publicity (Peter)	339	-	(87)	-	252
Publicity	-	-	-	2,228	2,228
Youth Forum	2,036	4,943	(5,390)	-	1,589
Tudor Trust	-	20,000	(1,667)	-	18,333
Festive Lights	568	-	-	-	568
Library	13,022	16,536	(3,379)	-	26,179
Newsletter	965	-	(699)	(266)	-
	59,110	362,790	(188,541)	(37,696)	195,664

Woodhouse & District Community Forum

Notes to the accounts

for the year ended 31 December 2018

4 Creditors

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

It is in respect of:

	£
Accountancy	380
	<u>380</u>

5 Fixed assets

In July 2015 the Forum took over the administration and running of the Community Gardens and in doing so acquired the following fixed assets:

Polytunnel purchase cost £2,000

Storage Shed / garage purchase cost £10,000

The Directors took the view not to include them on the balance sheet as donated assets

The market value of these good as at 31 December 2018 is valued at £nil (2017: £3,000)