

Charity Registration No. 1123463

Company Registration No. 6166968 (England and Wales)

**BROWNHILLS AND WALSALL WOOD FELLOWSHIP**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2017**

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Mrs A D Deakin JP Mr B Turner Mrs A E R Hall Mr H N G Wattis Mr A j Paul
<b>Charity number</b>	1123463
<b>Company number</b>	6166968
<b>Principal address</b>	Megan Du Boisson Community Centre Beacon Way Walsall Wood Walsall West Midlands WS9 9HZ
<b>Registered office</b>	Megan Du Boisson Community Centre Beacon Way Walsall Wood Walsall West Midlands WS9 9HZ
<b>Independent examiner</b>	Law & Co Pool House, Arran Close 106 Birmingham Road Great Barr Birmingham B43 7AD

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# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

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# **BROWNHILLS AND WALSALL WOOD FELLOWSHIP**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### ***FOR THE YEAR ENDED 31 MARCH 2017***

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The trustees present their report and accounts for the year ended 31 March 2017.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

#### **Objectives and activities**

The charity's objects continue to be the purpose of raising funds to assist in the day to day running of The Megan Du Boisson Community Centre. All funds raised by way of donations and fund raising will continue to be reinvested into the centre to ensure its presence with the community is maintained. The policies adopted in furtherance of these objects are set out in the charity's Articles of Association and there has been no changes in these during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

#### **Achievements and performance**

The Trustees see a continuing increase and improvement in the work being carried out in the Centre. The Trustees do not have involvement in the day-to-day Management of the groups who pay rent and meet on a regular basis. The Charity wishes to pay tribute to these groups and their leaders. Without exception, they are all notable for their continued enthusiasm and expertise.

Availability of Premises - These continue to be well used including the following groups;  
Midland Mencap, The Darby & Joan Club, Walsall Friendship & Support Group.

Provision of direct services by the Charity - The Friday lunch club followed by the Sewing and Craft Group are examples of this, although the Charity facilitates certain other groups.

Partners - The Trustees feel very strongly that the premises can only be used to the full and the community benefit accordingly, if some of the work is done with partners. As previously reported the Trustees have worked with Midland Mencap and the WELL. The association with the local NHS trust and with the Council is valued.

Achievements for the future - The Trustees are very concerned that there should be further involvement with the community. The Trustees feel that there has been progress in this respect and feedback from the community continues to be very positive. The Trustees feel that further substantial progress can be made particularly in the work with partners and this is being explored.

#### **Financial review**

The financial position of the Charity is set out in the attached accounts. Notwithstanding the closure of the nursing home and the loss of the income from the lease to the occupiers, the Trustees are reasonably satisfied with the current financial position.

Uncertainties and Risks - The Trustees proceed with caution. As far as the Trustees know there is no reason to doubt that the Charity will continue as a going concern. It is an unfortunate fact that withdrawal, which is always possible, of any major financial source could place the Charity at some risk. For this reason the Trustees are looking both at the continued expansion of the work and the continued variation of the sources of finance. The Trustees remain hopeful that by this policy they can protect the Charity against any, at present unforeseen, losses of income.

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

# **BROWNHILLS AND WALSALL WOOD FELLOWSHIP**

## **TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2017**

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The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

### **Structure, governance and management**

The charity is a company limited by guarantee and has no share capital

The trustees, who are also the directors for the purpose of company law, and who served during the year were:

Mrs A D Deakin JP

Mr B Turner

Mrs A E R Hall

Mr H N G Wattis

Mr A J Paul

Recruitment of trustees is via local churches. Prospective trustees are invited to a board meeting to meet existing trustees

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were nil.

The charity structure consists of a board of trustees/directors. No staff are employed by the charity.

No preference dividends were paid. The directors do not recommend payment of a final dividend.

The trustees' report was approved by the Board of Trustees.

**Mrs A D Deakin JP**

Trustee

Dated: 21 December 2017

# **BROWNHILLS AND WALSALL WOOD FELLOWSHIP**

## **INDEPENDENT EXAMINER'S REPORT**

### **TO THE TRUSTEES OF BROWNHILLS AND WALSALL WOOD FELLOWSHIP**

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I report on the accounts of the charity for the year ended 31 March 2017, which are set out on pages 4 to 12.

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

The charity's trustees, who are also the directors of Brownhills and Walsall Wood Fellowship for the purposes of company law, are responsible for the preparation of the accounts. The 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 needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) 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
- (iii) 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 next statement.

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

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) 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
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Law & Co

Institute of Chartered Accountants in England and Wales  
Pool House, Arran Close  
106 Birmingham Road  
Great Barr  
B43 7AD  
Birmingham

Dated: 21 December 2017

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2017

	Notes	2017 £	2016 £
<b><u>Income from:</u></b>			
Donations and legacies	3	9,535	808
Other trading activities	4	17,768	24,222
Investments	5	4	10
<b>Total income</b>		<u>27,307</u>	<u>25,040</u>
<b><u>Expenditure on:</u></b>			
Raising funds	6	<u>7,601</u>	<u>7,735</u>
Charitable activities	7	<u>33,720</u>	<u>32,226</u>
<b>Total resources expended</b>		<u>41,321</u>	<u>39,961</u>
<b>Net expenditure for the year/ Net movement in funds</b>		(14,014)	(14,921)
Fund balances at 1 April 2016		<u>305,994</u>	<u>320,879</u>
<b>Fund balances at 31 March 2017</b>		<u><u>291,980</u></u>	<u><u>305,958</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## BALANCE SHEET

AS AT 31 MARCH 2017

	Notes	2017 £	£	2016 £	£
<b>Fixed assets</b>					
Tangible assets	10		294,955		301,125
<b>Current assets</b>					
Stocks	12	350		350	
Debtors	13	2,102		2,005	
Cash at bank and in hand		11,843		17,385	
		<u>14,295</u>		<u>19,740</u>	
<b>Creditors: amounts falling due within one year</b>	15	<u>(17,270)</u>		<u>(14,907)</u>	
Net current (liabilities)/assets			(2,975)		4,833
<b>Total assets less current liabilities</b>			<u>291,980</u>		<u>305,958</u>
<b>Income funds</b>					
Restricted funds			-		(6,348)
Unrestricted funds - general			291,980		312,306
			<u>291,980</u>		<u>305,958</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2017. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees' responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

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

The accounts were approved by the Trustees on 21 December 2017

Mrs A D Deakin JP  
Trustee

Company Registration No. 6166968



# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2017**

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### **1 Accounting policies**

#### **Charity information**

Brownhills and Walsall Wood Fellowship is a private company limited by guarantee incorporated in England and Wales. The registered office is Megan Du Boisson Community Centre, Beacon Way, Walsall Wood, Walsall, West Midlands, WS9 9HZ.

#### **1.1 Accounting convention**

The accounts have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

These accounts for the year ended 31 March 2017 are the first accounts of Brownhills and Walsall Wood Fellowship prepared in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland. The date of transition to FRS 102 was 1 April 2015. The reported financial position and financial performance for the previous period are not affected by the transition to FRS 102.

#### **1.2 Going concern**

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2017**

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### **1 Accounting policies**

**(Continued)**

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

#### **1.5 Resources expended**

#### **1.6 Tangible fixed assets**

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2% straight line
Fixtures and fittings	10% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### **1.7 Impairment of fixed assets**

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Intangible assets with indefinite useful lives and intangible assets not yet available for use are tested for impairment annually, and whenever there is an indication that the asset may be impaired.

#### **1.8 Stocks**

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### **1.9 Cash and cash equivalents**

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

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### 1 Accounting policies

(Continued)

#### 1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

### 3 Donations and legacies

	2017	2016
	£	£
Donations and gifts	9,535	808

### 4 Other trading activities

	2017	2016
	£	£
Rent receivable	815	8,775
Fundraising events	8,030	6,621
Bar income	3,668	3,450
Letting and licensing arrangements	5,255	5,376
Other trading activities	17,768	24,222

### 5 Investments

	2017	2016
	£	£
Interest receivable	4	10

### 6 Raising funds

	2017	2016
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	6,520	6,079
<u>Trading costs</u>		
Other trading activities	1,081	1,656
	7,601	7,735
<b>For the year ended 31 March 2016</b>		
Fundraising and publicity		6,079
Trading costs		1,656
		7,735

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

### 7 Charitable activities

	£	£	Total 2017 £	Total 2016 £
Depreciation and impairment	106	6,330	6,436	6,438
Running costs : Heat, light, water etc	3,747	-	3,747	2,908
Repairs and maintenance	4,997	-	4,997	3,251
Cleaning, cooking and caretaker costs	5,849	-	5,849	6,262
Telephone	624	-	624	465
Insurance and licences	6,769	-	6,769	5,564
Sundry expenses	224	-	224	136
Stationery and office costs	357	-	357	851
Bank charges	98	-	98	(64)
Staff redundancy	-	-	-	575
Travelling expenses	1,719	-	1,719	1,580
Independent examiners fees	2,400	-	2,400	2,400
Legal and professional fees	500	-	500	1,860
	<u>27,390</u>	<u>6,330</u>	<u>33,720</u>	<u>32,226</u>
	<u>27,390</u>	<u>6,330</u>	<u>33,720</u>	<u>32,226</u>

### 8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 9 Employees

The trustees, who are also directors, are the only employees of the charity.

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

### 10 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 April 2016	347,710	4,763	352,473
Additions	-	230	230
At 31 March 2017	347,710	4,993	352,703
<b>Depreciation and impairment</b>			
At 1 April 2016	48,919	2,394	51,313
Depreciation charged in the year	6,179	256	6,435
At 31 March 2017	55,098	2,650	57,748
<b>Carrying amount</b>			
At 31 March 2017	292,612	2,343	294,955
At 31 March 2016	298,791	2,334	301,125

### 11 Financial instruments

	2017 £	2016 £
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	17,270	14,907

### 12 Stocks

	2017 £	2016 £
Raw materials and consumables	350	350

### 13 Debtors

	2017 £	2016 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	2,102	2,005

### 14 Loans and overdrafts

	2017 £	2016 £
Other loans	11,684	11,684
Payable within one year	11,684	11,684

# BROWNHILLS AND WALSALL WOOD FELLOWSHIP

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2017

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### 14 Loans and overdrafts

(Continued)

This debt is unsecured and relates to a disputed estate following the death of Mr P Claridge.  
This amount will be repayment upon the sale of the freehold property of the Megan du Boisson Center.

### 15 Creditors: amounts falling due within one year

	2017 £	2016 £
Borrowings	11,684	11,684
Accruals and deferred income	5,586	3,223
	<u>17,270</u>	<u>14,907</u>