

Charity number: 1074861
Company number: 03169562

Small Heath Community Limited
(A company limited by guarantee)

Trustees' report and financial statements
for the year ended 31 March 2014

MONDAY



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Small Heath Community Forum Limited
(A company limited by guarantee)

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Small Heath Community Forum Limited
(A company limited by guarantee)

Legal and administrative information

Charity number	1074861
Company registration number	3169562
Business address	Khidmat Centre 2a Heather Road Small Heath Birmingham B10 9TA
Registered office	Khidmat Centre 2a Heather Road Small Heath Birmingham B10 9TA
Trustees	Iftikhar Ahmed (Chairman) Kenneth Greaves Mohammed Jamil
Secretary	Kenneth Greaves
Accountants	Heartlands Auditors Ltd Suite 6, Kingsland House Stafford Park 1 Telford TF3 3BD
Bankers	Barclays Bank Plc 534 Coventry Road Small Heath Birmingham B10 0UP

Small Heath Community Forum Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2014

The trustees present their report and the financial statements for the year ended 31 March 2014.
The trustees who served during the year and up to the date of this report are set out on page 1.

Structure, governance and management

Small Heath Forum Limited (SHCF) is a charitable company and an Umbrella Body that operates as a Development Agency and is involved in empowering the local community. The company maintains an Executive Role, representing the views and concerns of the local residents and voluntary organisations.

The company was incorporated as a limited company on 8 March 1996 and is governed by a Memorandum of Articles and Association.

There are three officers of the trust who serve the charity and their re-election is confirmed every year.

Objectives and activities

Small Heath Forum Limited (SHCF) has a primary function of being development agency that supports the sustainability and improves the capacity of local third sector organisations within Small Heath and surrounding areas within the city of Birmingham.

SHCF use the knowledge, experience and links that it has built up over the years to support its ability to act as a representative organisation of the views and opinions of the community in areas such as Health, Social Care and Education, with those service providers within the City Council and the National Health Service that are keen to hear the views and opinions of those that they provide and design services for.

Using the extensive experience base of our organisation and the professional specialisms that our employees bring to SHCF, we are working towards being able to commission services directly for the needs of the local community and to provide services as a body commissioned by the Local Authority and the Health Service.

SHCF has seen a historical growth in its own capacity and capability, having purchased the former Christadelphian Church building at the corner of Heather Road and Coventry Road in Small Heath in 2002, investing a significant amount in the refurbishment and development of the building as a community hub, culminating in the renaming of the building as the Khidmat Centre. This multipurpose facility provides office space for service providers, community organisations, advice and information as well as providing meeting and conference facilities.

Our future aim is to further develop and enhance the facility, bringing into use an additional storey and the development of a new reception facility. Our aims and objectives are driven by the needs, aspirations and desires of the community we serve.

In accordance with its charitable status SHCF seeks to improve the quality of life of peoples of all nationalities and cultural living in the Small Heath and surrounding areas of Birmingham.

Financial review

During the year charity the charity received total income of £177,524 (2013 £101,723). After incurring total expenditure of £166,872 (2013 £140,638) a surplus of £10,652 (2013 £38,915 deficit) was made and which is carried forward to the following year.

Small Heath Community Forum Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2014

Statements of trustees' responsibilities

The trustees (who are also directors of Small Heath Community Forum Limited for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including 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 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 appropriate to presume that the charitable company will continue in operation.

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

Small company provisions

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

On behalf of the board



Kenneth Greaves
Secretary
12th August 2014

Small Heath Community Forum Limited
(A company limited by guarantee)

Report of the trustees (incorporating the directors' report)
for the year ended 31 March 2014

I report on the accounts of Small Heath Community Forum Limited for the year ended 31 March 2014 set out on pages 2 to 13.

Respective responsibilities of trustees and independent examiner

The charity's trustees (who are also the directors of the company for 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 43(2) of the Charities Act 1993 (the Act), as amended by section 28 of the Charities Act 2006 and that an independent examination is needed. It is my responsibility to examine the accounts under section 43(3)(a) of the Act; as amended; to follow the procedures laid down in the General Directions given by the Charity Commission under section 43(7)(b) of the Act, as amended; and to state whether particular matters have come to my attention.

Best of independent examiner's statement

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 explanation from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence and 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.

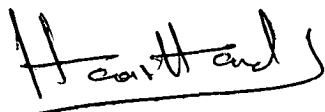
Independent examiner's statement

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

has 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.



Mohsin L Choudhry
ACCA
Independent examiner
Heartlands Auditors Ltd

12th August 2014

Small Heath Community Forum Limited
(A company limited by guarantee)

Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31 March 2014

	Notes	Unrestricted funds	Restricted funds	2014 Total	2013 Total
Incoming resources					
Incoming resources from generating funds:					
Voluntary income	2	0.00	156,089	156,089	86,437
Investment income	3	21,435	0.00	21,435	15,286
Total incoming resources		21,435	156,089	177,524	101,723
 Resources expended					
Costs of generating funds:					
Cost of generating voluntary income	4	8,582	157,185	165,767	139,531
Governance costs	5	1,105	0.00	1,105	1,107
Total resources expended		9,687	157,185	166,872	140,638
 Net incoming/(outgoing) resources for the year /					
Net income/(expenditure) for the year					
		11,748	-1,096	10,652	-38,915
Total funds brought forward		175,491	21,620	197,111	236,026
Total funds carried forward		187,239	20,524	207,763	197,111

The notes on pages 8 to 13 form an integral part of these financial statements.

Small Heath Community Forum Limited
(A company limited by guarantee)

Balance sheet

as at 31 March 2014

		2014		2013	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	9		175,357		181,515
Current assets					
Debtors	10	7,128		3,642	
Cash at bank and in hand		67,564		58,508	
		<u>74,692</u>		<u>62,150</u>	
Creditors: amounts falling due within one year	11	<u>-10,814</u>		<u>-10,512</u>	
Net current assets			<u>63,878</u>		<u>51,638</u>
Total assets less current liabilities			239,235		233,153
Creditors: amounts falling due after more than one year	12		-31,472		-36,042
Net assets			<u>207,763</u>		<u>197,111</u>
Funds	13				
Restricted income funds			20,524		21,620
Unrestricted income funds			187,239		175,491
Total funds			<u>207,763</u>		<u>197,111</u>

The balance Sheet continues on the following page.

The notes on pages 8 to 13 form an integral part of these financial statements.

Small Heath Community Forum Limited
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Balance sheet (continued)

Trustees statements required by the Companies Act 2006
for the year ended 31 March 2014

In approving these financial statements as trustees of the company we hereby confirm:

(a) that for the year stated above the company was entitled to the exemption conferred by the section 477 of the Companies Act 2006;

(b) that no notice has been deposited at the registered office of the company pursuant to section 476 of the Companies Act 2006 requesting that an audit be conducted for the year ended 31 March 2014.

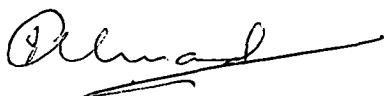
(c) that we acknowledge our responsibilities for:

(1) ensuring that the company keeps proper accounting records which comply with section 386 of the Companies Act 2006, and

(2) preparing financial statements 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 profit or loss for the year then ended in accordance with the requirement of sections 394 and 395, and which otherwise comply with the provisions of the Companies Act relating to financial statements, so far as applicable to the company.

These financial statements are prepared in accordance with the special provisions of Part 15 the Companies Act 2006 relating to small companies and in accordance with the Financial Reporting Standard for Small Entities (effective April 2008).

The financial statements were approved by the board on 12th August 2014 and signed on its behalf by



Iftikhar Ahmed (Chairman)
Director

The notes on pages 8 to 13 form an integral part of these financial statements.

Small Heath Community Forum Limited
(A company limited by guarantee)

Notes to financial statements
for the year ended 31 March 2014

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

1.1 Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Statement of Recommended Practice 'Accounting and Reporting by Charities' issued in March 2005 (SORP 2005) and the Companies Act 2006.

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has been included.

Gift donated for resale are included as incoming resources within activities for generating funds when they are sold.

Grants, including grants for the purchase of fixed assets, are recognised in full in the statement of financial activities in the year which they are receivable.

Income from investments is included in the year in which it is receivable.

1.3 Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Costs of generating funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes including the charity's shop.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.4 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Land and buildings	Straight line over 50 years
Fixture, fittings and equipment	25% reducing balance

Small Heath Community Forum Limited
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Notes to financial statements
for the year ended 31 March 2014

1.5 Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

2 Voluntary income

	Restricted funds £	2014 Total £	2013 Total £
Adult Communities Grant	75,489	75,489	26,737
Health Social Care Grant	20,000	20,000	20,000
The Henry Smith Charity	40,600	40,600	39,700
Community Unity	20,000	20,000	0.00
	<u>156,089</u>	<u>156,089</u>	<u>86,437</u>

3 Investment income

	Unrestricted funds £	2014 Total £	2013 Total £
Rent received	21,402	21,402	15,256
Bank interest receivable	33	33	30
	<u>21,435</u>	<u>21,435</u>	<u>15,286</u>

Small Heath Community Forum Limited
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Notes to financial statements
for the year ended 31 March 2014

4 Cost of generating voluntary income

	Unrestricted funds £	Restricted funds £	2014 Total £	2013 Total £
Wages and salaries		85,256	85,256	103,336
Hire of equipment		841	841	1,183
Water rates	644		644	126
Light & heat		3,620	3,620	3,358
Repairs & maintenance		7,239	7,239	5,534
Insurance		1,044	1,044	1,400
Discounts allowed		0.00	0.00	126
Motor & travel costs	62	4,555	4,617	1,619
Accountancy fees		800	800	2,900
Consultancy fees		3,745	3,745	2,725
Professional fees		1,522	1,522	1,535
Telephone expenses		2,985	2,985	2,531
Depreciation & impairment	6,158		6,158	6,857
Refreshments	1,512		1,512	514
Printing stationary and postage	43	2,534	2,577	2,845
Cleaning		1,144	1,144	2,834
Subscriptions and license fees	163		163	108
Advertising		895	895	0.00
A&C Grant		41,005	41,005	0.00
	8,582	157,185	165,767	139,531

5 Governance costs

	Unrestricted funds £	2014 Total £	2013 Total £
Interest- Bank loans & overdraft	985	985	1,094
Bank Charges	120	120	13
	1,105	1,105	1,107

6 Net (outgoing)/incoming resources for the year

	2014 £	2013 £
Net (outgoing)/incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	6,158	6,857

Small Heath Community Forum Limited
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Notes to financial statements
for the year ended 31 March 2014

7 Employees

Employment costs

	2014	2013
	£	£
Wages and salaries	85,256	103,336

No employee received emoluments of more than £60,000 (2013:None).

Number of employees

The average monthly numbers of employees (including the trustees) during the year, calculated on the basis of full time equivalents, was as follows:

	2014	2013
	Number	Number
Administration	8	17

8 Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1998. Accordingly, there is no taxation charge in these accounts.

9 Tangible fixed assets

	Land and buildings freehold	Fixture, fittings and equipment	Total
	£	£	£
Cost			
At 1 April 2013 and			
At 31 March 2014	204,457	100,392	304,849
Depreciation			
At 1 April 2013 and	33,935	89,399	123,334
Charge for the year	3,410	2,748	6,158
At 31 March 2014	37,345	92,147	129,492
Net book values			
At 31 March 2014	167,112	8,245	175,357
At 31 March 2013	170,522	10,993	181,515

Small Heath Community Forum Limited
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Notes to financial statements
for the year ended 31 March 2014

10 Debtors

	2014	2013
	£	£
Trade debtors	6,404	2,840
Other debtors	724	802
	<u>7,128</u>	<u>3,642</u>

11 Creditors: amounts falling due within one year

	2014	2013
	£	£
Bank loan	5,551	5,551
Trade creditors	1,774	1,468
Other taxes and social security	1,160	1,391
Accruals and deferred income	1,642	2,102
Cash in hand	687	0.00
	<u>10,814</u>	<u>10,512</u>

The bank loan is secured.

12 Creditors: amounts falling due after more than one year

	2014	2013
	£	£
Bank loan	<u>31,472</u>	<u>36,042</u>

Loans

Repayable in five years or more	<u>31,472</u>	<u>36,042</u>
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The bank loan is secured.

Small Heath Community Forum Limited
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Notes to financial statements
for the year ended 31 March 2014

13 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds £
Fund balances at 31 March 2014 represented by:			
Tangible fixed assets	175,491	-134	175,357
Current assets	11,748	62,944	74,692
Current liabilities	0.00	-10,814	-10,814
Long term liabilities	0.00	-31,472	-31,472
	<u>187,239</u>	<u>20,524</u>	<u>207,763</u>

14 Unrestricted funds

	01-Apr 2013 £	Incoming resources £	Outgoing resources £	31-Mar 2014 £
Unrestricted Fund	175,491	21,435	-9,687	187,239

Purposes of unrestricted funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

15 Restricted funds

	01-Apr 2013 £	Incoming resources £	Outgoing resources £	31-Mar 2014 £
Restricted Fund	21,620	156,089	-157,185	20,524

Purposes of restricted funds

Restricted funds are to be used for specified purposes are laid down by the donor. Expenditure which meets these criteria is charged to the fund, together with a fair allocation of the management and support costs.

16 Company limited by guarantee

Small Heath Community Forum Limited is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.