

WILLOWFIELD PARISH COMMUNITY ASSOCIATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT

YEAR ENDED 31 DECEMBER 2023

The trustees present their report and the financial statements of the charity for the year ended 31 December 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the financial statements and applicable accounting standards, 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the charity's governing document, the Charities Act (Northern Ireland) 2008, Charities Act (Northern Ireland) 2013, The Charities (Accounts and Reports) Regulations (Northern Ireland) 2015, Companies Act 2006 and UK Generally Accepted Practice.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Willowfield Parish Community Association
Charity registration number	NIC 103336
Company number	NI062808
Registered office	The Micah Centre, 149A My Lady's Road, Belfast, BT6 8FE

The trustees have delegated day to day management duties to Heather Purdy.

Independent examiner	GMcG, Chartered Accountants, 17 Mandeville Street, Portadown, County Armagh, BT62 3PB
Bankers	Danske Bank, Donegall Square West, Belfast, BT1 6JS

TRUSTEES OF THE CHARITY

The directors of the charitable company are its trustees for the purpose of charity law. The trustees who served during the year and since the year end were as follows:

Rev Clive Atkinson	Chairman
Stephen Harte	Treasurer
Pauline O'Neill	Company Secretary
George Newell	Resigned 24 April 2023
Isobel Blair	
Colin Birnie	
Peter Clugston	
William Withers	
Ruth Glover	

PUBLIC BENEFIT STATEMENT

The Board of WPCA confirm that they have had due regard for the guidance produced on Public Benefit by the Charity Commission for Northern Ireland, and are pleased to report that during 2023 the Association has continued to provide Public Benefits through the programmes and facilities we offer.

WILLOWFIELD PARISH COMMUNITY ASSOCIATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

OBJECTIVES AND ACTIVITIES

The objects of the Association is to relieve poverty, sickness and the aged and to promote the benefit of the inhabitants of Willowfield, Woodstock, Lagan Village, the Mount and the surrounding area in East Belfast without distinction of age, gender, sexual orientation, disability/ability, race, political, religious or other opinion, by associating with the statutory authorities, voluntary organisations and the inhabitants in a common effort to advance education, and to provide facilities in the interests of social welfare for recreation or other leisure-time occupation, with the object of improving the conditions of life for the said inhabitants, and in particular:

- a) Children (Pre-school and Primary School Ages).
- b) Teenagers
- c) Unemployed Adults
- d) Single Parent Families
- e) Families struggling with poverty and deprivation
- f) The elderly and vulnerable.

ACHIEVEMENTS AND PERFORMANCE

Total income for the year was £367,869 (2022: £288,162). Donations and legacies income amounted to £367,268 (2022: £285,880), investment income amounted to £601 (2022: £332) and other income amounted to £Nil (2022: £1,950).

Total expenditure for the year amounted to £360,135 (2022: £316,288). Project management costs amounted to £79,733 (2022: £86,193) and the costs of charitable activities amounted to £280,402 (2022: £230,095).

The net income for the year was £7,734 (2022: net expenditure of £28,126).

2023 was a busy year at WPCA. We started the year by distributing money to local families through the Belfast City Council Hardship Fund, working alongside East Belfast Community Development Agency and other local community groups to ensure that vulnerable families received the support provided by the Council to help with the Cost of Living Crisis. We were also able to support our CAP clients living on tight or sometimes deficit budgets with help towards gas and electric costs, thanks to the amazing support from local churches to our Christmas appeal. It was great to see so many people coming through our doors, especially after a quiet couple of years during Covid. Staff were able to provide support and link people in with our programmes where appropriate. Our work in our Kids, Youth, Moving Forward, Family Support, CAP and Outreach projects continued and we were encouraged with growing numbers attending all our programmes!

We welcomed 4 students from Taylor University in Illinois, USA. Kaelynn, Briana, Jude and Tommy joined us as part of their term at Stranmillis University College and their placement with us saw them take part in our kids and youth programmes for 6 weeks. We were delighted to build on this link with Stranmillis University College and to benefit from the skills and enthusiasm of our American visitors.

The Cost of Living Crisis was a major concern for the community around us in early 2023, with community wide strategies aiming to provide warm spaces for people to come to, helping them to save on energy costs at home, but also to build community after the isolation of Covid. We joined with other community groups and churches to launch the East Belfast Anti-Poverty Alliance and also took part in a wider discussion with other Christian Groups looking to formally address poverty and lobby politicians in the absence of a Stormont Executive.

WILLOWFIELD PARISH COMMUNITY ASSOCIATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

ACHIEVEMENTS AND PERFORMANCE *(continued)*

Our CAP Debt Centre Manager, James Myles, put together a relay team for the Belfast Marathon, raising vital funds for the work we do through the Debt Centre. Our Open House Programme continued to grow with numbers of up to 70 people per week attending for a chat and the opportunity to play bocchia, curling, pool, archery, to take part in “rest and refresh.” We benefitted from an advice visit from the Jobs and Benefits office once a month as well as other information sessions such as the benefits of sleep, the importance of mental well-being and budgeting advice.

We launched a new programme, Hobby Club, to provide a space to build community and a warm place to meet and enjoy a cooked lunch. As part of this, we received funding to improve our small community garden with new benches and attractive planting, creating a lovely area to sit outside. Hobby Club members grew tomatoes, beans, peas, strawberries and an amazing display of sunflowers. In partnership with several other local groups, we helped organise a community fun day to celebrate the King’s Coronation in May. Over 4000 people attended the event and it was great to catch up with people we hadn’t seen for a while! We also worked with our four local primary schools who took part in a Coronation Colouring Competition. The winners were invited to the fun day to receive their awards on stage.

In June we ran a table quiz to help raise some funds for WPCA. We were delighted to receive funding from the Department for Communities for 10 new laptops, which has made an enormous difference to our IT capabilities! Our work with men and women took place across the year, with Men’s Youth Club proving popular and Women’s Drop In enjoying line dancing lessons, a drum workshop and a 6 week course entitled “Empower Her”, looking at well-being. Our Peaced Together courses saw a wide variety of women taking part in each 10 week course, working through discussions on how to heal past traumas, self-esteem, forgiveness and other issues.

One participant said, “This has been a life saving group. It helped me through such dark times. I’ve had loads of tears but also loads of laughter. I’ve met such an amazing bunch of ladies and enjoyed hearing and being a part of the stories. Each of us is unique like the pieces we all made. But also so beautiful inside and out. Thank you to both the leaders and being my listening ear at time of need. You’re both amazing.”

Our summer schemes were popular with over 300 people in attendance. We had two weeks of Summer Schemes for parent and toddlers, primary aged children and some activity days for teenagers. The summer schemes involved a mix of activities in the hall and outings to places like the farm, ice-skating and We are Vertigo. The teenagers enjoyed day trips which included surfing at the North Coast, Let’s Go Hydro and bouldering in the Mournes.

One parent said, “My 4 boys have all grew up at Willowfield. Summer scheme for us is brilliant and means the kids are making lots of memories and new friends. They love it. The patience and understanding that the leaders and organisers have is super. One of my boys is autistic and has ADHD and nothing has been ever too much trouble and he is included in everything. This means so much to us. Willowfield is so important in the community for everyone. Thank you for another great summer scheme 😊”

Another parent said, “My daughter is autistic and never leaves the house. Willowfield summer scheme has been the only one she will attend and has attended 2 years in a row. She feels comfortable with everyone and is finally socialising outside the home! I feel safe to leave them with such a kind and caring team, we look forward to next year.”

WILLOWFIELD PARISH COMMUNITY ASSOCIATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

ACHIEVEMENTS AND PERFORMANCE *(continued)*

In the Autumn we enjoyed a visit from the Permanent Secretary of the Department for Communities, Colum Boyle, along with a team of officials, who fund our family support project. It was great to be able to show them around and to have the opportunity to share with them the work we are doing and for some of our service users to have the opportunity to share their inspirational stories. We also enjoyed a visit from the Halifax Fund who support our Hobby Club. They were impressed to see the group in full swing and to hear how it has benefitted the community.

In the run up to Christmas, we held our Christmas Tree Festival with trees decorated by 23 local businesses, 8 local community groups, 2 local Roman Catholic congregations, 3 local schools and 24 groups from within Willowfield Parish Church and WPCA. We were delighted to welcome several MLAs, an MP and some of our local Belfast City Councillors to the festival. The local community turned out in force and enjoyed music from Nettlefield Primary School choir and from Festival Brass. This was a really successful event, both in terms of welcoming in the community and in terms of fundraising. The joy on people's faces as they looked at all the different trees and enjoyed the atmosphere made it really worthwhile.

Throughout the year we have benefitted from collaborating and partnering with other local organisations. Our involvement in local forums and network groups is a real strength, keeping us informed about everything that is going on in the area, and providing useful contacts to share ideas and resources, and offer complementary services to best support each other and the local community.

Staff and Volunteers

We are blessed to have a great staff team who have, as always, given their all in the last year. It is such a privilege to see the dedication shown by staff and the heart they have for our community. We are so grateful to them and to our volunteers who give so selflessly of their time and energy to support our work. The enthusiasm, energy and positive attitudes shown by staff and volunteers enables us to work together as a team to meet the challenges we see in the community around us.

In March, we said goodbye to our Job Club Manager, Eunice Newell and her husband George, one of our Trustees. Eunice and George have been heavily involved with WPCA since the beginning and we took time to celebrate their hard work and dedication over the years. We also saw our Moving Forward Co-Ordinator, David Jardine, leave us in June after suffering with ill health for a couple of years. David has worked with WPCA for many years, first as a youth worker, then pioneering the Moving Forward project. David was able to join us towards the end of the year to celebrate his time with us and we pray for his continued recovery. Our financial administrator, Stewart Quinn, accepted the position as a youth worker in Magheralin Parish Church in August. Shannon Smillie, one of our part-time project workers moved to full-time employment in the further education sector in September. David, Shannon and Stewart will be greatly missed.

In November, we welcomed Linda Campbell as a CAP Debt Coach. She brings a fresh enthusiasm and energy to our work with people in debt and allows us to expand our capacity in this area.

FINANCIAL REVIEW (including reserves policy)

At the end of 2023, there is a £81,066 of a surplus in unrestricted funds, of which the Board has set aside £63,000 as a salary reserve representing 3 months salary costs; and there is a surplus on restricted funds of £541,615.

The Board is so grateful for the donations and grants we received during 2023 from many charities, grant making bodies, churches and individuals including:

WILLOWFIELD PARISH COMMUNITY ASSOCIATION COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

FINANCIAL REVIEW (including reserves policy) *(continued)*

Anchor Foundation, Belfast City Council, Church of Ireland Priorities Fund, Church of Ireland Orphans and Childrens Society, Community Foundation NI, Department for Communities, Enkalon Foundation, Esme Mitchell Trust, EBCDA, Education Authority, Garfield Weston Foundation, Halifax Foundation NI, Hedley Foundation, Irish Youth Foundation Live Here Love Here, Maurice & Hilda Laing Charitable Trust, Prince of Wales Charitable Foundation, Souter Charitable Trust, TBF & KL Thompson, Tudor Trust, Ulster Garden Villages, Willowfield Parish Church and other donors who wish to remain anonymous.

The policy of the Management Committee is to maintain reserves at such level as limits the risk from a future downturn in income or from increased expenditure in the longer term, including expenditure on fixed assets.

EVENTS AFTER THE REPORTING PERIOD

In January 2024, the property at 91 Ravenhill Road was sold for net proceeds of £92,954, resulting in a gain on disposal of £82,635.

PLANS FOR FUTURE PERIODS

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

Willowfield Parish Community Association is a charitable private company limited by guarantee and not having a share capital, whose registered office is situated in Northern Ireland. The Company was incorporated on 24th January 2007, commenced operations on 1st January 2008 and is recognised as a charity by The Charity Commission for Northern Ireland (charity reference number NIC 103336).

The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Recruitment, appointment, induction and training

Unless otherwise determined by the Association in General Meeting, the number of Trustees shall not exceed fifteen and shall not be less than five. The Board shall comprise of The Chairperson (and Trustee) who at all times will be the Rector of Willowfield Parish Church or other person appointed by him/her to act in that capacity and the number of trustees appointed as follows, half of whom shall be appointed annually by the Select Vestry of Willowfield Parish Church, to be known as "nominated trustees" and half of whom shall be elected at the Annual General Meeting (AGM), to be known as "elected trustees".

All trustees shall be members of the Association. Elected trustees shall hold office for a period of up to two years and shall retire by rotation, with the longest serving half to retire at each AGM. Retiring (elected) trustees shall be eligible for re-election. The number of nominated and elected trustees shall remain equal at all times.

The trustees have the power at any time to appoint any person to be a trustee to fill a casual vacancy. Any trustee so appointed shall hold office only until the next following AGM and then shall be eligible for re-election/nomination.

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TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

Appropriate training and induction is available to all trustees.

STRUCTURE, GOVERNANCE AND MANAGEMENT *(continued)*

Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the Charity, and are satisfied that systems are in place to mitigate an exposure to major risks. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors. These procedures are periodically reviewed at least annually to ensure that they continue to meet the needs of the charity.

Organisational Structure

The Board meets on a regular basis throughout the year, and by careful analysis of management accounts considers if there are any major risks to the future and to ensure that the company is a going concern and able to continue its work to benefit local residents in the Willowfield area of inner east Belfast.

TRUSTEES' RESPONSIBILITIES STATEMENT

The trustees (who are also the directors of Willowfield Parish Community Association for the purposes of company law) are responsible for preparing the Trustees Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (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 2019 (FRS 102);
- 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 operation.

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 enable them to ensure that the financial statements comply with 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.

**WILLOWFIELD PARISH COMMUNITY ASSOCIATION
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 DECEMBER 2023

TRUSTEES' RESPONSIBILITIES STATEMENT *(continued)*

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

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.

INDEPENDENT EXAMINER

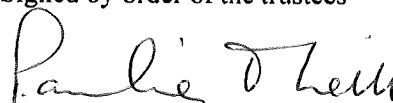
GMcG Portadown Chartered Accountants has been re-appointed as independent examiner for the ensuing year.

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.

Registered office:
The Micah Centre
149A My Lady's Road
Belfast
BT6 8FE

Signed by order of the trustees



Pauline O'Neill
Company Secretary