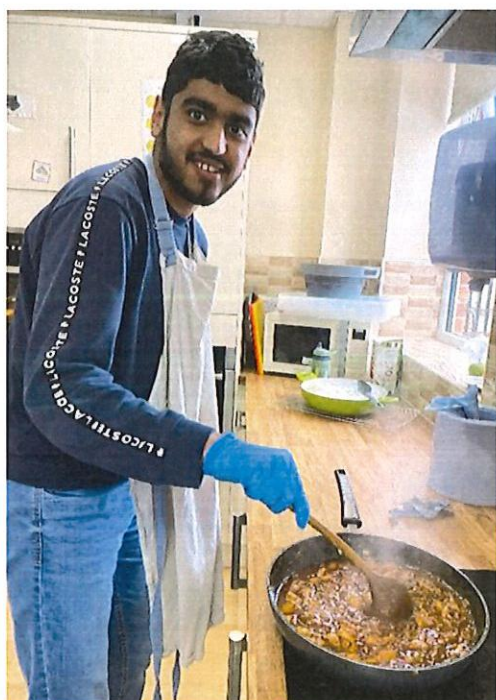




St James Centre Annual Report and Accounts 2022 to 2023



Helping people
move forward in
their life!

A place full of
life, laughter,
diversity and
harmony!

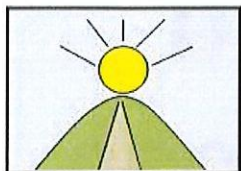


**St James
Centre**

Serving the whole community



St James Centre is an incorporated trust, constituted under a trust deed and is a registered charity number 1043189. St James is controlled by its governing document, a deed of trust, and constitutes a company limited by guarantee, as defined by the Companies Act 2006.



Our Vision

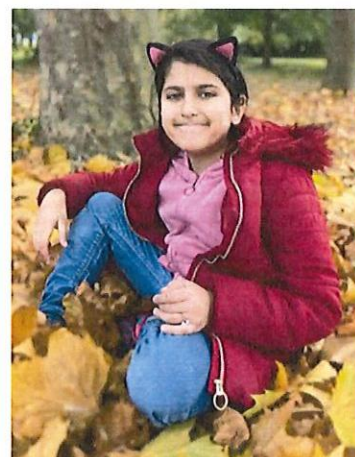
Our vision for St James is that it will be a place full of life, laughter, diversity and harmony, where everyone is made welcome, supported and helped to move forward in their life.

Our Mission

St James is an innovative, can-do organisation which provides people friendly support to individuals and communities helping them to thrive, to achieve their full potential and live life to the MAX!



Trusted by the community to work for the benefit of all



People centred, valuing the individual

Live equality and celebrate diversity



Positive, Pro-active, Innovative and can-do organisation



Professional, passionate staff who work for Social Justice



St James Strategy and Achievements 2022 to 2023

- **Keep St James Centre a COVID safe space while continuing to get back to our normal service delivery and openness to the community. Thankfully we all survived COVID and amazingly we are back to normal!**
- **Develop the Family Hub and find long term funding for it. We were awarded £246,360 from the Big Lottery to keep it going for 3 years.**
- **Develop our work with the Roma Community to help them prosper here. We have developed several ideas and Tudor Trust have agreed to fund us for another 2 years.**
- **Support people from the Local Community through the developing Cost of Living Crisis. St James became a warm welcome centre proving meals, vouchers, energy support and even a free slow cooker!**
- **Apply for funding to support the Advice and Disability Services. We were successful in applying for 12 different pots of money and brought in £482,225 in total.**
- **Develop more EOTAS (Education other than at school) support packages. We welcomed a deaf young man who has a personalised EOTAS package; he is thriving!**

St James Strategy for 2023 to 2024

- **Continue to develop our Constitution to reflect our work going forward**
- **Improving the energy efficiency of the Centre to reduce our carbon footprint**
- **Develop further our work with the Roma Community in Derby**
- **Strengthen the Advice Team with new workers and more training**
- **Bring the Derby ND Hub to life and support 100 children this year.**
- **Obtain a fair hourly rate from the Local Authority for our Social Care work with children and adults**
- **Deliver successfully the Family Hub, the Short Break Innovation and HAF Programmes and the Cadent Project.**
- **Bring to a positive conclusion the long term future of the St James Church building**



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Being awarded nearly a quarter of a million pounds by the Big Lottery to run our Family Hub for another 3 years!

Becoming the Cadent Centre for Warmth in Derby!



Seeing how much the children enjoy coming to HAF (Holiday Activity and Food Programme) sessions!



Highlights of Our Year!

"The advice you gave really helped me"



"Don't know where we would be without your support"



Being part of the Neuro-Divergent (ND) Hub Partnership that won the tender to deliver the new innovative ND Hubs in Derby! And becoming the Lead organisation to make it happen!

NEUROHUB
NEURODIVERGENCE THRIVES HERE



The Advice Service coming back in house, which helped us support thousands of people during the cost of living crisis during the Winter.



St James's clients, staff and organisation survived the Pandemic and amazingly we are back to normal welcoming people in!



The way the families and their young people supported each other during the Warm Welcome Family nights!

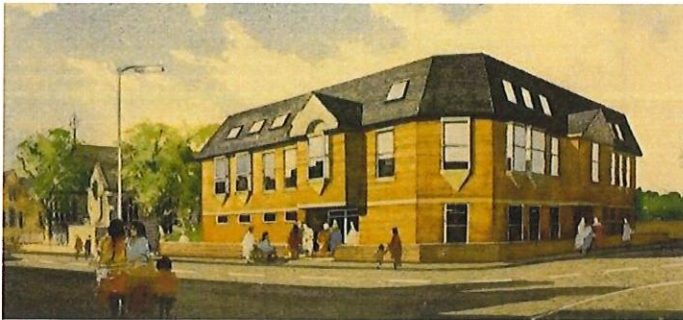


The success of our Friendly Café, which feeds not only clients and staff, but also homeless people. Achieving a 5 star hygiene rating!



Being able to continue to lead the Roma and Eastern European Community work in Derby, thanks to further funding from Tudor Trust

St James Centre — A welcoming Home from Home for all the Community!



Our long term tenants



Derby College have been teaching English as a Second Language, ESOL, for 20 years from St James. They currently have over 600 students who take part in 75 classes each week!



The Community Nursery run by Derwent Stepping Stones provides support for the children of students attending the college as well as families from the local community.



The Indoor Climbing Centre, Alter Rock, based in St James Church building has built its business back up again post COVID and is thriving!

St James Centre

Serving the whole community

Our Community Friendly Café has gone from strength to strength. Alongside all the meals it provides every day to clients and staff at the Centre, it provided 700 free meals in 6 weeks over winter 2022 and gained 5 stars from the food hygiene check. Some homeless people still come every day for a free meal.



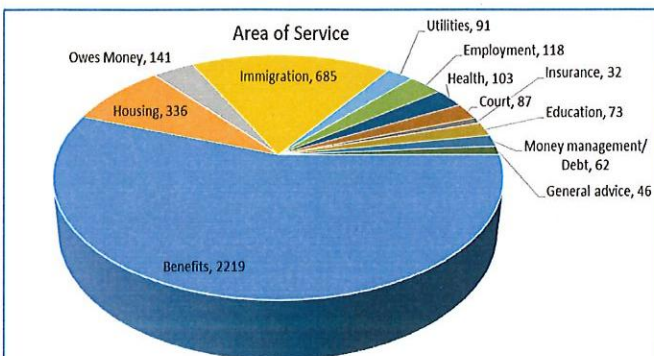
St James became a Warm Welcome Space for the community over winter 2022. Every Tuesday, we opened up the Hive for families to enjoy playing with other children, meeting other parents/carers while enjoying a tasty meal.

The St James Centre has been able to start renting out rooms for meetings and activities over the last year. However, despite the space being restricted due to having to set up an office for our Advice Service, we welcomed Surtal Asian Arts Dance Class and Severn Trent who ran sessions to help people get back to work.



Advice 4 All — Our multi-lingual one stop shop for advice and support!

- ✓ Our Service provided 3909 advice sessions (last year it was 2432) which was a 62% increase on the previous year!
- ✓ We supported 1851 different clients, (last year was 575) which was a huge increase of 320%! Due to the number of our clients who we helped with household/energy vouchers



We said goodbye this year to Shameem Malooq, the Manager of our Advice Service for 12 years and a member of the Senior Management Team. We are really going to miss her, but we wish her much happiness in her retirement!

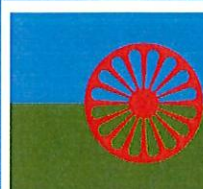


The Advice 4 All Service had to move from Pear Tree School as they wanted their rooms back, so after a fruitless search for premises we took the service back in house at the St James Centre.

Advice 4 All became a trusted provider for the Household Fund, which became overwhelming in Winter 2022, when we had 500 people contact us in 2 weeks in January!



Advice 4 All



Roma Alliance Derby has had a busy year, we started a new Job Club asked for by the community and a

campaign to help private renters get work done by their landlords. Over 250 people came to our Roma Awareness Training sessions, and we recruited 3 Roma consultants from different backgrounds. The inclusion team of the Council of Europe came to look at how the Roma Community were settling in the UK.



Cadent contacted us and asked us to become part of their Warm Welcome Network which stretches across the Country. We

worked with them to give clients energy efficiency advice, free Carbon Monoxide alarms, and supported people to maximise their income. We ran slow cooker nights which over 50 people came to and they generously helped St James with their heating bill.

The EUSS Settlement Scheme

The Advice Team continued to support vulnerable people to apply for pre-settled and settled status, under a Home Office contract.

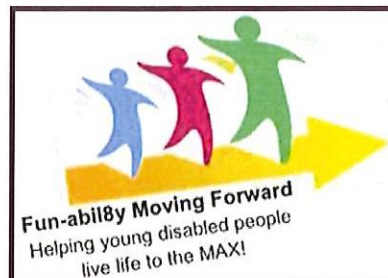


Our advisors are multi-lingual speaking Russian, Latvian, Czech, Polish, Slovak, Romanian, Romanes, Urdu, Mirpuri, Punjabi and of course English!



Fun-abil8y Moving Forward, a Seamless Service from 3-60 helping disabled people live life to the MAX!

- ☑ **We supported 133 young disabled people aged 3 to 60 who have a wide range of disabilities**
- ☑ **We are truly diverse—More than 46% of our young people and staff come from Black, Asian or European Communities.**



Fun-abil8y started to run HAF (the government's Holiday Activities and Food programme) sessions from Summer 2022 for disabled children. These have been very successful and we are always over subscribed!

Each session was delivered round a consistent model, with an hour of adapted physical activity, a healthy meal, craft or games and social time to help the children feel settled.



Fun-abil8y Family Hub

Over the year we supported 44 families, of which 64% were from BME background. The families asked us for help with a range of issues, the top 3 were school (48%), benefits (18%), adult services (11%). The statutory services are so stretched that they often send people to us for help! We ran a siblings club and parent to parent group, as well as family events such as a Jubilee party, a seaside trip and a mad hatters tea party. Sadly the previous funding was running out...

So, we were delighted when the Lottery agreed to fund our Fun-abil8y Family Hub for another 3 years from March 2023! Thank you so much!



St James was part of a successful partnership bid to develop Neuro Hubs for children and their parents/ carers who have neuro-divergent conditions like Autism and ADHD. We will be taking the lead when it starts in April 2023.

IMPROVING VARIETY AND CHOICE IN SHORT BREAKS

Derby City Council was awarded funding from the Short Breaks Innovation Fund and

Fun-abil8y are one of 4 organisations who have been asked to help deliver it from April 2023.

St James successfully applied to become a provider of Adult Day Opportunities for Derbyshire County Council in March 2023.



Moving Forward, with our Adult Service

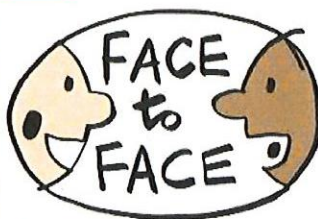
Each disabled adult makes and follows a development plan in each of the 5 key areas.

	Making my contribution to the community.
	Keeping physically and mentally active
	Making and keeping friends
	Becoming as independent as I can
	Develop my own Interests



Moving Forward's Creative Learning Sessions

- Radio Derby helped us beat the January blues by holding a wonderful show in our Hive!
- In Maths week we brought numbers into the real world through Money Monday, Time Tuesday, Weigh-In Wednesday, Triangular Thursday and Fractions Friday!
- We ran our own "St James has talent" where the adults showcased their singing, dancing and comedy skills
- Each young person baked a cake to try and win the coveted "Best Baker Trophy!" in our own "Bake-off"
- We took part in community activities like keeping fit with group yoga, making Diwali Lanterns and working on the local allotment.
- We enjoyed Science week where they liked making erupting volcanos!
- We held a week to highlight the "People who help us in our community"



Comments from Families about our service

"The girls had a lot of fun during the summer they came back very happy and relaxed"

"My son has never come to St James Centre before, but the following day he was asking to come again!"

"My boys are so happy with you. I also got some rest and some time for myself I did some shopping on my own which helped me out a lot.

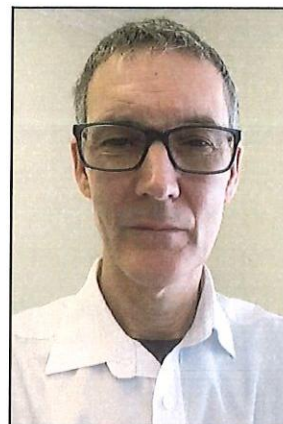
"I feel a weight has been lifted off my shoulders, after speaking to someone that understands"

Janet Tristram CEO



St James Staff and Trustees

Michael Futers
the Chair of St
James



St James Trustees
Michael Futers Chair
Simon Cartwright (Resigned
November 2022) David Martin
Martin Gadsby Guy Freeman
Neil Watkins

Chief Executive Officer
Janet Tristram

**Fun-abil8y Moving
Forward Team**
Ellie Fletcher
Molly Jo Burnett
Lori Butcher
Emma Twigg
Ranjit Kaur
Wendy Young
41 Support Workers

**Advice Services
Team**
Shameem Malooq
Rafique Uzzaman
Monica Toche
Marta Gorolova
David Lacko

**Buildings/Core
Team**
Vicky Carter
David Corregan
Dace Saulina
Taira Hussain
Jadwiga Tokarek
Cleaning Team

Hello, My name is Dace!

Originally, I am from Latvia, but moved to the United Kingdom in 2011 for better employment opportunities. Initially, I started my professional journey in a warehouse setting due to having a language barrier. Within three months I learnt English by watching TED talks and having simple conversations with my colleagues at work.

Later in 2011, I managed to secure a job at Recruitment Agency as a Recruitment Officer, that enabled me to improve my English and acquire many useful skills. In 2019, I enrolled for a master's degree in accounting and finance. I graduated with a distinction from the University of Derby in 2023.

I joined St James Centre in January 2022 as a HR and Finance Coordinator, but in 2023 I was offered a management position which I accepted. I appreciate the opportunity given as I continue to learn new skills.

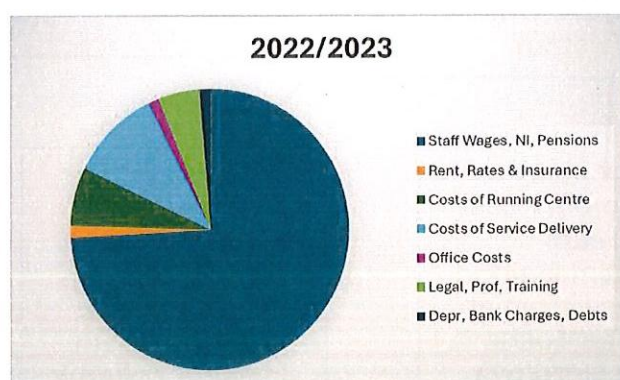
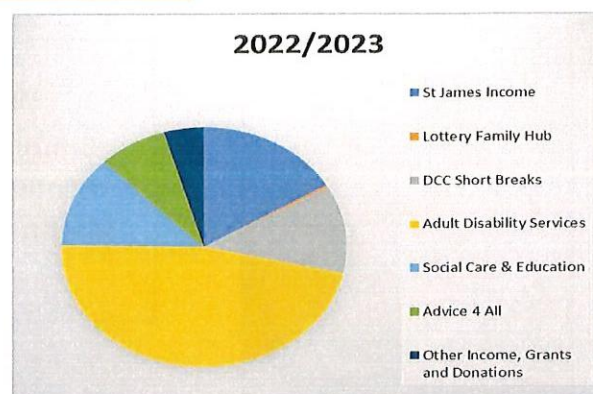
My main job role is to manage reception and Advice 4 All teams, perform general HR duties, and to ensure that the building is safe, and in good repair. I love working at St James centre as colleagues are very supportive and every day presents different challenges. I enjoy communicating with people and solving problems.

If I had a magic wand, I would ensure that everyone have a warm home to live in!



St James Finance Overview

Comparison of Income	2021/2022	2022/2023
St James Income	148,737	162,264
Lottery Family Hub	47,527	3,157
DCC Short Breaks	124,739	117,624
Adult Disability Services	410,784	461,799
Social Care & Education	76,017	122,769
Advice 4 All	24,626	76,568
Other Income, Grants, Donations	91,949	45,126
Total	924,379	989,307



Expenditure	2021/2022	2022/2023
Staff Wages, NI, Pensions	£631,707	£661,612
Rent, Rates & Insurance	£9,333	£12,188
Costs of Running Centre	£58,095	£60,199
Costs of Service Delivery	£84,281	£93,168
Office Costs	£12,415	£11,858
Legal, Prof, Training	£25,821	£42,027
Depr, Bank Charges, Debts	£7,475	£11,516
Total	£829,127	£892,568



St James' income increased by over 10% to £989,307 from the previous year, as did the expenditure of £892,568. This gave us a surplus of £96,739 which is just under 10 % of our turnover.



St James Centre Financial Policy

Financial review

This financial situation has continued to be very uncertain with cost of living issues taking over from COVID challenges. Again we were unable to secure an hourly rate from the local authority which reflected the minimum wage rise, energy and cost increases. We have had an increase in only 1 of 3 income streams, and that was less than half the cost of living rise.

More positively, the Centre has been able to open to the community, which means the income the Centre has generated increased by 40% compared to the 2 COVID years. The adult disability service income increased by 12%, despite the lack of a fair rise and the advice service income increased threefold over the year.

During Autumn/Winter 2022, there were many opportunities to apply for grants from a wide range of sources, these include the Big Lottery, the local authority and Trust funds. We were successful in all of the 12 applications we made, these secured £482,225! The largest awards were a grant from the Big Lottery for our Family Hub, a 2 year service agreement with Cadent, and a 2 year continuation from Tudor Trust.

Reserves policy

The Company's Policy is to follow the Charity Commissioners Recommendation to hold between 3 to 6 months' expenditure in general reserves. Our actual reserves are £592,941 (after restricted funds have been removed) which equates to 9 months' expenditure. Net liabilities to the value of £78,481 are restricted and not available as part of the reserves, however some of these restricted funds do cover wages as part of their grant agreement. As of 31 March 2023 cash balances were £434,981.

St James Governance and Management

Recruitment and Appointment of New Trustees

The trustees are appointed by the Board of Trustees and serve for three years after which period they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 3 trustees, to a maximum of 9 trustees, with no more than 3 trustees due for re-appointment in any one year. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirement for any specialist skills needed. All members of the Board give their time voluntarily and receive no benefits from the charity.



Induction and Training of new Trustees

New trustees undergo an orientation day to brief them on their obligations under charity and company law, committee and decision making processes, the business plan, recent financial performance of the charity, a brief history of the trust and a copy of the governing trust deed. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Risk Management

St James has a Risk Management Policy and Process that has been approved by the Trustees, which identifies long and short term risks and ensures that controls are put in place to mitigate them. Procedures are in place to ensure compliance with all statutory obligations, especially Health and Safety, Employment Law, Safeguarding and Confidentiality. We have contracts in place to ensure we comply with legal requirements for Human Resources, Health and Safety and IT.

Responsibilities of the Trustees

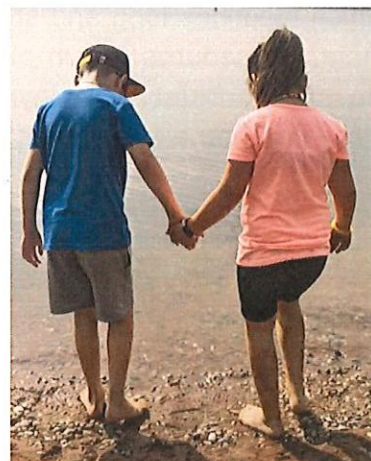
- ☑ Ensuring the good governance of the charity and its strategic direction
- ☑ Ensuring correct finance and accounting is carried out
- ☑ Managing the charity's resources responsibly and ensure the charity is accountable
- ☑ Appointing the CEO to manage the day to day operations of the charity working with all the staff of the company.



The St James Centre would like to thank the following for their support during this year



- * Alka Computer Services
- * Alter Rock
- * Haines Watts Accountancy Services
- * Cadent
- * Community Action Derby
- * Derby City Council
- * Derby College
- * Derwent Stepping Stones
- * The Big Lottery
- * The Home Office
- * The Tudor Trust
- * Umbrella
- * Wirehouse Employment/ Health and Safety Services






Here are some ways you can become involved in the work of St James!

- ☑ Volunteer for us
- ☑ Make a donation
- ☑ Follow us on Facebook, Twitter and Instagram (See box on the right!)



You can contact us on:-
01332 604080
reception@stjamescentre.org
St James Centre, Malcolm Street, Derby DE23 8LU



	@stjamescentraderby @FMF604066
	@St_James_Centre
	stjamescentraderby

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

**TRUSTEES' REPORT AND
FINANCIAL STATEMENTS**

for the year ended 31 March 2023

**Company Number 02824422
Registered Charity Number 1043189**

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Reference and Administrative Information

CHARITY NAME: St James' Centre (Derby) Limited

CHARITY REGISTRATION NUMBER: 1043189

COMPANY REGISTRATION NUMBER: 02824422 (England and Wales)

**REGISTERED OFFICE AND
OPERATIONAL ADDRESS:** St James Centre Malcolm Street
Dairy House Road
Derby
Derbyshire
DE23 8LU

BOARD OF TRUSTEES: M R Futers
G J Freeman
S J Cartwright *Resigned 24/11/2022*
N A Watkins
M W Gadsby
D N Martin

SECRETARY: G J Freeman

INDEPENDENT EXAMINER: Alex Butterfield ACA
Haines Watts Chartered Accountants
Cliffe Hill House
22-26 Nottingham Road
Stapleford
Nottingham
NG9 8AA

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Trustees' Annual Report (including Directors Report) for the year ended 31 March 2023

The trustees, who are directors for the purposes of company law, present the annual Directors' Report together with the financial statements for the year ended 31 March 2023.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS102) (effective 1 January 2019).

Objectives and Activities

The charity has the general aim of contributing to the quality of life of the people of Derby and a wider area by expanding their horizons through the provisions of exciting, challenging and accessible professional and community support. They aim to do this in a flexible, friendly, social and cultural environment.

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

The objectives and aims of the charity are to develop the Centre into a place used by and for the benefit of the surrounding community. We provide rooms and services for training and community meetings.

The provision of welfare services remains our most significant activity. The disabled children and young adults service has grown both in numbers, activities and level of disability of the service users. We offer a multi-lingual advice service and a community cafe for those facing crisis, poverty or isolation.

Over this year, more than 8,000 people from the local neighbourhood and the wider Derby area directly benefitted from the charity's work. During this period, the Centre has been moving back towards pre-COVID pandemic levels of business and once again being a community hub.

Achievements and Performance

Since the COVID pandemic, we have been able to re-open our rooms to the community for training and activities. We decided to divide the Thornton Room, our main community space, into 2 rooms with a removable partition. This proved very useful when we had to relocate the Advice 4 All Service back in-house when the local school asked for their rooms back.

During the winter months, we became a warm space for the community, offering free meals, helping people to apply for household and energy vouchers, providing cooking nights with a free slow cooker for everyone who attended and a warm welcome night for families, all to help the community through the cost-of-living crisis. The café was very busy during this period, building on its achievement of a 5-star hygiene rating in August 2022.

The long-term future of St James Church, which we lease from the Diocese, has become more of an issue. Not only does it need major repairs to keep it water tight, but the insurance company is also asking for much higher premiums which the sub-lessee, Altar Rock Indoor Climbing Centre, cannot afford. We are in regular discussion with the Diocese, but the present and the future of the building remain uncertain.

Our Advice Service has had many endings and beginnings this year! Sadly, our much-respected Advice Manager, Shameem Malooq, retired after 13 years running the service; our support for vulnerable people to apply to the European Union Settlement Scheme drew to a close; and we had to re-apply for funding for the work of the Roma Alliance Derby.

On the upside, we were fortunate enough to receive funding from Cadent for 2 years, as part of its warm welcome network. This enabled us to offer free Carbon Monoxide (CO) alarms and give people advice on CO risks and energy efficiency. Cadent also generously donated an amount towards our heating bills. New initiatives from our work with the Roma and Eastern European Communities started, including "help in 2 work" sessions at Normanton Library, Roma Awareness training for organisations and a campaign to help private renters get their landlords to do essential repairs.

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Trustees' Annual Report (including Directors Report) for the year ended 31 March 2023

Achievements and Performance (cont'd)

Our Adult Disability Services increased by 12%, despite local authority funding not being increased in line with the rise in minimum wages, inflation, energy etc. We successfully applied to continue to deliver Short Breaks for Derby City Council for the next 2 years – sadly, the rate per hour has not increased for 3 years. Clearly this kind of underfunding is not sustainable in the long-term.

We started to deliver the government holiday activity and food scheme (HAF) in the 2022 summer holidays for disabled children - this proved extremely popular and all our places were snapped up within weeks. We delivered HAF during the Christmas holidays too.

We were asked by the local authority to be part of a Short Breaks Innovation Scheme funded by the Department of Education, which will be starting in June 2023. We will also be leading on developing a Neuro Hub for Derby, which will support young people who are neuro-divergent, pre- and post-diagnosis.

In December 2022, it was confirmed that we had been successful with our Big Lottery Bid for the Family Hub and have been awarded £240,360 over 3 years. This means we can develop our Family Hub started under the COVID recovery monies. We have continued to support 2 young people on Education other than at School (EOTAS) programmes. Both the young people have made significant steps forward!

Financial Review

This financial situation has continued to be very uncertain, with cost-of-living issues taking over from COVID challenges. Again, we were unable to secure an hourly rate from the local authority which reflected the minimum wage rise, energy and cost increases. We have had an increase in only 1 of 3 income streams, and that was less than half the cost-of-living rise.

More positively, the Centre has been able to open to the community, which means the income that the Centre has generated increased by 40% compared to the 2 COVID years. The adult disability service income increased by 12% despite the lack of a fair rise and the advice service income increased threefold over the year.

During Autumn/Winter 2022, there were many opportunities to apply for grants from a wide range of sources; these included the Big Lottery, the local authority and Trust funds. We were successful in all of the 12 applications we made, which secured £482,225! The largest awards were a grant from the Big Lottery for our Family Hub, a 2-year service agreement with Cadent, and a 2-year continuation from Tudor Trust.

St James' income increased by over 10% to £989,307 from the previous year, and expenditure increased to £892,568. This gave us a surplus of £96,739 which is just under 10% of our turnover.

Reserves Policy

The Company's Policy is to follow the Charity Commissioners Recommendation to hold between 3 to 6 months' expenditure in general reserves. Our actual reserves are £592,941 (after restricted funds have been removed) which equates to 9 months' expenditure. Net liabilities to the value of £78,481 are restricted and not available as part of the reserves; however, some of these restricted funds do cover wages as part of their grant agreement. As of 31 March 2023, cash balances were £434,981.

Risk Management

The trustees identify and review the risks to which the charity is exposed on an annual basis and as new circumstances arise. This ensures that appropriate controls are in place to provide reasonable assurance against fraud, error and other threats. Procedures are in place to ensure compliance with all statutory obligations, especially Health and Safety, Employment Law, Safeguarding and Confidentiality. We have contracts in place to ensure we comply with legal requirements for Human Resources, Health and Safety and IT.

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Trustees' Annual Report (including Directors Report) for the year ended 31 March 2023

Structure, Governance and Management

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

M R Futers
G J Freeman
S J Cartwright *Resigned 24 November 2022*
N A Watkins
M W Gadsby
D N Martin

J Tristram has acted as Chief Executive Officer during the year.

Nature of Governing Document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and Appointment of Trustees

The trustees are appointed by the Board of Trustees and serve for 3 years, after which period they may put themselves forward for re-appointment. The Trust Deed provides for a minimum of 3 trustees, to a maximum of 9 trustees, with no more than 3 trustees due for re-appointment in any one year. All members are circulated with invitations to nominate trustees prior to the AGM advising them of the retiring trustees and requesting nominations for the AGM. When considering co-opting trustees, the Board has regard to the requirements for any specialist skills needed.

The Board of Trustees administers the charity. The Board meets bi-monthly. New trustees undergo an orientation day to brief them of their obligations under charity and company law, committee and decision-making processes, the business plan and recent financial performance of the charity, a brief history of the trust and a copy of the governing trust deed. During the induction day, they meet key employees and other trustees. Trustees are encouraged to attend appropriate training events where these will facilitate the undertaking of their role.

Organisational Structure

A chief executive is appointed by the trustees to manage the day-to-day operations of the charity, working with all the staff of the company. There are 3 senior managers who supervise the co-ordinators of services and projects.

Trustees' responsibilities in relation to the financial statements

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 at the balance sheet date and of its incoming resources and application of resources, including the statement of financial activities for the financial year. In preparing those financial statements, the trustees are required to:

- Observe the methods and principles in the Charities SORP;
- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Trustees' Annual Report (including Directors Report) for the year ended 31 March 2023

Trustees' Responsibilities (cont'd)

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

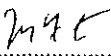
Members of the Board of Trustees

Members of the Board of Trustees, who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 5.

Board Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees as at 31 March 2023 was 11 (2022: 11).

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Management Committee and signed on its behalf by:

.....  **M R Futers (Trustee)**

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)
Company Number: 02824422

Independent Examiner's Report to St James' Centre (Derby) Limited

I report on the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023.

Responsibilities and Basis of Report

As the charity's trustees of the Company (and also its directors for the purpose of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

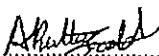
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1) Accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- 2) The accounts do not accord with those records; or
- 3) The accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirements that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) The accounts have not been prepared in accordance with the methods and principles of the Statement of recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.


.....
A Butterfield ACA
Chartered Accountant

Dated 06/12/23

Haines Watts Nottingham Limited
Chartered Accountants
Cliffe Hill House
22-26 Nottingham Road
Stapleford
Nottingham
NG9 8AA

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Company Number: 02824422

Statement of Financial Activities for the year ended 31 March 2023

(Incorporating Income and Expenditure Account)

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £
Income and Endowments							
Charitable Activities	3	740,913	114,302	855,215	674,457	103,397	777,854
Investment Income	4	133,456	-	133,456	116,955	-	116,955
Other Income	5	486	150	636	4,377	-	4,377
Total Income		874,855	114,452	989,307	795,789	103,397	899,186
Expenditure							
Other Expenditure	6	(790,713)	(101,855)	(892,568)	(727,715)	(101,412)	(829,127)
Total Expenditure		(790,713)	(101,855)	(892,568)	(727,715)	(101,412)	(829,127)
Net Income		84,142	12,597	96,739	68,074	1,985	70,059
Net Movement in Funds		84,142	12,597	96,739	68,074	1,985	70,059
Reconciliation of Funds							
Total Funds Brought Forward		387,383	30,338	417,721	319,309	28,353	347,662
Transfers		121,416	(121,416)	-			
Total Funds Carried Forward	15	592,941	(78,481)	514,460	387,383	30,338	417,721

The statement of financial activities includes all gains and losses in the year. All incoming resources, and resources expended, derive from continuing activities.

The notes on pages 11 to 17 form part of these accounts

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)
Company Number: 02824422

Balance Sheet as at 31 March 2023

	Note	Total 2023 £	Total 2022 £
Fixed Assets			
Tangible fixed assets	10	<u>1,034,713</u>	<u>1,017,028</u>
Current Assets			
Debtors	11	173,854	136,214
Cash at bank and in hand		<u>434,981</u>	<u>334,297</u>
		608,835	470,511
Liabilities			
Creditors falling due within one year	12	<u>(160,306)</u>	<u>(101,036)</u>
Net Current Assets		<u>448,529</u>	<u>369,475</u>
Net Assets		<u>1,483,242</u>	<u>1,386,503</u>
The Funds of the Charity			
Restricted funds		(78,481)	30,338
Unrestricted funds		592,941	387,383
Revaluation reserve		<u>968,782</u>	<u>968,782</u>
Total Unrestricted Funds		<u>1,561,723</u>	<u>1,356,165</u>
Total Funds	15	<u>1,483,242</u>	<u>1,386,503</u>

The Company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ending 31 March 2023.

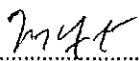
The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for:

- Ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006, and
- Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each 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 the financial statements, so far as applicable to the company.

These accounts are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

Approved by the Board of Directors on 06/12/22 and signed on its behalf by:


.....
M R Futers
Trustee

The notes on pages 11 to 17 form part of these accounts

ST JAMES' CENTRE (DERBY) LIMITED

Statement of Cash Flows for the year ended 31 March 2023

	Note	Total 2023	Total 2022
		£	£
Cash flows from operating activities			
Net Cash Income		96,739	70,059
Adjustments to cash flows from non-cash items			
Depreciation	6	5,235	4,093
Investment Income	4	(133,456)	(116,955)
		(31,482)	(42,803)
Working capital adjustments			
(Increase)/ decrease in debtors	11	(37,640)	(35,887)
Increase/(decrease) in creditors	12	59,270	16,791
Net Cash flows from operating activities		(9,852)	(61,899)
Cash flows from investing activities			
Rent and similar income	4	133,456	116,955
Purchase of tangible fixed assets	10	(22,920)	(2,490)
Net cash flows from investing activities		110,536	114,465
Net increase in cash and cash equivalents		100,684	52,566
Cash and cash equivalents at 1 April		334,297	281,731
Cash and cash equivalents at 31 March		434,981	334,297

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 11 to 17 form part of these accounts

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023

1. Charity Status

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £nil towards the assets of the charity in the event of liquidation.

The address of its registered office is:

St James' Centre
Malcolm Street
Dairy House Road
Derby
Derbyshire
DE23 8LU

2. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Statement of Compliance

The financial statements have been prepared in accordance with the 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 (FRS102) (effective 1st January 2019) – (Charities SORP (FRS102)), The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Basis of preparation

The charity meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accountancy policy notes.

The financial statements are presented in sterling (£) and rounded to the nearest pound.

Going Concern

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

Income and Endowments

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 when 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.

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.

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

Donations and Legacies

Donated services or facilities are recognised as income when the charity has control over the item, any condition associated with the donated item have been met, the receipt of the economic benefit from use by the charity of the item is probable and that economic benefit can be measured reliably. On receipt donated services and facilities are recognised on the base of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market, a corresponding amount is then recognised in expenditure in the period of receipt.

Grants Receivable

Revenue grants are credited as incoming resources when they are receivable provided conditions for the receipt have been complied with, unless they relate to a specified future period, in which case they are deferred or are performance related in which case they are credits in the period in which the services are delivered.

Taxation

The charitable company is exempt for Corporation Tax on its charitable activities. The Trustees have reviewed the charity's activities and are confident that they further the company's charitable aims and as such are considered to be primary purpose trading.

Depreciation and Amortisation

Tangible fixed assets are initially measure at cost and subsequently measure at costs 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 basis:

Asset Class	Depreciation method and rate
Other assets	10% on cost
Computers	20% on cost
Fixtures, fittings and equipment	15% on cost

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 net asset is estimated in order to determine the extent of the impairment loss (if any).

Fund Structure

Unrestricted funds are expendable at the discretion of the Council of Management in furtherance of the objects of the charity.

Designated funds are part of the unrestricted funds, which have been earmarked for particular purposes, to hold in reserve fund to cover three months running costs and for potential property maintenance.

Restricted income funds are those donated for us in particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme. The assets of the scheme are held outside the charity in independently administered funds. Contributions payable for the year are shown within the financial statements.

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

Financial Instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measure at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measures at fair value (which is normally the transaction price excluding transactions costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measure at the present value of the future payments discounted at a market rate or interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3. Income from charitable activities

	Unrestricted £	Restricted £	2023 £	2022 £
Incoming resources from charitable activities	740,913	114,302	855,215	730,327
Grants receivable for core activities	-	-	-	47,527
	<u>740,913</u>	<u>114,302</u>	<u>855,215</u>	<u>777,854</u>

During the period, restricted fund grants were received and which have been recognised in the current year are:

Big Lottery Fund of £3,157 which was to support the Family Hub in supporting disabled people and their families in Derby.

Cadent Fund of £7,931 to support our Making Ends Meet project, providing debt advice and energy efficiency advice, warm nights and supporting the community centre by providing funds to help with the increased energy bills.

B&Q Foundation grant of £1,845 to enable us to further support the users of our community centre by upgrading our facilities.

4. Investment Income

	Unrestricted Funds Designated £	General £	Total 2023 £	Total 2022 £
Interest receivable and similar income:				
Interest receivable on bank deposits	1,466	-	1,466	19
Income from rents	-	131,990	131,990	116,936
	<u>1,466</u>	<u>131,990</u>	<u>133,456</u>	<u>116,955</u>

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

5. Other Income

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Government grants – CJRS Scheme	-	-	-	4,280
Other income	486	150	636	97
	<u>486</u>	<u>150</u>	<u>636</u>	<u>4,377</u>

6. Other expenditure

Note	Unrestricted Funds	Restricted Funds	2023	2022
	£	£	£	£
Staff costs	580,319	81,293	661,612	631,707
Depreciation	3,595	1,640	5,235	4,093
Other resources expended	206,799	18,922	225,721	193,327
	<u>790,713</u>	<u>101,855</u>	<u>892,568</u>	<u>829,127</u>

7. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

8. Staff costs

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full-time equivalents was as follows:

	2023	2022
Employees	<u>56</u>	<u>51</u>

No employee received emoluments of more than £60,000 during the year.

Total remuneration of £131,366 (2022: £123,352) was paid to six key management personnel during the year.

9. Independent examiners' remuneration

	2023	2022
	£	£
Independent Examination Fee	<u>3,180</u>	<u>3,180</u>

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

10. Tangible fixed assets

	<u>Land and buildings</u>	<u>Fixtures, fittings and Equipment</u>	<u>Computers</u>	<u>Other assets</u>	<u>Total</u>
	£	£	£	£	£
Cost					
At 1 April 2022	1,000,000	18,049	9,360	14,216	1,041,625
Revaluations					
Additions		22,920			22,920
At 31 March 2023	1,000,000	40,969	9,360	14,216	1,064,545
Depreciation					
At 1 April 2022	-	10,281	8,628	5,688	24,597
Charge for the year	-	3,447	366	1,422	5,235
At 31 March 2023	-	13,728	8,994	7,110	29,832
Net book value					
At 31 March 2023	1,000,000	27,241	366	7,106	1,034,713
At 31 March 2022	1,000,000	7,768	732	8,528	1,017,028

Revaluation

The charity owns the freehold of St James Centre and has adopted a policy to revalue the property every 3 years. The charity's land and buildings were valued on 8 April 2021 by Salloway Property Consultants, an independent valuer. The financial statements were updated to reflect this latest valuation. The historical cost of property held at the year end was £31,218 (2022: £31,218).

11. Debtors

	2023	2022
	£	£
Trade Debtors	123,377	91,207
Prepayment and accrued income	50,477	45,007
	<u>173,854</u>	<u>136,214</u>

12. Creditors

	2023	2022
	£	£
Falling due in one year:		
Trade Creditors	47,954	8,122
Other taxation and social security	9,137	6,020
Other creditors	5,439	4,692
Accruals	97,776	82,202
	<u>160,306</u>	<u>101,036</u>

13. Pension and other schemes

Defined contribution pension scheme

The charity operated a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £12,119 (2022: £11,368).

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

14. Reserves

Year Ended 31 March 2023	Unrestricted revaluation reserve £	Total £
At 1 April 2022	968,782	968,782
Deficit of property revaluation	-	-
At 31 March 2023	<u>968,782</u>	<u>968,782</u>
Year Ended 31 March 2022	Unrestricted revaluation reserve £	Total £
At 1 April 2021	968,782	968,782
Deficit of property revaluation	-	-
At 31 March 2022	<u>968,782</u>	<u>968,782</u>

15. Funds

Year Ended 31 March 2023	At 1 April 2022 £	Incoming Resources £	Resources Expended £	Transfers £	Other recognised gains/(losses) £	At 31 March 2023 £
Unrestricted Funds						
General	163,953	873,389	(790,713)	346,312	-	592,941
Designated	223,430	1,466	-	(224,896)	-	-
Revaluation reserve	968,782	-	-	-	-	968,782
Total Unrestricted Funds	<u>1,356,165</u>	<u>874,855</u>	<u>(790,713)</u>	<u>121,416</u>	<u>-</u>	<u>1,561,723</u>
Restricted Funds	<u>30,338</u>	<u>114,452</u>	<u>(101,855)</u>	<u>(121,416)</u>	<u>-</u>	<u>(78,481)</u>
Total Funds	<u>1,386,503</u>	<u>989,307</u>	<u>(892,568)</u>	<u>-</u>	<u>-</u>	<u>1,483,242</u>
Year Ended 31 March 2022	At 1 April 2021 £	Incoming Resources £	Resources Expended £	Transfers £	Other recognised gains/(losses) £	At 31 March 2022 £
Unrestricted Funds						
General	95,898	795,770	(727,715)	-	-	163,953
Designated	223,411	19	-	-	-	223,430
Revaluation reserve	968,782	-	-	-	-	968,782
Total Unrestricted Funds	<u>1,288,091</u>	<u>795,789</u>	<u>(727,715)</u>	<u>-</u>	<u>-</u>	<u>1,356,165</u>
Restricted Funds	<u>28,353</u>	<u>103,397</u>	<u>(101,412)</u>	<u>-</u>	<u>-</u>	<u>30,338</u>
Total Funds	<u>1,316,444</u>	<u>899,186</u>	<u>(829,127)</u>	<u>-</u>	<u>-</u>	<u>1,386,503</u>

ST JAMES' CENTRE (DERBY) LIMITED

(A Charitable Company Limited by Guarantee)

Notes forming part of the Financial Statements for the year ended 31 March 2023 - continued

16. Analysis of net assets between funds

Year Ended 31 March 2023	Unrestricted Funds		Restricted Funds	Total Funds at 31 March 2023
	General Funds	Designated Funds		
	£	£		
Tangible Fixed Assets	1,025,410	-	9,303	1,034,713
Current Assets	604,829	-	4,006	608,835
Current Liabilities	(68,510)	-	(91,796)	(160,306)
Total Net Assets	<u>1,561,723</u>	<u>-</u>	<u>(78,481)</u>	<u>1,483,242</u>

Year Ended 31 March 2022	Unrestricted Funds		Restricted Funds	Total Funds at 31 March 2022
	General Funds	Designated Funds		
	£	£		
Tangible Fixed Assets	1,007,036	-	9,992	1,017,028
Current Assets	470,492	-	19	470,511
Current Liabilities	(25,080)	(9,788)	(66,168)	(101,036)
Total Net Assets	<u>1,452,448</u>	<u>(9,788)</u>	<u>(56,157)</u>	<u>1,386,503</u>

17. Analysis of net funds

Year Ended 31 March 2023	At 1 April 2022	Movement	At 31 March 2023
	£	£	£
Cash at bank and in hand	334,297	100,684	434,981
Net funds	<u>334,297</u>	<u>100,684</u>	<u>434,981</u>

Year Ended 31 March 2022	At 1 April 2021	Movement	At 31 March 2022
	£	£	£
Cash at bank and in hand	281,731	52,566	334,297
Net funds	<u>281,731</u>	<u>52,566</u>	<u>224,297</u>

18. Leasing agreements

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2023	2022
	£	£
Within one year	5,489	5,489
Between one and five years	11,893	17,383
	<u>17,383</u>	<u>22,872</u>

19. Related party transactions

There were no related party transactions in the year (2022: none).

