

Kiveton Park & Wales CDT
Company limited by guarantee

Report of the Management Committee
for the year ended 31 March 2023

The trustees present their annual report and audited financial statements for the year ended 31 March 2023.

List of Directors/ Trustees:

Kathleen Payne

Keith Payne.

Martin Gray.

Helen Greer - Waring.

Lyndsey Turner.

Joy Wright.

Carolyn Ogden

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 2nd June 1997 and registered as a charity on 21st April 1999. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under the Articles of Association. In the event of the company being wound up members are required to contribute £1 only.

Recruitment & appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as Members of the Management Committee. There are no formal rules within our Memorandum or Articles for the rotation of Trustees. Trustees normally stand for re-election at the AGM and any vacant positions may be filled by co-option throughout the year.

Due to the level of contact with vulnerable groups and the fiduciary duty of Trustees we ask that new Trustees, as with new staff, agree to a police DBS check.

Trustee induction & training

New Trustees are invited to attend a short induction training session following the AGM or at other appropriate times throughout the year. This is usually led by the Chair of the Management Committee and the new Trustees are given an induction pack to include:

The responsibilities of Management Committee members

The Trust handbook that sets out the operational framework for the Company

A copy of the Memorandum and Articles of Association

The Charity Commission's publication - "The Essential Trustee"

The latest published accounts

A skills checklist in order to identify appropriate training.

In addition to this, any appropriate training is identified throughout the year and Trustees are encouraged to attend.

Kiveton Park & Wales CDT
Company limited by guarantee

Report of the Management Committee
for the year ended 31 March 2023

Risk management

The Trust has established three sub groups to report to the full Management Board on the key issues of

Human Resources
Finances
Policy and Planning

In each of these areas risks are reviewed and policies set in place to minimize those risks. Risk assessment is carried out for any event or new activity undertaken.

Organisational structure

The Trust has a Management Committee of up to 12 members who meet at least monthly and are responsible for the strategic direction and policy of the charity. At present the committee has 7 members as itemized on page 1.

The Trust currently employs part time members of staff:

Kevin Bennett - Facility Manager..

Kim Warner Social Prescribing Officer.

Ingrid Hitchens – Finance officer Feb 22- July 22

Karen Bond – Finance officer Jan 23- June 23

Related parties

The Trust has one Director representing the Parish Council.

The representation of local organisations is an essential part of maintaining links within the community and developing appropriate strategy.

At a national level, we are members of Locality an umbrella organisation for Community Development Trusts.

Within the borough context, we continue to have invaluable support and advice from VAR (Voluntary Action Rotherham).

The Trust continues to deliver a contract for VAR as a Social Prescribing Hub.

The organisation always keeps abreast of National and Local Government policy which impacts on the regeneration of our community.

Objectives and activities

The objective of the Trust is to promote any charitable purpose for the benefit of residents of the Parish of Kiveton Park and Wales. A number of projects, activities and enterprises take place in furtherance of this:

Community enterprise development

Kiveton Park & Wales CDT
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for the year ended 31 March 2023

Sporting activities

Social Prescribing

Lunch Clubs for the elderly

Community newsletter production and distribution

Consultation and support for community groups

Liaison on behalf of the community with key agencies e.g. The Land Trust and Sheffield City Region.

All our Trustees have regard of the Charity Commission's guidance on public benefit

Achievements and performance

2022-23 As the recovery from Covid continues, our Social prescribing initiative is producing significant results with various initiatives, such as the Walking group, Coffee morning, Chair aerobics and fitness classes along with our successful weekly lunch group.

Our Sports park continues to be successful and is now back to full capacity and functioning well.

Financial review

The results for the period are shown on pages ****.

The Trust is in a position to cover all core running costs secured from social enterprise. The Sports facility is fully booked evenings and weekends for the next 12 months.

Funding received from Yorkshire & Humber Lottery has secured the extra hours of the Social Prescribing Officers for the remainder of this financial year.

Principal funding sources

The Trust is financially self-sustained from earned income for core activities. Funding is applied for, as appropriate for specific projects and initiatives. This financial year we have had funding from Yorkshire & Humber Lottery.

Investment Policy

Although the Trust is moving forward to a more secure financial position we are still not at the stage of having funds to invest.

Reserves policy

Kiveton Park & Wales CDT
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Report of the Management Committee
for the year ended 31 March 2023

It is the Trust's policy to retain between 3 and 6 months running costs in reserve. This would be to cover any possible staff redundancies in the event of the closure of the charity

Plans for future periods

We will be looking to further expand and extend our successful Social Prescribing Hub taking referrals from the Primary Care Trust via VAR.

We will also be using grant aided funding to utilise our sports facility to offer more sport base activities particularly for young people, schools, women and girls.

Responsibilities of the management committee

Company law requires the management committee to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of its incoming resources and application of those resources, including income and expenditure for that year. In preparing these financial statements the management committee is required to:

- select suitable accounting policies and apply them consistently;
- make judgments 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.

The management committee is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the management committee

Members of the management committee, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year are set out on page 1.

In accordance with company law the directors certify that, so far as they are aware:

- there is no relevant audit information (information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware, and
- the directors have taken all the steps that they ought to have taken to make their selves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

Related Party Transactions

None.

Exemptions from disclosure

None

Kiveton Park & Wales CDT
Company limited by guarantee

Report of the Management Committee
for the year ended 31 March 2023

Funds held as custodian trustee on behalf of others

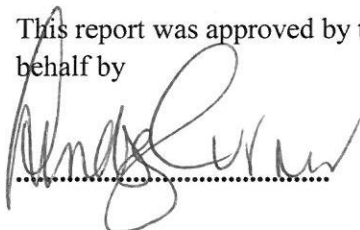
None

Auditors

In accordance with Section 385 of the Companies Act 1985, a resolution proposing that Voluntary Action Rotherham be reappointed as auditors of the company will be put to the Annual General Meeting.

This report is prepared in accordance with the Statement of Recommended Practice: Accounting and reporting by Charities (issued March 2005) and in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

This report was approved by the Management committee on16.11.23..... and signed on its behalf by

A handwritten signature in dark ink, appearing to be 'Angela', is written over a horizontal dotted line.

Director

**Kiveton Park and Wales Community
Development Trust**

**Financial statements for the year
for the period ended 31st March 2023**

Charity number: 1075184

Company number: 3298583



**The Spectrum, Coke Hill, Rotherham, S60 2HX
Tel: 01709 829821 Fax: 01709 829822
Email: admin@varotherham.org.uk Web: www.varotherham.org.uk**

Kiveton Park and Wales Community Development Trust
Contents of the financial statements

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Kiveton Park and Wales Community Development Trust
Legal and Administrative details

Charity number	1075184
Company number	3298583
Directors (Trustees)	Joy Wright Lindsay Turner Kathleen Payne Helen Greer-Waring - resigned 5 April 2022, re-appointed July 2022 Martin Gray - resigned February 2023 Kelth Payne - resigned January 2023
Registered office	Old Colliery Offices Colliery Road Kiveton Park Sheffield S26 6LR
Bankers	Virgin Money 66 Fargate Sheffield S1 2HE
Independent examiner	Simon Brook FCCA Voluntary Action Rotherham Ltd Community Accountancy The Spectrum Coke Hill Rotherham S60 2HX

**Kiveton Park and Wales Community Development Trust
Trustees' Annual Report (Incorporating the Directors' Report)
for the year ended 31 March 2023**

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and financial statements for the year ended 31st March 2023.

Structure, governance and management

The organisation is a charitable company limited by guarantee, incorporated on 2nd June 1997 and registered as a charity on 21st April 1999. The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under the articles of association. In the event of the company being wound up trustees are required to contribute £1 only.

Recruitment & appointment of trustees

The trustees are known as Members of the Management Committee.

There are no formal rules within our memorandum or articles for the rotation of trustees.

Trustees normally stand for re-election at the AGM and any vacant positions may be filled by co-option throughout the year.

Due to the level of contact with vulnerable groups and the fiduciary duty of trustees we ask that new trustees, as with new staff, agree to a DBS check.

Trustee Induction & training

New trustees are invited to attend a short induction training session following the AGM or at other appropriate times throughout the year. This is usually led by the Chair of the Management Committee and the new trustees are given an induction pack to include:

- The responsibilities of Management Committee members
- The Trust handbook that sets out the operational framework for the Company
- A copy of the memorandum and articles of association
- The Charity Commission's publication - "The Essential Trustee"
- The latest published accounts
- A skills checklist to identify appropriate training

In addition to this, any appropriate training is identified throughout the year and trustees are encouraged to attend.

Risk management

The Trust has established 3 sub groups to report to the full Management Committee on the key issues of Human Resources, Finances and Policy and Planning. In each of these areas risks are reviewed and policies set in place to minimise those risks. Risk assessments are carried out of any event or new activity undertaken.

Organisational structure

The Trust has a Management Committee of up to 12 members who meet at least monthly and are responsible for the strategic direction and policy of the charity. At present the committee has 6 members as itemised on page 3.

During the year ending 31 March 2023, the Trust employed the following part-time members of staff:

Kevin Bennett - Facility Manager
Kim Warner - Social Prescribing Officer
Ingrid Hitchens - Finance Officer, to July 2022
Karen Bond - Finance Officer, from Jan 2023

**Klveton Park and Wales Community Development Trust
Trustees' Annual Report (Incorporating the Directors' Report)
for the year ended 31 March 2023**

Objectives and activities

The objective of the Trust is to promote any charitable purpose for the benefit of the residents of the parish of Klveton Park and Wales. A number of projects, activities and enterprise take place in furtherance of this:

- Community enterprise development
- Sporting activities
- Social prescribing
- Lunch clubs for the elderly
- Community newsletter production and distribution
- Consultation and support for community groups
- Liaison on behalf of the community with key agencies e.g. The Land Trust and Sheffield City Region

The representation of local organisations is an essential part of maintaining links within the community and developing appropriate strategy.

At a national level, we are members of Locality, an umbrella organisation for community development trusts.

The organisation always keeps abreast of national and local government policy which impacts on the regeneration of our community.

Public Benefit Statement

In planning our activities in the year we kept in mind the Charity Commission's guidance on public benefit.

The main focus of the Trust is to enhance life in the community through recreational and leisure time activities. Also to provide certain services for the community at a minimal cost to them. The beneficiaries cover a wide spectrum from infants to senior citizens.

Achievements and performance

As the recovery from Covid continues, our social prescribing initiative is producing significant results with various initiatives, such as the walking group, coffee morning, chair aerobics and fitness classes along with our successful weekly lunch group.

Our Sports Park continues to be successful and is now back to full capacity and functioning well.

Financial position

The financial statements are set out in pages 9 to 18.

The total funds at the year-end stand at £680,480 (2022: £624,404). Funds consist of fixed assets to the value of £480,313 (2022: £419,244), balances remaining on restricted funding of £43,645 (2022: £44,921) and a general reserve of £161,835 (2022: £165,483).

The Trust is in a position to cover all core running costs secured from social enterprise. The Sports facility is fully booked evenings and weekends for the next 12 months

Funding received from Yorkshire & Humber Lottery in the previous year secured the extra hours of the Social Prescribing Officers for the remainder of this financial year.

**Kiveton Park and Wales Community Development Trust
Trustees' Annual Report (Incorporating the Directors' Report)
for the year ended 31 March 2023**

Principal funding sources

The Trust is financially self-sustained, receiving most of its income from charitable activities such as the Sport Park and rental income. Funding is applied for, as appropriate for specific projects and initiatives.

Reserves policy

It is the Trust's policy to retain between 3 and 6 months running costs in reserve. This would be to cover any staff redundancies and wind down costs in the event of the closure of the of the charity.

At the end of 31 March 2023, the general reserve excluding investments in fixed assets stands at £156,522 (2022: £160,239).

Plans for future periods

We will be looking to further expand and extend our successful Social Prescribing Hub

We will also be using grant-aided funding to utilise our sports facility to offer more sport-based activities particularly for young people, schools, women and girls.

Trustees' responsibilities statement

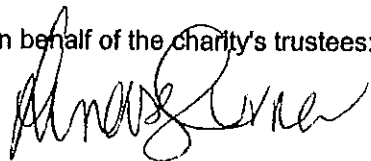
The trustees are also directors for the purposes of company law. Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the statement of affairs of the charitable company at the end of the year and of surplus or deficit for that period. In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The directors must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 enable them to ensure that the financial statements comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

The trustees declare that they have approved the trustees' annual report above.

Signed on behalf of the charity's trustees:

Signed:



Date:

Name:

LINDSEY TURNER
Trustee

**Independent examiners report to the trustees of
Kiveton Park and Wales Community Development Trust**

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

Responsibilities and basis for report

As trustees of the charitable company (and also its directors for the purposes 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 charitable 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.

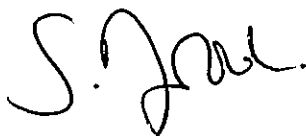
Independent examiner's statement

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 charitable 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 requirement 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 (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.

Signed:



Date:

13/12/23

Simon Brook FCCA
Voluntary Action Rotherham Ltd
Community Accountancy
The Spectrum, Coke Hill
Rotherham
S60 2HX

Kiveton Park and Wales Community Development Trust
Statement of financial activities
for the year ended 31 March 2023

	Notes	Unrestricted Funds £	Restricted Funds £	2023 Total £	Unrestricted Funds £	Restricted Funds £	2022 Total £
INCOMING RESOURCES							
Donations and legacies	2	1,175	-	1,175	1,751	-	1,751
Charitable activities	3	96,001	13,050	109,051	116,784	25,000	141,784
Total incoming resources		97,176	13,050	110,226	118,535	25,000	143,535
EXPENDED RESOURCES							
Charitable activities	4	109,824	14,325	124,149	97,754	19,792	117,546
Total expended resources		109,824	14,325	124,149	97,754	19,792	117,546
Net (expenditure) / Income		(12,648)	(1,275)	(13,923)	20,781	5,208	25,989
Premises revaluation gain		70,000	-	70,000	3,577	(3,577)	-
Transfers between funds		-	-	-	-	-	-
Net movement in funds		57,352	(1,275)	56,077	24,358	1,631	25,989
Total funds brought forward		579,483	44,921	624,404	555,125	43,290	598,415
Total funds carried forward		636,835	43,646	680,481	579,483	44,921	624,404

The Statement of Financial Activities includes all gains and losses recognised in the year.

The activities of the charitable company are classed as continuing.

Kiveton Park and Wales Community Development Trust
Balance sheet
as at 31 March 2023

		2023	2022
	Notes	£	£
Fixed Assets			
Tangible fixed assets	5	480,313	419,244
		<u>480,313</u>	<u>419,244</u>
Current Assets			
Debtors	8	9,411	28,256
Cash and short term deposits		203,179	190,850
		<u>212,590</u>	<u>219,106</u>
Current liabilities			
Creditors - amounts due within one year	9	(12,423)	(13,946)
Net current assets		<u>200,167</u>	<u>205,160</u>
Net assets		<u>680,480</u>	<u>624,404</u>
Represented by:			
Unrestricted funds		161,835	165,483
Donation reserve		475,000	414,000
Restricted funds	12	43,645	44,921
Total funds		<u>680,480</u>	<u>624,404</u>

The notes on the following pages form part of these financial statements.

For the period ended 31st March 2022, the charitable company was entitled to the audit exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors/trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The trustees declare that they have approved the financial statements.

Signed on behalf of the trustees

Signed

Date:

Name:

Trustee

Kiveton Park and Wales Community Development Trust
Notes to the financial statements
for the year ended 31 March 2023

1 Accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective from 1 January 2019) - (Charities SORP (FRS102)) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

Going concern note

The financial statements have been prepared on a going concern basis. The trustees have considered the level of funds held and the expected level of income and expenditure for the 12 months following the authorising of these financial statements and consider the going concern basis appropriate.

Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when the amount can be measured reliably.

No amount is included in the financial statements for volunteer time in line with the SORP (FRS102).

Income from rents is accounted for during the period to which the room or office was hired.

Grant income is deferred if the period the monies relate to is specified or indicated by the funder.

Fund accounting

Incoming resources that may be applied for the charities general purposes are treated as unrestricted incoming resources and are credited to the unrestricted funds. Where a donation or grant is required to be used for a specific purpose, the amount concerned is treated as restricted income and is credited to the appropriate restricted fund.

The donation reserve is made up of the net book value of the Old Colliery Offices which was donated to the charity back in 2013 and re-valued in 2017 and 2023.

Klveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

Resources Expended

All expenditure is included on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Charitable activities include expenditure on resources applied by the charity in undertaking work to meet its charitable objectives. This includes both the direct costs and support costs relating to these activities.

Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation is calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on the following basis:

Buildings	straight line over 50 years
Fixtures, fittings & equipment	15% reducing balance
Office equipment	25% reducing balance

Support cost allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include the cost of governance and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefit will be required in settlement and the amount can be reliably measured.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Pension costs charged to the Statement of Financial Activities represent the contributions payable by the charity in the year.

Tax

The charity is exempt from corporation tax on income from its charitable activities.

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

2 INCOMING RESOURCES	Unrestricted	Restricted	2023	2022
Income from donations and legacies	Funds	Funds	£	£
General donations	1,175	-	1,175	1,751
	<u>1,175</u>	<u>-</u>	<u>1,175</u>	<u>1,751</u>

Income received from donations and legacies in 2022 was attributed to unrestricted funds.

3 INCOMING RESOURCES	Unrestricted	Restricted	2023	2022
Income from charitable activities	Funds	Funds	£	£
Rental income	31,521	-	31,521	33,924
Sports Park income	58,911	-	58,911	68,835
Refreshments income	5,362	-	5,362	2,540
Other income	207	-	207	541
Grants				
Social Prescribing Service, VAR	-	8,000	8,000	8,000
Community Fridge	-	1,000	1,000	-
Warm Bank	-	3,550	3,550	-
Gardening Group	-	500	500	-
Coronavirus job retention scheme	-	-	-	3,678
Rotherham Borough Council - Covid 19	-	-	-	7,266
The Big Lottery, Community Fund	-	-	-	9,060
RMBC - Ward grant	-	-	-	560
RMBC, via Voluntary Action Rotherham	-	-	-	7,380
	<u>96,001</u>	<u>13,050</u>	<u>109,051</u>	<u>141,784</u>

Income received from charitable activities was £109,051 (2022: £141,784) of which £96,001 (2022: £25,000) was attributable to unrestricted funds and £13,050 (2022: £116,784) was attributable to restricted funds.

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

		Unrestricted	Restricted	2023	2022
4 Expenditure on charitable activities		Funds	Funds	£	£
Staff costs	6	30,196	8,785	38,981	48,142
Casual wages		12,825	1,600	14,425	13,692
Staff training and expenses		175	-	175	-
Gas and electric		14,339	-	14,339	12,539
Premises costs		6,034	-	6,034	6,829
Printing, postage & stationery		2,737	-	2,737	792
Rent and rates		3,581	-	3,581	3,246
Insurance		4,124	-	4,124	3,049
Consultancy fees		7,800	940	8,740	4,427
Professional & legal fees		1,780	-	1,780	3,475
General office costs		164	1,134	1,298	392
Telephone and internet		1,760	-	1,760	2,057
Bank charges		1,156	-	1,156	905
Sports equipment		16	516	532	769
IT support & maintenance		639	-	639	786
Fuel and oil		58	-	58	105
Activities		-	-	-	2,120
Website		438	-	438	380
Food & refreshments		582	101	683	300
Travel & volunteer expenses		737	-	737	248
Membership & subscriptions		1,700	-	1,700	2,067
Advertising		-	249	249	-
Other expenses		964	849	1,813	1,139
Fine & penalties		-	-	-	162
Increase in provision for bad debts		8,232	-	8,232	-
Provision for depreciation		9,787	151	9,938	9,925
		<u>109,824</u>	<u>14,325</u>	<u>124,149</u>	<u>117,546</u>

Expenditure on charitable activities was £124,149 (2022: £117,546) of which £109,824 (2022: £97,754) was attributable to unrestricted funds and £14,325 (2022: £19,792) was attributable to restricted funds.

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

5 Tangible fixed assets	Buildings	Fixture, fittings & equipment	Office equipment	2023 Total
Cost or revaluation	£	£	£	£
At 1 April 2022	450,000	19,269	1,226	470,495
Additions	-	1,007	-	1,007
Disposals	-	-	-	-
Revaluation	25,000	-	-	25,000
At 31 March 2023	475,000	20,276	1,226	496,502
Depreciation				
At 1 April 2022	36,000	14,025	1,226	51,251
Charge this period	9,000	938	-	9,938
Disposals	-	-	-	-
Revaluation	(45,000)	-	-	(45,000)
At 31 March 2023	-	14,963	1,226	16,189
Net Book Value				
as at 31 March 2023	475,000	5,313	-	480,313
as at 31 March 2022	414,000	5,244	-	419,244

The Old Colliery Offices building included in freehold land and buildings has been revalued at £475,000. This is based upon a valuation completed on 9 October 2023 by a firm of independent valuers, Commercial Property Rotherham Ltd.

6 Staff costs and numbers	2023 £	2022 £
Wages and salaries	37,715	47,781
Employers National Insurance	3,108	2,607
Employers allowance	(3,108)	(2,607)
Employer pension	1,266	361
	38,981	48,142

No person received emoluments of more than £60,000 in the year.

The average number of FTE staff during the year were 3.1 (2022: 2.17)

7 Trustees, remuneration, benefits and expenses

Trustees received no remuneration or expenses in this period other than those reimbursed for volunteering duties (2022: none)

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

	2023	2022
	£	£
8 Debtors		
Debtors	16,080	26,705
less provision for doubtful debts	(10,039)	(1,807)
Prepayment	3,370	907
Accrued Income	-	644
	<u>9,411</u>	<u>26,449</u>

9 Creditors - amounts due within one year

	£	£
Creditors	5,699	1,689
Accruals	3,706	7,052
Tax and social security	-	797
Deferred income	3,018	2,601
	<u>12,423</u>	<u>12,139</u>

10 Related party transactions

The Trust has one director who also represents the parish council, this is not considered to be a conflict. A grant of £3,550 was received during the year from the parish council for the Warm Bank fund (see Note 12)

The Trust continues to receive a grant from the Social Prescribing Service which is a project within Voluntary Action Rotherham from where the Community Accountancy service operates. This is not considered to be a conflict of interest due to the reporting lines in place with VAR. The grant received within the year was £8,000 (see Note 12).

One trustee is also director for the trading company Kiveton Creative the profits from this company are donated to the Charity.

11 Independent examination

The following fees were paid to the Independent examiners organisation:

	2023	2022
	£	£
Accounts preparation and independent examination	875	1075
Payroll bureau	315	401
QuickBooks set up and licence	352	
	<u>1542</u>	<u>1476</u>

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

12 Movement in restricted funds	Opening Balance 01/04/22	Incoming Resources	Resources Expended	Transfers	Closing Balance 31/03/23
Restricted funds	£	£	£	£	£
Warm Bank	-	3,550	1	-	3,549
Community Fridge	-	1,000	151	-	849
Gardening Group	-	500	32	-	468
Social Prescribing Service, VAR	1	8,000	7,752	-	249
Groundwork	1,835	-	-	-	1,835
Yorkshire & Humber Lottery Fund	25,469	-	2,053	-	23,416
People in Need, VAR	263	-	-	-	263
NHS Rotherham CCG	1,981	-	1,267	-	714
Power to Change - Bus Development	1,482	-	-	-	1,482
The Big Lottery, Community Fund	8,836	-	-	-	8,836
RMBC, Ward Grant	221	-	70	-	151
RMBC, via Voluntary Action Rotherha	4,833	-	3,000	-	1,833
	44,921	13,050	14,326	-	43,645

Warm Bank - Funding from the parish council is to provide a safe space for people to come and meet have a coffee and a chat in a warm space because of ever increasing energy costs a lot of older people are not putting their heating on, it also helps address social isolation.

Community Fridge - this has taken over from our food bank, which we no longer run. We collect short dated food of various descriptions late at night from Supermarkets in the area. This all goes into our community fridge and member of the community can access this food for free.

Gardening Group - this is in conjunction with funding from the local GP's surgery as part of part of our social prescribing program.

Social Prescribing Service, VAR - this helps to provides a community hub service to the people of Kiveton and surrounding areas.

Groundwork - Go out and get Active provides community activities available to all in an outdoor space.

The Yorkshire and Humber Big Lottery - provided towards staff cost and general running expenses towards the Social Prescribing Service.

People in Need, VAR - funding received to provide food and toys for two families over the Christmas and New Year Year period.

NHS Rotherham CCG - Grant received for new social groups to help people struggling with their mental health, social isolation and general wellbeing.

Power to Change, Business development - funding received for business development support including growth of services and specialist advice.

The National Lottery Community Fund - to develop a local food project "Kivo Pantry" to give people both dignity and choice without stigma.

RMBC Ward Grant - Funding given for Christmas Party and Wreath making workshop

RMBC, via Voluntary Action Rotherham (Community fund grant) - Two grants were received:

Grant 1: towards salary costs for the cook to help to re-build lunch groups.

Grant 2: Salary costs for the Social Prescribing worker, new equipment, days out and short courses.

Kiveton Park and Wales Community Development Trust
Notes to the financial statements continued
for the year ended 31 March 2023

13 Analysis of net assets between funds

<u>As at 31 March 2023</u>	Unrestricted funds	Donation reserve	Restricted funds	Total funds
	£	£	£	£
Tangible fixed assets	4,457	475,000	856	480,313
Current assets	169,801	-	42,789	212,590
Current liabilities	(12,423)	-	-	(12,423)
	<u>161,835</u>	<u>475,000</u>	<u>43,645</u>	<u>680,480</u>

<u>As at 31 March 2022</u>	Unrestricted funds	Donation reserve	Restricted funds	Total funds
	£	£	£	£
Tangible fixed assets	5,244	414,000	-	419,244
Current assets	168,307	-	50,799	219,106
Current liabilities	(8,068)	-	(5,878)	(13,946)
	<u>165,483</u>	<u>414,000</u>	<u>44,921</u>	<u>624,404</u>

14 Subsidiary undertaking

The charity has a subsidiary undertaking which is limited by guarantee and therefore have no share capital. The surplus/deficit shown is prior to the donation to the charity.

	2023 £	2022 £
	surplus/deficit	surplus/deficit
Kiveton Creative Ltd	(559)	(351)



The Trustees
Kiveton Park Independent Advice Centre
Community Library
Wales Road
Kiveton Park
Sheffield, S26 6RB

4th July 2022

Dear Trustees

TERMS OF APPOINTMENT AS INDEPENDENT EXAMINER

This engagement letter, which replaces any previous engagement letter, sets out the basis on which I, or another employee/associate of VAR Community Accountancy Service is to act as independent examiner of, and prepare a report on, the statement of accounts of Kiveton Independent Advice Centre, charity number 1171863 ("the charity") for the year ended 31 March 2022, and for future years until further notice.

1 INTERPRETATION

1.1 In this letter, the following terms shall have the meanings ascribed to them:

- 1.1.1 "CCEW" means the Charity Commission for England & Wales
- 1.1.2 "the Act" means the Charities Act 2011
- 1.1.3 "the Directions" means the general directions setting out the duties of an independent examiner issued by CCEW under section 145(5)(b) of the Act.
- 1.1.4 "the Regulations" means the Charities (Accounts and Reports) Regulations 2008
- 1.1.5 "the Accounting Standard" means the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 01 January 2019).
- 1.1.6 "the SORP" means Charities SORP (FRS 102). Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 01 January 2019).

2 BASIS OF ENGAGEMENT

2.1 My examination will be carried out in accordance with:

- 2.1.1 section 145 of the Act;

- 2.1.2 regulations 31 and 33 of the Regulations;
 - 2.1.3 the Directions; and
 - 2.1.4 the standards that I consider necessary to reach the conclusions required for my report.
- 2.2 My examination will be conducted on the basis that the charity:
- 2.2.1 is a Charitable Incorporated Organisation (CIO);
 - 2.2.2 is established in England and Wales and registered with CCEW (unless excepted from registration);
 - 2.2.3 is not established or registered in any other jurisdiction;
 - 2.2.4 is not a "special case" charity as defined in regulations 6 and 7 of the Charities (Accounts and Reports) Regulations 2008; and
 - 2.2.5 has no subsidiary undertakings; and
 - 2.2.6 is preparing its statement of account on the accruals basis.

3 RESPONSIBILITIES - TRUSTEES

- 3.1 As the charity's trustees, you are responsible for:
- 3.1.1 keeping proper accounting records in accordance with section 130 of the Act.
 - 3.1.2 preparing a statement of accounts which:
 - (a) accords with those accounting records and comprises:
 - (i) a Statement of Financial Activities;
 - (ii) a Balance Sheet;
 - (iii) a Cash Flow Statement (if required); and
 - (iv) Notes to the Accounts;
 - (b) complies with:
 - (i) section 132 of the Act;
 - (ii) regulation 8 of the Regulations;
 - (iii) the Accounting Standard; and
 - (iv) the SORP.
 - (c) gives a true and fair view of the charity's financial activities for the year and of the state of the charity's affairs at the end of the year.
 - 3.1.3 preparing an annual report which complies with:
 - (a) section 162(1) of the Act;

- (b) regulation 40 of the Regulations; and
 - (c) the SORP
- 3.1.4 determining whether, in respect of the year, you are permitted under section 145 of the Act to have the statement of accounts examined by an independent examiner rather than audited by a registered auditor.
 - 3.1.5 providing me with information and explanations required for my examination, in accordance with Regulation 33 of the Regulations.
 - 3.1.6 approving the annual report and statement of account at a validly convened meeting of the trustees and recording that approval in the minutes of the meeting.

4 RESPONSIBILITIES - INDEPENDENT EXAMINER

- 4.1 I shall plan my work each year on the basis that an independent examiner's report on the statement of accounts is required, unless you inform me in writing to the contrary.
- 4.2 As independent examiner, I have a duty under regulation 31 of the Regulations and the Directions:
 - 4.2.1 to state in my report whether or not any matter has come to my attention in connection with the examination:
 - (a) which gives me reasonable cause to believe that in any material respect:
 - (i) the charity has not kept proper accounting records in accordance with the requirements in clause 3.1.1 above;
 - (ii) the statement of accounts does not accord with the accounting records;
 - (iii) the statement of accounts has not been prepared in accordance with the requirements in clause 3.1.2 above; or
 - (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the statement of accounts to be reached.
 - 4.2.2 to state in my report:
 - (a) if there has been any material expenditure or action which appears not to be in accordance with the purposes of the charity;
 - (b) if any information or explanation to which I am entitled has not been afforded to me; or
 - (c) if any information contained in the statement of accounts is inconsistent with the annual report in any material respect.

- 4.3 Should my work lead me to conclude that the charity is not entitled to exemption from an audit of the statement of accounts, I will not issue any report and will notify you in writing of the reasons. In these circumstances, if appropriate, I will discuss with you the need to appoint an auditor.

5 INDEPENDENT EXAMINER'S WORK - SCOPE

- 5.1 An independent examination of a charity's statement of accounts is a less onerous form of scrutiny than an audit carried out in accordance with Auditing Standards. My work will include:
- 5.1.1 a review of the charity's accounting records and a comparison of the statement of accounts with those records;
 - 5.1.2 an analytical review of the statement of accounts to identify any unusual items, unexpected fluctuations or inconsistencies with other financial information;
 - 5.1.3 an assessment of any significant estimates or judgements that have been made in preparing the statement of accounts;
 - 5.1.4 an assessment of whether the accounting policies adopted are appropriate, conform with fundamental accounting concepts and have been applied consistently; and
 - 5.1.5 a review of events subsequent to the financial year-end.
- 5.2 If I have reason to believe that the statement of accounts may be materially misstated, I will seek explanations from you and may carry out verification procedures.
- 5.3 My work cannot be relied on to identify the occasional omission, insignificant error, instances of neglect, fraud, breaches of trust or statute that may have taken place and which it is your responsibility to guard against.
- 5.4 Should I become aware, for any reason, that the statement of accounts may be misleading and I cannot agree appropriate amendments, and I conclude that the matter cannot be dealt with adequately in my report, I will not issue any report and will withdraw from the engagement, and will notify you in writing of the reasons.
- 5.5 As part of my normal procedures, I may request you to provide written confirmation of any information or explanations given to me orally during the course of my work.

6 INDEPENDENT EXAMINER'S WORK – CONDUCT AND CONFIDENTIALITY

- 6.1 I undertake that:
- 6.1.1 my work will be conducted with reasonable care and skill; and

- 6.1.2 I will not disclose any confidential information concerning the charity's activities, trustees, officers or employees to any third party without your prior written consent, unless I am legally required to do so.
- 6.2 The working papers prepared during my work are my property, constitute confidential information and shall be retained by me.
- 6.3 Nothing in this letter shall preclude me from taking such steps as are necessary in order to comply with the regulations, standards and guidance statements on ethics and professional practices of any professional bodies of which I am a member.
- 6.4 Reporting to the Regulator:
 - 6.4.1 Under sections 156 and 159 of the Act, I have a legal duty to inform CCEW if I identify a matter relating to the activities or affairs of the charity, or of any connected institution or body, which I have reasonable cause to believe is likely to be of material significance to CCEW's regulatory functions listed in section 156(3) of the Act.
 - 6.4.2 My duty to report to CCEW does not require me to disclose to you the fact that I have made a report.
- 6.5 My objective is to provide the charity with a high quality service to meet the charity's needs. If at any time you would like to discuss with me how my service to you could be improved or you are in any way dissatisfied with the service you are receiving, please let me know. I undertake to look into any matter carefully and promptly and to do all I can to resolve the position to your satisfaction. In the unlikely event that by this process I am unable to meet your concerns you may, of course, take up the matter with the finance manager of Voluntary Action Rotherham Ltd.

7 ADDITIONAL SERVICES

- 7.1 Preparation of statement of accounts:
 - 7.1.1 I will draft the charity's statement of accounts, based on the information that you provide, to assist you to comply with your duties in clauses 3.1.2 and 3.1.3 above.
 - 7.1.2 Preparation of the charity's statement of accounts is solely your responsibility. You should therefore conduct your own checks on the draft before deciding whether to approve it or to request amendments.
 - 7.1.3 My role in assisting you to prepare the statement of accounts is entirely separate from my role as independent examiner.

8 TIMING

We undertake to complete the examination within six to eight weeks of the start date provided that **all** the information needed to carry out the examination has been received by the start date.

9 FEES

- 9.1 My fee for carrying out the examination, including accounts preparation (if applicable), will be £603.00
- 9.2 My fee, which is payable to Voluntary Action Rotherham Ltd and due on receipt of the invoice, is based on the assumption that the accounting records are in good order.
- 9.3 For future years, I will notify you of any change in my fee prior to undertaking any work.

10 GOVERNING LAW

- 10.1 This letter of engagement shall be governed by, and construed in accordance with, the laws of England and Wales.

11 AGREEMENT OF TERMS

- 11.1 Once it has been agreed, this engagement letter shall remain effective until:
 - 11.1.1 there is a change in charity legislation or the SORP;
 - 11.1.2 there is change to the basis on which the examination is to be conducted;
 - 11.1.3 it is replaced by mutual agreement; or
 - 11.1.4 I cease to hold the position of independent examiner.
- 11.2 I shall be grateful if you will kindly confirm your agreement to the terms of this letter by signing both copies; thereafter returning one copy to me, and retaining the other copy for your files. Alternatively, if you have any queries, or if the terms of this letter are not in accordance with your understanding of the terms of my appointment, please let me know.

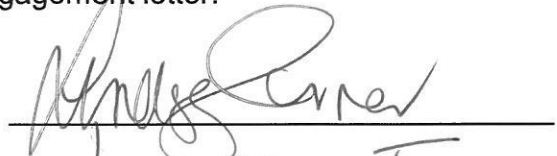
Yours sincerely



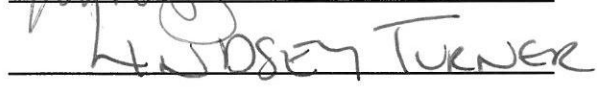
Charlotte Phelps
Community Accountancy Service

I confirm that the trustees of Kiveton Park Independent Advice Centre agree the terms contained in this engagement letter.

Signature:

A handwritten signature in dark ink, appearing to read 'Lindsey Turner', written over a horizontal line.

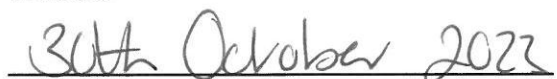
Name:

The name 'LINDSEY TURNER' written in dark ink, with the first few letters of each word capitalized, over a horizontal line.

Position:

Trustee

Date:

The date '30th October 2022' written in dark ink, over a horizontal line.