

**THE GUISBOROUGH BRIDGE ASSOCIATION**

**Registered Charity Number 1086425**

**FINANCIAL ACCOUNTS  
PERIOD END 31 MARCH 2023**

**Draycott & Kirk LLP  
Chartered Accountants  
Cleveland House  
92 Westgate  
Guisborough  
Cleveland  
TS14 6AP**

**THE GUISBOROUGH BRIDGE ASSOCIATION**

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**PERIOD ENDED 31 MARCH 2023**

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# Trustees' Annual Report for the period

		Period start date			Period end date		
<b>From</b>	Day 1	Month 4	Year 2022	<b>To</b>	Day 31	Month 3	Year 2023

## Section A Reference and administration details

Charity name

Guisborough Bridge Association

Other names charity is known by

Registered charity number (if any)

1086425

Charity's principal address

58a Westgate

Guisborough

Cleveland

Postcode

TS14 6AY

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Roland Miller	Chair		
2	Maureen McLean			
3	Nicholas Wells			
4	Steve Kielty		Ended 27.7.2022	
5	Lydia Gardner		Started 21.6.2022	
6	Marianne East		Started 21.6.2022	
7				
8				
9				
10				
11				
12				
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16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

## Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

## Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	
Trustee selection methods (eg. appointed by, elected by)	Elected by members at AGM or EGM

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Regular Trustees' meetings have taken place, sometimes using the medium of Zoom.

Our constitution was amended to increase the flexibility in where we draw our trustees from. This was agreed at an EGM on 21 June 2022 and uploaded to the Charity Commission website on 24 August 2022.

Following meetings with all our supporting churches the members were able to vote to appoint two new trustees at the EGM on 21 June 2022. Unfortunately a month later Steve Kielty resigned.

We have reviewed staff contracts and the staff handbook and increased their rate of pay.

We have reviewed our DBS procedures and ensured all staff and necessary volunteers are up to date. Other training is ongoing.

The Charity was awarded the Queen's Award for Voluntary Service in June 2022.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

2.1 The objectives of GBA shall be non-political and non- sectarian and shall be:-

2.1.1 To promote for the benefit of the inhabitants of Guisborough and the surrounding area (the Area of Benefit), without distinction of sex, sexual orientation, race or religion or other opinions by associating together with the inhabitants of the Area of Benefit, agencies of the Government and Local Authorities, voluntary organisations and other organisations in a common effort the advance of education, social welfare, recreational and other leisure-time activities with the objective of improving the conditions of life available within the Area of Benefit.

2.1.2 To operate in alignment with the objectives of the Churches Together in Guisborough to advance Christianity.



**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The following projects were run on a weekly basis for the benefit of youth, the elderly and those in particular need of support:

- Monday Friends – an over 50's friendship group.
- Bridge2Parents – working with families with SEN children – a weekly support group, held in Guisborough Methodist Church.
- Guisborough Community Luncheon Club at Kemplah House – lunch and socialising for the elderly.
- Thursday Soup & Roll lunch and Tuesday Coffee Morning.
- Time2Move, a weekly chair-based exercise class for the elderly followed by a light lunch at MHA Hinton Court – initially without an exercise trainer and then with one from November 2022 onwards.
- Bridge2Youth - a youth group on Friday nights, based in Guisborough Evangelical Church.
- FoodStop – our food bank open at least twice a week with referrals coming from the Social Prescribers (in local GP surgeries)/ Probation /Drugs and Alcohol /Citizens Advice Bureau and local Headteachers.

The following were run monthly:

- Prayer Breakfast – meeting to socialise and support the projects.
- Music & Memories, a dementia friendly music and singing session on a monthly basis at St Paulinus Church restarted May 2022.

The following were run during school holidays:

- Fun and Food4All - activity sessions in school holidays with a hot meal provided to reduce holiday hunger.

The following happened at Christmas:

- We gave out Hampers (food & presents) & Aldi vouchers to families and individuals in need and thanks to a larger grant were able to reach even more families.

We started a new project:

- Community Grocery Shop – building on our Food Bank but giving clients more self respect and autonomy in how they solve their food crisis.

**Please refer to Section D for more details**

### **Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

We normally have about 80 volunteers working with us each month and we welcome the involvement of students and people with learning difficulties. We have also found that volunteering with our charity has helped unemployed people to find paid employment.

Some of those who have benefited from FoodStop and the Shop have become volunteers now.

We were delighted that the contribution of our volunteers was recognised when the charity was awarded the Queens' Award for Voluntary Service.

### Summary of the main achievements of the charity during the year

It has been another busy year for the Guisborough Bridge Association. As ever we are grateful to all our members, volunteers, churches, local Supermarkets and other organisations including the Town Council and Redcar & Cleveland Council for their invaluable support – both practical and financial – in helping our small charity to continue to thrive. It is a privilege to be able to serve our local community in this way.

Darlington Building Society made us their charity of the year, providing both volunteers and donations.

HSBC have made several donations.

The Arnold Clark Auto fund gave us a grant to refurbish the room we use for Bridge2Parents.

OddSocks, a local Launderette, supplied some Christmas gifts for us to distribute and did wonderful work collecting food for the Christmas Hampers and making the present part of the Hampers suitable for the recipient family.

Our Youth Worker, Samantha Burns sadly decided she needed to focus on her tattooing business and left us in July 2022. We had to close Bridge2Youth for some months as we didn't have enough adults present to run it safely. Then two new volunteers came forward so we re-opened in December 2022. As yet we have not found a replacement for Sam.

Our Summer Holiday Club unfortunately had to be cancelled and then it became clear that our Tuesday Coffee Morning was no longer raising funds for the charity due to low numbers and so we closed that in September.

Joanna, one of our Project Workers, made us aware that it would be helpful to develop FoodStop, our food bank, into a Community Shop and with the practical help of the trustees and the provision of a suitable room by Guisborough Methodist church we started the Shop on 1<sup>st</sup> December 2022.

The project was greatly enhanced by a very generous restricted donation that enabled us to purchase a fridge and a freezer.

We currently have around 35 clients.

Individuals are referred to FoodStop and then if appropriate can join the Shop. They pay £3 a week to get at least 10 items on a points basis. They can choose what they buy, thus giving them independence and autonomy. They agree to attend weekly and know that if they stop coming, then after 4 weeks another will take their place from the waiting list.

Following the retirement of our Senior Project Development worker last year, our staff have worked extremely hard to maintain the projects listed above.

They were ably supported by Jackie Kielty helping as a volunteer administrator up until the successful appointment of a new Manager, Lorraine Nash, who started on 31 October 2022.

Jackie steered us through the unexpected crisis of first our website and then our email system going down and helped to streamline some of our systems. Lorraine has made an excellent start in her role, bringing warmth, experience and consistency to our operation.

Having been awarded the Queens' Award for Voluntary Service in June we then had a presentation ceremony in November 2022 with the Lord-Lieutenant of North Yorkshire meeting all our volunteers. We treated our



volunteers to a sit down buffet lunch and after the award presentation, the Lord-Lieutenant presented each volunteer with their own individual badge.

We had the unexpected shock of Joanna suddenly stopping work at the end of February 2023. She was the key person in developing and running our Shop and her sudden departure has had a massive impact on how we deliver our services. The trustees worked with Joanna to ensure that she made the best choices for herself and after a period on the sick she chose to resign at the end of April 2023.

One of our challenges is that we don't have one large base to operate from and where we can store the food supplies for our food bank. Last year we put in an offer on a property in Guisborough but were not successful and this year we viewed two properties with a view to renting but neither turned out to be suitable.

We therefore continue to have an office in one building, a food store in another and to use various local church & community premises for the various projects.

As ever, all our work is underpinned by prayer. In the first half of the year we held our Prayer Breakfasts on Zoom on the first Saturday of each month and then subsequently they have been face to face. These, along with regular e-newsletters & Facebook, help to keep everyone up-to-date with Bridge developments.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Our annual turnover was just under £102,500 of which just over £32,500 was restricted funding from grant bodies and donations. We budget for a reserve of £30,000 to cover of 3 months running costs (£22,500) and redundancy payments (£7,500). Our income has risen again thanks to donors responding generously to the impact of the rise in cost of living on our clients. Month by month we are breaking even at present. Our large reserve of around £130,000 has remained. The local Lloyds branch has closed requiring cash deposits to be made via the Post Office. We have instituted the use of SumUp card readers to facilitate the more cash-less environment that we live in. However staff still need to be trained in their use.

### Details of any funds materially in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Our income that comes from Fundraising through the weekly Soup and Roll and the regular coffee mornings has reduced from 33% to 23% of the total. As mentioned above the regular Tuesday Coffee Money has been suspended. We were successful in applying for £16,600 worth of grants with the biggest funders being the Woodsmith Foundation (used on Christmas Hampers), County Durham Community Foundation (for our work with the elderly) and Together Middlesbrough & Cleveland (for our Fun&Food4All holiday activities. Guisborough Freemasons gave us a generous donation which we are using for improving access on our minibus & the provision of slow cookers for those who are struggling. Donations, both regular and one-off, rose by 20%.

## Section F


## Other optional information

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)	R J Miller	
Full name(s)	Roland John Miller	
Position (eg Secretary, Chair, etc)	Chair	
Date	3 <sup>rd</sup> August 2023	



## **Independent Examiner's Report to the Trustees of Guisborough Bridge Association**

I report on the accounts of the charity for the year ended 31 March 2023 which are set out on pages 2 to 6

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

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

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

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



C N Mason

*Chartered Certified Accountant*

Draycott & Kirk  
Cleveland House  
92 Westgate  
Guisborough  
Cleveland  
TS14 6AP

Date

24/8/23

**THE GUISBOROUGH BRIDGE ASSOCIATION**

**2STATEMENT OF FINANCIAL ACTIVITIES FOR THE PERIOD ENDED 31ST MARCH 2023**

	<u>Note</u>	<u>Unrestricted</u> <u>Funds</u> <u>£</u>	<u>Restricted</u> <u>Funds</u> <u>£</u>	<u>Total</u> <u>2023</u> <u>£</u>	<u>Total</u> <u>2022</u> <u>£</u>
<b><u>Incoming Resources</u></b>					
Donations		46,086	16,006	62,092	51,765
Grants Receivable	2	-	16,604	16,604	12,525
Fundraising Events		23,566	-	23,566	7,577
Investment Income		184	-	184	10
<b>Total Incoming Resources</b>		<b>69,836</b>	<b>32,610</b>	<b>102,446</b>	<b>71,877</b>
<b><u>Resources Expended</u></b>					
Salaries,pension & Social Security		34,837	3,340	38,177	38,084
Telephone & Internet		895	-	895	932
Fundraising & Events		478	3,894	4,372	730
Community shop supplies		-	1,336	1,336	-
Foodstop Donations		-	20,457	20,457	23,016
Mini Bus Expenses		2,798	-	2,798	2,047
Youth Club		-	2,085	2,085	2,304
Temporary Shelter		-	-	-	90
Monday Friends		144	-	144	90
Sundry Expenditure		343	74	417	361
Post & Stationery		-	-	-	8
Insurance		1,155	-	1,155	1,010
Office Rent		3,600	-	3,600	7,254
Activities Rent		9,743	2,620	12,363	-
Depreciation		1,659	-	1,659	1,659
Independent examination		420	-	420	432
<b>Total Resources Expended</b>		<b>56,072</b>	<b>33,806</b>	<b>89,878</b>	<b>78,017</b>
<b>Net Incoming/((Outgoing) Resources being movement in funds</b>		<b>13,764</b>	<b>(1,196)</b>	<b>12,568</b>	<b>(6,140)</b>
<b>Fund balances brought forward</b>		<b>112,409</b>	<b>8,570</b>	<b>120,979</b>	<b>127,119</b>
Transfers between funds		-	-	-	-
<b>Fund balances carried forward</b>		<b>126,173</b>	<b>7,374</b>	<b>133,547</b>	<b>120,979</b>

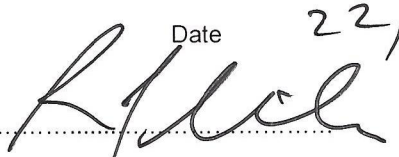
**THE GUISBOROUGH BRIDGE ASSOCIATION**

**BALANCE SHEET AS AT 31ST MARCH 2023**

	<u>Note</u>	<u>2023</u> £	<u>2022</u> £
<b><u>Fixed Assets</u></b>			
Tangible Assets	3	2,609	4,268
<b><u>Current Assets</u></b>			
Cash at bank & in hand		123,218	110,835
Stock		8,140	6,296
Debtors		-	-
		131,358	117,131
<b><u>Current Liabilities</u></b>			
Creditors and Accruals due within one year	4	420	420
<b>Net Current Assets/(Liabilities)</b>		130,938	116,711
Total assets less current liabilities		133,547	120,979
<b><u>Net Assets/(Liabilities)</u></b>		133,547	120,979
<b><u>Accumulated Funds</u></b>			
Unrestricted Funds	6	126,173	112,409
Restricted Funds	7	7,374	8,570
		133,547	120,979

These Financial Statements were approved by the Trustees on

Date 22/8/2023

Signed 

Full Name ROLAND JOHN MILLER

Chair

## **THE GUISBOROUGH BRIDGE ASSOCIATION**

### **NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 2023**

#### **1. General Information and basis of preparation**

- a. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance 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) issued on 16 July 2014 (as updated through update bulletin 1 published on 2 February 2016), the Financial Reporting Standards applicable in the United Kingdom and Republic of Ireland (FRS 102) and UK Generally accepted practice as it applies from 1 January 2015.
- The charity has applied update bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds it is applying FRS 102 Section 1A.
- The Financial statements are prepared on a going concern basis under the historical cost convention. The Financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.
- The significant accounting policy's applied in the preparation of the financial statements are set out below. These policies have been applied to all years shown unless otherwise stated.

#### **b Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the accounts.

- c. All grants and voluntary income are accounted for gross when receivable, as long as they are capable of financial measurement. Donated goods for Foodstop are valued at an average item value.
- d. All expenditure is accounted for gross, and when incurred.
- e. Fixed Assets are included at cost. There are no uncapitalised Fixed Assets.
- f. Depreciation is provided to write off the cost of all fixed assets on the following basis:-
- Office Equipment & Mini bus - over 5 years.
- g 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.
- h Reserves Policy: The Trustees have considered the level of reserves needed in order to maintain the ongoing activities of the trust.
- i Stock is valued at the average value of donated items.



**THE GUISBOROUGH BRIDGE ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 2023**

**2. Grants Receivable**

	<b><u>2023</u></b>	<b><u>2022</u></b>
	<b>£</b>	<b>£</b>
Covid Furlough Scheme	-	7,250
Fun&Food4all	4,604	-
Neighbourly FO M&S Fund	1,000	-
Feast of Fun	-	2,775
Arnold Clark Automotive	1,000	-
C Durham Com Darlington BS Grant	1,000	-
C Durham Com Grant	3,000	-
Cohen Trust	-	2,500
Woodsmith Foundation	5,500	-
Grants under £1000	500	-
	<u>16,604</u>	<u>12,525</u>

**3. Tangible Fixed Assets**

	<b><u>Mini Bus</u></b>	<b><u>Office Equipment</u></b>	<b><u>- Total</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Cost at 1st April 2022	4400	3,895	8,295
Additions during the period	-	-	-
Cost at 31st March 2022	<u>4,400</u>	<u>3,895</u>	<u>8,295</u>
Accumulated Depreciation at 1st April 2022	1,679	2,348	4,027
Charge for the period	880	779	1,659
Accumulated Depreciation at 31st March 2023	<u>2,559</u>	<u>3,127</u>	<u>5,686</u>
Net Book Value at 31st March 2023	<u>1,841</u>	<u>768</u>	<u>2,609</u>
Net Book Value at 31st March 2022	<u>2,721</u>	<u>1,547</u>	<u>4,268</u>

**4. Creditors & Accruals**

	<b><u>2023</u></b>	<b><u>2022</u></b>
	<b>£</b>	<b>£</b>
Due within one year:		
Accruals	420	420
	<u>420</u>	<u>420</u>

**5. Employee emoluments**

	<b><u>2023</u></b>	<b><u>2022</u></b>
	<b>£</b>	<b>£</b>
Total emoluments	<u>38,084</u>	<u>38,084</u>
No employee of the charity received employee benefits of greater than £60,000.		
Average number of employees	<u>3</u>	<u>4</u>
All staff are employed by the charity.		
Trustee remuneration	<u>Nil</u>	<u>Nil</u>

**THE GUISBOROUGH BRIDGE ASSOCIATION**  
**NOTES TO THE ACCOUNTS FOR THE PERIOD ENDED 31ST MARCH 2023**

<b><u>6. Unrestricted Funds</u></b>	<u>Opening</u>		<u>Incoming</u>	<u>Outgoing</u>	<u>Closing</u>
	<u>Balance</u>	<u>Transfers</u>	<u>Resources</u>	<u>Resources</u>	<u>Balance</u>
Core	112,409	-	69,836	56,072	126,173
	112,409	-	69,836	56,072	126,173

<b><u>7. Restricted Funds</u></b>	<u>Opening</u>		<u>Incoming</u>	<u>Outgoing</u>	<u>Closing</u>
	<u>Balance</u>	<u>Transfers</u>	<u>Resources</u>	<u>Resources</u>	<u>Balance</u>
Foodstop	1) 8,570	-	17,006	18,572	7,004
Fun&Food4all	2) -	-	4,604	4,604	-
Darlington BS Grant	3) -	-	1,000	630	370
County Durham Com	4) -	-	3,000	3,000	-
Arnold Clark Auto	5) -	-	1,000	1,000	-
Woodsmith Foundation	6) -	-	5,500	5,500	-
Sainsburys	7) -	-	500	500	-
	8,570	-	32,610	33,806	7,374

- 1) Donations & M&S Grant to provide food to the needy.
- 2) Grants towards Fun&Food4all.
- 3) Grant for Music & Memories.
- 4) Grant for Time2 Move.
- 5) Grant towards Salaries for bridge2parents.
- 6) Grant for Christmas hampers, vouchers and distribution costs to support local people.
- 7) Grant towards T2M instructor Fee.

**8. Analysis of funds by assets**

	Unrestricted	Restricted	Total
Fixed assets	2,609		2,609
Current assets	123,984	7,374	131,358
Current liabilities	(420)	-	(420)
	126,173	7,374	133,547

**9. Transactions with trustee's and connected persons**

During the year there was no transactions with trustees or connected person.

**10. Trustee indemnity insurance**

Insurance was purchased to indemnify trustees against default on their part.