

Ravenscliffe Community Association

Trustee's report for the year ending 31 March 2020

Activities & Challenges

The Charity's main activities

Due to the onset of the COVID 19 crisis, this financial year has been very challenging, just as it has for most organisations. The centre was closed from the first lockdown on the 23rd of March 2020.

To continue to support our community, we had to change the way in which we work, instead of the community coming to us, we went out to them. Alongside this it was also important to keep staff safe by only bringing them into the centre when they needed to be there, otherwise they were asked to work from home. Some staff were also furloughed on either a full-time or part-time basis.

We supported our community by delivering hot meals and food bags, educational activity packs for children of all ages, a telephone befriending service for both the elderly and the most vulnerable, going into the community to lead dance exercise on streets, with families joining in from their gardens and a weekly outdoor mini market. We delivered quizzes, bingo, meditation, and relaxation sessions via zoom and WhatsApp and loaned laptops/tablets to those who needing them the most. As COVID pushed those furthest from the job market even further we continued to offer employment support via zoom.

Our main two projects 'Help through Crisis' and 'Combat Waste' both funded by the National Lottery are due to end on the 31st of May 2021, under normal circumstances we would have started communication with the National Lottery for our next bid via the 'Strengthening communities funding stream, to take what we have achieved to the next stage, by the 1st June 2020. Due to COVID 19 the only funding stream available for the National Lottery was the COVID Resilience Fund, which due to healthy reserves our bid was unsuccessful. This has meant that we have had to strive to keep our reserves at 6 months to be able to continue our provision from the end of current Lottery funding and the outcome of a future bid is known. Fortunately, due to other COVID support grants we have been able to do this.

In addition to the challenges presented by COVID we also recognised that we needed to strengthen the RCA Management Board and produce a strategic plan for the next 3 to 5 years. As a result of RCA being awarded the Weston Charity Pilotlight award we were able to do this with the support of 5 pilotlighters, these being CEOs of successful organisations who volunteer to support charitable organisations over a period of 12 months, this being from 1.6.20 to 31.5.21. As a result of working with the Pilotlighters we have now conducted a Management Board Members skills analysis, identified gaps in skills and expertise and placed adverts for new members. We have also conducted a visioning exercise with Trustees, Staff and Volunteers and produced our strategic plan for the next 3 to 5 years. Our vision is to expand our building and establish a 'Learning Zone' which provides apprenticeships, accredited learning, and a community café to strengthen connectedness of local people.

The Future

COVID restrictions meant that we could not start delivery of a new project 'JU:MP', the objective of which is to get children more active in outdoor play. The start date was but delayed but delivery will now commence from 1st May 2021 in five areas of Bradford.

We are through to the second stage of a bid to Tudor Trust, which would ensure that our 'Pay What Your Feel' café continues, along with our weekly mini-market.

We are also in the second phase of our National Lottery bid, which is to deliver education, apprenticeships, and support furthest from the job market into work. This will prepare us for the creation of the Learning zone, which when established would provide RCA with an opportunity to become sustainable in the future.

Our board currently has seven Trustee's, this financial year has seen the resignation of two Trustees, due to poor health and personal commitments and the recruitment of a new Trustee. We hope that because of our Trustee skills analysis and recruitment campaign we can further strengthen our board to achieve our future vision.

Ravenscliffe Community Association

Charity number 1099461

A company limited by guarantee number 4752045

Annual Report and Financial Statements **for the year ended 31 March 2021**



West Yorkshire Community Accounting Service

Ravenscliffe Community Association

Annual Report and Financial Statements for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

Ravenscliffe Community Association

Trustees' report for the year ended 31 March 2021

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Robert Sherry	Chair	
Michael Hennelly	Treasurer	Resigned January 2021
Carol Stevenson	Secretary	
Angela Horsfall		
Amanda Dossett		Resigned May 2020
Tracy Dean		
Manual Shah Nunez		
Muhammed Shahid		
Zoe Binns		Appointed October 2020
Charity number	1099461	Registered in England and Wales
Company number	4752045	Registered in England and Wales

Registered and principal address	Bankers
The Gateway	Unity Trust Bank plc
45 Thackeray Road	Nine Brindleyplace
Ravenscliffe	Birmingham
Bradford	B1 2HB
West Yorkshire	
BD10 0JR	

Independent examiner

Helen Galvin FCCA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was incorporated on 2 May 2003. It is governed by a memorandum and articles of association which were adopted on 2 May 2003, as amended by special resolution on 23 July 2003. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Ravenscliffe Community Association

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's objects

- A) To promote the benefit of the inhabitants of the estates of Ravenscliffe and Greengates in Bradford and the neighbourhood thereof (hereinafter called "The Area of Benefit") without distinction of sex, sexual orientation, race or political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions for life for the said inhabitants;
- B) To establish or secure the establishment of a community centre and to maintain and manage the same, whether alone, or in co-operation with any local authority or other person or body in furtherance of these objects;
- C) The association shall be non-party in politics and non-sectarian.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of health, education, well-being and citizenship.

Achievements and performance

Due to the onset of the COVID 19 crisis, this financial year has been very challenging, just as it has for most organisations. The centre was closed from the first lockdown on the 23rd of March 2020.

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Our main two projects 'Help through Crisis' and 'Combat Waste' both funded by the National Lottery are due to end on the 31st of May 2021, under normal circumstances we would have started communication with the National Lottery for our next bid via the 'Strengthening communities funding stream, to take what we have achieved to the next stage, by the 1st June 2020. Due to COVID 19 the only funding stream available for the National Lottery was the COVID Resilience Fund, which due to healthy reserves our bid was unsuccessful. This has meant that we have had to strive to keep our reserves at 6 months to be able to continue our provision from the end of current Lottery funding and the outcome of a future bid is known. Fortunately, due to other COVID support grants we have been able to do this.

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Ravenscliffe Community Association

Trustees' report (continued) for the year ended 31 March 2021

Achievements and performance (continued)

The Future

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Financial review

The net income for the year was £87,007, including net income of £61,869 on unrestricted funds and net income of £25,138 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £235,139.

It is the policy of the association to maintain a level of reserves equal to 3 to 6 months of total running costs plus notice and redundancy costs which we calculate to be between £69,713 to £158,013.

The excess reserves will be used in 21/22 when some of our funding comes to an end.

Funds held as agent on behalf of others

Grant income was received from the Bradford MBC for the project 'Bloomin Buds' as part of the Council Wardens Street Programme. RDP acts as an agent in relation to these funds therefore the income and expenditure is excluded from the accounts. Note 11 provides further information in relation to these funds.

Ravenscliffe Community Association

Trustees' report (continued) for the year ended 31 March 2021

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

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

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees on 9/8/2021

Robert Sherry (Trustee)

Ravenscliffe Community Association

Independent examiner's report to the trustees of Ravenscliffe Community Association

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 16.

Responsibilities and basis of report

As the charity's 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 ('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

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACCA which is one of the listed bodies.

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

- 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 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 [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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:  Name: Helen Galvin FCCA

10/8/2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Ravenscliffe Community Association
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	63,335	337,137	400,472	299,611
Contract income		23,215	-	23,215	115,043
Room hire and building contribution income		16,401	-	16,401	17,556
Café and catering income		1,489	600	2,089	11,850
Solar panel income		401	-	401	3,988
Fundraising		1,806	4,571	6,377	5,877
Other income		112	-	112	2,788
Total income		106,759	342,308	449,067	456,713
Expenditure on:					
Salaries and NI	(3)	25,750	206,416	232,166	217,608
Payroll costs		324	324	648	648
Staff training		-	1,190	1,190	3,066
Staff travel		1,582	630	2,212	1,214
Sessional workers		-	-	-	2,289
Rates and utilities		981	4,892	5,873	8,169
Insurance		2,067	3,744	5,811	5,702
Cleaning, pest control and hygiene		2,057	1,401	3,458	4,820
Repairs and maintenance		357	373	730	3,148
Security		1,227	446	1,673	1,693
Café		101	15,218	15,319	18,768
Capability and partnerships		212	260	472	58,958
Events		-	460	460	13,008
Promotion and activities		492	10,285	10,777	4,130
Equipment, books and publications		500	7,854	8,354	10,195
Hardship payments		153	-	153	3,461
IT maintenance and software		6,505	1,361	7,866	10,140
Printing, postage and stationery		6,207	6,533	12,740	5,194
Telephone		208	827	1,035	1,233
Subscriptions		54	19	73	35
Bank charges		226	-	226	324
Independent examination fee		1,740	-	1,740	1,680
Other professional fees		243	11,086	11,329	12,807
Volunteer overheads		273	133	406	2,964
Depreciation		8,206	29,143	37,349	37,793
Total expenditure		59,465	302,595	362,060	429,047
Net income		47,294	39,713	87,007	27,666
Transfers between funds		14,575	(14,575)	-	-
Net movement in funds		61,869	25,138	87,007	27,666
Fund balances brought forward		211,837	297,505	509,342	481,676
Fund balances carried forward	(4)	273,706	322,643	596,349	509,342

All incoming resources and resources expended derive from continuing activities.

Ravenscliffe Community Association

Balance sheet

as at 31 March 2021

		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	38,567	231,939	270,506	306,356
Total fixed assets		<u>38,567</u>	<u>231,939</u>	<u>270,506</u>	<u>306,356</u>
Current assets					
Debtors and prepayments	(6)	4,761	13,186	17,947	35,966
Cash at bank and in hand	(7)	236,102	80,131	316,233	172,850
Total current assets		<u>240,863</u>	<u>93,317</u>	<u>334,180</u>	<u>208,816</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	5,724	2,613	8,337	5,830
Total current liabilities		<u>5,724</u>	<u>2,613</u>	<u>8,337</u>	<u>5,830</u>
Net current assets		<u>235,139</u>	<u>90,704</u>	<u>325,843</u>	<u>202,986</u>
Net assets		<u>273,706</u>	<u>322,643</u>	<u>596,349</u>	<u>509,342</u>
Funds					
Unrestricted funds		273,706	-	273,706	211,837
Restricted funds		-	322,643	322,643	297,505
Total funds		<u>273,706</u>	<u>322,643</u>	<u>596,349</u>	<u>509,342</u>

For the year ending 31 March 2021 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 9/8/2021

Robert Sherry (Trustee)

Ravenscliffe Community Association

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Donated goods for resale are valued at the amount actually realised upon their sale.

Donated assets, facilities or services are valued at their estimated value to the charity. This is the price that the charity estimates it would pay in the open market for equivalent items; or services and facilities of equivalent utility to the charity.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Ravenscliffe Community Association

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies continued

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Motor vehicles: over 4 years

Computer equipment: over 3 years

Fixtures and equipment: over 4 years

Leasehold property: 4% straight line

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Ravenscliffe Community Association

Notes to the accounts continued

for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bfd. Teaching Hospital NHS Foundation Trust	4,877	-	4,877	4,658
Bradford Metropolitan District Council (BMDC)	40,974	35,607	76,581	19,761
Bradford VCS Alliance	-	1,000	1,000	-
Charities Aid Foundation (CAF)	3,062	4,600	7,662	-
Children in Need	-	12,117	12,117	-
Department of Work and Pensions (DWP)	-	2,329	2,329	16,289
Employment Support Fund	-	17,062	17,062	-
HMRC - Coronavirus Job Retention Scheme	-	22,452	22,452	-
Incommunities Ltd	-	1,080	1,080	1,064
Leeds Community Foundation	1,758	5,000	6,758	5,972
Morrisons Foundation	-	9,679	9,679	-
National Lottery Community Fund	200	135,833	136,033	146,847
Peoples Post Code Lottery	-	19,318	19,318	-
Play Bradford	-	10,501	10,501	4,043
Sir Ken and Lady Morrison Fund	-	9,679	9,679	-
Tesco Community Grants	500	-	500	-
The Harry and Mary Foundation	10,000	-	10,000	-
The Henry Smith Charity	-	29,000	29,000	9,000
The Ironmongers Trust	-	9,380	9,380	-
Transforming Lives for Good (TLG)	-	6,000	6,000	4,000
University of Bradford	306	-	306	-
Western Pilot Light	-	6,500	6,500	-
Arise Yorkshire Ltd	-	-	-	8,537
CNet Bradford	-	-	-	2,559
Five Lane Community Partnership	-	-	-	2,490
Garfield Weston	-	-	-	40,000
Heart Research UK	-	-	-	1,837
James Fattorini Trust	-	-	-	1,000
Sovereign Health	-	-	-	4,980
The Swire Charitable Trust	-	-	-	12,500
YOR4Good	-	-	-	6,807
Various small grants	1,658	-	1,658	1,710
Donations	-	-	-	5,558
	<u>63,335</u>	<u>337,137</u>	<u>400,472</u>	<u>299,611</u>

Ravenscliffe Community Association
Notes to the accounts continued
for the year ended 31 March 2021

3 Staff costs and numbers	2021	2020
	£	£
Gross salaries	215,446	201,570
Social security costs	16,591	15,309
Employment allowance	(4,000)	(3,000)
Pensions	4,129	3,729
	<u>232,166</u>	<u>217,608</u>

The average number employees during the year was 10.6, being an average of 8.9 full time equivalent (2019: 10.1, 8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021	2020
	£	£
Costs of the scheme to the charity for the year	4,129	3,729
Amount of any contributions outstanding at the year end	922	1,322

Ravenscliffe Community Association

Notes to the accounts continued

for the year ended 31 March 2021

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Leasehold Property	290,225	-	29,143	-	261,082
Groundwork UK	311	-	311	-	-
Older Peoples Project	4,284	11,350	11,634	(4,000)	-
Garfield Weston	1,823	-	1,401	(422)	-
YOR4Good	862	-	(1,357)	(312)	1,907
Play Bradford	-	10,501	6,709	3,381	7,173
National Lottery Community Fund (1)	-	104,291	96,511	1,055	8,835
National Lottery Community Fund (2)	-	31,542	22,489	-	9,053
Dance4Life	-	4,877	3,973	(904)	-
DWP	-	2,329	35	(2,294)	-
Employment Support Fund	-	17,062	17,062	-	-
Healthy Holidays project	-	67,830	44,488	(5,540)	17,802
The Henry Smith Charity	-	29,000	17,706	(3,280)	8,014
Incommunities Ltd	-	1,080	-	-	1,080
Western Pilot Light	-	6,500	3,339	-	3,161
Tee and Tots	-	4,536	-	-	4,536
PPL project	-	28,958	26,699	(2,259)	-
HMRC - Coronavirus Job Retention Scheme	-	22,452	22,452	-	-
	<u>297,505</u>	<u>342,308</u>	<u>302,595</u>	<u>(14,575)</u>	<u>322,643</u>

Fund name

Purpose of restriction

Leasehold Property	Building to be held for restricted purposes in line with funding agreement
Groundwork UK	For the 'help through crisis' project
Older Peoples Project	To run an over 55's session on a Friday afternoon
Garfield Weston	For the purchase of a mini bus and running costs relating to the bus
YOR4Good	For kitchen equipment
Play Bradford	For community outreach work
National Lottery Community Fund (1)	For the 'Free from crisis funding' project
National Lottery Community Fund (2)	For the 'Combat Waste - Pay what you can café' project
Dance4Life	Towards dancing in the streets during Covid
DWP	Supporting people into work, volunteering and education
Employment Support Fund	Supporting people into work, volunteering and education
Healthy Holidays project	For children's school holiday food and activity provision
The Henry Smith Charity	To support disadvantaged people in Bradford
Incommunities Ltd	Towards preventing isolation and equipment
Western Pilot Light	For support with strategic planning
Tee and Tots	For a parents and toddlers group
PPL project	For the Parents as Partners in Learning project
HMRC - Coronavirus Job Retention Scheme	For staff who have been furloughed due to Covid-19

The transfer figures are in relation to the management charges on the individual projects and contributions from unrestricted funds to projects.

Ravenscliffe Community Association
Notes to the accounts continued
for the year ended 31 March 2021

5 Tangible assets	Motor Vehicles	Computer equipment	Fixtures and equipment	Leasehold property	Total
<u>Cost</u>			£	£	£
At 1 April 2020	30,294	2,151	5,175	728,584	766,204
Additions	-	-	1,499	-	1,499
At 31 March 2021	<u>30,294</u>	<u>2,151</u>	<u>6,674</u>	<u>728,584</u>	<u>767,703</u>
<u>Depreciation</u>					
At 1 April 2020	15,148	2,151	4,190	438,359	459,848
Charge for year	7,574	-	632	29,143	37,349
At 31 March 2021	<u>22,722</u>	<u>2,151</u>	<u>4,822</u>	<u>467,502</u>	<u>497,197</u>
<u>Net book value</u>					
At 31 March 2021	<u>7,572</u>	<u>-</u>	<u>1,852</u>	<u>261,082</u>	<u>270,506</u>
At 31 March 2020	<u>15,146</u>	<u>-</u>	<u>985</u>	<u>290,225</u>	<u>306,356</u>
6 Debtors and prepayments				2021 £	2020 £
Debtors				15,544	29,898
Prepayments				<u>2,403</u>	<u>6,068</u>
				<u>17,947</u>	<u>35,966</u>
7 Cash at bank and in hand				2021 £	2020 £
Cash at bank				315,997	172,714
Cash in hand				<u>236</u>	<u>136</u>
				<u>316,233</u>	<u>172,850</u>
8 Creditors and accruals				2021 £	2020 £
Creditors				6,597	4,150
Accruals				<u>1,740</u>	<u>1,680</u>
				<u>8,337</u>	<u>5,830</u>

Ravenscliffe Community Association

Notes to the accounts continued

for the year ended 31 March 2021

9 Related party transactions

Trustee expenses

During the year no trustees were paid expenses (previous year: 1 trustee was paid a total of £124 in respect of travel).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £36,637 (previous year: £36,468).

No trustee received any remuneration or benefit in this capacity during this or the previous year.

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2021	2020
	£	£
Within one year	2,932	2,932
In the second to fifth years inclusive	-	2,932
Over five years from the balance sheet date	-	-
	<u>2,932</u>	<u>5,864</u>

Ravenscliffe Community Association

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	63,335	65,587	337,137	234,024	400,472	299,611
Contract income	23,215	115,043	-	-	23,215	115,043
Room hire and building contribution i	16,401	17,556	-	-	16,401	17,556
Café and catering income	1,489	6,603	600	5,247	2,089	11,850
Solar panel income	401	263	-	3,725	401	3,988
Fundraising	1,806	3,982	4,571	1,895	6,377	5,877
Other income	112	2,788	-	-	112	2,788
Total income	106,759	211,822	342,308	244,891	449,067	456,713
Expenditure						
Salaries and NI	25,750	45,261	206,416	172,347	232,166	217,608
Payroll costs	324	324	324	324	648	648
Staff training	-	347	1,190	2,719	1,190	3,066
Staff travel	1,582	652	630	562	2,212	1,214
Sessional workers	-	180	-	2,109	-	2,289
Rates and utilities	981	3,693	4,892	4,476	5,873	8,169
Insurance	2,067	1,989	3,744	3,713	5,811	5,702
Cleaning, pest control and hygiene	2,057	2,104	1,401	2,716	3,458	4,820
Repairs and maintenance	357	911	373	2,237	730	3,148
Security	1,227	788	446	905	1,673	1,693
Café	101	983	15,218	17,785	15,319	18,768
Capability and partnerships	212	55,702	260	3,256	472	58,958
Events	-	850	460	12,158	460	13,008
Promotion and activities	492	1,968	10,285	2,162	10,777	4,130
Equipment, books and publications	500	4,580	7,854	5,615	8,354	10,195
Hardship payments	153	875	-	2,586	153	3,461
IT maintenance and software	6,505	1,618	1,361	8,522	7,866	10,140
Printing, postage and stationery	6,207	2,301	6,533	2,893	12,740	5,194
Telephone	208	1,015	827	218	1,035	1,233
Subscriptions	54	16	19	19	73	35
Bank charges	226	324	-	-	226	324
Independent examination fee	1,740	1,680	-	-	1,740	1,680
Other professional fees	243	3,069	11,086	9,738	11,329	12,807
Volunteer overheads	273	1,288	133	1,676	406	2,964
Depreciation	8,206	8,650	29,143	29,143	37,349	37,793
Total expenditure	59,465	141,168	302,595	287,879	362,060	429,047
Net income / (expenditure)	47,294	70,654	39,713	(42,988)	87,007	27,666
Transfers between funds	14,575	38,957	(14,575)	(38,957)	-	-
Net movement in funds	61,869	109,611	25,138	(81,945)	87,007	27,666
Fund balances brought forward	211,837	102,226	297,505	379,450	509,342	481,676
Fund balances carried forward	273,706	211,837	322,643	297,505	596,349	509,342

Ravenscliffe Community Association

Independent examiner's report to the trustees of Ravenscliffe Community Association

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 16.

Responsibilities and basis of report

As the charity's 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 ('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

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACCA which is one of the listed bodies.

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

- 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 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 [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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:  Name: Helen Galvin FCCA

10/8/2021

West Yorkshire Community Accounting Service

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Leeds
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