

HIVE BRADFORD

England & Wales · Charity number 1100741

Details

Other names	KIRKGATE STUDIOS AND WORKSHOPS, KS&W;
Status	Registered
Legal form	Charitable company
Company number	04720047
Registered	2003-11-17
Register	View on the Charity Commission register

Contact

Address	Hive Kirkgate Shipley BD18 3EH
Phone	01274598928
Email	info@hivebradford.org.uk
Website	www.hivebradford.org.uk

Activities

Objects: (1) THE ADVANCEMENT OF EDUCATION FOR THE PUBLIC BY THE PROVISION OF VOCATIONAL AND OTHER TRAINING COURSE;; AND (2) THE PROVISION OF FACILITIES FOR RECREATION AND LEISURE TIME ACTIVITIES FOR PEOPLE WHO HAVE NEED OF THEM BY REASONS OF AGE, INFIRMITY OR DISABLEMENT, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES WITH A VIEW TO IMPROVING THE CONDITIONS IN LIFE OF SUCH PERSONS.

Activities: Hive offers creative opportunities for personal and social development including classes, drop in, volunteering and training. We also deliver a wide range of creative activities promoting well-being, cohesion and regeneration across Bradford District.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** NOT DEFINED. IN PRACTICE CITY OF BRADFORD W. YORKSHIRE
- Bradford City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£158,874	£162,385	-	-
2024-03-31	£101,633	£169,741	-	-
2023-03-31	£170,436	£193,068	-	-
2022-03-31	£143,738	£205,142	-	-
2021-03-31	£318,459	£235,206	-	-

Trustees

Name	Role	Appointed
Alison Jane Gordon		2025-11-28
Carol Close		2026-03-17
Dr Kathryn Louise Hughes		2026-02-17
John Hird		2023-04-18
Karen Jasmine Therese Palmer		2025-11-28
Shivani Kusum Sophia Kumar		2026-02-17
Uma Devchand Rana		2025-11-28

HIVE BRADFORD

England & Wales - Charity number 1100741

Accounts

Hive Bradford

Charity number 1100741

A company limited by guarantee number 04720047

Annual Report and Financial Statements **for the year ended 31 March 2025**



Annual Report and Financial Statements
for the year ended 31 March 2025

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Hive Bradford

Trustees' report for the year ended 31 March 2025

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

Trustees

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

Name	Position	Dates
Elaine Hankinson		to January 2025
John Hird		
Karen Steenson		
Oliver Engley		to December 2024
Raymond Higgins		
Susan Bale		To June 2024
Hannah Robson		From May 2023 to June 2024
Jeannie Crowther		To May 2024

Company secretary

Karen Steenson

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL (to August 2024)

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003. It is governed by a memorandum and articles of association as amended by special resolutions on 22 October 2003 and 4 April 2017.

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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2025

Objectives and activities (continued)

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive also supports local economy and community regeneration through involvement in local events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement and access to workshop facilities.

Achievements and performance

During the period from 1st April 2024 – 31st April 2025 we continued to hold courses at St Peters Church and run our Pottery provision from Bradford College and woodwork from the Men's Shed at Northcliffe Park.

The refurbishment of the building, due to finish in July, was completed in September 2024 with boosted funding to the Old School Building Company from a Bradford 2025 Capital grant. Along with our upstairs neighbours, the Kirkgate Centre, we moved back into the newly refurbished building at the very end of September 2024 with opening events attended by over 250 people including local councillors.

A large part of the summer and period from September to December was spent moving back from our temporary locations and re-establishing our base at Hive, so we weren't able to run many other activities. However we managed to put on a slightly shorter first term of the 2024-25 academic year with a reduced programme of courses starting later in October.

In September we also embarked on a new project called Leaf, working with people furthest from employment, funded by the National Lottery Community Fund Awards for All programme and the Morrisons Foundation. Creative sessions in Shipley and Manningham libraries are designed to increase confidence and skills, and encourage wider community participation, through creating a community learning area in the outdoor spaces at both venues.

We were delighted to secure three years of funding from the National Lottery Community Fund Reaching Communities programme, to run a new Flourish project working with refugees and asylum seekers in the hotels they are placed in when first moving to Bradford, and then within communities when they become more established. This is a partnership project between:

- Hive
- CommunityWorks, a charity based in Undercliffe - an area where refugees and asylum seekers are often housed when leaving the hotels
- Mears Housing Management, who manage the hotels refugees and asylum seekers are accommodated in
- Bradford Refugee Forum, who provide practical support for refugees including supporting people to familiarise themselves with Bradford.

The project was developed to provide a safe creative space to discuss and find support for issues raised, and provide continuity of support throughout the asylum-seeking and settling process, and we're looking forward to getting started with it.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance (continued)

Through the remainder of the year we have continued to settle back into our building, running a full programme of courses and looking at how we can expand our offering with the additional space provided by our new Moorhead Room, named in honour of Moorhead Lane where we were based for the year of building works. We're looking at launching new courses introducing new skills, as well as developing and nurturing new tutors.

We're also working closely with Kirkgate Community Centre on maximising the benefits of our newly-connected facilities to ensure that we can between us we can offer a wide range of services and support to the community of Shipley and beyond, utilising the respective strengths of the two organisations.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2025

Financial review

The net income for the year was £3,511, including net income of £28,403 on restricted funds and net expenditure of £31,914 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £81,192 - £121,788). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £71,708 (2024: £103,622). This is just below the required range, as this year has seen the charity needing to draw on reserves due to reduced opportunities for income generation caused by our building being closed for a year. Plans are in place to increase income-generating activity now we are back in our refurbished building, so as to be able to build reserves again.

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:

Signed John Hird (Trustee)

Name John Hird

Date 04/12/2025

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2025, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 10/12/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Grants, contracts and donations	(2)	5,999	105,796	111,795	46,014
Sales and fees		36,284	-	36,284	45,541
Membership fees		7,685	-	7,685	3,096
Room hire income		360	-	360	50
Bank interest		2,750	-	2,750	4,672
Other income		-	-	-	2,260
Total income		53,078	105,796	158,874	101,633
Expenditure on:					
Staff costs	(3)	32,331	55,981	88,312	99,953
Sub-contractors (artists)		27,217	3,270	30,487	29,458
Travel and subsistence expenses		18	8	26	52
Training and recruitment		-	610	610	679
Volunteer and participant expenses		-	641	641	1,042
Rent, rates and insurance		9,515	1,951	11,466	11,779
Utilities		378	128	506	6,952
Internet and telephone		950	287	1,237	1,012
Materials		3,983	1,496	5,479	4,316
Printing, stationery and office supplies		1,033	2,145	3,178	2,552
Marketing and publicity		16	58	74	200
Professional fees		4,078	9	4,087	2,000
Accounting (incl. examination)		733	-	733	733
Equipment		23	7,342	7,365	504
Van		1,183	-	1,183	204
Cleaning and maintenance		2,360	3,467	5,827	1,994
Subscriptions		280	-	280	311
Security		-	-	-	152
Bank Service Charges		778	-	778	945
Governance		-	-	-	334
Other Direct Costs (sundries)		116	-	116	1,720
Depreciation		-	-	-	2,849
Total expenditure		84,992	77,393	162,385	169,741
Net income / (expenditure)		(31,914)	28,403	(3,511)	(68,108)
Transfers between funds		-	-	-	-
Net movement in funds		(31,914)	28,403	(3,511)	(68,108)
Fund balances brought forward		103,622	7,147	110,769	178,877
Fund balances carried forward	(4)	71,708	35,550	107,258	110,769

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2025

		2025 Unrestricted £	2025 Restricted £	2025 Total £	2024 Total £
Fixed assets					
Tangible assets	(5)	-	-	-	-
Total fixed assets		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current assets					
Debtors and prepayments	(6)	9,652	-	9,652	8,924
Cash at bank and in hand	(7)	70,778	36,185	106,963	106,330
Total current assets		<u>80,430</u>	<u>36,185</u>	<u>116,615</u>	<u>115,254</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	8,722	635	9,357	4,485
Total current liabilities		<u>8,722</u>	<u>635</u>	<u>9,357</u>	<u>4,485</u>
Net current assets		<u>71,708</u>	<u>35,550</u>	<u>107,258</u>	<u>110,769</u>
Total assets less current liabilities		<u>71,708</u>	<u>35,550</u>	<u>107,258</u>	<u>110,769</u>
Net assets		<u>71,708</u>	<u>35,550</u>	<u>107,258</u>	<u>110,769</u>
Funds					
Unrestricted funds		71,708	-	71,708	103,622
Restricted funds		-	35,550	35,550	7,147
Total funds		<u>71,708</u>	<u>35,550</u>	<u>107,258</u>	<u>110,769</u>

For the year ending 31 March 2025 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 are 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

Date: 04/12/2025

Signed: John Hird (Trustee)

Name: John Hird

Hive Bradford

Notes to the accounts for the year ended 31 March 2025

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.

Going concern

The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2025

2 Grants, contracts and donations		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		funds £	funds £	funds £	funds £
Bradford Met. District Council	Community Buildings	-	4,125	4,125	2,000
	Mental Wellbeing	-	8,710	8,710	8,710
	Regular Funded Org	-	15,000	15,000	15,000
	Warm/Welcome Spaces	-	1,653	1,653	2,738
Foyle Foundation	Core	-	10,000	10,000	-
Fundraising		100	-	100	1,177
Gifts and donations (including Gift Aid)		1,197	-	1,197	4,648
Groundwork	UKSPF	-	911	911	-
Morrison's Foundation	Leaf	-	9,975	9,975	-
National Lottery Community Fund	Flourish	-	15,323	15,323	7,000
	Leaf	-	18,640	18,640	-
Old School Building Company	Community Ownership	-	15,000	15,000	-
	Benefits Realisation	-	6,459	6,459	-
Other restricted grants and contracts		-	-	-	8,291
Other unrestricted grants and contracts		4,701	-	4,701	3,450
		<u>5,999</u>	<u>105,796</u>	<u>111,795</u>	<u>46,014</u>

3 Staff costs and numbers	2025 £	2024 £
Gross salaries	77,824	86,516
Social security costs	6,181	5,921
Employment allowance	(5,000)	(5,000)
Payroll fees	630	743
Pensions	1,625	1,693
Pension fees	115	139
Accreditation fees	83	79
Redundancy	-	3,552
Total salaried staff	<u>81,458</u>	<u>93,643</u>
Invoiced pay	<u>6,854</u>	<u>6,310</u>
Total salaried staff	<u>88,312</u>	<u>99,953</u>

The average number of employees during the year was 4.0, being an average of 2.7 full time equivalent (2023-24: 4.8, 3.5 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2025 £	2024 £
Costs of the scheme to the charity for the year	1,740	1,832
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2025

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Asda	Tables	1,291	-	1,291	-	-
Bradford & District Association for Mental Health	Development	1,080	-	1,080	-	-
	Community Buildings	-	4,125	4,125	-	-
Bradford Metropolitan District Council	Welcome / Warm Spaces	-	1,653	1,653	-	-
	Mental Wellbeing	2,927	8,710	11,637	-	-
	RFO	-	15,000	15,000	-	-
Foyle Foundation	Core costs	-	10,000	10,000	-	-
Haysacs Foundation	Mental wellbeing	1,849	-	1,849	-	-
Morrisons	Leaf	-	9,975	2,886	-	7,089
National Lottery Community Fund (NLCF) - Awards for All	Leaf	-	18,640	5,459	-	13,181
National Lottery Community Fund (NLCF) - Reaching Communities	Flourish	-	15,323	-	-	15,323
	Community Ownership	-	15,000	15,000	-	-
Old School Building Company	Fund	-	-	-	-	-
	Benefits Realisation	-	6,459	6,501	-	(42)
UK Shared Prosperity Fund	Leaf	-	911	911	-	-
		<u>7,147</u>	<u>105,796</u>	<u>77,393</u>	<u>-</u>	<u>35,550</u>

Fund name

Asda

B&DAMH Development

Community Buildings

Warm Spaces / Welcome

Spaces

Regular Funded

Organisations (RFO)

Foyle Foundation

Haysacs Foundation /

Mental Wellbeing

Leaf

Flourish

Community Ownership

Fund / Benefits Realisation

Purpose of restriction

Purchase of new tables following refurbishment

Development projects

Contribution towards the costs of running community buildings

Providing a warm (winter) or welcome (summer) space for people to gather and socialise.

Core costs of delivering Hive's work

Core costs of delivering Hive's work

Mental wellbeing through creative drop-ins and outreach activities

Creative outdoor learning spaces at libraries in Shipley and Manningham

Creative wellbeing project supporting unaccompanied male adult refugees and asylum seekers housed in Bradford hotels

Funding relating to managing the building redevelopment and realising the full benefits of the redeveloped building

Hive Bradford

Notes to the accounts for the year ended 31 March 2025

(continued)

5 Tangible assets		Vehicles and equipment £	Computers £	Total £
Cost				
At 1 April 2024		19,556	-	19,556
Disposals		(2,306)	-	(2,306)
At 31 March 2025		17,250	-	17,250
Depreciation				
At 1 April 2024		19,556	-	19,556
Depreciation reversed re. disposals		(2,306)	-	(2,306)
Charge for year		-	-	-
At 31 March 2025		17,250	-	17,250
Net book value				
At 31 March 2024		-	-	-
At 31 March 2025		-	-	-
6 Debtors and prepayments			2025 £	2024 £
Debtors	Copier Refunds		2,160	2,676
	Direct Commissionings / Room Hire		480	1,600
	Shared utility recharges to Kirkgate Community Centre		2,775	-
	Bank interest payment		2,736	-
	Insurance / Van insurance		1,501	1,688
Prepayments	Salaries prepayment		-	2,960
			9,652	8,924
7 Cash at bank and in hand			2025 £	2024 £
Current account			38,874	6,632
Deposit accounts			60,000	98,833
PayPal			8,038	814
Cash control			48	48
Petty cash			3	3
			106,963	106,330
8 Creditors and accruals			2025 £	2024 £
Creditors	Direct projects costs (artists, materials, marketing, training)		6,734	3,212
	Overheads (utilities, copier, cleaning, maintenance, security)		901	553
	Staff costs		1,002	-
	Independent examination		720	720
			9,357	4,485
9 Related party transactions				
Trustee expenses				
No trustee received any expenses during this year or the previous year.				
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £29,878 (2024: £30,011)				
10 Operating leases			2025 £	2024 £
Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:				
Within one year			2,160	2,160
In the second to fifth years inclusive			4,860	7,020
(No payments are committed over five years from the balance sheet date)			7,020	9,180

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:						
Grants, contracts and donations	5,999	9,275	105,796	36,739	111,795	46,014
Sales and fees	36,284	45,541	-	-	36,284	45,541
Membership fees	7,685	3,096	-	-	7,685	3,096
Room hire income	360	50	-	-	360	50
Bank interest	2,750	4,672	-	-	2,750	4,672
Total income	53,078	64,894	105,796	36,739	158,874	101,633
Expenditure on:						
Staff costs	32,331	51,769	55,981	48,184	88,312	99,953
Sub-contractors (artists)	27,217	24,461	3,270	4,997	30,487	29,458
Travel and subsistence expenses	18	1	8	51	26	52
Training and recruitment	-	139	610	540	610	679
Volunteer and participant expenses	-	449	641	593	641	1,042
Rent, rates and insurance	9,515	7,144	1,951	4,635	11,466	11,779
Utilities	378	3,455	128	3,497	506	6,952
Internet and telephone	950	822	287	190	1,237	1,012
Materials	3,983	1,398	1,496	2,918	5,479	4,316
Printing, stationery and office supplies	1,033	1,279	2,145	1,273	3,178	2,552
Marketing and publicity	16	-	58	200	74	200
Professional fees	4,078	2,000	9	-	4,087	2,000
Accounting (incl. examination)	733	733	-	-	733	733
Equipment	23	53	7,342	451	7,365	504
Van	1,183	204	-	-	1,183	204
Cleaning and maintenance	2,360	634	3,467	1,360	5,827	1,994
Subscriptions	280	256	-	55	280	311
Security	-	152	-	-	-	152
Bank Service Charges	778	945	-	-	778	945
Governance	-	192	-	142	-	334
Other Direct Costs (sundries)	116	1,720	-	-	116	1,720
Depreciation	-	2,849	-	-	-	2,849
Total expenditure	84,992	100,655	77,393	69,086	162,385	169,741
Net income / (expenditure)	(31,914)	(35,761)	28,403	(32,347)	(3,511)	(68,108)
Transfers between funds	-	-	-	-	-	-
Net movement in funds	(31,914)	(35,761)	28,403	(32,347)	(3,511)	(68,108)
Fund balances brought forward	103,622	139,383	7,147	39,494	110,769	178,877
Fund balances carried forward	71,708	103,622	35,550	7,147	107,258	110,769

All incoming resources and resources expended derive from continuing activities.

HIVE BRADFORD

England & Wales - Charity number 1100741

Accounts

Hive Bradford

Charity number 1100741

A company limited by guarantee number 04720047

Annual Report and Financial Statements for the year ended 31 March 2024



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the year ended 31 March 2024

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Hive Bradford

Trustees' report for the year ended 31 March 2024

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

Trustees

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

Name	Position	Dates
Elaine Hankinson		From July 2023
John Hird		From April 2023
Karen Steenson		
Oliver Engley		From May 2023
Raymond Higgins		
Susan Bale	Chair, Treasurer	To June 2024
Hannah Robson		From May 2023 to June 2024
Jeannie Crowther		To May 2024
Sue Rana		To December 2023
Michael Kennedy		To June 2023
Clive Whittaker		To April 2023

Company secretary

Karen Steenson

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL (to August 2024)

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003. It is governed by a memorandum and articles of association as amended by special resolutions on 22 October 2003 and 4 April 2017.

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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2024

Objectives and activities (continued)

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive also supports local economy and community regeneration through involvement in local events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement and access to workshop facilities.

Achievements and performance

This has been a significant year for Hive for the first time in 40 years we relocated all our services to different venues to accommodate a large scale, much needed, refurbishment of the building that we share with the Kirkgate Centre.

The refurbishment project, costing around £3 million, has been managed by the Old School Building Company (OSBC) which is made up of trustees from Hive and Kirkgate Centre. They worked tirelessly throughout the year to undertake a Community Asset Transfer on the building, plan and oversee the building works and obtain additional funding where needed. The project was established with funding from Power to Change to undertake a feasibility study. The Architectural Heritage Fund supported the completion of surveys, initial architects fees and valuable project management costs. Shipley Towns Fund provided £2.51 million towards capital expenditure and Community Ownership Fund and Bradford 2025 Capital funding provided important additional funding.

In July, representatives from the Shipley Towns Fund Board - including Chair Adam Clerkin, Councillor Alex Ross Shaw, and Chair of Shipley Town Council Mike Connors - visited the building and met representatives of the OSBC, Hive and Kirkgate Community Centre, in order to kick start of the project.

At that time Hive relocated to St Peters Church and spent time getting our temporary "Birklands Room" ready for the new academic year starting in September. We laid a new floor, thanks to a donation of plywood and time by one of our committee members. Staff and volunteers were involved in painting the activity room and the office of our new temporary premises and in relocating the cupboards moved from the Hive building. We would like to thank Jenni, Kerry, Annabel, Martin, Natasha and Katherine from St Peters for being so kind and for making us feel really welcome in our temporary space and we hope this partnership will continue for a long time.

At the same time pottery tutors, Hive staff and volunteers moved our pottery materials to Bradford College. This became an exciting opportunity for potters to experience a larger space with additional equipment to try new techniques. Thanks go to Sally Storr, Liz Danby, Jane Hurford, and Tony Carlton (Arts Technician at Bradford College) for managing this new partnership - which again we hope to continue.

Our woodwork drop-in services relocated to Shipley Men's Shed, a large portacabin based at the Northcliffe Environmental Enterprise's Team venue in Northcliffe Park. We would like to thank James from Hale project for letting us share their space for free during the year.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance (continued)

Planning, organising and downsizing and moving Hive into 3 separate venues was a huge project for Hive and we cannot thank enough everyone that volunteered to help out with the move, raising funds for the new Birklands room and generally being there to support staff during this challenging and exciting year.

Although this work took up a large amount of the year Hive remained committed to delivering its core programme of courses throughout the year including Painting and Drawing, Life Drawing, Printmaking, Needle felting, Knitting and Crochet, Sewing, Stained Glass and Creative Journaling. To encourage participation at the new venues we held regular visits to them and despite fears that the change would affect attendance on our courses, our courses filled up as usual.

We would like to thank all our tutors and members for their patience and continued support during this period. Hive also committed to delivering its outreach programme for vulnerable adults during this year, continuing to provide services for people with mental health issues, refugees and asylum seekers, warm spaces supported drop-in and work with young people at risk during this period. These projects provide vital services across Bradford, support Hive's objectives and the organisation as a whole.

We continued our very popular free social and wellbeing activities that are well used by mental health partners as a point of referral for people leaving statutory mental health services, these are year-round creative drop-in groups providing informal learning, social engagement and wellbeing for people with mental health issues and include Chat and Craft, Drop in and Draw and Woodwork.

Hive continued its partnership with Lynfield Mount holding 20 sessions in the acute ward originally funded by the Lottery and then contracted by Lynfield Mount with funding attained from the Keith Howard Foundation.

Hive provided a Warm Space during the winter of 2023 for approximately 50 people at St Peters Church.

We took part in Shipley Summer and Christmas Activities providing Wreath Making Activities at Shipley Library. Working at the library on these events helped Hive to develop a project called Leaf working with people furthest from employment to create an outdoor creative and learning space in Shipley Library Garden.

Hive completed a 14-year project in December 2024 originally funded by Ecominds (a partnership of Mind and Lottery) and then funded by Lottery for initially 5 and then 3 years. This project (Thrive) specifically targeted at people with mental health issues and from diverse cultural background provided a creative peer support model based on the Five Ways to Wellbeing and had been funded over several years due to this success. This project helped to highlight our unique model of supporting people and established our reputation as a key referral opportunity for mental health partners in Bradford.

During this period Hive also developed a model for working with new communities and in this year, Bradford Microgrants funded a research piece of work into cultural representation in our work which helped establish new partnerships for Hive to develop a project working with refugees and asylum seekers which will be starting in January 2025. This project will work with unaccompanied male refugees housed in Bradford Hotels in partnership with Mears Housing Group, CommunityWorks which will fill a gap in services and help establish a particularly vulnerable group of service users.

Some feedback from Thrive in 2023:

"I never thought I would be able to join a group and make new friends"

"My support worker bought me to hive so that I would have something to do each week... I was scared... I don't need my support worker to bring me anymore... I got on a bus today on my own for the first time"

"Over the years I have had a lot of traumas from relationships and education... I've struggled to live my life... Thrive has given me a safe space to come to... everyone is so friendly."

"I taught a class today and showed everyone how to weave their dreamcatchers, I was very nervous but the group was kind to me and let me take my time."

"I've been able to pass on everything I have learnt on Thrive to the new group... I'm hoping to volunteer and work on some projects in the community... helping people really makes me feel better in my own life... I can't thank Hive enough for everything they have done to help me."

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2024

Financial review

The net expenditure for the year was £68,108, including net expenditure of £32,347 on restricted funds and net expenditure of £35,761 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £84,871 - £127,306). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £103,622 (2023: £136,535), within the range required by the reserves policy.

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

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:

Signed Karen Steenson (Trustee)

Name Dr Karen Steenson

Date 13/12/24

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 11/12/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants, contracts and donations	(2)	9,275	36,739	46,014	112,895
Sales and fees		45,541	-	45,541	50,389
Membership fees		3,096	-	3,096	5,660
Room hire income		50	-	50	1,100
Bank interest		4,672	-	4,672	199
Other income		2,260	-	2,260	-
Community Arts Umbrella income		-	-	-	193
Total income		64,894	36,739	101,633	170,436
Expenditure on:					
Staff costs	(3)	51,769	48,184	99,953	104,572
Sub-contractors (artists)		24,461	4,997	29,458	40,424
Travel and subsistence expenses		1	51	52	278
Training and recruitment		139	540	679	1,053
Volunteer and participant expenses		449	593	1,042	1,402
Rent, rates and insurance		7,144	4,635	11,779	2,133
Utilities		3,455	3,497	6,952	6,304
Internet and telephone		822	190	1,012	1,002
Materials		1,398	2,918	4,316	6,862
Printing, stationery and office supplies		1,279	1,273	2,552	2,703
Marketing and publicity		-	200	200	614
Professional fees		2,000	-	2,000	1,673
Accounting (incl. examination)		733	-	733	6,269
Equipment		53	451	504	2,284
Van		204	-	204	2,865
Cleaning and maintenance		634	1,360	1,994	6,701
Subscriptions		256	55	311	343
Security		152	-	152	237
Bank Service Charges		945	-	945	955
Governance		192	142	334	279
Community Arts Umbrella costs		-	-	-	420
Other Direct Costs (sundries)		1,720	-	1,720	371
Depreciation		2,849	-	2,849	3,324
Total expenditure		100,655	69,086	169,741	193,068
Net income / (expenditure)		(35,761)	(32,347)	(68,108)	(22,632)
Transfers between funds		-	-	-	-
Net movement in funds		(35,761)	(32,347)	(68,108)	(22,632)
Fund balances brought forward		139,383	39,494	178,877	201,509
Fund balances carried forward	(4)	103,622	7,147	110,769	178,877

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2024

		2024 Unrestricted £	2024 Restricted £	2024 Total £	2023 Total £
Fixed assets					
Tangible assets	(5)	-	-	-	2,848
Total fixed assets		<u>-</u>	<u>-</u>	<u>-</u>	<u>2,848</u>
Current assets					
Debtors and prepayments	(6)	8,924	-	8,924	3,366
Cash at bank and in hand	(7)	99,028	7,302	106,330	181,571
Total current assets		<u>107,952</u>	<u>7,302</u>	<u>115,254</u>	<u>184,937</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	4,330	155	4,485	8,908
Total current liabilities		<u>4,330</u>	<u>155</u>	<u>4,485</u>	<u>8,908</u>
Net current assets		<u>103,622</u>	<u>7,147</u>	<u>110,769</u>	<u>176,029</u>
Total assets less current liabilities		<u>103,622</u>	<u>7,147</u>	<u>110,769</u>	<u>178,877</u>
Net assets		<u>103,622</u>	<u>7,147</u>	<u>110,769</u>	<u>178,877</u>
Funds					
Unrestricted funds		103,622	-	103,622	139,383
Restricted funds		<u>-</u>	<u>7,147</u>	<u>7,147</u>	<u>39,494</u>
Total funds		<u>103,622</u>	<u>7,147</u>	<u>110,769</u>	<u>178,877</u>

For the year ending 31 March 2024 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 are 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

Date: 13/12/2024

Signed: Karen Steenson (Trustee)

Name: Dr Karen Steenson

Hive Bradford

Notes to the accounts for the year ended 31 March 2024

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.

Going concern

The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2024

2 Grants, contracts and donations

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds £	funds £	funds £	funds £
Asda Foundation	Tables	-	1,291	1,291	-
	Community Buildings	-	2,000	2,000	-
Bradford Met. District Council	Mental Wellbeing	-	8,710	8,710	-
	Regular Funded Org	-	15,000	15,000	-
	Warm/Welcome Spaces	-	2,738	2,738	1,000
Fundraising		1,177	-	1,177	223
Gifts and donations (including Gift Aid)		4,648	-	4,648	780
Haysac Foundation	Wellbeing	-	7,000	7,000	-
Other unrestricted grants and contracts		3,450	-	3,450	105,214
		<u>9,275</u>	<u>36,739</u>	<u>46,014</u>	<u>112,895</u>

3 Staff costs and numbers

	2024 £	2023 £
Gross salaries	86,516	100,954
Social security costs	5,921	5,778
Employment allowance	(5,000)	(5,000)
Payroll fees	743	988
Pensions	1,693	1,624
Pension fees	139	229
Accreditation fees	79	-
Redundancy	3,552	-
Total salaried staff	<u>93,643</u>	<u>104,572</u>
Invoiced pay	6,310	-
Total salaried staff	<u>99,953</u>	<u>104,572</u>

The average number of employees during the year was 4.8, being an average of 3.5 full time equivalent (2022-23: 7.2, 4.6 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2024 £	2023 £
Costs of the scheme to the charity for the year	1,832	1,853
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2024

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Asda	Tables	-	1,291	-	-	1,291
Bradford & District Association for Mental Health	Development	1,510	-	430	-	1,080
	Community Buildings	-	2,000	2,000	-	-
	Louisa Pesel	1,013	-	1,013	-	-
Bradford Metropolitan District Council	Warm Spaces / Welcome Spaces	-	-	-	-	-
		-	1,938	1,938	-	-
		-	800	800	-	-
	Mental Wellbeing	-	8,710	5,783	-	2,927
	RFO	-	15,000	15,000	-	-
Haysacs Foundation	Mental wellbeing	-	7,000	5,151	-	1,849
Leeds Community Foundation	Cultural Incl.	2,500	-	2,500	-	-
National Lottery Community Fund (NLCF) - Awards for All	Mamari	4,958	-	4,958	-	-
Morrison's	Flourish	8,206	-	8,206	-	-
National Lottery Community Fund (NLCF) - Reaching Communities	Thrive Development	21,307	-	21,307	-	-
		<u>39,494</u>	<u>36,739</u>	<u>69,086</u>	<u>-</u>	<u>7,147</u>

Fund name

Asda

B&DAMH Development

Community Buildings

**Louisa Pesel / Together with
Needle & Thread**

**Warm Spaces / Welcome
Spaces**

Regular Funded

Organisations (RFO)

**Haysacs Foundation / Mental
Wellbeing**

Cultural Inclusion

Mamari

Flourish

Thrive / Thrive Development

Purpose of restriction

Purchase of new tables following refurbishment

Development projects.

Contribution towards the costs of running community buildings

Project exploring the legacy of Bradford embroiderer Louisa Pesel with refugees and asylum seekers, through textiles and wellbeing activities.

Providing a warm (winter) or welcome (summer) space for people to gather and socialise.

Core costs of delivering Hive's work

Mental wellbeing through creative drop-ins and outreach activities

Cultural inclusion research in planning the refurbished building layout and facilities.

Using creative processes to explore the journeys that refugees and asylum seekers have made to get to this country and their future journeys.

Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.

Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.

Hive Bradford

Notes to the accounts for the year ended 31 March 2024

(continued)

5 Tangible assets	Vehicles and equipment £	Computers £	Total £
<u>Cost</u>			
At 1 April 2023	22,718	4,125	26,843
Disposals	(3,162)	(4,125)	(7,287)
At 31 March 2024	19,556	-	19,556
<u>Depreciation</u>			
At 1 April 2023	19,870	4,125	23,995
Depreciation reversed re. disposals	(3,162)	(4,125)	(7,287)
Charge for year	2,849	-	2,849
At 31 March 2024	19,556	-	19,556
<u>Net book value</u>			
At 31 March 2023	2,849	-	2,849
At 31 March 2024	-	-	-
6 Debtors and prepayments		2024 £	2023 £
Debtors		2,676	-
Copier Refunds		1,600	85
Direct Commissionings / Room Hire		1,688	1,513
Prepayments		2,960	1,768
Insurance / Van insurance		8,924	3,366
Salaries prepayment			
7 Cash at bank and in hand		2024 £	2023 £
Current account		6,632	23,654
Deposit accounts		98,833	140,569
PayPal		814	17,287
Cash control		48	-
Petty cash		3	62
		106,330	181,571
8 Creditors and accruals		2024 £	2023 £
Creditors		3,212	7,712
Direct projects costs (artists, materials, marketing, training)		553	477
Overheads (utilities, copier, cleaning, maintenance, security)		720	718
Independent examination		4,485	8,908
9 Related party transactions			
Trustee expenses			
No trustee received any expenses during this year or the previous year.			
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £30,011 (2023: £28,917)			
10 Operating leases		2024 £	2023 £
Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:			
Within one year		2,160	2,064
In the second to fifth years inclusive		7,020	1,032
(No payments are committed over five years from the balance sheet date)		9,180	3,096

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:						
Grants, contracts and donations	9,275	21,681	36,739	91,214	46,014	112,895
Sales and fees	45,541	50,389	-	-	45,541	50,389
Membership fees	3,096	5,660	-	-	3,096	5,660
Room hire income	50	1,100	-	-	50	1,100
Bank interest	4,672	199	-	-	4,672	199
Community Arts Umbrella income	-	193	-	-	-	193
Total income	64,894	79,222	36,739	91,214	101,633	170,436
Expenditure on:						
Staff costs	51,769	27,319	48,184	77,253	99,953	104,572
Sub-contractors (artists)	24,461	31,576	4,997	8,848	29,458	40,424
Travel and subsistence expenses	1	29	51	249	52	278
Training and recruitment	139	-	540	1,053	679	1,053
Volunteer and participant expenses	449	61	593	1,341	1,042	1,402
Rent, rates and insurance	7,144	1,802	4,635	331	11,779	2,133
Utilities	3,455	498	3,497	5,806	6,952	6,304
Internet and telephone	822	677	190	325	1,012	1,002
Materials	1,398	404	2,918	6,458	4,316	6,862
Printing, stationery and office supplies	1,279	871	1,273	1,832	2,552	2,703
Marketing and publicity	-	-	200	614	200	614
Professional fees	2,000	1,673	-	-	2,000	1,673
Accounting (incl. examination)	733	6,269	-	-	733	6,269
Equipment	53	332	451	1,952	504	2,284
Van	204	2,865	-	-	204	2,865
Cleaning and maintenance	634	6,036	1,360	665	1,994	6,701
Subscriptions	256	288	55	55	311	343
Security	152	237	-	-	152	237
Bank Service Charges	945	955	-	-	945	955
Governance	192	230	142	49	334	279
Community Arts Umbrella costs	-	20	-	400	-	420
Other Direct Costs (sundries)	1,720	371	-	-	1,720	371
Depreciation	2,849	3,324	-	-	2,849	3,324
Total expenditure	100,655	85,837	69,086	107,231	169,741	193,068
Net income / (expenditure)	(35,761)	(6,615)	(32,347)	(16,017)	(68,108)	(22,632)
Transfers between funds	-	-	-	-	-	-
Net movement in funds	(35,761)	(6,615)	(32,347)	(16,017)	(68,108)	(22,632)
Fund balances brought forward	139,383	145,998	39,494	55,511	178,877	201,509
Fund balances carried forward	103,622	139,383	7,147	39,494	110,769	178,877

All incoming resources and resources expended derive from continuing activities.

HIVE BRADFORD

England & Wales - Charity number 1100741

Accounts

Hive Bradford

Charity number 1100741

A company limited by guarantee number 04720047

Annual Report and Financial Statements for the year ended 31 March 2023



Annual Report and Financial Statements
for the year ended 31 March 2023

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Hive Bradford

Trustees' report for the year ended 31 March 2023

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

Trustees

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

Name	Position	Dates
Susan Bale	Chair, Treasurer	
Elaine Hankinson		From July 2023
Hannah Robson		From May 2023
Jeannie Crowther		
John Hird		From April 2023
Karen Steenson		
Oliver Engley		From May 2023
Raymond Higgins		From March 2023
Sue Rana		
Clive Whittaker		To April 2023
Michael Kennedy		To June 2023
Peter Walton		To September 2022
Steve Mackay		To December 2022

Company secretary

Karen Steenson

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003. It is governed by a memorandum and articles of association as amended by special resolutions on 22 October 2003 and 4 April 2017.

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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2023

Objectives and activities (continued)

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive also supports local economy and community regeneration through involvement in local events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement and access to workshop facilities.

Achievements and performance

Hive has been very busy this year. As well as delivering our usual range of courses and projects, we have been working with the Kirkgate Centre on developing the Shipley Sustainable Community Hub, a project to refurbish and revitalise the building which both organisations have occupied for the last 40 years.

The building, an old school built in the 1800s, has not had any significant work done on it since the 1970s and is in need of structural, electrical, and environmental improvement. Hive and Kirkgate Centre have set up the Old School Building Company (OSBC - formerly known as the Community Arts Umbrella) to oversee the project and manage and maintain the building in future. The OSBC are completing a Community Asset Transfer of the building from Bradford Council and will then sublease the building to Hive and Kirkgate Centre. The OSBC has been awarded £2.51million from the Shipley Towns Fund for the renovation work, and are developing a plan for the project with architects, lawyers and members of both tenant organisations.

This work has taken up a lot of time for both organisations, and we would particularly like to thank former Chair of Trustees Steve Mackay, who was involved in the project from the start and put in around seven years to get us to this point, delaying his retirement from the board for three years. Karen Steenson has also been involved since the start and continues to represent Hive at OSBC meetings. We thank her for her continuing contribution to one of the largest projects Hive has undertaken. Susan Bale replaced Steve as Chair of the Hive board and on the OSBC, and has been a real asset in the partnership working between the two organisations.

Several of our longer-term project workers left during this period, including Claire Rookes, Jane McDonald and Luke Waltham, although they continue to work for us on an occasional basis in a freelance capacity.

Our regular full programme of courses continued this year and included ceramics, stained glass, painting and drawing and printmaking. We also developed some new courses including Collage and Mixed Media, Creative Journalling, Gelli Printing and Dress-making.

As we are going to be moving out of our building for a year during the renovations, we have been arranging regular visits to our new venues. St Peter's Church are being wonderful in helping us to relocate to their premises, whilst Bradford College and Shipley Men's Shed are housing our Pottery and Woodwork provision.

Our regular supported drop-ins continued to be delivered during this period to 350 people. These are free sessions to improve wellbeing and include Woodwork Wednesdays, Drop in and Draw, and Chat and Craft. These sessions are really popular as an introduction to Hive and are used as referral opportunities for mental health partners.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (continued)

After a period of delivering activities online, Thrive re-established face-to-face sessions with Friday Thrive, a regular creative programme delivered at Hive where participants become volunteers and support the sessions after a period of time. These sessions are valuable for individuals leaving statutory health care to actively engage with the wider community, increasing wellbeing. The project is popular with healthcare providers, in particular Lynfield Mount Hospital.

We worked with asylum seekers and refugees from Afghanistan between April and July 2022. The project at Oasis Academy Community Hub, based around cultural similarities and collaborations, helped participants to integrate into the local community. Participants explored art forms from another culture, looking for similarities, and incorporate creative techniques from their own culture. We worked with 16 participants and their extended families, also focussing on ESOL teaching (English for speakers of other languages), with participants learning new vocabulary specific to the activities and Bradford City. The project helped to remove stigma towards asylum seekers by giving individuals a voice, informed participants of opportunities across the district, and provided a safe environment for participants to focus on their mental wellbeing.

In summer 2022 we delivered creative activities to residents of Manningham (BD9) for a full day of celebrations at the Dubrovnik Hotel in honour of the Queen's Jubilee. Over 80 participants joined in the creative fun, including creating flags that represented their ethnic identity and nationality, allowing different community ethnic groups to interact in a positive and safe environment.

We delivered creative sessions in different wards at Lynfield Mount, with a focus on colour. Each ward had an opportunity to experiment with clay to create self-portraits, pinch pots and hanging mobiles. All the work is now exhibited in the community café for visitors and patients to enjoy.

Flourish, our project working with refugees and asylum seekers, had an exhibition of work at Bradford Industrial Museum in early 2022. Workshops were also held during Refugee Week exploring journeys and destinations using papercrafts and drawing techniques. Banners and wall hangings made by groups on the Flourish project were exhibited in Bradford's 2025 Building in Centenary Square. Participants said about their work:

"I was ashamed of my name but now I'm proud of who I am. The rest of the colours are to represent the beautiful colours of England in the spring and summer time."

"My work looks like tears of crying for leaving my home country Moscow. Crossing the river by plane to the green of England."

Our Together With Needle and Thread project focused on the Bradford connections of Louisa Pesel (1870-1947), born in Manningham, who worked with Belgian refugees and soldiers experiencing shellshock in the First World War (The Bradford Khaki Handicrafts Club). We partnered with Sharing Voices and a hotel housing refugees and asylum seekers, both in Manningham. The work of the Bradford Khaki Handicrafts Club was explored in detail and offered a way of reflecting on the armed forces community in the city and their experiences of returning to civilian life. The work produced on this project is currently being developed into a book and we are running a session at the Great Get Together, a festival celebrating Refugee Week this year.

Hive was 40 years old in 2022 and to celebrate we put on an event as part of Shipley Festival, attended by the Lord Mayor. The event had participatory workshops showcasing our current creative activities and projects, including a potters wheel experience, plant dyeing, needlefelting, Arabic calligraphy, creative activities for kids, as well as music, food and giant bubbles. We had over 30 volunteers involved and it was attended by around 350 people.

A final highlight in the autumn of 2022 was a visit from noted potter and ceramic designer Keith Brymer Jones, who came to look at the studios and see some of the work produced by the potters from Hive. There was great excitement in the build up to this event and it was attended by 60 local potters. Keith also generously donated some clay to Hive, and we hope to see him again when we move back into our refurbished building in summer 2024.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2023

Financial review

The net expenditure for the year was £22,632, including net expenditure of £16,017 on restricted funds and net expenditure of £6,615 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £96,534 - £144,800). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £136,535 (2022: £139,826), within the range required by the reserves policy.

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

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:

Signed Karen Steenson (Trustee)

Name Dr Karen Steenson

Date 04/10/2023

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 04/10/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Grants, contracts and donations	(2)	21,681	91,214	112,895	105,998
Sales and fees		50,389	-	50,389	33,101
Membership fees		5,660	-	5,660	3,615
Room hire income		1,100	-	1,100	280
Bank interest		199	-	199	371
Community Arts Umbrella income		193	-	193	373
Total income		79,222	91,214	170,436	143,738
Expenditure on:					
Salaries, NIC, pensions and payroll fees	(3)	27,319	77,253	104,572	116,932
Sub-contractors (artists)		31,576	8,848	40,424	36,654
Travel and subsistence expenses		29	249	278	172
Training and recruitment		-	1,053	1,053	1,196
Volunteer and participant expenses		61	1,341	1,402	918
Rent, rates and insurance		1,802	331	2,133	1,077
Utilities		498	5,806	6,304	4,315
Internet and telephone		677	325	1,002	1,141
Materials		404	6,458	6,862	4,129
Printing, stationery and office supplies		871	1,832	2,703	2,523
Marketing and publicity		-	614	614	510
Professional fees		1,673	-	1,673	1,673
Accounting (incl. examination)		6,269	-	6,269	5,745
Equipment		332	1,952	2,284	2,933
Van		2,865	-	2,865	1,295
Cleaning and maintenance		6,036	665	6,701	7,672
Subscriptions		288	55	343	374
Security		237	-	237	218
Bank Service Charges		955	-	955	738
Governance		230	49	279	84
Community Arts Umbrella costs		20	400	420	6,863
Other Direct Costs (sundries)		371	-	371	3,323
Depreciation		3,324	-	3,324	4,657
Total expenditure		85,837	107,231	193,068	205,142
Net income / (expenditure)		(6,615)	(16,017)	(22,632)	(61,404)
Transfers between funds		-	-	-	-
Net movement in funds		(6,615)	(16,017)	(22,632)	(61,404)
Fund balances brought forward		145,998	55,511	201,509	262,913
Fund balances carried forward	(4)	139,383	39,494	178,877	201,509

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2023

		2023 Unrestricted £	2023 Restricted £	2023 Total £	2022 Total £
Fixed assets					
Tangible assets	(5)	2,848	-	2,848	6,172
Total fixed assets		<u>2,848</u>	<u>-</u>	<u>2,848</u>	<u>6,172</u>
Current assets					
Debtors and prepayments	(6)	3,366	-	3,366	15,896
Cash at bank and in hand	(7)	139,130	42,441	181,571	206,007
Total current assets		<u>142,496</u>	<u>42,441</u>	<u>184,937</u>	<u>221,903</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	5,961	2,947	8,908	26,566
Total current liabilities		<u>5,961</u>	<u>2,947</u>	<u>8,908</u>	<u>26,566</u>
Net current assets		<u>136,535</u>	<u>39,494</u>	<u>176,029</u>	<u>195,337</u>
Total assets less current liabilities		<u>139,383</u>	<u>39,494</u>	<u>178,877</u>	<u>201,509</u>
Net assets		<u>139,383</u>	<u>39,494</u>	<u>178,877</u>	<u>201,509</u>
Funds					
Unrestricted funds		139,383	-	139,383	145,998
Restricted funds		-	39,494	39,494	55,511
Total funds		<u>139,383</u>	<u>39,494</u>	<u>178,877</u>	<u>201,509</u>

For the year ending 31 March 2023 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 are 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

Date: 04/10/2023

Signed: Karen Steenson (Trustee)

Name: Dr Karen Steenson

Hive Bradford

Notes to the accounts for the year ended 31 March 2023

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.

Going concern

At the time of signing these accounts the charity has been impacted by the global COVID-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2023

2 Grants, contracts and donations		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		funds £	funds £	funds £	funds £
Community Arts Umbrella	Refurb Project Mgmt	-	9,000	9,000	-
	Arts & Investment Grant	15,000	-	15,000	18,500
	Arts Recovery Grant	-	12,500	12,500	-
Bradford Met. District Council	CNET Woodwork Weds	-	4,960	4,960	-
	Louisa Pesel	-	9,000	9,000	-
	Warm Spaces	-	1,000	1,000	-
Fundraising		223	-	223	17
Gifts and donations		780	-	780	3,945
Leeds Community Foundation	Cultural Inclusion	-	2,500	2,500	-
Morrisons	Flourish	-	19,500	19,500	-
National Lottery Community Fund - Awards for All	Mamari	-	9,950	9,950	39,868
National Lottery Community Fund - Reaching Communities	Thrive Development	-	17,304	17,304	-
Sovereign	Flourish	-	2,500	2,500	-
Tesco / Groundwork	Digital Café	-	500	500	-
Wharfedale	Flourish	-	2,500	2,500	-
Other unrestricted grants and contracts		5,678	-	5,678	43,668
		<u>21,681</u>	<u>91,214</u>	<u>112,895</u>	<u>105,998</u>

3 Staff costs and numbers	2023 £	2022 £
Gross salaries	100,954	112,014
Social security costs	5,778	5,470
Employment allowance	(5,000)	(4,000)
Payroll fees	988	1,202
Furlough fees	-	420
Pensions	1,624	1,583
Pension fees	229	242
	<u>104,572</u>	<u>116,932</u>

The average number of employees during the year was 7.2, being an average of 4.6 full time equivalent (2021-22: 8.3, 5.2 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023 £	2022 £
Costs of the scheme to the charity for the year	1,853	1,825
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2023

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
CAU building refurbishment	Project Mgmt	-	9,000	9,000	-	-
Bradford & District Association for Mental Health	Development	3,257	-	1,747	-	1,510
	Arts Recovery	-	12,500	12,500	-	-
Bradford Metropolitan District Council	Wood Weds	-	4,960	4,960	-	-
	Louisa Pesel	-	9,000	7,987	-	1,013
	Warm Spaces	-	1,000	1,000	-	-
Leeds Community Foundation	Cultural Incl.	-	2,500	-	-	2,500
Morrisons	Flourish	-	19,500	11,294	-	8,206
National Lottery Community Fund (NLCF) - Awards for All	Mamari	-	9,950	4,992	-	4,958
National Lottery Community Fund (NLCF) - Reaching Communities	Thrive Development	51,854	17,304	47,851	-	21,307
Sovereign Healthcare	Flourish	-	2,500	2,500	-	-
Tesco Bags of Cash	Digital Café	-	500	500	-	-
VCS Transformation Fund	CAU costs	400	-	400	-	-
Wharfedale Foundation	Flourish	-	2,500	2,500	-	-
		<u>55,511</u>	<u>91,214</u>	<u>107,231</u>	<u>-</u>	<u>39,494</u>

Fund name

**CAU refurbishment project
management**

B&DAMH Development

Arts Recovery

Woodwork Wednesdays

Louisa Pesel / Together with

Needle & Thread

Warm Spaces

Cultural Inclusion

Thrive / Thrive Development

Flourish

Mamari

Digital Café

CAU costs (VCS)

Purpose of restriction

Contribution towards salary costs for building refurbishment project management undertaken by Hive project manager.

Development projects.

Post-COVID recovery funding to rebuild sustainability.

Supported therapeutic woodwork drop-in sessions.

Project exploring the legacy of Bradford embroiderer Louisa Pesel with refugees and asylum seekers, through textiles and wellbeing activities. Providing a warm space for people to gather and socialise.

Cultural inclusion research in planning the refurbished building layout and facilities.

Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.

Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.

Using creative processes to explore the journeys that refugees and asylum seekers have made to get to this country and their future journeys.

Contribution towards costs of running digital café.

Survey costs for the Community Asset Transfer.

Hive Bradford

Notes to the accounts for the year ended 31 March 2023

(continued)

5 Tangible assets	Vehicles and equipment £	Computers £	Total £
<u>Cost</u>			
At 1 April 2022	22,718	4,125	26,843
Disposals	(1,262)	(4,125)	(5,387)
At 31 March 2023	21,456	-	21,456
<u>Depreciation</u>			
At 1 April 2022	16,546	4,125	20,671
Depn reversed re. disposals	(1,262)	(4,125)	(5,387)
Charge for year	3,324	-	3,324
At 31 March 2023	18,608	-	18,608
<u>Net book value</u>			
At 31 March 2022	6,172	-	6,172
At 31 March 2023	2,848	-	2,848
6 Debtors and prepayments	2023 £	2022 £	
Debtors			
Justart project	-	6,000	
Unrestricted grants	-	4,625	
Bank Interest	-	233	
Direct Commissionings / Room Hire	85	-	
Prepayments			
Insurance / Van insurance	1,513	2,075	
Salaries prepayment	1,768	2,962	
	3,366	15,896	
7 Cash at bank and in hand	2023 £	2022 £	
Current account	23,654	37,787	
Deposit accounts	140,569	160,369	
PayPal	17,287	7,824	
Petty cash	62	27	
	181,571	206,007	
8 Creditors and accruals	2023 £	2022 £	
Creditors			
Direct projects costs (artists, materials, marketing, training)	7,712	6,090	
Overheads (utilities, copier, cleaning, maintenance, security)	477	1,827	
Professional fees	-	504	
Independent examination	718	684	
Unearned income			
Grants received in advance	-	17,460	
	8,908	26,566	
9 Related party transactions			
Trustee expenses			
No trustee received any expenses during this year or the previous year.			
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £28,917 (2022: £27,912)			
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:	2023 £	2022 £	
Within one year	2,064	2,064	
In the second to fifth years inclusive	1,032	3,096	
(No payments are committed over five years from the balance sheet date)	3,096	5,160	

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:						
Grants, contracts and donations	21,681	38,391	91,214	67,607	112,895	105,998
Sales and fees	50,389	33,101	-	-	50,389	33,101
Membership fees	5,660	3,615	-	-	5,660	3,615
Room hire income	1,100	280	-	-	1,100	280
Bank interest	199	371	-	-	199	371
Community Arts Umbrella income	193	373	-	-	193	373
Total income	79,222	76,131	91,214	67,607	170,436	143,738
Expenditure on:						
Salaries, NIC, pensions and payroll fees	27,319	51,867	77,253	65,065	104,572	116,932
Sub-contractors (artists)	31,576	36,654	8,848	-	40,424	36,654
Travel and subsistence expenses	29	-	249	172	278	172
Training and recruitment	-	336	1,053	860	1,053	1,196
Volunteer and participant expenses	61	116	1,341	802	1,402	918
Rent, rates and insurance	1,802	497	331	580	2,133	1,077
Utilities	498	2,640	5,806	1,675	6,304	4,315
Internet and telephone	677	522	325	619	1,002	1,141
Materials	404	830	6,458	3,299	6,862	4,129
Printing, stationery and office supplies	871	1,112	1,832	1,411	2,703	2,523
Marketing and publicity	-	12	614	498	614	510
Professional fees	1,673	1,157	-	516	1,673	1,673
Accounting (incl. examination)	6,269	5,470	-	275	6,269	5,745
Equipment	332	613	1,952	2,320	2,284	2,933
Van	2,865	999	-	296	2,865	1,295
Cleaning and maintenance	6,036	3,585	665	4,087	6,701	7,672
Subscriptions	288	-	55	374	343	374
Security	237	74	-	144	237	218
Bank Service Charges	955	738	-	-	955	738
Governance	230	84	49	-	279	84
Community Arts Umbrella costs	20	863	400	6,000	420	6,863
Other Direct Costs (sundries)	371	365	-	2,958	371	3,323
Depreciation	3,324	4,657	-	-	3,324	4,657
Total expenditure	85,837	113,191	107,231	91,951	193,068	205,142
Net income / (expenditure)	(6,615)	(37,060)	(16,017)	(24,344)	(22,632)	(61,404)
Transfers between funds	-	-	-	-	-	-
Net movement in funds	(6,615)	(37,060)	(16,017)	(24,344)	(22,632)	(61,404)
Fund balances brought forward	145,998	183,058	55,511	79,855	201,509	262,913
Fund balances carried forward	139,383	145,998	39,494	55,511	178,877	201,509

All incoming resources and resources expended derive from continuing activities.

HIVE BRADFORD

England & Wales - Charity number 1100741

Accounts

***Annual Report and Financial Statements
for the year ended 31 March 2022***

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Hive Bradford

Trustees' report for the year ended 31 March 2022

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

Trustees

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

Name	Position	Dates
Susan Bale	Chair (from January 2022)	
Steve Mackay	Chair (to January 2022)	
Clive Whittaker		From February 2022
Jeannie Crowther		
Karen Steenson		
Michael Kennedy		
Peter Walton		To September 2022
Sue Rana		

Company secretary

Karen Steenson	(from January 2022)
Susan Bale	(to January 2022)

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP
Virgin Money, Jubilee House, Gosforth, NE3 4PL
Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

Independent examiner

Simon Bostrom FCIE
West Yorkshire Community Accountancy Service CIO, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003. It is governed by a memorandum and articles of association as amended by special resolutions on 22 October 2003 and 4 April 2017. 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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities (continued)

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive Bradford works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive Bradford also supports local economy and community regeneration through involvement in local visioning events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement where possible and access to workshop facilities.

Achievements and performance

After a year of opening for short periods of time and then going back into lockdown. Hive fully reopened its doors on 17th May 2021 with COVID safety restrictions in place. Initially we opened for pre-booked socially-distanced drop-ins and a mixture of hybrid online and in-person courses.

Simon, who had worked with us for many years as a woodwork tutor, technician and operations coordinator, retired in September 2021 and we would like to thank him for all his hard work at Hive.

Our regular full programme of courses began again in September 2021 with all-time favourites such as ceramics and stained glass filling up quickly as people were keen to get back into doing something creative. A new woodwork tutor, Emily, came on board and started to deliver beginner and intermediate woodwork courses, and classes for home-schooled children.

Our regular supported drop-ins, including chat and craft and drop-in and draw, began again. These sessions are particularly focussed on wellbeing, and slowly throughout the year we have increased the number of referrals from long-established mental health partners as confidence was building in taking part in group activities.

Thrive, our wellbeing project, was extended for an extra year due to the COVID disruption and staff illness, and is now due to run until December 2023. Work on the project this year has included work with Making Space and Empowered Lives, as well as a new partnership with Oasis Academy's Community Hub delivering wellbeing events and projects. Sessions have been delivered in person and via Zoom allowing for a wider engagement with hard-to-reach communities during the pandemic. Thrive has supported a team of volunteers, recruited through partner organisations, to deliver a successful wellbeing project exploring cultural in arts and crafts.

Flourish, our project working with refugees and asylum seekers, continued to work with Roshni Ghar in Keighley and Shine in West Bowling as well as forming a new partnership with Bradford Refugee Forum. A mixture of indoor, outdoor and Zoom sessions helped to keep groups engaged. We held an exhibition of completed work from November 2021 to March 2022 at Bradford Industrial Museum, and some of this work is going to be kept as part of their permanent display. Flourish groups are also working on ceramic plates for our 40th birthday celebrations.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance (continued)

Several years ago Hive and our upstairs neighbours, the Kirkgate Centre, established the Community Arts Umbrella (CAU) together, an organisation to manage the future of our beloved building. They submitted a Business Plan and application to the council for a Community Asset Transfer of the building, which has been stalled for some time, and more recently put together a bid to Shipley Towns Fund for renovations to both floors as part of a wider investment in Shipley through the Town Investment Plan or TIP.

The bid was successful in its first stage, subject to a more in-depth business case submitted to Government. The business case included proposed designs for the building and a consultation took place with Hive and Kirkgate Centre members between January and April 2022. As this report is being written, the business case is about to be submitted to Government, whilst the Community Asset Transfer has been approved subject to lease terms. Work should begin on renovating the building in spring 2023.

Our Christmas Fair and our AGM was held on 4th December 2021, which was an opportunity to introduce the initial plans for the project to our members, as well as enjoying the usual creative Christmassy fun.

This year we have significantly adapted our ways of working and upgraded our systems to enable better communication both internally and externally, and to allow us to work more flexible from home or in the office. This has had a massive impact on the way we work and will help us when we have to relocate during the building renovations. We are currently looking for a temporary base in the centre of Shipley whilst the renovations are taking place, so that we can continue some of our activities and keep people updated during the process.

In March 2022, as a result of an additional restrictions grant from Bradford Council, Hive were able to employ ten artist support workers to shadow our current tutors in the delivery of our creative classes. Once they have completed this programme we hope to support them further to develop their creative practises and deliver their own classes.

Hive is 40 years old in 2022 and we are planning a celebration day on July 23rd, including showcasing an archive of old photos of Hive (and Kirkgate Studios and Workshop) we have been building to commemorate this occasion.

This has been a challenging year for Hive to re-establish face-to-face services after long periods of full or partial closure and ongoing concerns about COVID-19, particular amongst some of our more vulnerable members. We would like to thank everyone that has supported us during this time and continued to make use of our services. We look forward to a bright future with a rejuvenated building.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Financial review

The net expenditure for the year was £61,404, including net expenditure of £24,344 on restricted funds and net expenditure of £37,060 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £105,152 - £157,727). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £139,826 (2021: £172,557), within the range required by the reserves policy.

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:

Signed Karen Steenson (Trustee)

Name Dr Karen Steenson

Date 10/12/2022

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 14/12/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Grants, contracts and donations	(2)	38,391	67,607	105,998	309,537
Sales and fees		33,101	-	33,101	4,042
Membership fees		3,615	-	3,615	1,440
Room hire income		280	-	280	-
Bank interest		371	-	371	536
Other income		-	-	-	1,551
Community Arts Umbrella income		373	-	373	1,353
Total income		76,131	67,607	143,738	318,459
Expenditure on:					
Salaries, NIC, pensions and payroll fees	(3)	51,867	65,065	116,932	118,058
Sub-contractors (artists)		36,654	-	36,654	29,106
Travel and subsistence expenses		-	172	172	45
Training and recruitment		336	860	1,196	300
Volunteer and participant expenses		116	802	918	387
Rent, rates and insurance		497	580	1,077	1,753
Utilities		2,640	1,675	4,315	2,654
Internet and telephone		522	619	1,141	1,087
Materials		830	3,299	4,129	3,058
Printing, stationery and office supplies		1,112	1,411	2,523	2,831
Marketing and publicity		12	498	510	1,655
Professional fees		1,157	516	1,673	1,673
Accounting (incl. examination)		5,470	275	5,745	6,060
Equipment		613	2,320	2,933	34,979
Van		999	296	1,295	3,194
Room hire		-	-	-	4,000
Cleaning and maintenance		3,585	4,087	7,672	8,256
Subscriptions		-	374	374	379
Security		74	144	218	1,455
Bank Service Charges		738	-	738	287
Governance		84	-	84	-
Community Arts Umbrella		863	6,000	6,863	3,163
Repayment of cancelled commission		-	-	-	3,208
Other Direct Costs (sundries)		365	2,958	3,323	2,961
Depreciation		4,657	-	4,657	4,657
Total expenditure		113,191	91,951	205,142	235,206
Net income / (expenditure)		(37,060)	(24,344)	(61,404)	83,253
Transfers between funds		-	-	-	-
Net movement in funds		(37,060)	(24,344)	(61,404)	83,253
Fund balances brought forward		183,058	79,855	262,913	179,660
Fund balances carried forward	(4)	145,998	55,511	201,509	262,913

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	6,172	-	6,172	10,828
Total fixed assets		<u>6,172</u>	<u>-</u>	<u>6,172</u>	<u>10,828</u>
Current assets					
Debtors and prepayments	(6)	15,565	331	15,896	18,097
Cash at bank and in hand	(7)	132,203	73,804	206,007	237,125
Total current assets		<u>147,768</u>	<u>74,135</u>	<u>221,903</u>	<u>255,222</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	7,942	18,624	26,566	3,137
Total current liabilities		<u>7,942</u>	<u>18,624</u>	<u>26,566</u>	<u>3,137</u>
Net current assets		<u>139,826</u>	<u>55,511</u>	<u>195,337</u>	<u>252,085</u>
Total assets less current liabilities		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>
Net assets		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>
Funds					
Unrestricted funds		145,998	-	145,998	183,058
Restricted funds		-	55,511	55,511	79,855
Total funds		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>

For the year ending 31 March 2022 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 are 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

Date: 10/12/2022

Signed: Karen Steenson (Trustee)

Name: Dr Karen Steenson

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

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.

Going concern

At the time of signing these accounts the charity has been impacted by the global COVID-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

2 Grants, contracts and donations

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		funds £	funds £	funds £	funds £
Arts Council	C19 Recovery	-	3,919	3,919	48,081
Bradford Met. District Council	Arts & Investment Grant	18,500	-	18,500	18,500
	Justart	15,000	-	15,000	9,000
Fundraising		17	-	17	158
Gifts and donations		3,945	-	3,945	7,328
Henry Smith Charity	Flourish	-	15,350	15,350	15,350
HMRC	Job Retention Scheme	-	8,470	8,470	30,874
National Lottery Community Fund - Reaching Communities	Thrive Development	-	39,868	39,868	44,267
COVID-19 response and recovery grants		-	-	-	120,746
Other restricted grants		-	-	-	15,083
Other unrestricted grants and contracts		929	-	929	150
		38,391	67,607	105,998	309,537

3 Staff costs and numbers

	2022 £	2021 £
Gross salaries	112,014	113,589
Social security costs	5,470	4,866
Employment allowance	(4,000)	(4,000)
Payroll fees	1,202	1,410
Furlough fees	420	600
Pensions	1,583	1,485
Pension fees	242	108
	116,932	118,058

The average number of employees during the year was 8.3, being an average of 5.2 full time equivalent (2020-21: 9.9, 5.5 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2022 £	2021 £
Costs of the scheme to the charity for the year	1,825	1,593
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Arts Council	C19 Recovery	-	3,919	3,919	-	-
Bradford & District Association for Mental Health	Development	5,045	-	1,788	-	3,257
Brelms Trust	POP	3,505	-	3,505	-	-
Henry Smith Charity	Flourish	17,852	15,350	33,202	-	-
HMRC Job Retention Scheme	Furlough	-	8,470	8,470	-	-
National Lottery Community Fund (NLCF) - Reaching Communities	Thrive Development	46,253	39,868	34,267	-	51,854
Shipley Town Council	Fire door	800	-	800	-	-
VCS Transformation Fund	CAU costs	6,400	-	6,000	-	400
		<u>79,855</u>	<u>67,607</u>	<u>91,951</u>	<u>-</u>	<u>55,511</u>

Fund name	Purpose of restriction
Thrive / Thrive Development	Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.
POP	Creative team building for young people with mental health issues.
B&DAMH Development	Development projects.
Flourish	Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.
COVID-19 Recovery (Arts Council)	Funding to subsidise courses with lower capacity due to COVID-19, to deliver mixed online, remote, and in person creative activities, to facilitate remote and flexible working, and to set up a creative helpline for those unfamiliar with technology.
Furlough	The Government's Job Retention Scheme
Fire door	Contribution to replacement of external fire door
CAU costs (VCS)	Survey costs for the Community Asset Transfer

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

(continued)

5 Tangible assets		Vehicles and equipment £	Computers £	Total £
Cost				
At 1 April 2021		22,718	4,125	26,843
Additions		-	-	-
At 31 March 2022		22,718	4,125	26,843
Depreciation				
At 1 April 2021		11,890	4,125	16,015
Charge for year		4,656	-	4,656
At 31 March 2022		16,546	4,125	20,671
Net book value				
At 31 March 2021		10,828	-	10,828
At 31 March 2022		6,172	-	6,172
6 Debtors and prepayments		2022 £	2021 £	
Debtors	Justart project	6,000	7,500	
	Student placements	-	1,183	
	Restricted grants	-	3,281	
	Unrestricted grants	4,625	4,625	
	Bank Interest	233	-	
	Direct Commissionings / Room Hire	-	150	
Prepayments	Insurance / Van insurance	2,075	320	
	Salaries prepayment	2,962	1,038	
		15,896	18,097	
7 Cash at bank and in hand		2022 £	2021 £	
Current account		37,787	65,616	
Deposit accounts		160,369	170,441	
PayPal		7,824	1,003	
Petty cash		27	64	
		206,007	237,125	
8 Creditors and accruals		2022 £	2021 £	
Creditors	Direct projects costs (artists, materials, marketing, training)	6,090	1,698	
	Overheads (utilities, copier, cleaning, maintenance, security)	1,827	125	
	Professional fees	504	630	
	Independent examination	684	684	
Unearned income	Grants received in advance	17,460	-	
	Grants of £12,500 (BMDC Arts Recovery Grant) and £4,960 (CNET Woodwork Wednesdays) were received at the end of March for projects starting in April 2022, against which expenditure could not be made until the project start date.	26,566	3,137	
9 Related party transactions				
Trustee expenses				
No trustee received any expenses during this year or the previous year.				
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £27,912 (2021: £23,236)				
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:		Land and buildings £	Copier £	
Within one year		-	2,064	
In the second to fifth years inclusive		-	3,096	
(No payments are committed over five years from the balance sheet date)		-	5,160	

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:						
Grants, contracts and donations	38,391	55,819	67,607	253,718	105,998	309,537
Sales and fees	33,101	4,042	-	-	33,101	4,042
Membership fees	3,615	1,440	-	-	3,615	1,440
Room hire income	280	-	-	-	280	-
Bank interest	371	536	-	-	371	536
Other income	-	1,551	-	-	-	1,551
Community Arts Umbrella income	373	1,353	-	-	373	1,353
Total income	76,131	64,741	67,607	253,718	143,738	318,459
Expenditure on:						
Salaries, NIC, pensions and payroll fees	51,867	2,963	65,065	115,095	116,932	118,058
Sub-contractors (artists)	36,654	8,000	-	21,106	36,654	29,106
Travel and subsistence expenses	-	-	172	45	172	45
Training and recruitment	336	-	860	300	1,196	300
Volunteer and participant expenses	116	10	802	377	918	387
Rent, rates and insurance	497	911	580	842	1,077	1,753
Utilities	2,640	386	1,675	2,268	4,315	2,654
Internet and telephone	522	-	619	1,087	1,141	1,087
Materials	830	511	3,299	2,547	4,129	3,058
Printing, stationery and office supplies	1,112	456	1,411	2,375	2,523	2,831
Marketing and publicity	12	-	498	1,655	510	1,655
Professional fees	1,157	955	516	718	1,673	1,673
Accounting (incl. examination)	5,470	3,112	275	2,948	5,745	6,060
Equipment	613	100	2,320	34,879	2,933	34,979
Van	999	-	296	3,194	1,295	3,194
Room hire	-	-	-	4,000	-	4,000
Cleaning and maintenance	3,585	1,764	4,087	6,492	7,672	8,256
Subscriptions	-	-	374	379	374	379
Security	74	747	144	708	218	1,455
Bank Service Charges	738	273	-	14	738	287
Governance	84	-	-	-	84	-
Community Arts Umbrella	863	163	6,000	3,000	6,863	3,163
Repayment of cancelled commission	-	3,208	-	-	-	3,208
Other Direct Costs (sundries)	365	3	2,958	2,958	3,323	2,961
Depreciation	4,657	4,657	-	-	4,657	4,657
Total expenditure	113,191	28,219	91,951	206,987	205,142	235,206
Net income / (expenditure)	(37,060)	36,523	(24,344)	46,731	(61,404)	83,253
Transfers between funds	-	25,544	-	(25,544)	-	-
Net movement in funds	(37,060)	62,067	(24,344)	21,187	(61,404)	83,253
Fund balances brought forward	183,058	125,932	79,855	40,115	262,913	179,660
Fund balances carried forward	145,998	187,999	55,511	61,301	201,509	262,913

All incoming resources and resources expended derive from continuing activities.

***Annual Report and Financial Statements
for the year ended 31 March 2022***

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Hive Bradford

Trustees' report for the year ended 31 March 2022

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

Trustees

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

Name	Position	Dates
Susan Bale	Chair (from January 2022)	
Steve Mackay	Chair (to January 2022)	
Clive Whittaker		From February 2022
Jeannie Crowther		
Karen Steenson		
Michael Kennedy		
Peter Walton		To September 2022
Sue Rana		

Company secretary

Karen Steenson	(from January 2022)
Susan Bale	(to January 2022)

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003. It is governed by a memorandum and articles of association as amended by special resolutions on 22 October 2003 and 4 April 2017. 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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities (continued)

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive Bradford works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive Bradford also supports local economy and community regeneration through involvement in local visioning events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement where possible and access to workshop facilities.

Achievements and performance

After a year of opening for short periods of time and then going back into lockdown. Hive fully reopened its doors on 17th May 2021 with COVID safety restrictions in place. Initially we opened for pre-booked socially-distanced drop-ins and a mixture of hybrid online and in-person courses.

Simon, who had worked with us for many years as a woodwork tutor, technician and operations coordinator, retired in September 2021 and we would like to thank him for all his hard work at Hive.

Our regular full programme of courses began again in September 2021 with all-time favourites such as ceramics and stained glass filling up quickly as people were keen to get back into doing something creative. A new woodwork tutor, Emily, came on board and started to deliver beginner and intermediate woodwork courses, and classes for home-schooled children.

Our regular supported drop-ins, including chat and craft and drop-in and draw, began again. These sessions are particularly focussed on wellbeing, and slowly throughout the year we have increased the number of referrals from long-established mental health partners as confidence was building in taking part in group activities.

Thrive, our wellbeing project, was extended for an extra year due to the COVID disruption and staff illness, and is now due to run until December 2023. Work on the project this year has included work with Making Space and Empowered Lives, as well as a new partnership with Oasis Academy's Community Hub delivering wellbeing events and projects. Sessions have been delivered in person and via Zoom allowing for a wider engagement with hard-to-reach communities during the pandemic. Thrive has supported a team of volunteers, recruited through partner organisations, to deliver a successful wellbeing project exploring cultural in arts and crafts.

Flourish, our project working with refugees and asylum seekers, continued to work with Roshni Ghar in Keighley and Shine in West Bowling as well as forming a new partnership with Bradford Refugee Forum. A mixture of indoor, outdoor and Zoom sessions helped to keep groups engaged. We held an exhibition of completed work from November 2021 to March 2022 at Bradford Industrial Museum, and some of this work is going to be kept as part of their permanent display. Flourish groups are also working on ceramic plates for our 40th birthday celebrations.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Achievements and performance (continued)

Several years ago Hive and our upstairs neighbours, the Kirkgate Centre, established the Community Arts Umbrella (CAU) together, an organisation to manage the future of our beloved building. They submitted a Business Plan and application to the council for a Community Asset Transfer of the building, which has been stalled for some time, and more recently put together a bid to Shipley Towns Fund for renovations to both floors as part of a wider investment in Shipley through the Town Investment Plan or TIP.

The bid was successful in its first stage, subject to a more in-depth business case submitted to Government. The business case included proposed designs for the building and a consultation took place with Hive and Kirkgate Centre members between January and April 2022. As this report is being written, the business case is about to be submitted to Government, whilst the Community Asset Transfer has been approved subject to lease terms. Work should begin on renovating the building in spring 2023.

Our Christmas Fair and our AGM was held on 4th December 2021, which was an opportunity to introduce the initial plans for the project to our members, as well as enjoying the usual creative Christmassy fun.

This year we have significantly adapted our ways of working and upgraded our systems to enable better communication both internally and externally, and to allow us to work more flexible from home or in the office. This has had a massive impact on the way we work and will help us when we have to relocate during the building renovations. We are currently looking for a temporary base in the centre of Shipley whilst the renovations are taking place, so that we can continue some of our activities and keep people updated during the process.

In March 2022, as a result of an additional restrictions grant from Bradford Council, Hive were able to employ ten artist support workers to shadow our current tutors in the delivery of our creative classes. Once they have completed this programme we hope to support them further to develop their creative practises and deliver their own classes.

Hive is 40 years old in 2022 and we are planning a celebration day on July 23rd, including showcasing an archive of old photos of Hive (and Kirkgate Studios and Workshop) we have been building to commemorate this occasion.

This has been a challenging year for Hive to re-establish face-to-face services after long periods of full or partial closure and ongoing concerns about COVID-19, particular amongst some of our more vulnerable members. We would like to thank everyone that has supported us during this time and continued to make use of our services. We look forward to a bright future with a rejuvenated building.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2022

Financial review

The net expenditure for the year was £61,404, including net expenditure of £24,344 on restricted funds and net expenditure of £37,060 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £105,152 - £157,727). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £139,826 (2021: £172,557), within the range required by the reserves policy.

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:

Signed Karen Steenson (Trustee)

Name Dr Karen Steenson

Date 10/12/2022

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom Name: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 14/12/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Grants, contracts and donations	(2)	38,391	67,607	105,998	309,537
Sales and fees		33,101	-	33,101	4,042
Membership fees		3,615	-	3,615	1,440
Room hire income		280	-	280	-
Bank interest		371	-	371	536
Other income		-	-	-	1,551
Community Arts Umbrella income		373	-	373	1,353
Total income		76,131	67,607	143,738	318,459
Expenditure on:					
Salaries, NIC, pensions and payroll fees	(3)	51,867	65,065	116,932	118,058
Sub-contractors (artists)		36,654	-	36,654	29,106
Travel and subsistence expenses		-	172	172	45
Training and recruitment		336	860	1,196	300
Volunteer and participant expenses		116	802	918	387
Rent, rates and insurance		497	580	1,077	1,753
Utilities		2,640	1,675	4,315	2,654
Internet and telephone		522	619	1,141	1,087
Materials		830	3,299	4,129	3,058
Printing, stationery and office supplies		1,112	1,411	2,523	2,831
Marketing and publicity		12	498	510	1,655
Professional fees		1,157	516	1,673	1,673
Accounting (incl. examination)		5,470	275	5,745	6,060
Equipment		613	2,320	2,933	34,979
Van		999	296	1,295	3,194
Room hire		-	-	-	4,000
Cleaning and maintenance		3,585	4,087	7,672	8,256
Subscriptions		-	374	374	379
Security		74	144	218	1,455
Bank Service Charges		738	-	738	287
Governance		84	-	84	-
Community Arts Umbrella		863	6,000	6,863	3,163
Repayment of cancelled commission		-	-	-	3,208
Other Direct Costs (sundries)		365	2,958	3,323	2,961
Depreciation		4,657	-	4,657	4,657
Total expenditure		113,191	91,951	205,142	235,206
Net income / (expenditure)		(37,060)	(24,344)	(61,404)	83,253
Transfers between funds		-	-	-	-
Net movement in funds		(37,060)	(24,344)	(61,404)	83,253
Fund balances brought forward		183,058	79,855	262,913	179,660
Fund balances carried forward	(4)	145,998	55,511	201,509	262,913

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2022

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	6,172	-	6,172	10,828
Total fixed assets		<u>6,172</u>	<u>-</u>	<u>6,172</u>	<u>10,828</u>
Current assets					
Debtors and prepayments	(6)	15,565	331	15,896	18,097
Cash at bank and in hand	(7)	132,203	73,804	206,007	237,125
Total current assets		<u>147,768</u>	<u>74,135</u>	<u>221,903</u>	<u>255,222</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	7,942	18,624	26,566	3,137
Total current liabilities		<u>7,942</u>	<u>18,624</u>	<u>26,566</u>	<u>3,137</u>
Net current assets		<u>139,826</u>	<u>55,511</u>	<u>195,337</u>	<u>252,085</u>
Total assets less current liabilities		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>
Net assets		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>
Funds					
Unrestricted funds		145,998	-	145,998	183,058
Restricted funds		-	55,511	55,511	79,855
Total funds		<u>145,998</u>	<u>55,511</u>	<u>201,509</u>	<u>262,913</u>

For the year ending 31 March 2022 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 are 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

Date: 10/12/2022

Signed: Karen Steenson (Trustee)

Name: Dr Karen Steenson

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

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.

Going concern

At the time of signing these accounts the charity has been impacted by the global COVID-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

2 Grants, contracts and donations

		2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Arts Council	C19 Recovery	-	3,919	3,919	48,081
Bradford Met. District Council	Arts & Investment Grant	18,500	-	18,500	18,500
	Justart	15,000	-	15,000	9,000
Fundraising		17	-	17	158
Gifts and donations		3,945	-	3,945	7,328
Henry Smith Charity	Flourish	-	15,350	15,350	15,350
HMRC	Job Retention Scheme	-	8,470	8,470	30,874
National Lottery Community Fund - Reaching Communities	Thrive Development	-	39,868	39,868	44,267
COVID-19 response and recovery grants		-	-	-	120,746
Other restricted grants		-	-	-	15,083
Other unrestricted grants and contracts		929	-	929	150
		<u>38,391</u>	<u>67,607</u>	<u>105,998</u>	<u>309,537</u>

3 Staff costs and numbers

	2022 £	2021 £
Gross salaries	112,014	113,589
Social security costs	5,470	4,866
Employment allowance	(4,000)	(4,000)
Payroll fees	1,202	1,410
Furlough fees	420	600
Pensions	1,583	1,485
Pension fees	242	108
	<u>116,932</u>	<u>118,058</u>

The average number of employees during the year was 8.3, being an average of 5.2 full time equivalent (2020-21: 9.9, 5.5 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2022 £	2021 £
Costs of the scheme to the charity for the year	1,825	1,593
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Arts Council	C19 Recovery	-	3,919	3,919	-	-
Bradford & District Association for Mental Health	Development	5,045	-	1,788	-	3,257
Brelms Trust	POP	3,505	-	3,505	-	-
Henry Smith Charity	Flourish	17,852	15,350	33,202	-	-
HMRC Job Retention Scheme	Furlough	-	8,470	8,470	-	-
National Lottery Community Fund (NLCF) - Reaching Communities	Thrive Development	46,253	39,868	34,267	-	51,854
Shipley Town Council	Fire door	800	-	800	-	-
VCS Transformation Fund	CAU costs	6,400	-	6,000	-	400
		<u>79,855</u>	<u>67,607</u>	<u>91,951</u>	<u>-</u>	<u>55,511</u>

Fund name	Purpose of restriction
Thrive / Thrive Development	Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.
POP	Creative team building for young people with mental health issues.
B&DAMH Development	Development projects.
Flourish	Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.
COVID-19 Recovery (Arts Council)	Funding to subsidise courses with lower capacity due to COVID-19, to deliver mixed online, remote, and in person creative activities, to facilitate remote and flexible working, and to set up a creative helpline for those unfamiliar with technology.
Furlough	The Government's Job Retention Scheme
Fire door	Contribution to replacement of external fire door
CAU costs (VCS)	Survey costs for the Community Asset Transfer

Hive Bradford

Notes to the accounts for the year ended 31 March 2022

(continued)

5 Tangible assets		Vehicles and equipment £	Computers £	Total £
Cost				
At 1 April 2021		22,718	4,125	26,843
Additions		-	-	-
At 31 March 2022		22,718	4,125	26,843
Depreciation				
At 1 April 2021		11,890	4,125	16,015
Charge for year		4,656	-	4,656
At 31 March 2022		16,546	4,125	20,671
Net book value				
At 31 March 2021		10,828	-	10,828
At 31 March 2022		6,172	-	6,172
6 Debtors and prepayments		2022 £	2021 £	
Debtors	Justart project	6,000	7,500	
	Student placements	-	1,183	
	Restricted grants	-	3,281	
	Unrestricted grants	4,625	4,625	
	Bank Interest	233	-	
	Direct Commissionings / Room Hire	-	150	
Prepayments	Insurance / Van insurance	2,075	320	
	Salaries prepayment	2,962	1,038	
		15,896	18,097	
7 Cash at bank and in hand		2022 £	2021 £	
Current account		37,787	65,616	
Deposit accounts		160,369	170,441	
PayPal		7,824	1,003	
Petty cash		27	64	
		206,007	237,125	
8 Creditors and accruals		2022 £	2021 £	
Creditors	Direct projects costs (artists, materials, marketing, training)	6,090	1,698	
	Overheads (utilities, copier, cleaning, maintenance, security)	1,827	125	
	Professional fees	504	630	
	Independent examination	684	684	
Unearned income	Grants received in advance	17,460	-	
	Grants of £12,500 (BMDC Arts Recovery Grant) and £4,960 (CNET Woodwork Wednesdays) were received at the end of March for projects starting in April 2022, against which expenditure could not be made until the project start date.	26,566	3,137	
9 Related party transactions				
Trustee expenses				
No trustee received any expenses during this year or the previous year.				
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £27,912 (2021: £23,236)				
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:		Land and buildings £	Copier £	
Within one year		-	2,064	
In the second to fifth years inclusive		-	3,096	
(No payments are committed over five years from the balance sheet date)		-	5,160	

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:						
Grants, contracts and donations	38,391	55,819	67,607	253,718	105,998	309,537
Sales and fees	33,101	4,042	-	-	33,101	4,042
Membership fees	3,615	1,440	-	-	3,615	1,440
Room hire income	280	-	-	-	280	-
Bank interest	371	536	-	-	371	536
Other income	-	1,551	-	-	-	1,551
Community Arts Umbrella income	373	1,353	-	-	373	1,353
Total income	76,131	64,741	67,607	253,718	143,738	318,459
Expenditure on:						
Salaries, NIC, pensions and payroll fees	51,867	2,963	65,065	115,095	116,932	118,058
Sub-contractors (artists)	36,654	8,000	-	21,106	36,654	29,106
Travel and subsistence expenses	-	-	172	45	172	45
Training and recruitment	336	-	860	300	1,196	300
Volunteer and participant expenses	116	10	802	377	918	387
Rent, rates and insurance	497	911	580	842	1,077	1,753
Utilities	2,640	386	1,675	2,268	4,315	2,654
Internet and telephone	522	-	619	1,087	1,141	1,087
Materials	830	511	3,299	2,547	4,129	3,058
Printing, stationery and office supplies	1,112	456	1,411	2,375	2,523	2,831
Marketing and publicity	12	-	498	1,655	510	1,655
Professional fees	1,157	955	516	718	1,673	1,673
Accounting (incl. examination)	5,470	3,112	275	2,948	5,745	6,060
Equipment	613	100	2,320	34,879	2,933	34,979
Van	999	-	296	3,194	1,295	3,194
Room hire	-	-	-	4,000	-	4,000
Cleaning and maintenance	3,585	1,764	4,087	6,492	7,672	8,256
Subscriptions	-	-	374	379	374	379
Security	74	747	144	708	218	1,455
Bank Service Charges	738	273	-	14	738	287
Governance	84	-	-	-	84	-
Community Arts Umbrella	863	163	6,000	3,000	6,863	3,163
Repayment of cancelled commission	-	3,208	-	-	-	3,208
Other Direct Costs (sundries)	365	3	2,958	2,958	3,323	2,961
Depreciation	4,657	4,657	-	-	4,657	4,657
Total expenditure	113,191	28,219	91,951	206,987	205,142	235,206
Net income / (expenditure)	(37,060)	36,523	(24,344)	46,731	(61,404)	83,253
Transfers between funds	-	25,544	-	(25,544)	-	-
Net movement in funds	(37,060)	62,067	(24,344)	21,187	(61,404)	83,253
Fund balances brought forward	183,058	125,932	79,855	40,115	262,913	179,660
Fund balances carried forward	145,998	187,999	55,511	61,301	201,509	262,913

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2022, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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: Simon Bostrom

Relevant professional qualification or body: FCIE

Date: 14/12/2022.....

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

HIVE BRADFORD

England & Wales - Charity number 1100741

Accounts

Hive Bradford

Charity number 1100741

A company limited by guarantee number 04720047

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



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

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Hive Bradford

Trustees' report for the year ended 31 March 2021

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

Trustees

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

Name	Position	Dates
Steve Mackay	Chair	
Jeannie Crowther		
Karen Steenson		
Michael Kennedy		
Nicola Shaw		Resigned 9 January 2021
Peter Walton		
Sue Rana		
Susan Bale		

Company secretary

Susan Bale From 9 January 2021

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

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 formed on 2nd April 2003, as amended by special resolution dated 22nd October 2003. It is governed by a memorandum and articles of association. 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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and

Hive Bradford

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

Objectives and activities (continued)

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 education and the provision of facilities for recreation or other leisure time occupation.

Hive Bradford works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive Bradford also supports local economy and community regeneration through involvement in local visioning events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement where possible and access to workshop facilities.

Achievements and performance

We began this financial year in lockdown so Hive's doors closed temporarily, some staff were furloughed and some continued to work from home. Our courses and projects closed 'in person' and we had to find a way to keep people engaged with the arts during this period, particularly those with mental and physical health issues exacerbated by the pandemic.

We were lucky to obtain additional funding during this period from a variety of sources to enable us to run a programme during this year. We were able to offer free sessions online, delivering 350 creative hours on Facebook and 200 via zoom to continue to engage and expand our audience. These included Woodwork, Painting and Drawing, Pottery, Printmaking, Arabic Calligraphy and Stained Glass. Lockdown with Liz started where our tutor live-streamed on Facebook showing us simple crafts and outdoor activities in her garden. This led to contact with the creative network and Liz became a regular guest on "Up for the Arts" on Radio Leeds.

We also developed zoom chat and craft groups for people who missed the interactions of coming to Hive. During this time we also delivered 20 Morrisons food boxes, provide by MHFA (Mental Health First Aid), to some of our most vulnerable users / members.

We purchased and delivered 36 tablets to refugee families, in partnership with Refugee Action. This meant that they were able to take part in our Flourish sessions online, and contribute to an online exhibition as part of refugee week. We have been delivering Flourish sessions via Zoom since June of last year. We have had a great response to these sessions from the participants, having worked with a wide range of people including refugee families, South Asian elders and others in the West Bowling community. During these sessions we have looked at what being in lockdown means and made paper houses lit with battery-operated tealights that we distributed through partner organisations and via post. We have had origami and paper craft sessions with families, as well as continuing with our foot project – exploring the journeys that the participants have made – to be exhibited in the autumn.

Our Thrive programme was put on hold for a while as one of the workers has long COVID. The work continues now on a smaller scale working with families and mental health partners.

Our members and volunteers really rallied round at this time, some of them making masks (over 300 of them) to sell online, raising £1,500 for Hive. One of our tutors made two large COVID pots inspired by the Grayson Perry Brexit pots, and invited service users to explore and represent their "Good" and "Bad" feelings about lockdown. One of our tutor's sons, whilst being home schooled, developed a Hive@Home website so that our service users could download creative worksheets to accompany our online tutorials.

Hive Bradford

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

Achievements and performance (continued)

We installed large screen TVs and additional equipment at Hive so we could deliver courses in the building with people joining in from home via Zoom in preparation for when things started opening up again. We were also able to install this equipment at CommunityWorks in Undercliffe, Shine in West Bowling and Roshni Ghar in Keighley, alongside tablets to distribute to their clients. These clients included a group of unaccompanied young refugee men who were having a particularly bad time, enabling them to take part in creative activities to improve their English and wellbeing.

We adapted our premises to make them secure and safe for service users and restarted pre-booked drop-in sessions in July, meaning artists could access the equipment they need to start making again: after long periods of lockdown many people were keen to get back to Hive. We established a mixed-mode learning programme in September, with courses running for half the students in person, and half at home tuning in via Zoom - swapping round the following week, so each student had equal time in class. We also allowed people to come and pick up materials for classes during this period. Then in October, when we went back into lockdown, all sessions went back to being delivered on Zoom. As the year ended we were planning a cautious return to mixed-mode classes.

We were asked by the Baring Foundation to produce a report on our wellbeing work with BAMER (Black, Asian, Minority Ethnic and Refugee) communities as they are going to be changing their criteria to focus on this group in the near future and wanted some good practice information from groups already doing this work. The Baring Foundation have now released their report, "Culturally Minded and Ethnically Diverse", in which Hive features (available on their website).

At the start of the year we were already developing a new website, and we launched this during lockdown to make it easier for members and non-members to book onto courses and access our facilities, as well as bringing all of our online activities together in one place.

Finally, since January we have been working with Bounceback foods, a Manchester-based charity working to fight food poverty in the UK, on their latest cookbook. Hive is representing Bradford as one of 20 organisations producing artwork for the book representing different cultures' food. We are working with Roshni Ghar to produce artwork which will be displayed on the Bangladeshi recipe page.

Hive Bradford

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

Financial review

The net income for the year after transfers was £83,253, including net income of £21,187 on restricted funds and net income of £62,066 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £119,603 - £179,405). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £172,230 (2020: £116,900), within the range required by the reserves policy.

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:

Signed..... (Trustee)

Name.....

Date.....

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity 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 13.

Responsibilities and basis of report

As the 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 Acts.

Independent examiner's statement

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

Relevant professional qualification or body: FCCA

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

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:					Restated
Grants, contracts and donations	(2)	55,819	253,718	309,537	157,839
Sales and fees		4,042	-	4,042	52,281
Membership fees		1,440	-	1,440	9,350
Room hire income		-	-	-	3,518
Bank interest		536	-	536	(1) 1,008
Other income		1,551	-	1,551	3,000
Community Arts Umbrella income		1,353	-	1,353	483
Total income		64,741	253,718	318,459	227,479
Expenditure on:					
Salaries, NIC, pensions and payroll fees	(3)	2,963	115,095	118,058	112,654
Sub-contractors (artists)		8,000	21,106	29,106	42,100
Travel and subsistence expenses		-	45	45	251
Training and recruitment		-	300	300	1,637
Volunteer and participant expenses		10	377	387	2,552
Rent, rates and insurance		911	842	1,753	9,452
Utilities		386	2,268	2,654	7,303
Internet and telephone		-	1,087	1,087	1,374
Materials		511	2,547	3,058	8,478
Printing, stationery and office supplies		456	2,375	2,831	3,540
Marketing and publicity		-	1,655	1,655	2,097
Professional fees		955	718	1,673	1,676
Accounting (incl. examination)		3,112	2,948	6,060	3,967
Equipment		100	34,879	34,979	6,018
Van		-	3,194	3,194	-
Room hire		-	4,000	4,000	-
Cleaning and maintenance		1,764	6,492	8,256	2,105
Subscriptions		-	379	379	84
Security		747	708	1,455	296
Bank Service Charges		273	14	287	1,615
Community Arts Umbrella		163	3,000	3,163	775
Repayment of cancelled commission		3,208	-	3,208	-
Other Direct Costs (sundries)		3	2,958	2,961	4,084
Depreciation		4,657	-	4,657	1,808
Total expenditure		28,219	206,987	235,206	213,866
Net income / (expenditure)		36,522	46,731	83,253	13,613
Transfers between funds		25,544	(25,544)	-	-
Net movement in funds		62,066	21,187	83,253	13,613
Fund balances brought forward		120,992	58,668	179,660	166,047
Fund balances carried forward	(4)	183,058	79,855	262,913	(1) 179,660

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2021

		2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £ Restated
Fixed assets					
Tangible assets	(5)	10,828	-	10,828	4,091
Total fixed assets		<u>10,828</u>	<u>-</u>	<u>10,828</u>	<u>4,091</u>
Current assets					
Debtors and prepayments	(6)	14,496	3,601	18,097	(1) 7,900
Cash at bank and in hand	(7)	158,418	78,707	237,125	(1) 176,952
Total current assets		<u>172,914</u>	<u>82,308</u>	<u>255,222</u>	<u>184,852</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	684	2,453	3,137	9,283
Total current liabilities		<u>684</u>	<u>2,453</u>	<u>3,137</u>	<u>9,283</u>
Net current assets		<u>172,230</u>	<u>79,855</u>	<u>252,085</u>	<u>175,569</u>
Total assets less current liabilities		<u>183,058</u>	<u>79,855</u>	<u>262,913</u>	<u>179,660</u>
Net assets		<u>183,058</u>	<u>79,855</u>	<u>262,913</u>	<u>179,660</u>
Funds					
Unrestricted funds		183,058	-	183,058	120,991
Restricted funds		-	79,855	79,855	58,669
Total funds		<u>183,058</u>	<u>79,855</u>	<u>262,913</u>	<u>179,660</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 are 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

Date:

Signed: (Trustee)

Name:

Hive Bradford

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.

In preparing these accounts it was noticed that £677 of bank interest had been mistakenly accrued last year, whilst £198 had been omitted. The opening balance for this year therefore differs by £479, and the previous year's income should be reduced by £479, with cash balance increased by £198 and debtors balance reduced by £677. There were also two errors in note 3: the social security costs were overstated by £3,000 and should have been £4,566, whilst the average number of employees was overstated and should have been 9.6 (5.4 FTE).

In previous years employment allowance was shown separately as income, whilst this year it has been netted off payroll expenditure.

Going concern

At the time of signing these accounts the charity has been impacted by the global COVID-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

2 Grants, contracts and donations		2021	2021	2021	2020
		Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Arts Council	Emergency Response	-	25,246	25,246	-
	Culture Recovery	-	48,081	48,081	-
Baring Foundation	COVID-19 response	8,250	-	8,250	-
	Arts & Investment Grant	18,500	-	18,500	18,500
Bradford Met. District Council	COVID-19	10,000	-	10,000	-
	Justart	9,000	-	9,000	9,000
Bradford Met. District Council / Participate	VCS Transformation	-	6,400	6,400	-
Brelms Trust	POP	-	4,950	4,950	4,950
Clothworkers Foundation	COVID-19 capital	-	4,390	4,390	-
Co-op	Community Fund	2,933	-	2,933	-
Comic Relief	COVID-19 room hire	-	4,000	4,000	-
Donation	Tools	-	500	500	-
Fundraising		158	-	158	712
Gifts and donations		6,828	-	6,828	2,528
Henry Smith Charity	Flourish	-	15,350	15,350	28,900
Heritage Lottery Fund	Worn Stories	-	-	-	592
	COVID-19	-	5,000	5,000	-
HMRC	Job Retention Scheme	-	30,874	30,874	-
Leeds Community Foundation	Resilience	-	10,000	10,000	-
National Lottery Community Fund - Reaching Communities	Thrive	-	-	-	21,382
	Thrive Development	-	44,267	44,267	-
	Here and There	-	51,860	51,860	21,702
Shipley Town Council	Fire door	-	800	800	-
Yorkshire Building Society	COVID-19 salaries	-	2,000	2,000	-
Other unrestricted grants and contracts		* 150	-	150	49,573
		<u>55,819</u>	<u>253,718</u>	<u>309,537</u>	<u>157,839</u>

* This includes the return of £3,208 for a youth work commissioning which was curtailed by the pandemic.

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	113,589	108,147
Social security costs	4,866	4,566
Employment allowance	(4,000)	(3,000)
Payroll fees	1,410	1,356
Furlough fees	600	-
Pensions	1,485	1,308
Pension fees	108	276
	<u>118,058</u>	<u>112,654</u>

The average number of employees during the year was 9.9, being an average of 5.5 full time equivalent (2019-20: 9.6, 5.4 FTE - previously stated as 10.6, 6.0 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	1,593	1,584
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Arts Council	C19 Emergency	-	25,246	11,096	(14,150)	-
	C19 Recovery	-	48,081	48,081	-	-
Bradford & District Association for Mental Health	Development	11,035	-	5,990	-	5,045
Brelms Trust	POP	954	4,950	2,399	-	3,505
Clothworkers Foundation	C19 Equipment	-	4,390	4,390	-	-
Comic Relief	C19 Room hire	-	4,000	4,000	-	-
Donation	Tools	-	500	500	-	-
Garfield Weston Foundation	POP	7,139	-	7,139	-	-
Give Bradford	C19 Resilience	-	10,000	10,000	-	-
Hays Travel	POP	2,525	-	2,525	-	-
Henry Smith Charity	Flourish	17,743	15,350	15,241	-	17,852
Heritage Lottery	C19 Response	-	5,000	5,000	-	-
HMRC Job Retention Scheme	Furlough	-	30,874	30,874	-	-
National Lottery Community Fund (NLCF) - Reaching Communities	Here and There	-	51,860	40,466	(11,394)	-
	Thrive	302	-	302	-	-
	Thrive develop't	11,334	44,267	9,348	-	46,253
NLCF - Awards for All	Social toolkit	6,994	-	6,994	-	-
Scurrah Wainwright Charity	Roma C'munity	517	-	517	-	-
Shipley Town Council	Fire door	-	800	-	-	800
VCS Transformation Fund	CAU costs	-	6,400	-	-	6,400
WW Spooner Charitable Trust	Make at Hive	125	-	125	-	-
Yorkshire Building Society	C19 Salaries	-	2,000	2,000	-	-
		<u>58,668</u>	<u>253,718</u>	<u>206,987</u>	<u>(25,544)</u>	<u>79,855</u>

Fund name	Purpose of restriction
Thrive / Thrive Development	Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.
Here and There	Development of infrastructure and delivery of arts and wellbeing activities in person and online simultaneously, with CommunityWorks (Undercliffe), Shine (West Bowling) and Roshni Ghar (Keighley). £11,394 was transferred out of this fund for the cost of a van, which will be depreciated over the next four years.
POP	Creative team building for young people with mental health issues.
Social toolkit	Practical handicraft sessions for men with complex issues.
B&DAMH Development	Development projects.
Make at Hive	Creative drop-in sessions, including provision of supported access referrals for people with mental health issues.
Flourish	Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.
Roma Community	Creative activities with Roma Community in Undercliffe, with CommunityWorks.
COVID-19 (various)	Emergency COVID-19 funding for equipment for remote delivery (Clothworkers), extra space for distancing (Comic Relief), staff time to deliver remote or online activities (YBS, Heritage Lottery Fund), and building resilience (Give Bradford).
COVID-19 Emergency / Recovery (Arts Council)	Funding to subsidise lost revenue; to deliver online, remote, and in person creative activities; and to set up a creative helpline for those unfamiliar with technology. £14,150 was transferred out of the emergency fund as it was subsidising lost income from student fees, membership and room hire due to COVID-19.
Furlough	The Government's Job Retention Scheme
Tools	Donation to fund woodworking tools
Fire door	Contribution to replacement of external fire door
CAU costs (VCS)	Survey costs for the Community Asset Transfer

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

(continued)

5 Tangible assets		Vehicles and equipment £	Computers £	Total £
Cost				
At 1 April 2020		11,324	4,125	15,449
Additions		11,394	-	11,394
At 31 March 2021		22,718	4,125	26,843
Depreciation				
At 1 April 2020		7,233	4,125	11,358
Charge for year		4,657	-	4,657
At 31 March 2021		11,890	4,125	16,015
Net book value				
At 31 March 2021		10,828	-	10,828
At 31 March 2020		4,091	-	4,091
6 Debtors and prepayments			2021 £	2020 £
Debtors	Justart project		7,500	4,500
	Student placements		1,183	-
	Restricted grants		3,281	-
	Unrestricted grants		4,625	-
	Direct Commissionings / Room Hire		150	420
Prepayments	Insurance (previous year copier and alarm too)		320	859
	Salaries prepayment		1,038	2,122
			18,097	7,900
7 Cash at bank and in hand			2021 £	2020 £
Current account			65,616	34,672
Deposit accounts			170,441	141,582
PayPal			1,003	661
Petty cash			64	38
			237,125	176,952
8 Creditors and accruals			2021 £	2020 £
Creditors	Direct projects costs (artists, materials, marketing, training)		1,698	7,138
	Overheads (utilities, copier, cleaning, maintenance, security)		125	1,139
	Professional fees		630	255
	Independent examination		684	684
	Course refunds		-	67
			3,137	9,283
9 Related party transactions				
Trustee expenses				
No trustee received any expenses during this year or the previous year.				
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 comprises the Manager only. The total employee benefits of the key management personnel of the charity were £23,236 (2020: £25,045)				
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:		Land and buildings £	Copier £	
Within one year		-	2,064	
In the second to fifth years inclusive		-	5,160	
(No payments are committed over five years from the balance sheet date)		-	7,224	

Hive Bradford

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 from:						
Grants, contracts and donations	55,819	45,868	253,718	111,971	309,537	157,839
Sales and fees	4,042	52,281	-	-	4,042	52,281
Membership fees	1,440	9,350	-	-	1,440	9,350
Room hire income	-	3,518	-	-	-	3,518
Bank interest	536	1,008	-	-	536	1,008
Other income	1,551	3,000	-	-	1,551	3,000
Community Arts Umbrella income	1,353	483	-	-	1,353	483
Total income	64,741	115,508	253,718	111,971	318,459	227,479
Expenditure on:						
Salaries, NIC, pensions and payroll fees	2,963	55,400	115,095	57,254	118,058	112,654
Sub-contractors (artists)	8,000	39,400	21,106	2,700	29,106	42,100
Travel and subsistence expenses	-	23	45	228	45	251
Training and recruitment	-	-	300	1,637	300	1,637
Volunteer and participant expenses	10	-	377	2,552	387	2,552
Rent, rates and insurance	911	6,074	842	3,378	1,753	9,452
Utilities	386	4,288	2,268	3,015	2,654	7,303
Internet and telephone	-	442	1,087	932	1,087	1,374
Materials	511	885	2,547	7,593	3,058	8,478
Printing, stationery and office supplies	456	3,000	2,375	540	2,831	3,540
Marketing and publicity	-	-	1,655	2,097	1,655	2,097
Professional fees	955	1,676	718	-	1,673	1,676
Accounting (incl. examination)	3,112	3,967	2,948	-	6,060	3,967
Equipment	100	575	34,879	5,443	34,979	6,018
Van	-	-	3,194	-	3,194	-
Room hire	-	-	4,000	-	4,000	-
Cleaning and maintenance	1,764	833	6,492	1,272	8,256	2,105
Subscriptions	-	-	379	84	379	84
Security	747	173	708	123	1,455	296
Bank Service Charges	273	1,615	14	-	287	1,615
Community Arts Umbrella	163	775	3,000	-	3,163	775
Repayment of cancelled commission	3,208	-	-	-	3,208	-
Other Direct Costs (sundries)	3	1,512	2,958	2,572	2,961	4,084
Depreciation	4,657	1,808	-	-	4,657	1,808
Total expenditure	28,219	122,446	206,987	91,420	235,206	213,866
Net income / (expenditure)	36,522	(6,938)	46,731	20,551	83,253	13,613
Transfers between funds	25,544	1,997	(25,544)	(1,997)	-	-
Net movement in funds	62,066	(4,941)	21,187	18,554	83,253	13,613
Fund balances brought forward	120,992	125,932	58,668	40,115	179,660	166,047
Fund balances carried forward	183,058	120,991	79,855	58,669	262,913	179,660

All incoming resources and resources expended derive from continuing activities.