

# BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED

England & Wales · Charity number 1106767

## Details

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**Other names** BCFC, BUTTERSHAW CHRISTIAN FAMILY CENTRE

**Status** Registered

**Legal form** Charitable company

**Company number** [05087774](#)

**Registered** 2004-11-15

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** Buttershaw Christian Family Centre  
The Crescent  
Bradford  
BD6 3PZ

**Phone** 01274690262

**Email** [info@buttershawfootprints.org.uk](mailto:info@buttershawfootprints.org.uk)

**Website** <https://www.buttershawfootprints.org.uk>

## Activities

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**Objects:** 1.1) TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE BUTTERSHAW ESTATE IN BRADFORD WITHOUT DISTINCTION OF SEX, SEXUAL ORIENTATION, RACE OR OF POLITICAL, RELIGIOUS OR OTHER OPINIONS, BY ASSOCIATING TOGETHER THE SAID INHABITANTS AND THE LOCAL AUTHORITIES, VOLUNTARY AND OTHER ORGANISATIONS IN A COMMON EFFORT TO ADVANCE EDUCATION AND TO PROVIDE FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR RECREATION AND LEISURE-TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID INHABITANTS IN ACCORDANCE WITH THE TEACHING OF THE CHRISTIAN CHURCH. 1.2) TO ESTABLISH OR SECURE THE ESTABLISHMENT OF FAMILY CENTRES AND TO MAINTAIN AND MANAGE THE SAME IN FURTHERANCE OF THESE OBJECTS. 2) PREVENTING OR RELIEVING POVERTY BY PROVIDING: ITEMS AND SERVICES TO INDIVIDUALS IN NEED AND/OR CHARITIES, OR OTHER ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY. 3) FOR THE PUBLIC BENEFIT THE RELIEF OF UNEMPLOYMENT IN SUCH WAYS AS MAY BE THOUGHT FIT, INCLUDING ASSISTANCE TO FIND EMPLOYMENT. 4) PROVIDING HOUSING AND ANY ASSOCIATED AMENITIES FOR PERSONS IN NECESSITOUS CIRCUMSTANCES UPON TERMS APPROPRIATE TO THEIR MEANS. 5) FOR THE PUBLIC BENEFIT, THE ADVANCEMENT OF THE EDUCATION OF CHILDREN BY PROVIDING PRE-SCHOOL EDUCATION AND OUT-OF-SCHOOL EDUCATION 6) TO PRESERVE AND PROTECT HEALTH FOR THE PUBLIC BENEFIT BY THE PROMOTION OF HEALTHY EATING AND EXERCISE, AND THE PROMOTION OF THE REDUCTION OF THE USE OF NARCOTICS, ALCOHOL AND SMOKING

**Activities:** Childcare, youth and children's work and parenting support. Community inclusion, volunteering and training.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Religious Activities, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

## Geography

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- **Area of benefit:** BUTTERSHAW ESTATE IN BRADFORD
- Bradford City

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£725,313	£653,962	£235,259	36
2024-03-31	£638,167	£643,467	£163,908	36
2023-03-31	£592,419	£633,733	£169,208	37
2022-03-31	£634,026	£646,725	£210,522	36
2021-03-31	£654,365	£639,808	£223,221	38

## Trustees

Name	Role	Appointed
<b>Mrs H Rawlings</b>	Chair	2018-07-04
JANET ANN SWIFT		
JOAN MARY PARKER		
Laura Kate Davison		2021-03-16

**BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED**

England & Wales - Charity number 1106767

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# Accounts

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# **Buttershaw Christian Family Centre Limited**

**(A Company Limited by Guarantee)**

## **Report and Financial Statements**

**For the year ended**

**31 March 2025**

Registered Charity Number: 1106767

Registered Company Number: 5087774  
(England & Wales)

**Buttershaw Christian Family Centre Limited**

**Report and Financial Statements**  
**For the year ended 31st March 2025**

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**Buttershaw Christian Family Centre Limited**

**Legal and Administrative Information**

**For the year ended 31st March 2025**

<b>Charity Name</b>	Buttershaw Christian Family Centre Limited
<b>Charity Number</b>	1106767
<b>Company Number</b>	5087774
<b>Trustees/Directors</b>	H Rawlings (Chair) J A Swift J M Parker (Treasurer) L Davison
<b>Company Secretary</b>	H Rawlings
<b>Chief Executive</b>	A Welch
<b>Registered Office</b>	Buttershaw Baptist Church The Crescent Bradford West Yorkshire BD6 3PZ
<b>Accountant</b>	Torevell Dent Limited 1/3 St Ann's Place Pellon Lane Halifax HX1 5RB
<b>Solicitor</b>	Burton, Green Williamson 7-13 Kings Street Wakefield WF1 2SJ
<b>Bankers</b>	Co-operative Bank PO Box 101 1 Balloon Street Manchester M60 4EP

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2025**

The Trustees present their report and Financial Statements for the year ended 31st March 2025.

### **Status**

Buttershaw Christian Family Centre was constituted by a Declaration of Trust dated 1st June 1991 as an exempt charity under Buttershaw Baptist Church. The charity was transferred into a company limited by guarantee incorporated on 30th March 2004. Buttershaw Christian Family Centre Limited commenced operations on 1st April 2004 and was registered in its own right on the 15th November 2004, as a registered charity number 1106767. It is governed by its Memorandum and Articles of Association as amended 24th October 2004 and appoints trustees in accordance with its provisions.

### **Objectives**

The objectives of the Charity are:-

- a) To promote the benefit of the inhabitants of the Buttershaw Estate in Bradford, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with teaching of the Christian Church.
- b) To establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.
- c) Preventing or relieving poverty by providing: items and services to individuals in need and or/charities, or other organisations working to prevent or relieve poverty.
- d) For the public benefit the relief of unemployment in such ways as may be thought fit, including assistance to find employment.
- e) Providing housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means.
- f) For public benefit, the advancement of the education of children by providing pre-school education and out of school education.
- g) To preserve and protect health for the public benefit by promotion of healthy eating and exercise and the promotion of the reduction of the use of narcotics, alcohol and smoking.

### **Trustees/Directors**

The trustees/directors who served during the year were:-

L Davison  
J M Parker  
H Rawlings  
J A Swift

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2025 (continued)**

### **Review of Activities**

Footprints Family Centre continued to provide benefits to the residents of Buttershaw through:

- Local employment, training and volunteering opportunities
- Pre-school early years education
- Childcare for children aged 0 to 11 helping parents return to work
- Healthy eating and active lifestyle initiatives to tackle obesity and malnutrition
- Hosting services from partners including CHAS @ St Vincent's welfare advice services, Staying Put Community IDVA, Restorative Solutions and Bradford Children's Service
- The leasing of space within our community centres for other community groups
- A wide range of activities that help tackle loneliness and isolation

### **Childcare**

Across our two OFSTED registered early-years settings, we now have capacity for 115 children to be looked after for up to 50 hours a week, for either 38 or 50 weeks of the year. We offer the opportunity of government funding for some parents to have 15 hours of funded childcare for children aged 2 and 3, and 30 hours funding for some 3 and 4 year olds. The Cooperville Centre is now established delivering the same childcare (15 or 30 hours) for 3 year olds as well as the initial offering for 2 year olds only.

Our OFSTED registered Out of School Care provides high quality after school and holiday care for up to 40 children.

We are delighted with our OFSTED inspection reports that are all currently 'GOOD'. We are delivering high quality, affordable care and education to help children and their families have the best possible start to life.

### **Community**

We now have community groups across all three sites - Family Centre, Bedale Centre and Cooperville Centre. It is important that people within the community have a safe place to go where they can develop and establish friendships with one another and trust in organisations seeking to work with people in the community. Since September 2022 we have seen 372 people make 4,280 visits to activities in our Community Groups at The Family Centre, 298 of these are from Buttershaw. That equates to each person making an average of 11.5 visits.

The Family Centre, Bedale Centre, and Cooperville Centre offer a varied and diverse range of activities for the community, and whilst some of these have been impacted by COVID-19 it has also given us the opportunity to open new groups and change how some have been run.

#### **The Family Centre offers:**

- Me Time Monday
- Souper Tuesday
- Stay & Play, parent and toddler sessions
- Cook & Eat @ Home
- Warm / welcome spaces
- Community Café

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2025 (continued)**

- CHAS @ St. Vincent's Welfare Advice service
- Easter Activities
- Summer Activities
- Opportunities for Volunteering
- Christmas Markets
- Eden Buttershaw Baby Bank
- School uniform exchange
- Bradford Children's Services contact sessions

#### **The Bedale Centre offers:**

- CHAS @ St Vincent's Welfare Advice service drop in
- 69th Bradford South Scout Group - including Scouts, Cubs, Beavers and Squirrels
- Bradford South Explorer Scouts
- Thursday Night Supper & Games Club
- Eden Buttershaw and Buttershaw Baptist Church office hire
- Polling Station
- Royd's Ward Councillor Surgeries
- Children's Birthday Parties
- Restorative Solutions
- Amber Lights Performing Arts
- Narcotics Anonymous Awareness and Publicity meetings

#### **The Cooperville Centre, along with childcare, offers:**

- Narcotics Anonymous
- Apostolic Faith Mission Church
- Bradford Baby Bank

### **Future Plans**

We will continue to work with partner organisations, delivering services that respond to the needs of the community of Buttershaw, especially in partnership with Shoulder2Shoulder, and introducing new community groups as and when funding allows.

In response to the COVID-19 restrictions we started new activities and adapted others to meet as much of the local need as possible, this resulted in Footprints reaching and supporting more people than ever before. As restrictions continue to ease we will work to find the balance between maintaining existing services and reopening groups.

### **Results**

Full details of the financial transactions are contained in the attached accounts.

Total income for the year £725,313 (2024: £638,167) total expenditure £653,962(2024: £643,467) leaving net income for the year of £71,351 (2024: net expenditure £5,300). Total funds now stand at £ 235,259 (2024: £163,908). Further details are shown on page 8 of the financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2025 (continued)**

#### **Reserve Policy**

The Trustees are working towards a policy whereby the unrestricted funds, not committed or invested in tangible assets ('the free reserves') held by the charity should be between 1 and 3 months of the resources expended, which equates to £70,000 to £200,000 in general funds. At the proposed reserves level the Trustees recognise the need to continue to build reserves from trading activities.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds. Short term reserves will be held in the Trustees' interest bearing bank account. Future long term reserves will be held in accounts designed for the charity sector, with the requirement to generate income and/or capital growth.

#### **Risk Review**

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the use of professional consultants, and the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. The procedures are periodically reviewed to ensure they still meet the needs of the charity.

#### **Responsibilities of the Trustees**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- > Select suitable accounting policies and then apply them consistently;
- > Make judgements and estimates that are reasonable and prudent; and
- > Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

**Buttershaw Christian Family Centre Limited**

**Report of the Trustees**

**For the year ended 31st March 2025 (continued)**

**Trustees**

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are set out on page 3 of this report.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to assets of the charitable company in the event of winding up.

The total number of such guarantees at 31st March 2025 was 4.

**Statement as to Disclosure of Information to Accountants**

So far as the trustees are aware, there is no relevant accounts information (as defined by section 418 of the Companies Act 2006) of which the company's accountant is unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that the company's accountant is aware of that information.

**Accountant**

The accountant, Torevell Dent Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the Trustees on ..21/11/25.... and signed on their behalf by:

.....

**J M Parker**  
**Treasurer**

**Buttershaw Christian Family Centre Limited**

**Statement of Financial Activities**

**For the year ended 31st March 2025**

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
	Note	£	£	£	£
<b>Incoming Resources</b>					
<b>Income and endowments from Funds:</b>					
Donations and legacies		1,120	-	1,120	11,983
Other trading activities		2,908	-	2,908	13,127
Charitable activities	2	721,285	-	721,285	613,057
<b>Total</b>		<b>725,313</b>	<b>-</b>	<b>725,313</b>	<b>638,167</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Raising Funds		2,366	-	2,366	636
Charitable activities	3	646,993	-	646,993	638,131
Other		4,603	-	4,603	4,700
<b>Total</b>		<b>653,962</b>	<b>-</b>	<b>653,962</b>	<b>643,467</b>
<b>Net income/(expenditure) for the year</b>		<b>71,351</b>	<b>-</b>	<b>71,351</b>	<b>( 5,300)</b>
<b>Total funds brought forward</b>		<b>162,903</b>	<b>1,005</b>	<b>163,908</b>	<b>169,208</b>
<b>Transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>234,254</b>	<b>1,005</b>	<b>235,259</b>	<b>163,908</b>

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

The notes on page 10 to 14 form part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Balance Sheet**

**For the year ended 31st March 2025**

	Note	Year End 2025		Year End 2024	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets	6		245,469		253,289
<b>Current Assets</b>					
Debtors	7	5,287		6,081	
Cash at bank and in hand		<u>101,648</u>		<u>19,779</u>	
		106,935		25,860	
<b>Creditors:</b>					
Amounts falling due within one year	8	( 55,209)		( 53,305)	
<b>Net Current Assets/Liabilities</b>			<u>51,726</u>		<u>( 27,445)</u>
<b>Total Assets Less Current liabilities</b>			297,195		225,844
Creditors: amount falling due in more than one year	9		( 61,936)		( 61,936)
<b>Total Net Assets</b>	10		<u><u>235,259</u></u>		<u><u>163,908</u></u>
<b>Funds of the charity</b>					
Unrestricted - General fund			234,254		162,903
Restricted - Income funds			1,005		1,005
<b>Total Funds</b>			<u><u>235,259</u></u>		<u><u>163,908</u></u>

The Company was entitled to exemption from audit under S477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

The financial statements were approved by the Trustees on 21/11/25..... and signed on their behalf by:-



**J M Parker**  
**Director**

The notes on page 10 to 14 form the part of these financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Notes of the Financial Statements** **For the year ended 31st March 2025**

#### **1. Accounting Policies**

##### **a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (FRS102), and with the Charities Act 2011.

##### **b) Fund accounting**

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects.

Restricted funds are trust funds subject to specific restrictive conditions imposed by the donor or by the declared purpose in appeals literature.

##### **c) Incoming Resources**

All income is accounted for on a receivable basis. Any general purpose grants whose use is restricted by the grant or to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

##### **d) Resources expended**

All expenditure is accounted for on an accruals basis and, where incurred directly to further the Trust's charitable objects, is shown as project direct costs under the heading of charitable expenditure.

The support costs of these charitable projects include costs apportioned out of the general overheads of the Trust. This apportionment has been calculated by analysing staff time spent on charitable projects and on other activities. The rates thus derived have then been applied to the Trust's general overhead costs to provide an equitable basis for their apportionment under the functional headings of the Statement of Financial Activities.

##### **e) Depreciation**

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets over their estimated useful lives at the following rates.

Freehold Property	2%	on cost
Furniture and Equipment	25%	on cost
Computer Equipment	100%	on cost
Motor Vehicle	25%	on cost

##### **f) Pension Costs**

The Trust subscribes to a defined contribution pension scheme. The Trust's contributions to the scheme are charged in the statement of financial activities as they accrue.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2025 (continued)**

**2. Income from charitable activities**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Grants	68,549	68,476
Operating activities	<u>652,736</u>	<u>544,581</u>
	<b><u>721,285</u></b>	<b><u>613,057</u></b>

**3. Resources expended on charitable activities**

	<b>2024</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>Costs directly allocated to activities</b>		
Purchases	24,142	22,836
Equipment and resources	2,706	2,057
Staff expenses, motor and travelling	1,427	3,797
Training	<u>2,232</u>	<u>1,688</u>
	<b><u>30,507</u></b>	<b><u>30,378</u></b>
<b>Staff costs</b>		
Wages and national insurance	<u>509,946</u>	<u>503,504</u>
	<b><u>509,946</u></b>	<b><u>503,504</u></b>
<b>Support costs allocated to activities</b>		
Premises	71,645	74,631
General office	11,982	11,887
Legal and professional	1,127	1,699
Depreciation	7,820	8,446
Bank charges and mortgage interest	5,749	7,036
Bad debt	<u>8,217</u>	<u>550</u>
	<b><u>106,540</u></b>	<b><u>104,249</u></b>
<b>Total Resources</b>	<b><u>646,993</u></b>	<b><u>638,131</u></b>

## **Buttershaw Christian Family Centre Limited**

### **Notes to the Financial Statements**

#### **For the year ended 31st March 2025 (continued)**

#### **4. Resources expended on charitable activities (continued)**

##### **Staff costs and numbers**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Salary costs were as follows:		
Gross salaries	478,793	470,598
Social Security costs	11,630	16,986
Pension contributions	19,523	15,920
	<u>509,946</u>	<u>503,504</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents was 36 (2024: 36).

The Trustees decided to set a remuneration ratio of 3:1, meaning that the highest salary will not be more than 3 times that of minimum wage. This will allow for a salary increase to reflect organisational growth, but remain in step with the objectives of alleviating poverty and be comparable to similar organisations around Bradford.

No members of staff were paid £60,000 or more. The highest salary was £36,816 and in the interest of openness and transparency, our highest salary for 2024 was £36,081

#### **5. Net income/ (expenditure) for the year is stated after charging:**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Directors' remuneration	Nil	Nil
Depreciation	7,820	8,446

##### **APB Ethical Standards**

In common with many other charities of our size and nature we use our accountant to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements and payroll. Payment for none audit services totalled £3,100 (2024: £3,400).

The charitable company is exempt from corporation tax on its charitable activities.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31 March 2025**

**6. Tangible fixed assets**

	<b><u>Freehold Property</u></b>	<b><u>Improvements to Property</u></b>	<b><u>Furniture &amp; Equipment</u></b>	<b><u>Motor Vehicle</u></b>	<b><u>Computer Equipment</u></b>	<b><u>Total</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Cost</u></b>						
At 1st April 2024	125,000	172,114	108,589	15,959	32,460	454,122
Additions	-	-	-	-	-	-
Disposal	-	-	-	-	-	-
<b>At 31st March 2025</b>	<b>125,000</b>	<b>172,114</b>	<b>108,589</b>	<b>15,959</b>	<b>32,460</b>	<b>454,122</b>
<b><u>Depreciation</u></b>						
At 1st April 2024	22,500	28,837	101,077	15,959	32,460	200,833
Charge for the year	2,500	3,442	1,878	-	-	7,820
Elim on Disposal	-	-	-	-	-	-
<b>At 31st March 2025</b>	<b>25,000</b>	<b>32,279</b>	<b>102,955</b>	<b>15,959</b>	<b>32,460</b>	<b>208,653</b>
<b><u>Net Book Value</u></b>						
<b>At 31st March 2025</b>	<b>100,000</b>	<b>139,835</b>	<b>5,634</b>	<b>-</b>	<b>-</b>	<b>245,469</b>
<b>At 31st March 2024</b>	<b>102,500</b>	<b>143,277</b>	<b>7,512</b>	<b>-</b>	<b>-</b>	<b>253,289</b>

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>7. Debtors</b>		
Trade debtors	4,736	5,345
Prepayments	551	736
	<b>5,287</b>	<b>6,081</b>

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
<b>8. Creditors: amounts falling due within one year</b>		
Trade creditors	4,929	3,148
Accruals and deferred income	34,160	37,901
Social Security and other tax	5,105	2,641
Other creditors	11,015	9,615
	<b>55,209</b>	<b>53,305</b>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31st March 2025**

**9. Creditors: amount falling due after  
more than one year**

	2025	2024
	£	£
Bank loans - 1-2 years	-	-
Bank loans - 2-5 years	-	-
Bank loans more than 5 years	61,936	61,936
	<u>61,936</u>	<u>61,936</u>

**10. Analysis of net assets between funds**

	<u>General</u>	<u>Restricted</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>£</u>
	£	£	£
Tangible fixed assets	245,469		245,469
Current assets	105,930	1,005	106,935
Current liabilities	( 55,209)		( 55,209)
Long term liabilities	( 61,936)		( 61,936)
<b>Net assets at 31st March 2025</b>	<u>234,254</u>	<u>1,005</u>	<u>235,259</u>

**Buttershaw Christian Family Centre Limited**

**Report of the Independent Examiner to the Trustees on the Accounts**  
**For the year ended 31st March 2025**

I report on the accounts of the Company for the year ended 31 March 2025, which are set out on pages 1 to 14.

**Responsibilities and basis of report**

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

**Independent Examiners Statement**

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

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- 2 the accounts do not accord with those records: or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any 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 (FRS102)

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



Samantha Sutcliffe FCCA

**Torevell Dent Limited**  
**1 - 3 St. Anns's Place**  
**Pellon Lane, Halifax**  
**HX1 5RB**

Date 21/11/25

**Buttershaw Christian Family Centre Limited**

**Income and Expenditure Account**  
**For the year ended 31st March 2025**

	Year End 2025		Year End 2024	
Income	£	£	£	£
Grants and donations		68,549		68,476
Income from operating activities		642,203		544,516
Activities for generating funds		2,908		13,127
Rental income		11,653		12,048
		<u>725,313</u>		<u>638,167</u>
<b>Expenditure</b>				
Fundraising	2,366		636	
Salaries and national insurance	509,946		503,504	
Project expenditure and consumables	24,142		22,836	
Rent	12,100		10,000	
Rates and water	7,119		2,485	
Insurance	6,022		4,942	
Light and heat	29,981		37,656	
Repairs and maintenance	12,428		19,548	
Equipment - small items and resources	2,706		2,057	
Cleaning	8,962		5,218	
Staff expenses, motor and travelling	1,428		3,797	
Training	2,232		1,688	
Postage and stationery	1,811		1,554	
Telephone and internet costs	5,203		5,115	
Professional charges	1,127		1,699	
Accountancy	4,603		4,700	
Bank charges	182		1,457	
Depreciation	7,820		8,446	
Bad debt	8,217		550	
Mortgage interest	5,567		5,579	
		<u>653,962</u>		<u>643,467</u>
<b>Net (expenditure) for the year</b>		<u><u>71,351</u></u>		<u><u>( 5,300)</u></u>

This does not form part of the statutory accounts

**BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED**

England & Wales - Charity number 1106767

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# Accounts

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**Buttershaw Christian Family Centre Limited**  
**(A Company Limited by Guarantee)**

**Report and Financial Statements**

**For the year ended**  
**31 March 2024**

Registered Charity Number: 1106767

Registered Company Number: 5087774  
(England & Wales)

**Buttershaw Christian Family Centre Limited**

**Report and Financial Statements**  
**For the year ended 31st March 2024**

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Balance Sheet	9
Notes to Financial Statements	10-14
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Income and Expenditure Account	16

**Buttershaw Christian Family Centre Limited**

**Legal and Administrative Information**

**For the year ended 31st March 2024**

<b>Charity Name</b>	Buttershaw Christian Family Centre Limited
<b>Charity Number</b>	1106767
<b>Company Number</b>	5087774
<b>Trustees/Directors</b>	H Rawlings (Chair) J A Swift J M Parker (Treasurer) L Davison
<b>Company Secretary</b>	H Rawlings
<b>Chief Executive</b>	A Welch
<b>Registered Office</b>	Buttershaw Baptist Church The Crescent Bradford West Yorkshire BD6 3PZ
<b>Accountant</b>	Torevell Dent Limited 1/3 St Ann's Place Pellon Lane Halifax HX1 5RB
<b>Solicitor</b>	Burton, Green Williamson 7-13 Kings Street Wakefield WF1 2SJ
<b>Bankers</b>	Co-operative Bank PO Box 101 1 Balloon Street Manchester M60 4EP

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2024**

The Trustees present their report and Financial Statements for the year ended 31st March 2024.

#### **Status**

Buttershaw Christian Family Centre was constituted by a Declaration of Trust dated 1st June 1991 as an exempt charity under Buttershaw Baptist Church. The charity was transferred into a company limited by guarantee incorporated on 30th March 2004. Buttershaw Christian Family Centre Limited commenced operations on 1st April 2004 and was registered in its own right on the 15th November 2004, as a registered charity number 1106767. It is governed by its Memorandum and Articles of Association as amended 24th October 2004 and appoints trustees in accordance with its provisions.

#### **Objectives**

The objectives of the Charity are:-

- a) To promote the benefit of the inhabitants of the Buttershaw Estate in Bradford, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with teaching of the Christian Church.
- b) To establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.
- c) Preventing or relieving poverty by providing: items and services to individuals in need and or/charities, or other organisations working to prevent or relieve poverty.
- d) For the public benefit the relief of unemployment in such ways as may be thought fit, including assistance to find employment.
- e) Providing housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means.
- f) For public benefit, the advancement of the education of children by providing pre-school education and out of school education.
- g) To preserve and protect health for the public benefit by promotion of healthy eating and exercise and the promotion of the reduction of the use of narcotics, alcohol and smoking.

#### **Trustees/Directors**

The trustees/directors who served during the year were:-

L Davison

J M Parker

H Rawlings

J A Swift

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

**For the year ended 31st March 2024 (continued)**

#### **Review of Activities**

Footprints Family Centre continued to provide benefits to the residents of Buttershaw through:

- Local employment, training and volunteering opportunities
- Pre-school early years education
- Childcare for children aged 0 to 11 helping parents return to work
- Healthy eating and active lifestyle initiatives to tackle obesity and malnutrition
- Hosting services from partners including CHAS @ St Vincent's welfare advice services, Staying Put Community IDVA, Restorative Solutions and Bradford Children's Service
- The leasing of space within our community centres for other community groups
- A wide range of activities that help tackle loneliness and isolation

#### **Childcare**

Across our two OFSTED registered early-years settings, we now have capacity for 115 children to be looked after for up to 50 hours a week, for either 38 or 50 weeks of the year. We offer the opportunity of government funding for some parents to have 15 hours of funded childcare for children aged 2 and 3, and 30 hours funding for some 3 and 4 year olds. The Cooperville Centre is now established delivering the same childcare (15 or 30 hours) for 3 year olds as well as the initial offering for 2 year olds only.

Our OFSTED registered Out of School Care provides high quality after school and holiday care for up to 40 children.

We are delighted with our OFSTED inspection reports that are all currently 'GOOD'. We are delivering high quality, affordable care and education to help children and their families have the best possible start to life.

#### **Community**

We now have community groups across all three sites - Family Centre, Bedale Centre and Cooperville Centre. It is important that people within the community have a safe place to go where they can develop and establish friendships with one another and trust in organisations seeking to work with people in the community. Since September 2022 we have seen 372 people make 4,280 visits to activities in our Community Groups at The Family Centre, 298 of these are from Buttershaw. That equates to each person making an average of 11.5 visits.

The Family Centre, Bedale Centre, and Cooperville Centre offer a varied and diverse range of activities for the community, and whilst some of these have been impacted by COVID-19 it has also given us the opportunity to open new groups and change how some have been run.

#### **The Family Centre offers:**

- Me Time Monday
- Souper Tuesday
- Stay & Play, parent and toddler sessions
- Cook & Eat @ Home
- Warm / welcome spaces
- Community Café

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2024 (continued)**

- CHAS @ St. Vincent's Welfare Advice service
- Easter Activities
- Summer Activities
- Opportunities for Volunteering
- Christmas Markets
- Eden Buttershaw Baby Bank
- School uniform exchange
- Bradford Children's Services contact sessions

#### **The Bedale Centre offers:**

- CHAS @ St Vincent's Welfare Advice service drop in
- 69th Bradford South Scout Group - including Scouts, Cubs, Beavers and Squirrels
- Bradford South Explorer Scouts
- Thursday Night Supper & Games Club
- Eden Buttershaw and Buttershaw Baptist Church office hire
- Polling Station
- Royd's Ward Councillor Surgeries
- Children's Birthday Parties
- Restorative Solutions
- Amber Lights Performing Arts
- Narcotics Anonymous Awareness and Publicity meetings

#### **The Cooperville Centre, along with childcare, offers:**

- Narcotics Anonymous
- Apostolic Faith Mission Church
- Bradford Baby Bank

### **Future Plans**

We will continue to work with partner organisations, delivering services that respond to the needs of the community of Buttershaw, especially in partnership with Shoulder2Shoulder, and introducing new community groups as and when funding allows.

In response to the COVID-19 restrictions we started new activities and adapted others to meet as much of the local need as possible, this resulted in Footprints reaching and supporting more people than ever before. As restrictions continue to ease we will work to find the balance between maintaining existing services and reopening groups.

### **Results**

Full details of the financial transactions are contained in the attached accounts.

Total income for the year £638,167 (2023: £592,419) total expenditure £643,467 (2023: £633,733) leaving net expenditure for the year of £5,300 (2023: net expenditure £41,314). Total funds now stand at £163,908 (2023: £169,208). Further details are shown on page 8 of the financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2024 (continued)**

#### **Reserve Policy**

The Trustees are working towards a policy whereby the unrestricted funds, not committed or invested in tangible assets ('the free reserves') held by the charity should be between 1 and 3 months of the resources expended, which equates to £70,000 to £200,000 in general funds. At the proposed reserves level the Trustees recognise the need to continue to build reserves from trading activities.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds. Short term reserves will be held in the Trustees' interest bearing bank account. Future long term reserves will be held in accounts designed for the charity sector, with the requirement to generate income and/or capital growth.

#### **Risk Review**

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the use of professional consultants, and the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. The procedures are periodically reviewed to ensure they still meet the needs of the charity.

#### **Responsibilities of the Trustees**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- > Select suitable accounting policies and then apply them consistently;
- > Make judgements and estimates that are reasonable and prudent; and
- > Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

**Buttershaw Christian Family Centre Limited**

**Report of the Trustees**

**For the year ended 31st March 2024 (continued)**

**Trustees**

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are set out on page 3 of this report.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to assets of the charitable company in the event of winding up.

The total number of such guarantees at 31st March 2024 was 4.

**Statement as to Disclosure of Information to Accountants**

So far as the trustees are aware, there is no relevant accounts information (as defined by section 418 of the Companies Act 2006) of which the company's accountant is unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that the company's accountant is aware of that information.

**Accountant**

The accountant, Torcveit Dent Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the Trustees on 11.10.24 and signed on their behalf by:

.....

**J M Parker**  
**Treasurer**

**Buttershaw Christian Family Centre Limited**

**Statement of Financial Activities**  
**For the year ended 31st March 2024**

		2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
	Note	£	£	£	£
<b>Incoming Resources</b>					
<b>Income and endowments from Funds:</b>					
Donations and legacies		11,983	-	11,983	5,171
Other trading activities		13,127	-	13,127	5,614
Charitable activities	2	613,057	-	613,057	581,634
<b>Total</b>		<b>638,167</b>	<b>-</b>	<b>638,167</b>	<b>592,419</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Raising Funds		636	-	636	494
Charitable activities	3	638,131	-	638,131	628,851
Other		4,700	-	4,700	4,388
<b>Total</b>		<b>643,467</b>	<b>-</b>	<b>643,467</b>	<b>633,733</b>
<b>Net (expenditure)/income for the year</b>		<b>( 5,300)</b>	<b>-</b>	<b>( 5,300)</b>	<b>( 41,314)</b>
<b>Total funds brought forward</b>		<b>168,203</b>	<b>1,005</b>	<b>169,208</b>	<b>210,522</b>
<b>Transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>162,903</b>	<b>1,005</b>	<b>163,908</b>	<b>169,208</b>

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

The notes on page 10 to 14 form part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Balance Sheet**

**For the year ended 31st March 2024**

	Note	Year End 2024		Year End 2023	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets	6		253,289		261,735
<b>Current Assets</b>					
Debtors	7	6,081		6,003	
Cash at bank and in hand		19,779		13,090	
		<u>25,860</u>		<u>19,093</u>	
<b>Creditors:</b>					
Amounts falling due within one year	8	( 53,305)		( 53,081)	
<b>Net Current Assets/Liabilities</b>			<u>( 27,445)</u>		<u>( 33,988)</u>
<b>Total Assets Less Current liabilities</b>			225,844		227,747
Creditors: amount falling due in more than one year	9		( 61,936)		( 58,539)
<b>Total Net Assets</b>	10		<u>163,908</u>		<u>169,208</u>
<b>Funds of the charity</b>					
Unrestricted - General fund			162,903		168,203
Restricted - Income funds			1,005		1,005
<b>Total Funds</b>			<u>163,908</u>		<u>169,208</u>

The Company was entitled to exemption from audit under S477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

The financial statements were approved by the Trustees on 11.10.24 and signed on their behalf by:-



**J M Parker**  
**Director**

The notes on page 10 to 14 form the part of these financial statements.

## Buttershaw Christian Family Centre Limited

### Notes of the Financial Statements

#### For the year ended 31st March 2024

#### **1. Accounting Policies**

##### **a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (FRS102), and with the Charities Act 2011.

##### **b) Fund accounting**

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects.

Restricted funds are trust funds subject to specific restrictive conditions imposed by the donor or by the declared purpose in appeals literature.

##### **c) Incoming Resources**

All income is accounted for on a receivable basis. Any general purpose grants whose use is restricted by the grant or to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

##### **d) Resources expended**

All expenditure is accounted for on an accruals basis and, where incurred directly to further the Trust's charitable objects, is shown as project direct costs under the heading of charitable expenditure.

The support costs of these charitable projects include costs apportioned out of the general overheads of the Trust. This apportionment has been calculated by analysing staff time spent on charitable projects and on other activities. The rates thus derived have then been applied to the Trust's general overhead costs to provide an equitable basis for their apportionment under the functional headings of the Statement of Financial Activities.

##### **e) Depreciation**

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets over their estimated useful lives at the following rates.

Freehold Property	2%	on cost
Furniture and Equipment	25%	on cost
Computer Equipment	100%	on cost
Motor Vehicle	25%	on cost

##### **f) Pension Costs**

The Trust subscribes to a defined contribution pension scheme. The Trust's contributions to the scheme are charged in the statement of financial activities as they accrue.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2024 (continued)**

**2. Income from charitable activities**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Grants	68,476	43,020
Operating activities	<u>544,581</u>	<u>538,614</u>
	<b><u>613,057</u></b>	<b><u>581,634</u></b>

**3. Resources expended on charitable activities**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Costs directly allocated to activities</b>		
Purchases	22,836	30,415
Equipment and resources	2,057	1,860
Staff expenses, motor and travelling	3,797	9,457
Training	<u>1,688</u>	<u>830</u>
	<b><u>30,378</u></b>	<b><u>42,562</u></b>

**Staff costs**

Wages and national insurance	<u>503,504</u>	<u>487,833</u>
	<b><u>503,504</u></b>	<b><u>487,833</u></b>

**Support costs allocated to activities**

Premises	74,631	69,385
General office	11,887	13,260
Legal and professional	1,699	1,281
Depreciation	8,446	9,281
Bank charges and mortgage interest	7,036	5,146
Bad debt	<u>550</u>	<u>103</u>
	<b><u>104,249</u></b>	<b><u>98,456</u></b>

**Total Resources**

	<b><u>638,131</u></b>	<b><u>628,851</u></b>
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## Buttershaw Christian Family Centre Limited

### Notes to the Financial Statements

#### For the year ended 31st March 2024 (continued)

#### 4. Resources expended on charitable activities (continued)

##### Staff costs and numbers

	2024	2023
	£	£
Salary costs were as follows:		
Gross salaries	470,598	450,632
Social Security costs	16,986	19,616
Pension contributions	15,920	17,585
	<u>503,504</u>	<u>487,833</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents was 36 (2023: 36).

The Trustees decided to set a remuneration ratio of 3:1, meaning that the highest salary will not be more than 3 times that of minimum wage. This will allow for a salary increase to reflect organisational growth, but remain in step with the objectives of alleviating poverty and be comparable to similar organisations around Bradford.

No members of staff were paid £60,000 or more. The highest salary was £36,081 and in the interest of openness and transparency, our highest salary for 2023 was £35,724

#### 5. Net income/ (expenditure) for the year is stated after charging:

	2024	2023
	£	£
Directors' remuneration	Nil	Nil
Depreciation	8,446	9,281

#### APB Ethical Standards

In common with many other charities of our size and nature we use our accountant to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements and payroll. Payment for none audit services totalled £3,400 (2023: £3,200).

The charitable company is exempt from corporation tax on its charitable activities.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**  
**For the year ended 31 March 2024**

**6. Tangible fixed assets**

	<u>Freehold Property</u>	<u>Improvements to Property</u>	<u>Furniture &amp; Equipment</u>	<u>Motor Vehicle</u>	<u>Computer Equipment</u>	<u>Total</u>
	£	£	£	£	£	£
<b><u>Cost</u></b>						
At 1st April 2023	125,000	172,114	108,589	15,959	32,460	454,122
Additions	-	-	-	-	-	-
Disposal	-	-	-	-	-	-
<b>At 31st March 2024</b>	<b>125,000</b>	<b>172,114</b>	<b>108,589</b>	<b>15,959</b>	<b>32,460</b>	<b>454,122</b>
<b><u>Depreciation</u></b>						
At 1st April 2023	20,000	25,395	98,573	15,959	32,460	192,387
Charge for the year	2,500	3,442	2,504	-	-	8,446
Elim on Disposal	-	-	-	-	-	-
<b>At 31st March 2024</b>	<b>22,500</b>	<b>28,837</b>	<b>101,077</b>	<b>15,959</b>	<b>32,460</b>	<b>200,833</b>
<b><u>Net Book Value</u></b>						
<b>At 31st March 2024</b>	<b>102,500</b>	<b>143,277</b>	<b>7,512</b>	<b>-</b>	<b>-</b>	<b>253,289</b>
<b>At 31st March 2023</b>	<b>105,000</b>	<b>146,719</b>	<b>10,016</b>	<b>-</b>	<b>-</b>	<b>261,735</b>

	<b>2024</b>	<b>2023</b>
	£	£
<b>7. Debtors</b>		
Trade debtors	5,345	5,346
Prepayments	736	657
	<b>6,081</b>	<b>6,003</b>

	<b>2024</b>	<b>2023</b>
	£	£
<b>8. Creditors: amounts falling due within one year</b>		
Trade creditors	3,148	2,967
Accruals and deferred income	37,901	37,703
Social Security and other tax	2,641	2,706
Bank loan & overdraft	-	4,910
Other creditors	9,615	4,795
	<b>53,305</b>	<b>53,081</b>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31st March 2024**

**9. Creditors: amount falling due after  
more than one year**

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Bank loans - 1-2 years	-	4,910
Bank loans - 2-5 years	-	14,823
Bank loans more than 5 years	61,936	38,806
	<u>61,936</u>	<u>58,539</u>

**10. Analysis of net assets between funds**

	<b><u>General</u></b>	<b><u>Restricted</u></b>	<b><u>Total</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	253,289	-	253,289
Current assets	24,855	1,005	25,860
Current liabilities	( 53,305)	-	( 53,305)
Long term liabilities	( 61,936)	-	( 61,936)
<b>Net assets at 31st March 2024</b>	<u><b>162,903</b></u>	<u><b>1,005</b></u>	<u><b>163,908</b></u>

**Buttershaw Christian Family Centre Limited**

**Report of the Independent Examiner to the Trustees on the Accounts**  
**For the year ended 31st March 2024**

I report on the accounts of the Company for the year ended 31 March 2024, which are set out on pages 1 to 14.

**Responsibilities and basis of report**

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

**Independent Examiners Statement**

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

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- 2 the accounts do not accord with those records: or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any 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 (FRS102)

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

  
Samantha Sutcliffe FCCA

**Torevell Dent Limited**  
**1 - 3 St. Anns's Place**  
**Pellon Lane, Halifax**  
**HX1 5RB**

Date 11/10/24

**Buttershaw Christian Family Centre Limited**

**Income and Expenditure Account**  
**For the year ended 31st March 2024**

	Year End 2024		Year End 2023	
	£	£	£	£
<b>Income</b>				
Grants and donations		68,476		48,191
Income from operating activities		544,516		528,173
Activities for generating funds		13,127		5,614
Rental income		12,048		10,441
		<u>638,167</u>		<u>592,419</u>
<b>Expenditure</b>				
Fundraising	636		494	
Salaries and national insurance	503,504		487,833	
Project expenditure and consumables	22,836		30,415	
Rent	10,000		9,000	
Rates and water	2,485		6,456	
Insurance	4,942		5,273	
Light and heat	37,656		30,945	
Repairs and maintenance	19,548		17,711	
Equipment - small items and resources	2,057		1,860	
Cleaning	5,218		6,150	
Staff expenses, motor and travelling	3,797		9,457	
Training	1,688		830	
Postage and stationery	1,554		3,250	
Telephone and internet costs	5,115		3,860	
Professional charges	1,699		1,281	
Accountancy	4,700		4,388	
Bank charges	1,457		1,123	
Depreciation	8,446		9,281	
Bad debt	550		103	
Mortgage interest	5,579		4,023	
		<u>643,467</u>		<u>633,733</u>
<b>Net (expenditure) for the year</b>		<u><u>( 5,300)</u></u>		<u><u>( 41,314)</u></u>

This does not form part of the statutory accounts

**BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED**

England & Wales - Charity number 1106767

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# Accounts

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**Buttershaw Christian Family Centre Limited**

**(A Company Limited by Guarantee)**

**Report and Financial Statements**

**For the year ended**

**31 March 2023**

Registered Charity Number: 1106767

Registered Company Number: 5087774  
(England & Wales)

**Buttershaw Christian Family Centre Limited**

**Report and Financial Statements**  
**For the year ended 31st March 2023**

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**Buttershaw Christian Family Centre Limited**

**Legal and Administrative Information**

**For the year ended 31st March 2023**

<b>Charity Name</b>	Buttershaw Christian Family Centre Limited
<b>Charity Number</b>	1106767
<b>Company Number</b>	5087774
<b>Trustees/Directors</b>	H Rawlings (Chair) J A Swift J M Parker (Treasurer) M Humphries Resigned 15.06.2022 L Davison
<b>Company Secretary</b>	H Rawlings
<b>Chief Executive</b>	A Welch
<b>Registered Office</b>	Buttershaw Baptist Church The Crescent Bradford West Yorkshire BD6 3PZ
<b>Accountant</b>	Torevell Dent Limited 1/3 St Ann's Place Pellon Lane Halifax HX1 5RB
<b>Solicitor</b>	Burton, Green Williamson 7-13 Kings Street Wakefield WF1 2SJ
<b>Bankers</b>	Co-operative Bank PO Box 101 1 Balloon Street Manchester M60 4EP

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

### **For the year ended 31st March 2023**

The Trustees present their report and Financial Statements for the year ended 31st March 2023.

#### **Status**

Buttershaw Christian Family Centre was constituted by a Declaration of Trust dated 1st June 1991 as an exempt charity under Buttershaw Baptist Church. The charity was transferred into a company limited by guarantee incorporated on 30th March 2004. Buttershaw Christian Family Centre Limited commenced operations on 1st April 2004 and was registered in its own right on the 15th November 2004, as a registered charity number 1106767. It is governed by its Memorandum and Articles of Association as amended 24th October 2004 and appoints trustees in accordance with its provisions,

#### **Objectives**

The objectives of the Charity are:-

- a) To promote the benefit of the inhabitants of the Buttershaw Estate in Bradford, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with teaching of the Christian Church.
- b) To establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.
- c) Preventing or relieving poverty by providing: items and services to individuals in need and or/charities, or other organisations working to prevent or relieve poverty.
- d) For the public benefit the relief of unemployment in such ways as may be thought fit, including assistance to find employment.
- e) Providing housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means.
- f) For public benefit, the advancement of the education of children by providing pre-school education and out of school education.
- g) To preserve and protect health for the public benefit by promotion of healthy eating and exercise and the promotion of the reduction of the use of narcotics, alcohol and smoking.

#### **Trustees/Directors**

The trustees/directors who served during the year were:-

L Davison  
J M Parker  
H Rawlings  
J A Swift  
M Humphries

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2023 (continued)**

### **Review of Activities**

Footprints Family Centre continued to provide benefits to the residents of Buttershaw through:

- Local employment, training and volunteering opportunities
- Pre-school early years education
- Childcare for children aged 0 to 11 helping parents return to work
- Healthy eating and active lifestyle initiatives to tackle obesity and malnutrition
- Hosting services from partners including CHAS @ St Vincent's welfare advice services, Staying Put Community IDVA, Restorative Solutions and Bradford Children's Service
- The leasing of space within our community centres for other community groups
- A wide range of activities that help tackle loneliness and isolation

### **Childcare**

Across our two OFSTED registered early-years settings, we now have capacity for 115 children to be looked after for up to 50 hours a week, for either 38 or 50 weeks of the year. We offer the opportunity of government funding for some parents to have 15 hours of funded childcare for children aged 2 and 3, and 30 hours funding for some 3 and 4 year olds. The Cooperville Centre is now established delivering the same childcare (15 or 30 hours) for 3 year olds as well as the initial offering for 2 year olds only.

Our OFSTED registered Out of School Care provides high quality after school and holiday care for up to 40 children.

We are delighted with our OFSTED inspection reports that are all currently 'GOOD'. We are delivering high quality, affordable care and education to help children and their families have the best possible start to life.

### **Community**

We now have community groups across all three sites - Family Centre, Bedale Centre and Cooperville Centre. It is important that people within the community have a safe place to go where they can develop and establish friendships with one another and trust in organisations seeking to work with people in the community. Since September 2022 we have seen 372 people make 4,280 visits to activities in our Community Groups at The Family Centre, 298 of these are from Buttershaw. That equates to each person making an average of 11.5 visits.

The Family Centre, Bedale Centre, and Cooperville Centre offer a varied and diverse range of activities for the community, and whilst some of these have been impacted by COVID-19 it has also given us the opportunity to open new groups and change how some have been run.

The Family Centre offers:

- Me Time Monday
- Souper Tuesday
- Stay & Play, parent and toddler sessions
- Cook & Eat @ Home
- Warm / welcome spaces
- Community Café

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2023 (continued)**

- CHAS @ St. Vincent's Welfare Advice service
- Easter Activities
- Summer Activities
- Opportunities for Volunteering
- Christmas Markets
- Eden Buttershaw Baby Bank
- School uniform exchange
- Bradford Children's Services contact sessions

#### **The Bedale Centre offers:**

- CHAS @ St Vincent's Welfare Advice service drop in
- 69th Bradford South Scout Group - including Scouts, Cubs, Beavers and Squirrels
- Bradford South Explorer Scouts
- Thursday Night Supper & Games Club
- Eden Buttershaw and Buttershaw Baptist Church office hire
- Polling Station
- Royd's Ward Councillor Surgeries
- Children's Birthday Parties
- Restorative Solutions
- Amber Lights Performing Arts
- Narcotics Anonymous Awareness and Publicity meetings

#### **The Cooperville Centre, along with childcare, offers:**

- Narcotics Anonymous
- Apostolic Faith Mission Church
- Bradford Baby Bank

### **Future Plans**

We will continue to work with partner organisations, delivering services that respond to the needs of the community of Buttershaw, especially in partnership with Shoulder2Shoulder, and introducing new community groups as and when funding allows.

In response to the COVID-19 restrictions we started new activities and adapted others to meet as much of the local need as possible, this resulted in Footprints reaching and supporting more people than ever before. As restrictions continue to ease we will work to find the balance between maintaining existing services and reopening groups.

### **Results**

Full details of the financial transactions are contained in the attached accounts.

Total income for the year £592,419 (2022: £634,026) total expenditure £633,733 (2022: £646,725) leaving net expenditure for the year of £41,314 (2022: net expenditure £12,699). Total funds now stand at £169,208 (2022: £210,522). Further details are shown on page 8 of the financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2023 (continued)**

#### **Reserve Policy**

The Trustees are working towards a policy whereby the unrestricted funds, not committed or invested in tangible assets ('the free reserves') held by the charity should be between 1 and 3 months of the resources expended, which equates to £70,000 to £200,000 in general funds. At the proposed reserves level the Trustees recognise the need to continue to build reserves from trading activities.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds. Short term reserves will be held in the Trustees' interest bearing bank account. Future long term reserves will be held in accounts designed for the charity sector, with the requirement to generate income and/or capital growth.

#### **Risk Review**

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the use of professional consultants, and the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. The procedures are periodically reviewed to ensure they still meet the needs of the charity.

#### **Responsibilities of the Trustees**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- > Select suitable accounting policies and then apply them consistently;
- > Make judgements and estimates that are reasonable and prudent; and
- > Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

**Buttershaw Christian Family Centre Limited**

**Report of the Trustees**

**For the year ended 31st March 2023 (continued)**

**Trustees**

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are set out on page 3 of this report.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to assets of the charitable company in the event of winding up.

The total number of such guarantees at 31st March 2023 was 4.

**Statement as to Disclosure of Information to Accountants**

So far as the trustees are aware, there is no relevant accounts information (as defined by section 418 of the Companies Act 2006) of which the company's accountant is unaware, and each trustee has taken all the steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that the company's accountant is aware of that information.

**Accountant**

The accountant, Torevell Dent Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the Trustees on 20/10/23..... and signed on their behalf by:



**J M Parker**

**Treasurer**

**Buttershaw Christian Family Centre Limited**

**Statement of Financial Activities**  
**For the year ended 31st March 2023**

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
	Note	£	£	£	£
<b>Incoming Resources</b>					
<b>Income and endowments from Funds:</b>					
Donations and legacies		5,171	-	5,171	1,169
Other trading activities		5,614	-	5,614	5,350
Charitable activities	2	581,634	-	581,634	594,945
Government Coronavirus grants		-	-	-	32,562
<b>Total</b>		<b>592,419</b>	<b>-</b>	<b>592,419</b>	<b>634,026</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Raising Funds		494	-	494	523
Charitable activities	3	626,219	2,632	628,851	641,892
Other		4,388	-	4,388	4,310
<b>Total</b>		<b>631,101</b>	<b>2,632</b>	<b>633,733</b>	<b>646,725</b>
<b>Net (expenditure)/income for the year</b>		<b>( 38,682)</b>	<b>( 2,632)</b>	<b>( 41,314)</b>	<b>( 12,699)</b>
<b>Total funds brought forward</b>		<b>206,885</b>	<b>3,637</b>	<b>210,522</b>	<b>223,221</b>
<b>Transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>168,203</b>	<b>1,005</b>	<b>169,208</b>	<b>210,522</b>

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

The notes on page 10 to 14 form part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Balance Sheet**

**For the year ended 31st March 2023**

	Note	Year End 2023		Year End 2022	
		£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets	6		261,735		271,016
<b>Current Assets</b>					
Debtors	7	6,003		8,160	
Cash at bank and in hand		13,090		21,855	
		<u>19,093</u>		<u>30,015</u>	
<b>Creditors:</b>					
Amounts falling due within one year	8	( 53,081)		( 27,622)	
<b>Net Current Assets/Liabilities</b>			<u>( 33,988)</u>		<u>2,393</u>
<b>Total Assets Less Current liabilities</b>			227,747		273,409
Creditors: amount falling due in more than one year	9		( 58,539)		( 62,887)
<b>Total Net Assets</b>	10		<u><u>169,208</u></u>		<u><u>210,522</u></u>
<b>Funds of the charity</b>					
Unrestricted - General fund			168,203		206,885
Restricted - Income funds			1,005		3,637
<b>Total Funds</b>			<u><u>169,208</u></u>		<u><u>210,522</u></u>

The Company was entitled to exemption from audit under S477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

The financial statements were approved by the Trustees on 22/11/23 and signed on their behalf by:-



**JM Parker**  
**Director**

The notes on page 10 to 14 form the part of these financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Notes of the Financial Statements** **For the year ended 31st March 2023**

#### **1. Accounting Policies**

##### **a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (FRS102), and with the Charities Act 2011.

##### **b) Fund accounting**

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects.

Restricted funds are trust funds subject to specific restrictive conditions imposed by the donor or by the declared purpose in appeals literature.

##### **c) Incoming Resources**

All income is accounted for on a receivable basis. Any general purpose grants whose use is restricted restricted by the grant or to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

##### **d) Resources expended**

All expenditure is accounted for on an accruals basis and, where incurred directly to further the Trust's charitable objects, is shown as project direct costs under the heading of charitable expenditure.

The support costs of these charitable projects include costs apportioned out of the general overheads of the Trust. This apportionment has been calculated by analysing staff time spent on charitable projects and on other activities. The rates thus derived have then been applied to the Trust's general overhead costs to provide an equitable basis for their apportionment under the functional headings of the Statement of Financial Activities.

##### **e) Depreciation**

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets over their estimated useful lives at the following rates.

Freehold Property	2%	on cost
Furniture and Equipment	25%	on cost
Computer Equipment	100%	on cost
Motor Vehicle	25%	on cost

##### **f) Pension Costs**

The Trust subscribes to a defined contribution pension scheme. The Trust's contributions to the scheme are charged in the statement of financial activities as they accrue.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2023 (continued)**

**2. Income from charitable activities**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Grants	43,020	78,895
Operating activities	538,614	516,050
	<u><b>581,634</b></u>	<u><b>594,945</b></u>

**3. Resources expended on charitable activities**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Costs directly allocated to activities</b>		
Purchases	30,415	30,927
Equipment and resources	1,860	1,836
Staff expenses, motor and travelling	9,457	8,251
Training	830	2,216
	<u><b>42,562</b></u>	<u><b>43,230</b></u>
<b>Staff costs</b>		
Wages and national insurance	487,833	526,280
	<u><b>487,833</b></u>	<u><b>526,280</b></u>
<b>Support costs allocated to activities</b>		
Premises	69,385	45,800
General office	13,260	10,558
Legal and professional	1,281	1,173
Depreciation	9,281	10,394
Bank charges and mortgage interest	5,146	4,207
Bad debt	103	250
	<u><b>98,456</b></u>	<u><b>72,382</b></u>
<b>Total Resources</b>	<u><u><b>628,851</b></u></u>	<u><u><b>641,892</b></u></u>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2023 (continued)**

**3. Resources expended on charitable activities (continued)**

**Staff costs and numbers**

	2023	2022
	£	£
Salary costs were as follows:		
Gross salaries	450,632	491,107
Social Security costs	19,616	21,543
Pension contributions	17,585	13,630
	<u>487,833</u>	<u>526,280</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents was 36 (2022: 36).

The Trustees decided to set a remuneration ratio of 3:1, meaning that the highest salary will not be more than 3 times that of minimum wage. This will allow for a salary increase to reflect organisational growth, but remain in step with the objectives of alleviating poverty and be comparable to similar organisations around Bradford.

No members of staff were paid £60,000 or more. The highest salary was £35,724 and in the interest of openness and transparency, our highest salary for 2022 was £35,621

4. Net income/ (expenditure) for the year is stated after charging:	2023	2022
	£	£
Directors' remuneration	Nil	Nil
Depreciation	9,281	10,394

**APB Ethical Standards**

In common with many other charities of our size and nature we use our accountant to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements and payroll. Payment for none audit services totalled £3,045 (2022: £3,100).

The charitable company is exempt from corporation tax on its charitable activities.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31 March 2023**

**6. Tangible fixed assets**

	<u>Freehold Property</u>	<u>Improvements to Property</u>	<u>Furniture &amp; Equipment</u>	<u>Motor Vehicle</u>	<u>Computer Equipment</u>	<u>Total</u>
	£	£	£	£	£	£
<b><u>Cost</u></b>						
At 1st April 2022	125,000	172,114	108,589	15,959	32,460	454,122
Additions	-	-	-	-	-	-
Disposal	-	-	-	-	-	-
<b>At 31st March 2023</b>	<b>125,000</b>	<b>172,114</b>	<b>108,589</b>	<b>15,959</b>	<b>32,460</b>	<b>454,122</b>
<b><u>Depreciation</u></b>						
At 1st April 2022	17,500	21,953	95,234	15,959	32,460	183,106
Charge for the year	2,500	3,442	3,339	-	-	9,281
Elim on Disposal	-	-	-	-	-	-
<b>At 31st March 2023</b>	<b>20,000</b>	<b>25,395</b>	<b>98,573</b>	<b>15,959</b>	<b>32,460</b>	<b>192,387</b>
<b><u>Net Book Value</u></b>						
<b>At 31st March 2023</b>	<b>105,000</b>	<b>146,719</b>	<b>10,016</b>	<b>-</b>	<b>-</b>	<b>261,735</b>
<b>At 31st March 2022</b>	<b>107,500</b>	<b>150,161</b>	<b>13,355</b>	<b>-</b>	<b>-</b>	<b>271,016</b>

	<b>2023</b>	<b>2022</b>
	£	£
<b>7. Debtors</b>		
Trade debtors	5,346	7,540
Prepayments	657	620
	<u>6,003</u>	<u>8,160</u>

	<b>2023</b>	<b>2022</b>
	£	£
<b>8. Creditors: amounts falling due within one year</b>		
Trade creditors	2,967	2,571
Accruals and deferred income	37,703	11,560
Social Security and other tax	2,706	4,049
Bank loan & overdraft	4,910	5,472
Other creditors	4,795	3,970
	<u>53,081</u>	<u>27,622</u>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31st March 2023**

**9. Creditors: amount falling due after  
more than one year**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bank loans - 1-2 years	4,910	5,472
Bank loans - 2-5 years	14,823	16,416
Bank loans more than 5 years	38,806	40,999
	<u><u>58,539</u></u>	<u><u>62,887</u></u>

**10. Analysis of net assets between funds**

	<b><u>General</u></b>	<b><u>Restricted</u></b>	<b><u>Total</u></b>
	<b><u>Funds</u></b>	<b><u>Funds</u></b>	<b><u>£</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Tangible fixed assets	261,735	-	261,735
Current assets	18,088	1,005	19,093
Current liabilities	( 53,081)	-	( 53,081)
Long term liabilities	( 58,539)	-	( 58,539)
<b>Net assets at 31st March 2023</b>	<u><u>168,203</u></u>	<u><u>1,005</u></u>	<u><u>169,208</u></u>

**Buttershaw Christian Family Centre Limited**

**Report of the Independent Examiner to the Trustees on the Accounts**  
**For the year ended 31st March 2023**

I report on the accounts of the Company for the year ended 31 March 2023, which are set out on pages 1 to 14.

**Responsibilities and basis of report**

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

**Independent Examiners Statement**

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

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- 2 the accounts do not accord with those records: or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any 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 (FRS102)

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

  
Samantha Sutcliffe FCCA

Torevell Dent Limited  
1 - 3 St. Anns's Place  
Pellon Lane, Halifax

Date 20/10/23

**Buttershaw Christian Family Centre Limited**

**Income and Expenditure Account**  
**For the year ended 31st March 2023**

	Year End 2023		Year End 2022	
	£	£	£	£
<b>Income</b>				
Grants and donations		48,191		80,064
Income from operating activities		528,173		485,050
Activities for generating funds		5,614		5,350
Rental income		10,441		-
Government Coronavirus Grants		-		63,562
		<u>592,419</u>		<u>634,026</u>
<b>Expenditure</b>				
Fundraising	494		523	
Salaries and national insurance	487,833		526,280	
Project expenditure and consumables	30,415		30,927	
Rent	9,000		7,000	
Rates and water	6,456		2,604	
Insurance	5,273		6,161	
Light and heat	30,945		12,093	
Repairs and maintenance	17,711		17,942	
Equipment - small items and resources	1,860		1,836	
Cleaning	6,150		4,002	
Staff expenses, motor and travelling	9,457		8,251	
Training	830		2,216	
Postage and stationery	3,250		2,241	
Telephone and internet costs	3,860		4,315	
Professional charges	1,281		1,173	
Accountancy	4,388		4,310	
Bank charges	1,123		1,230	
Depreciation	9,281		10,394	
Bad debt	103		250	
Mortgage interest	4,023		2,977	
		<u>633,733</u>		<u>646,725</u>
<b>Net (expenditure) for the year</b>		<u><u>(41,314)</u></u>		<u><u>(12,699)</u></u>

This does not form part of the statutory accounts

**BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED**

England & Wales - Charity number 1106767

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# Accounts

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**Buttershaw Christian Family Centre Limited**  
**(A Company Limited by Guarantee)**

**Report and Financial Statements**

**For the year ended**  
**31 March 2022**

Registered Charity Number: 1106767

Registered Company Number: 5087774  
(England & Wales)

CHARITY COMMISSION  
FIRST CONTACT

18 AUG 2022

ACCOUNTS  
RECEIVED

**Buttershaw Christian Family Centre Limited**

**Report and Financial Statements**  
**For the year ended 31st March 2022**

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**Buttershaw Christian Family Centre Limited**

**Legal and Administrative Information**

**For the year ended 31st March 2022**

<b>Charity Name</b>	Buttershaw Christian Family Centre Limited
<b>Charity Number</b>	1106767
<b>Company Number</b>	5087774
<b>Trustees/Directors</b>	H Rawlings (Chair) Appointed as Chair 21st April 2021 J A Swift Resigned as Chair 21st April 2021 J M Parker (Treasurer) M Humphries L Davison Appointed 21st April 2021
<b>Company Secretary</b>	H Rawlings
<b>Chief Executive</b>	A Welch
<b>Registered Office</b>	Buttershaw Baptist Church The Crescent Bradford West Yorkshire BD6 3PZ
<b>Accountant</b>	Torevell Dent Limited 1/3 St Ann's Place Pellon Lane Halifax HX1 5RB
<b>Solicitor</b>	Burton, Green Williamson 7-13 Kings Street Wakefield WF1 2SJ
<b>Bankers</b>	Co-operative Bank PO Box 101 1 Balloon Street Manchester M60 4EP

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

### **For the year ended 31st March 2022**

The Trustees present their report and Financial Statements for the year ended 31st March 2022.

#### **Status**

Buttershaw Christian Family Centre was constituted by a Declaration of Trust dated 1st June 1991 as an exempt charity under Buttershaw Baptist Church. The charity was transferred into a company limited by guarantee incorporated on 30th March 2004. Buttershaw Christian Family Centre Limited commenced operations on 1st April 2004 and was registered in its own right on the 15th November 2004, as a registered charity number 1106767. It is governed by its Memorandum and Articles of Association as amended 24th October 2004 and appoints trustees in accordance with its provisions,

#### **Objectives**

The objectives of the Charity are:-

- a) To promote the benefit of the inhabitants of the Buttershaw Estate in Bradford, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with teaching of the Christian Church.
- b) To establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.
- c) Preventing or relieving poverty by providing: items and services to individuals in need and or/charities, or other organisations working to prevent or relieve poverty.
- d) For the public benefit the relief of unemployment in such ways as may be thought fit, including assistance to find employment.
- e) Providing housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means.
- f) For public benefit, the advancement of the education of children by providing pre-school education and out of school education.
- g) To preserve and protect health for the public benefit by promotion of healthy eating and exercise and the promotion of the reduction of the use of narcotics, alcohol and smoking.

#### **Trustees/Directors**

The trustees/directors who served during the year were:-

L Davison

J M Parker

H Rawlings

J A Swift

M Humphries

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2022 (continued)**

### **Review of Activities**

Footprints Family Centre continued to provide benefits to the residents of Buttershaw through:

- Local employment, training and volunteering opportunities
- Pre-school early years education
- Childcare for children aged 0 to 11 helping parents return to work
- Healthy eating and active lifestyle initiatives to tackle obesity and malnutrition
- Hosting services from partners including CHAS @ St Vincent's welfare advice services, Staying Put Community IDVA, Restorative Solutions and Bradford Children's Service
- The leasing of space within our community centres for other community groups
- A wide range of activities that help tackle loneliness and isolation

### **Childcare**

Across our two OFSTED registered early-years settings, we now have capacity for 115 children to be looked after for up to 50 hours a week, for either 38 or 50 weeks of the year. We offer the opportunity of government funding for some parents to have 15 hours of funded childcare for children aged 2 and 3, and 30 hours funding for some 3 and 4 year olds. The Cooperville Centre is now established delivering the same childcare (15 or 30 hours) for 3 year olds as well as the initial offering for 2 year olds only.

Our OFSTED registered Out of School Care provides high quality after school and holiday care for up to 40 children.

We are delighted with our OFSTED inspection reports that are all currently 'GOOD'. We are delivering high quality, affordable care and education to help children and their families have the best possible start to life.

### **Community**

We now have community groups across all three sites - Family Centre, Bedale Centre and Cooperville Centre. It is important that people within the community have a safe place to go where they can develop and establish friendships with one another and trust in organisations seeking to work with people in the community. Since September 2021 we have seen 358 people make 5,200 visits to activities in our Community Groups at The Family Centre, 339 of those are from Buttershaw. That equates to each person making an average of 14.5 visits.

The Family Centre, Bedale Centre, and Cooperville Centre offer a varied and diverse range of activities for the community, and whilst some of these have been impacted by COVID-19 it has also given us the opportunity to open new groups and change how some have been run.

The Family Centre offers:

- Me Time Monday
- Souper Tuesday
- Stay & Play, parent and toddler sessions
- Cook & Eat @ Home
- Community Café
- CHAS @ St Vincent's Welfare Advice service

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2022 (continued)**

- Easter Activities
- Summer Activities
- Opportunities for Volunteering
- Christmas Markets
- Eden Buttershaw Baby Bank
- School uniform exchange
- Bradford Children's Services contact sessions

#### **The Bedale Centre offers:**

- CHAS @ St Vincent's Welfare Advice service drop in
- 69th Bradford South Scout Group - including Scouts, Cubs, Beavers and Squirrels
- Bradford South Explorer Scouts
- Thursday night Supper & Games Club
- Eden Buttershaw and Buttershaw Baptist Church office hire
- Polling Station
- Royd's Ward Councillor Surgeries
- Children's Birthday Parties
- Restorative Solutions
- Amber Lights Performing Arts
- Narcotics Anonymous Awareness and Publicity meetings

#### **The Cooperville Centre, along with childcare, offers:**

- Narcotics Anonymous
- Apostolic Faith Mission Church
- Bradford Baby Bank

### **Future Plans**

We will continue to work with partner organisations, delivering services that respond to the needs of the community of Buttershaw, especially in partnership with Shoulder2Shoulder, and introducing new community groups as and when funding allows.

In response to the COVID-19 restrictions we started new activities and adapted others to meet as much of the local need as possible, this resulted in Footprints reaching and supporting more people than ever before. As restrictions continue to ease we will work to find the balance between maintaining existing services and reopening groups.

### **Results**

Full details of the financial transactions are contained in the attached accounts.

Total income for the year £634,026 (2021: £654,365) total expenditure £646,725 (2021: £639,808) leaving net expenditure for the year of £12,699 (2021: net income £14,557). Total funds now stand at £210,522 (2021: £223,221). Further details are shown on page 8 of the financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2022 (continued)**

#### **Reserve Policy**

The Trustees are working towards a policy whereby the unrestricted funds, not committed or invested in tangible assets ('the free reserves') held by the charity should be between 1 and 3 months of the resources expended, which equates to £70,000 to £200,000 in general funds. At the proposed reserves level the Trustees recognise the need to continue to build reserves from trading activities.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds. Short term reserves will be held in the Trustees' interest bearing bank account. Future long term reserves will be held in accounts designed for the charity sector, with the requirement to generate income and/or capital growth.

#### **Risk Review**

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the use of professional consultants, and the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. The procedures are periodically reviewed to ensure they still meet the needs of the charity.

#### **Responsibilities of the Trustees**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- > Select suitable accounting policies and then apply them consistently;
- > Make judgements and estimates that are reasonable and prudent; and
- > Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

**Buttershaw Christian Family Centre Limited**

**Report of the Trustees**

**For the year ended 31st March 2022 (continued)**

**Trustees**

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are set out on page 3 of this report.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to assets of the charitable company in the event of winding up.

The total number of such guarantees at 31st March 2022 was 5.

**Statement as to Disclosure of Information to Accountants**

So far as the trustees are aware, there is no relevant accounts information (as defined by section 418 of the Companies Act 2006) of which the company's accountant is unaware, and each trustee has taken all the steps that ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that the company's accountant is aware of that information.

**Accountant**

The accountant, Torevell Dent Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the Trustees on .....3/8/22..... and signed on their behalf by:

**J M Parker**  
**Treasurer**

**Buttershaw Christian Family Centre Limited**

**Statement of Financial Activities**  
**For the year ended 31st March 2022**

		2022	2022	2022	2021
		Unrestricted	Restricted	Total	Total
	Note	£	£	£	£
<b>Incoming Resources</b>					
<b>Income and endowments from Funds:</b>					
Donations and legacies		1,169	-	1,169	3,672
Other trading activities		5,350	-	5,350	1,426
Charitable activities	2	594,945	-	594,945	479,429
Government Coronavirus grants		32,562	-	32,562	169,838
<b>Total</b>		<b>634,026</b>	<b>-</b>	<b>634,026</b>	<b>654,365</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Raising Funds		523	-	523	1,735
Charitable activities	3	639,777	2,115	641,892	633,623
Other		4,310	-	4,310	4,450
<b>Total</b>		<b>644,610</b>	<b>2,115</b>	<b>646,725</b>	<b>639,808</b>
<b>Net (expenditure)/income for the year</b>		<b>( 10,584)</b>	<b>( 2,115)</b>	<b>( 12,699)</b>	<b>14,557</b>
<b>Profit on sale of property</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>12,950</b>
<b>Total funds brought forward</b>		<b>217,469</b>	<b>5,752</b>	<b>223,221</b>	<b>195,714</b>
<b>Transfer between funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>206,885</b>	<b>3,637</b>	<b>210,522</b>	<b>223,221</b>

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

The notes on page 10 to 14 form part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Balance Sheet**

**For the year ended 31st March 2022**

		Year End 2022		Year End 2021	
	Note	£	£	£	£
<b>Fixed Assets</b>					
Tangible fixed assets	6		271,016		281,410
<b>Current Assets</b>					
Debtors	7	8,160		3,697	
Cash at bank and in hand		21,855		32,305	
		<u>30,015</u>		<u>36,002</u>	
<b>Creditors:</b>					
Amounts falling due within one year	8	(27,622)		(26,103)	
<b>Net Current Assets/Liabilities</b>			<u>2,393</u>		<u>9,899</u>
<b>Total Assets Less Current liabilities</b>			273,409		291,309
Creditors: amount falling due in more than one year	9		(62,887)		(68,088)
<b>Total Net Assets</b>	10		<u>210,522</u>		<u>223,221</u>
<b>Funds of the charity</b>					
Unrestricted - General fund			206,885		217,469
Restricted - Income funds			3,637		5,752
<b>Total Funds</b>			<u>210,522</u>		<u>223,221</u>

The Company was entitled to exemption from audit under S477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

The financial statements were approved by the Trustees on 3/8/22 and signed on their behalf by:-

...  
**J M Parker**  
Director

The notes on page 10 to 14 form the part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Notes of the Financial Statements**

**For the year ended 31st March 2022**

**1. Accounting Policies**

**a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (FRS102), and with the Charities Act 2011.

**b) Fund accounting**

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects.

Restricted funds are trust funds subject to specific restrictive conditions imposed by the donor or by the declared purpose in appeals literature.

**c) Incoming Resources**

All income is accounted for on a receivable basis. Any general purpose grants whose use is restricted by the grant or to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

**d) Resources expended**

All expenditure is accounted for on an accruals basis and, where incurred directly to further the Trust's charitable objects, is shown as project direct costs under the heading of charitable expenditure.

The support costs of these charitable projects include costs apportioned out of the general overheads of the Trust. This apportionment has been calculated by analysing staff time spent on charitable projects and on other activities. The rates thus derived have then been applied to the Trust's general overhead costs to provide an equitable basis for their apportionment under the functional headings of the Statement of Financial Activities.

**e) Depreciation**

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets over their estimated useful lives at the following rates.

Freehold Property	2%	on cost
Furniture and Equipment	25%	on cost
Computer Equipment	100%	on cost
Motor Vehicle	25%	on cost

**f) Pension Costs**

The Trust subscribes to a defined contribution pension scheme. The Trust's contributions to the scheme are charged in the statement of financial activities as they accrue.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2022 (continued)**

**2. Income from charitable activities**

	2022	2021
	£	£
Grants	78,895	36,500
Operating activities	<u>516,050</u>	<u>442,929</u>
	<u><u>594,945</u></u>	<u><u>479,429</u></u>

**3. Resources expended on charitable activities**

	2022	2021
	£	£
<b>Costs directly allocated to activities</b>		
Purchases	30,927	30,300
Equipment and resources	1,836	562
Staff expenses, motor and travelling	8,251	7,713
Training	<u>2,216</u>	<u>2,188</u>
	<u>43,230</u>	<u>40,763</u>
<b>Staff costs</b>		
Wages and national insurance	<u>526,280</u>	<u>503,553</u>
	<u>526,280</u>	<u>503,553</u>
<b>Support costs allocated to activities</b>		
Premises	45,800	58,416
General office	10,558	10,468
Legal and professional	1,173	3,554
Depreciation	10,394	11,878
Bank charges and mortgage interest	4,207	4,693
Bad debt	<u>250</u>	<u>298</u>
	<u>72,382</u>	<u>89,307</u>
<b>Total Resources</b>	<u><u>641,892</u></u>	<u><u>633,623</u></u>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2022 (continued)**

**3. Resources expended on charitable activities (continued)**

**Staff costs and numbers**

	2022	2021
	£	£
Salary costs were as follows:		
Gross salaries	491,107	462,125
Social Security costs	21,543	22,439
Pension contributions	13,630	18,989
	<u>526,280</u>	<u>503,553</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents was 36 (2021: 38).

The Trustees decided to set a remuneration ratio of 3:1, meaning that the highest salary will not be more than 3 times that of minimum wage. This will allow for a salary increase to reflect organisational growth, but remain in step with the objectives of alleviating poverty and be comparable to similar organisations around Bradford.

No members of staff were paid £60,000 or more. The highest salary was £35,621 and in the interest of openness and transparency, our highest salary for 2021 was £31,834.

**4. Net income/ (expenditure) for the year  
is stated after charging:**

	2022	2021
	£	£
Directors' remuneration	Nil	Nil
Depreciation	10,394	11,878

**APB Ethical Standards**

In common with many other charities of our size and nature we use our accountant to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements and payroll. Payment for none audit services totalled £3,100 (2021: £3,105).

The charitable company is exempt from corporation tax on its charitable activities.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**  
**For the year ended 31 March 2022**

**6. Tangible fixed assets**

	<u>Freehold Property</u>	<u>Improvements to Property</u>	<u>Furniture &amp; Equipment</u>	<u>Motor Vehicle</u>	<u>Computer Equipment</u>	<u>Total</u>
	£	£	£	£	£	£
<b><u>Cost</u></b>						
At 1st April 2021	125,000	172,114	108,589	15,959	32,460	454,122
Additions	-	-	-	-	-	-
Disposal	-	-	-	-	-	-
<b>At 31st March 2022</b>	<b>125,000</b>	<b>172,114</b>	<b>108,589</b>	<b>15,959</b>	<b>32,460</b>	<b>454,122</b>
<b><u>Depreciation</u></b>						
At 1st April 2021	15,000	18,511	90,782	15,959	32,460	172,712
Charge for the year	2,500	3,442	4,452	-	-	10,394
Elim on Disposal	-	-	-	-	-	-
<b>At 31st March 2022</b>	<b>17,500</b>	<b>21,953</b>	<b>95,234</b>	<b>15,959</b>	<b>32,460</b>	<b>183,106</b>
<b><u>Net Book Value</u></b>						
<b>At 31st March 2022</b>	<b>107,500</b>	<b>150,161</b>	<b>13,355</b>	<b>-</b>	<b>-</b>	<b>271,016</b>
<b>At 31st March 2021</b>	<b>110,000</b>	<b>153,603</b>	<b>17,807</b>	<b>-</b>	<b>-</b>	<b>281,410</b>

	<b>2022</b>	<b>2021</b>
	£	£
<b>7. Debtors</b>		
Trade debtors	7,540	3,092
Prepayments	620	605
	<b>8,160</b>	<b>3,697</b>

	<b>2022</b>	<b>2021</b>
	£	£
<b>8. Creditors: amounts falling due within one year</b>		
Trade creditors	2,571	2,894
Accruals and deferred income	11,560	12,647
Social Security and other tax	4,049	1,598
Bank loan & overdraft	5,472	5,399
Other creditors	3,970	3,565
	<b>27,622</b>	<b>26,103</b>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31st March 2022**

**9. Creditors: amount falling due after  
more than one year**

	2022	2021
	£	£
Bank loans - 1-2 years	5,472	5,399
Bank loans - 2-5 years	16,416	16,197
Bank loans more than 5 years	40,999	46,492
	<u>62,887</u>	<u>68,088</u>

**10. Analysis of net assets between funds**

	<u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> £
Tangible fixed assets	271,016	-	271,016
Current assets	26,378	3,637	30,015
Current liabilities	( 27,622)	-	( 27,622)
Long term liabilities	( 62,887)	-	( 62,887)
<b>Net assets at 31st March 2022</b>	<u>206,885</u>	<u>3,637</u>	<u>210,522</u>

**Buttershaw Christian Family Centre Limited**

**Report of the Independent Examiner to the Trustees on the Accounts**  
**For the year ended 31st March 2022**

I report on the accounts of the Company for the year ended 31 March 2022, which are set out on pages 1 to 14.

**Responsibilities and basis of report**

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

**Independent Examiners Statement**

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

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- 2 the accounts do not accord with those records: or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any 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 (FRS102)

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

Samantha Sutcliffe FCA  
Torevell Dent Limited  
1 - 3 St. Anns's Place  
Pellon Lane, Halifax

Date 3/8/22

**Buttershaw Christian Family Centre Limited**

**Income and Expenditure Account**  
**For the year ended 31st March 2022**

	Year End 2022		Year End 2021	
	£	£	£	£
<b>Income</b>				
Grants and donations		80,064		40,173
Income from operating activities		485,050		440,193
Activities for generating funds		5,350		1,426
Rental income		-		2,735
Government Coronavirus Grants		63,562		169,838
		<u>634,026</u>		<u>654,365</u>
<b>Expenditure</b>				
Fundraising	523		1,735	
Salaries and national insurance	526,280		503,553	
Project expenditure and consumables	30,927		30,300	
Rent	7,000		12,000	
Rates and water	2,604		3,584	
Insurance	6,161		6,526	
Light and heat	12,093		10,575	
Repairs and maintenance	17,942		25,730	
Equipment - small items and resources	1,836		562	
Cleaning	4,002		3,624	
Staff expenses, motor and travelling	8,251		7,713	
Training	2,216		2,188	
Postage and stationery	2,241		2,548	
Telephone and internet costs	4,315		4,297	
Professional charges	1,173		3,554	
Accountancy	4,310		4,450	
Bank charges	1,230		958	
Depreciation	10,394		11,878	
Bad debt	250		298	
Mortgage interest	2,977		3,735	
Profit on sale of property	-		(12,950)	
		<u>646,725</u>		<u>626,858</u>
<b>Net (expenditure)/ income for the year</b>		<u>( 12,699)</u>		<u>27,507</u>

This does not form part of the statutory accounts

**BUTTERSHAW CHRISTIAN FAMILY CENTRE LIMITED**

England & Wales - Charity number 1106767

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# Accounts

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# **Buttershaw Christian Family Centre Limited**

**(A Company Limited by Guarantee)**

## **Report and Financial Statements**

**For the year ended**

**31 March 2021**

Registered Charity Number: 1106767

Registered Company Number: 5087774  
(England & Wales)

**Buttershaw Christian Family Centre Limited**

**Report and Financial Statements**  
**For the year ended 31st March 2021**

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**Buttershaw Christian Family Centre Limited**

**Legal and Administrative Information**

**For the year ended 31st March 2021**

<b>Charity Name</b>	Buttershaw Christian Family Centre Limited
<b>Charity Number</b>	1106767
<b>Company Number</b>	5087774
<b>Trustees/Directors</b>	H Rawlings (Chair) Appointed as Chair 21st April 2021 J A Swift Resigned as Chair 21st April 2021 J M Parker (Treasurer) M Humphries A Dylak Resigned 4th February 2021 L Davison Appointed 16th March 2021
<b>Company Secretary</b>	H Rawlings
<b>Chief Executive</b>	A Welch
<b>Registered Office</b>	Buttershaw Baptist Church The Crescent Bradford West Yorkshire BD6 3PZ
<b>Accountant</b>	Torevell Dent Limited 1/3 St Ann's Place Pellon Lane Halifax HX1 5RB
<b>Solicitor</b>	Burton, Green Williamson 7-13 Kings Street Wakefield WF1 2SJ
<b>Bankers</b>	Co-operative Bank PO Box 101 1 Balloon Street Manchester M60 4EP

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2021**

The Trustees present their report and Financial Statements for the year ended 31st March 2021.

#### **Status**

Buttershaw Christian Family Centre was constituted by a Declaration of Trust dated 1st June 1991 as an exempt charity under Buttershaw Baptist Church. The charity was transferred into a company limited by guarantee incorporated on 30th March 2004. Buttershaw Christian Family Centre Limited commenced operations on 1st April 2004 and was registered in its own right on the 15th November 2004, as a registered charity number 1106767. It is governed by its Memorandum and Articles of Association as amended 24th October 2004 and appoints trustees in accordance with its provisions,

#### **Objectives**

The objectives of the Charity are:-

- a) To promote the benefit of the inhabitants of the Buttershaw Estate in Bradford, without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants in accordance with teaching of the Christian Church.
- b) To establish or secure the establishment of a family centre and to maintain and manage the same in furtherance of these objects.
- c) Preventing or relieving poverty by providing: items and services to individuals in need and or/charities, or other organisations working to prevent or relieve poverty.
- d) For the public benefit the relief of unemployment in such ways as may be thought fit, including assistance to find employment.
- e) Providing housing and any associated amenities for persons in necessitous circumstances upon terms appropriate to their means.
- f) For public benefit, the advancement of the education of children by providing pre-school education and out of school education.
- g) To preserve and protect health for the public benefit by promotion of healthy eating and exercise and the promotion of the reduction of the use of narcotics, alcohol and smoking.

#### **Trustees/Directors**

The trustees/directors who served during the year were:-

L Davison  
J M Parker  
H Rawlings  
J A Swift  
A Dylak  
M Humphries

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2021 (continued)**

### **Review of Activities**

Footprints Family Centre continued to provide benefits to the residents of Buttershaw through:

- Local employment, training and volunteering opportunities
- Pre-school early years education
- Childcare for children aged 0 to 11 helping parents return to work
- Healthy eating and active lifestyle initiatives to tackle obesity and malnutrition
- Hosting services from partners including CHAS @ St Vincent's welfare advice services and Wyke Foodbank
- The leasing of space within our community centres for other community groups
- A wide range of activities that help tackle loneliness and isolation

### **Childcare**

Across our two OFSTED registered early-years settings, we now have capacity for 115 children to be looked after for up to 50 hours a week, for either 38 or 50 weeks of the year. We offer the opportunity of government funding for some parents to have 15 hours of funded childcare for children aged 2 and 3, and 30 hours funding for some 3 and 4 years olds. The Cooperville Centre is now established delivering the same childcare (15 or 30 hours) for 3 year olds as well as the initial offering for 2 year olds only.

Our OFSTED registered Out of School Care provides high quality after school and holiday care for up to 40 children.

We are delighted with our OFSTED inspection reports that are all currently 'GOOD'. We are delivering high quality, affordable care and education to help children and their families have the best possible start to life.

### **Community**

We now have community groups across all three sites - Family Centre, Bedale Centre and Cooperville Centre. It is important that people within the community have a safe place to go where they can develop and establish friendships with one another and trust in organisations seeking to work with people in the community. Since September 2020 we have seen 354 people make over 5,000 visits to activities in our Community Groups at The Family Centre, 332 of those are from Buttershaw. That equates to each person making an average of 14.2 visits.

The Family Centre, Bedale Centre, and Cooperville Centre offer a varied and diverse range of activities for the community, and whilst some of these have been impacted by COVID-19 it has also given us the opportunity to open new groups and change how some have been run.

The Family Centre offers:

- Souper Tuesday
- Stay & Play, parent and toddler sessions
- Cook & Eat @ Home
- Community Café
- CHAS @ St Vincent's Welfare Advice service

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2021 (continued)**

- Summer Activities
- Opportunities for Volunteering
- Christmas Markets
- Eden Buttershaw Baby Bank
- School uniform exchange

#### **The Bedale Centre offers:**

- CHAS @ St Vincent's Welfare Advice service drop in
- Monday Social Group - paused during COVID-19
- 69th Bradford South Scout Group - including Cubs and Beavers
- Bradford South Adventure Scouts -
- Thursday night Supper & Games Club - paused during COVID-19
- Eden Buttershaw
- Polling Station
- Royd's Ward Councillor Surgeries

#### **The Cooperville Centre, along with childcare, offers:**

- Community stay and Play sessions - paused during COVID-19
- Narcotics Anonymous
- Apostolic Faith Mission Church - paused during COVID-19

#### **Future Plans**

We will continue to work with partner organisations, delivering services that respond to the needs of the community of Buttershaw, especially in partnership with Shoulder2Shoulder, and introducing new community groups as and when funding allows.

In response to the COVID-19 restrictions we started new activities and adapted others to meet as much of the local need as possible, this resulted in Footprints reaching and supporting more people than ever before. As restrictions continue to ease we will work to find the balance between maintaining existing services and reopening groups.

#### **Results**

Full details of the financial transactions are contained in the attached accounts.

Total income for the year £654,365 (2020: £711,839) total expenditure £639,808 (2020: £699,505) leaving net income for the year of £14,557 (2020: £12,334). Total funds now stand at £223,221 (2020: £195,714). Further details are shown on page 8 of the financial statements.

## **Buttershaw Christian Family Centre Limited**

### **Report of the Trustees**

#### **For the year ended 31st March 2021 (continued)**

#### **Reserve Policy**

The Trustees are working towards a policy whereby the unrestricted funds, not committed or invested in tangible assets ('the free reserves') held by the charity should be between 1 and 3 months of the resources expended, which equates to £70,000 to £200,000 in general funds. At the proposed reserves level the Trustees recognise the need to continue to build reserves from trading activities.

#### **Investment Policy**

The Trustees have considered the most appropriate policy for investing funds. Short term reserves will be held in the Trustees' interest bearing bank account. Future long term reserves will be held in accounts designed for the charity sector, with the requirement to generate income and/or capital growth.

#### **Risk Review**

The Trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal risks are minimised by the use of professional consultants, and the implementation of procedures for authorisation of all transactions and projects and to ensure consistent quality of delivery for all operational aspects of the charitable company. The procedures are periodically reviewed to ensure they still meet the needs of the charity.

#### **Responsibilities of the Trustees**

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- > Select suitable accounting policies and then apply them consistently;
- > Make judgements and estimates that are reasonable and prudent; and
- > Prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

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

**Buttershaw Christian Family Centre Limited**

**Report of the Trustees**

**For the year ended 31st March 2021 (continued)**

**Trustees**

The Trustees, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the period are set out on page 3 of this report.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to assets of the charitable company in the event of winding up. The total number of such guarantees at 31st March 2021 was 5.

**Statement as to Disclosure of Information to Accountants**

So far as the trustees are aware, there is no relevant accounts information (as defined by section 418 of the Companies Act 2006) of which the company's accountant is unaware, and each trustee has taken all the steps that ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that the company's accountant is aware of that information.

**Accountant**

The accountant, Torevell Dent Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by the Trustees on ..... and signed on their behalf by:



.....  
**J M Parker**  
**Treasurer**

**Buttershaw Christian Family Centre Limited**

**Statement of Financial Activities**

**For the year ended 31st March 2021**

		2021	2021	2021	2020
		Unrestricted	Restricted	Total	Total
	Note	£	£	£	£
<b>Incoming Resources</b>					
<b>Income and endowments from Funds:</b>					
Donations and legacies		3,672	-	3,672	13,899
Other trading activities		1,426	-	1,426	3,691
Charitable activities	2	479,429	-	479,429	694,249
Government Coronavirus grants		169,838	-	169,838	-
<b>Total</b>		<b>654,365</b>	<b>-</b>	<b>654,365</b>	<b>711,839</b>
<b>Resources expended</b>					
<b>Expenditure on:</b>					
Raising Funds		1,735	-	1,735	336
Charitable activities	3	633,623	-	633,623	694,562
Other		4,450	-	4,450	4,607
<b>Total</b>		<b>639,808</b>	<b>-</b>	<b>639,808</b>	<b>699,505</b>
<b>Net income for the year</b>		<b>14,557</b>	<b>-</b>	<b>14,557</b>	<b>12,334</b>
<b>Profit on sale of property</b>		<b>12,950</b>	<b>-</b>	<b>12,950</b>	
<b>Total funds brought forward</b>		<b>195,714</b>	<b>-</b>	<b>195,714</b>	<b>183,380</b>
<b>Transfer between funds</b>		<b>( 5,752)</b>	<b>5,752</b>	<b>-</b>	<b>-</b>
<b>Total funds carried forward</b>		<b>217,469</b>	<b>5,752</b>	<b>223,221</b>	<b>195,714</b>

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

The notes on page 10 to 14 form part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Balance Sheet**

**For the year ended 31st March 2021**

	Note	Year End 2021		Year End 2020	
		£	£	£	£
<b>Fixed Assests</b>					
Tangible fixed assets	6		281,410		351,339
<b>Current Assests</b>					
Debtors	7	3,697		5,223	
Cash at bank and in hand		32,305		3,951	
		<u>36,002</u>		<u>9,174</u>	
<b>Creditors:</b>					
Amounts falling due within one year	8	(26,103)		(47,085)	
<b>Net Current Assets/Liabilities</b>			<u>9,899</u>		<u>(37,911)</u>
<b>Total Assets Less Current liabilities</b>			291,309		313,428
Creditors: amount falling due in more than one year	9		(68,088)		(117,714)
<b>Total Net Assests</b>	10		<u><u>223,221</u></u>		<u><u>195,714</u></u>
<b>Funds of the charity</b>					
Unrestricted - General fund			217,469		195,714
Restricted - Income funds			5,752		-
<b>Total Funds</b>			<u><u>223,221</u></u>		<u><u>195,714</u></u>

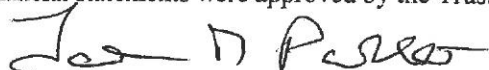
The Company was entitled to exemption from audit under S477 of the Companies Act 2006 relating to small companies.

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

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

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP

The financial statements were approved by the Trustees on ..... and signed on their behalf by:-



.....  
**J M Parker**  
**Director**

The notes on page 10 to 14 form the part of these financial statements.

**Buttershaw Christian Family Centre Limited**

**Notes of the Financial Statements**

**For the year ended 31st March 2021**

**1. Accounting Policies**

**a) Basis of Preparation**

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard (FRS102), and with the Charities Act 2011.

**b) Fund accounting**

Unrestricted funds are corporate funds, which as such are available for use or retention at the discretion of the directors in accordance with the Trust's objects. Restricted funds are trust funds subject to specific restrictive conditions imposed by the donor or by the declared purpose in appeals literature.

**c) Incoming Resources**

All income is accounted for on a receivable basis. Any general purpose grants whose use is restricted by the grant or to some future accounting period are accounted for as deferred income until the restriction has been satisfied.

**d) Resources expended**

All expenditure is accounted for on an accruals basis and, where incurred directly to further the Trust's charitable objects, is shown as project direct costs under the heading of charitable expenditure. The support costs of these charitable projects include costs apportioned out of the general overheads of the Trust. This apportionment has been calculated by analysing staff time spent on charitable projects and on other activities. The rates thus derived have then been applied to the Trust's general overhead costs to provide an equitable basis for their apportionment under the functional headings of the Statement of Financial Activities.

**e) Depreciation**

Depreciation is calculated to write off the cost less estimated residual value of all fixed assets over their estimated useful lives at the following rates.

Freehold Property	2%	on cost
Furniture and Equipment	25%	on cost
Computer Equipment	100%	on cost
Motor Vehicle	25%	on cost

**f) Pension Costs**

The Trust subscribes to a defined contribution pension scheme. The Trust's contributions to the scheme are charged in the statement of financial activities as they accrue.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2021 (continued)**

**2. Income from charitable activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Grants	36,500	69,000
Operating activities	442,929	625,249
	<u>479,429</u>	<u>694,249</u>

**3. Resources expended on charitable activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Costs directly allocated to activities</b>		
Purchases	30,300	30,642
Equipment and resources	562	571
Staff expenses, motor and travelling	7,713	9,081
Training	2,188	1,211
	<u>40,763</u>	<u>41,505</u>
<b>Staff costs</b>		
Wages and national insurance	503,553	564,992
	<u>503,553</u>	<u>564,992</u>
<b>Support costs allocated to activities</b>		
Premises	58,416	54,598
General office	10,468	13,288
Legal and professional	3,554	4,074
Depreciation	11,878	15,147
Bank charges and mortgage interest	4,693	1,656
Bad debt	298	(698)
	<u>89,307</u>	<u>88,065</u>
<b>Total Resources</b>	<u>633,623</u>	<u>694,562</u>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements**

**For the year ended 31st March 2021 (continued)**

**3. Resources expended on charitable activities (continued)**

**Staff costs and numbers**

	2021	2020
	£	£
Salary costs were as follows:		
Gross salaries	462,125	523,313
Social Security costs	22,439	25,342
Pension contributions	18,989	16,337
	<u>503,553</u>	<u>564,992</u>

The average monthly number of employees during the year, calculated on the basis of full time equivalents was 38 (2020: 39).

The Trustees decided to set a remuneration ratio of 3:1, meaning that the highest salary will not be more than 3 times that of minimum wage. This will allow for a salary increase to reflect organisational growth, but remain in step with the objectives of alleviating poverty and be comparable to similar organisations around Bradford.

No members of staff were paid £60,000 or more. The highest salary was £31,834 and in the interest of openness and transparency, our highest salary for 2020 was £30,781.

**4. Net income/ (expenditure) for the year  
is stated after charging:**

	2021	2020
	£	£
Directors' remuneration	Nil	Nil
Depreciation	11,878	15,147

**APB Ethical Standards**

In common with many other charities of our size and nature we use our accountant to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements and payroll. Payment for none audit services totalled £3,105 (2020: £3,161).

The charitable company is exempt from corporation tax on its charitable activities.

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31 March 2021**

**6. Tangible fixed assets**

	<u>Freehold</u> <u>Property</u> £	<u>Improvement</u> <u>to</u> <u>Property</u> £	<u>Furniture</u> <u>and</u> <u>Equipment</u> £	<u>Motor</u> <u>Vehicle</u> £	<u>Computer</u> <u>Equipment</u> £	<u>Total</u> £
<b><u>Cost</u></b>						
At 1st April 2020	189,500	172,114	108,589	15,959	32,460	518,622
Additions	-	-	-	-	-	-
Disposal	(64,500)	-	-	-	-	(64,500)
<b>At 31st March 2021</b>	<b>125,000</b>	<b>172,114</b>	<b>108,589</b>	<b>15,959</b>	<b>32,460</b>	<b>454,122</b>
<b><u>Depreciation</u></b>						
At 1st April 2020	18,950	15,069	84,846	15,959	32,460	167,284
Charge for the year	2,500	3,442	5,936	-	-	11,878
Elim on Disposal	(6,450)	-	-	-	-	(6,450)
<b>At 31st March 2021</b>	<b>15,000</b>	<b>18,511</b>	<b>90,782</b>	<b>15,959</b>	<b>32,460</b>	<b>172,712</b>
<b><u>Net Book Value</u></b>						
<b>At 31st March 2021</b>	<b>110,000</b>	<b>153,603</b>	<b>17,807</b>	<b>-</b>	<b>-</b>	<b>281,410</b>
<b>At 31st March 2020</b>	<b>170,550</b>	<b>157,045</b>	<b>23,743</b>	<b>-</b>	<b>-</b>	<b>351,338</b>

	<b>2021</b>	<b>2020</b>
	£	£
<b>7. Debtors</b>		
Trade debtors	3,092	4,654
Prepayments	605	569
	<u>3,697</u>	<u>5,223</u>

	<b>2021</b>	<b>2020</b>
	£	£
<b>8. Creditors: amounts falling due within one year</b>		
Trade creditors	2,894	5,074
Accruals and deferred income	12,647	12,975
Social Security and other tax	1,598	3,064
Bank loan & overdraft	5,399	21,982
Other creditors	3,565	3,990
	<u>26,103</u>	<u>47,085</u>

**Buttershaw Christian Family Centre Limited**

**Notes to the Financial Statements (continued)**

**For the year ended 31st March 2021**

**9. Creditors: amount falling due after  
more than one year**

	2021	2020
	£	£
Bank loans - 1-2 years	5,399	5,399
Bank loans - 2-5 years	16,197	16,197
Bank loans more than 5 years	46,492	96,118
	<u>68,088</u>	<u>117,714</u>

**10. Analysis of net assets between funds**

	<u>General</u> <u>Funds</u> £	<u>Restricted</u> <u>Funds</u> £	<u>Total</u> £
Tangible fixed assets	281,410	-	281,410
Current assets	30,250	5,752	36,002
Current liabilities	( 26,103)	-	( 26,103)
Long term liabilities	( 68,088)	-	( 68,088)
<b>Net assets at 31st March 2021</b>	<u>217,469</u>	<u>5,752</u>	<u>223,221</u>

**Buttershaw Christian Family Centre Limited**

**Report of the Independent Examiner to the Trustees on the Accounts**  
**For the year ended 31st March 2021**

I report on the accounts of the Company for the year ended 31 March 2021, which are set out on pages 1 to 14.

**Responsibilities and basis of report**

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

**Independent Examiners Statement**

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

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

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act: or
- 2 the accounts do not accord with those records: or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any 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 (FRS102)

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

  
.....  
Samantha Sutcliffe FCCA

Torevell Dent Limited  
1 - 3 St. Anns's Place  
Pellon Lane, Halifax

Date 15/10/21  
.....

**Buttershaw Christian Family Centre Limited**

**Income and Expenditure Account**  
**For the year ended 31st March 2021**

	Year End 2021		Year End 2020	
	£	£	£	£
<b>Income</b>				
Grants and donations		40,173		82,898
Income from operating activities		440,193		619,850
Activities for generating funds		1,426		3,691
Rental income		2,735		5,400
Government Corona Virus Grants		169,838		-
		<u>654,365</u>		<u>711,839</u>
<b>Expenditure</b>				
Fundraising	1,735		336	
Salaries and national insurance	503,553		564,992	
Project expenditure and consumables	30,300		30,642	
Rent	12,000		9,000	
Rates and water	3,584		8,654	
Insurance	6,526		7,273	
Light and heat	10,575		13,870	
Repairs and maintenance	25,730		15,801	
Equipment - small items and resources	562		571	
Cleaning	3,624		2,453	
Staff expenses, motor and travelling	7,713		9,081	
Training	2,188		1,211	
Postage and stationery	2,548		2,280	
Telephone and internet costs	4,297		3,330	
Professional charges	3,554		4,074	
Accountancy	4,450		4,607	
Bank charges	958		1,656	
Depreciation	11,878		15,147	
Bad debt	298		(698)	
Mortgage interest	3,735		5,225	
Profit on sale of property	(12,950)		-	
		<u>626,858</u>		<u>699,505</u>
<b>Net income(expenditure) for the year</b>		<u><u>27,507</u></u>		<u><u>12,334</u></u>

This does not form part of the statutory accounts