

Otley Road and Undercliffe Community Works

Charity number 1109010

A company limited by guarantee number 05262323

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

Otley Road and Undercliffe Community Works

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Otley Road and Undercliffe Community Works

Trustees' report for the year ended 31 March 2024

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

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

Name	Position	Dates
Rhys North - Community Partner North Wing Trust	Chair/Treasurer	
Judy White - Resident		
Sue Mearns - Resident		Resigned 23 April 2024
Janet Naylor - Community Partner PCC		
Rosie Fairhurst - Community Partner PCC		
Rebecca Exley - Professional working locally		Resigned 24 September 2024
Nabila Begum - Resident		
Samia Naseer - Resident		Appointed 1 August 2023
Shahnaz Afrin - Resident		Appointed 1 August 2023

Company secretary

Jane Lees

Senior Management Team

Jane Lees	Chief executive officer
Sandra Walker	Nursery manager

Charity number

1109010

Registered in England and Wales

Company number

05262323

Registered in England and Wales

Registered and principal address

Undercliffe Lane
Otley Road
West Yorkshire
BD3 0DW

Bankers

The Co-operative Bank
P.O. Box 250
Delf House
Southway
Skelmerdale WN8 6WT

Independent examiner

Cresswells Accountants (UK) Limited

12 Market Street
Hebden Bridge
West Yorkshire HX7 6AD

Structure, governance and management

The charity is a company limited by guarantee, incorporated on 18 October 2004 and registered as a charity on 12 April 2005. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The resident trustees of the charity are appointed by nomination and election and the community partners are appointed by St Augustine's PCC, North Wing Trust and user groups.

Otley Road and Undercliffe Community Works

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

Structure, governance and management continued

Recruitment and appointment of the directors

The directors of the company are also charity trustees for the purposes of charity law and under the company's articles are known as members of the company. Under the requirements of the memorandum and articles of association, the directors of the company serve for a period of three years. The six resident directors are elected and the community partner directors are nominated by the partner organisations. The membership of the company is comprised of up to: 6 resident members and 11 community partner company members. The community partner members will be nominated from: user groups or organisations based in Community Works premises (4), North Wing Trust (1), professionally qualified (1), professional with relevant skills living/working locally (1), St Augustine's PCC (4).

In seeking to appoint directors the company will take into account its Equality & Diversity Policy, people with skills in and experience and understanding of working in the public, private and voluntary sectors. Also an appropriate mix of gender, ethnicity and age.

Trustee/Directors induction and training

The following training has been undertaken by directors: roles and responsibilities of management committees, policies and procedures including safeguarding and equality and diversity, employment law, terms of reference for committees. New directors will be asked to attend an appropriate induction training to familiarise themselves with the charity and the context within which it operates and also to be aware of the responsibilities under company and charity law. A copy of the memorandum and articles and the latest financial accounts have been given to directors.

Relationship and co-operation with other organisations

We continued to partner with St Augustine's Church in supporting UASC. We have worked with The Friends of Peel Park to raise the profile of the park, improve opportunities for play and increase activity through joint events. During the year we established closer working relationships with Bradford Children and Families Trust and Bradford Council in our joint approach to meeting the needs of children and families. We continue to partner with Bradford College, Shipley College and Hive to meet local need. We have developed a new partnership with HALE and Cafe West which will impact our future delivery. We also have a new partnership with DWP supporting adults into employment. We continue to partner with the Feeding Bradford & Keighley Network. We have an excellent partnership with InnChurches and Food Savers which has enabled us to launch a Community Food Market from April 2023. We also did some amazing creative projects with Cecil Green Arts, producing a massive puppet for the GGT23.

Risk Management

The charity has conducted a review of the major risks to which the charity is exposed which have been recorded on the Risk Register. It has implemented the necessary procedures to comply with health and safety requirements for staff, volunteers, people who use Community Works and visitors to the centre. The Risk Register is regularly reviewed on a six monthly basis and the procedure is reviewed annually; or as required and updated as appropriate.

Objectives and activities

The charity's objects

To promote, for the benefit of the public, urban regeneration in areas of social and economic deprivation, in particular for the benefit of the BD3 area and its local community in Bradford.

Otley Road and Undercliffe Community Works

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

Objectives and activities continued

The charity's aims

Community Works has refreshed the aims of the organisation in recent years and expects to impact in its neighbourhood in four key areas:-

- i) Building social cohesion through bringing together individuals and changing communities. Seeking to understand each other and celebrating our differences, leading to a thriving neighbourhood.
- ii) To equip people with skills, knowledge, confidence and resilience to enable them to meet their needs and discover new solutions.
- iii) Work together with children, young people, adults and older people to encourage routes to improve life chances.
- iv) To be a community resource that promotes good health and well-being.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular have considered how planned activities will contribute to the aims and objectives they have set.

Achievements and performance

We consult with as many local families as possible, including those who do not use the centre, about the activities provided. The centre is also working to get local people involved in running the activities.

Community Project

Community Works has undertaken a range of activities which continue to fulfil the objects of the charity and build on the success of work undertaken previously. Our focus has continued to be with adults who particularly need our support to improve their skills in speaking English and developing their confidence. This year we have undertaken the following community project activities:

Community Project Workers in partnership with volunteers deliver basic ESOL classes throughout the week and those attending Job Club are expected to attend either these classes or other activities we deliver that will increase their confidence; thereby increasing people's independence and ability to secure employment.

We are very pleased to have Shipley College delivering 5 ESOL classes offering the opportunity for people to gain accreditation.

Our Job Club initiative has gradually developed and we have continued to help some local people obtain employment. During the financial year we secured further funding from UKSPF towards this work.

Over the year we have continued to offer support to those struggling with the cost of living crisis through our foodbank. During the year we secured HSF which is government funding to provide food for those in need. We have seen a massive demand for this support and at times this has been a challenge. Our partnership with Foodsavers (InnChurches) enabled us to start a Community Food Market which has been a huge success, enabling local people to become members and access affordable food while still paying their way.

We have continued to deliver Driving Theory classes which are delivered online.

We provide benefits advice in partnership with Family Action.

Community Project Workers have also continued to work with Refugees and Asylum Seekers notably through one to one support, our involvement in Refugee Week and continued partnership with HIVE.

Our Women's Group continues to be very popular, helping build confidence and reduce loneliness, as well as bring people together from different backgrounds. During the year we did some beautiful work with Cecil Green Arts, including Enki - a massive puppet that was the centre piece at the Great Get Together End of Refugee Week Celebration in Peel Park. Producing beautiful lantern cups for the Lantern Parade in Lister Park, which was held in October 2023.

Our work with intercepted food has continued and we offer food that we can't use to families via the foodbank.

Otley Road and Undercliffe Community Works

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

Achievements and performance continued

Community Project continued

We worked closely with Bradford Children and Families Trust who were responsible for co-ordinating services from our building with a focus on families with children up to 19 years.

Better Start Bradford projects have continued to be delivered, offering some parenting support.

We also delivered Zumba in partnership with Happy Healthy You.

During the year we worked with 741 adults (15% higher than the previous year) over 1,284 sessions, with a total of 8,891 attendances (30% higher than the previous year). This doesn't include attendees accessing sessions hosted by Community Works but delivered by Bradford Children and Families Trust or Better Start

Adult Learning

During this period we worked in partnership with Bradford College to deliver basic skills in English and Maths and IT Classes. We worked with Shipley College to deliver ESOL.

Day Nursery

Our setting continues to offer the highest standards – with a view to always improving. Ofsted graded us as Outstanding in November 2017, and on 31 October 2023 Ofsted inspected and awarded us Outstanding again. The report was incredibly positive and the inspector said that we are an exemplar for other settings. We offer fifty six places which were mostly filled throughout the year with children from the immediate area and continue to offer high quality education and care and maintain our good reputation in the local community. The Nursery continued to do well during the period however occupancy rates were not as high as we would have liked, largely due to the lack of support to identify 2 year olds from Bradford Council, who have reduced resources. The mix of children from a variety of backgrounds has continued. During the year we continued to deliver Two Year Old Offer places supporting children to get the very best start in life through high quality childcare provision. We use the Learning Journal programme which allows practitioners to track children's progress and this can also include parent's contributions.

The Friendship Centre

Activities for older people include the provision of day centre services in conjunction with Bradford Social Services and opportunities for volunteering. The Centre is open on Thursdays for up to 20 older people and offers a mix of activities including a hot meal, transport, bingo, intergenerational activities within the centre, exercise and a variety of entertainment. The Centre strives to offer an imaginative programme which stimulates challenges, informs, introduces new experiences and meets the needs identified by attendees as well as providing an opportunity for social interaction and support for older people who are fragile and socially isolated. We are also delighted to see a more diverse mix of older people attending the provision and that the provision is almost full.

Children's Project

During the period 238 children were involved in activities including Homework clubs, After School clubs, Holiday Playschemes and opportunities offered for volunteering.

This project is financially supported by BBC Children in Need and JU:MP, however both funding streams have now ended. During the year we reduced our programme delivering 7 sessions across the week including Saturdays. The provision of meals within both term time and holiday sessions has proved very successful both in terms of numbers and the fact that children now have access to healthy meals on a regular basis. We have continued to deliver successful HAF programmes for children entitled to free school meals during the Easter and Summer holidays.

UASC

Our partnership with St Augustine's has continued until August 2023, providing activities for young people aged 16-18 who are Unaccompanied Asylum Seeking Children. This work came to a natural end having supported 59 young people over the life of the project, having met the intended aims.

Otley Road and Undercliffe Community Works

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

Achievements and performance continued

Other Activities

During the year we have continued to participate in the local area, jointly organising the Great Get Together End of Refugee Week Celebration in Peel Park.

Volunteering

The Board of Directors acknowledges the huge amount of time and energy given to projects by volunteers and is extremely grateful for their support. Volunteers have made a significant contribution to many of the activities at Community Works as well as assisting with general help and care. The success of the many projects has been achieved in large measure due to the contribution of local people. The Friendship Centre and the children's work would not be able to run without the huge input from volunteers. This is also true of the ESOL beginner's classes and the foodbank. Had this high level of volunteers involvement not taken place it is estimated the charity would have incurred significant further costs or at times not been able to run activities.

Financial review

The charity's income is a mixture of restricted funds from grants for specific projects and costs and unrestricted funds from rental income. The major sources of restricted funding are from: Bradford Early Years, Childcare and Adult Services. A projected budget for the next three years is in place and the work of generating finance continues.

The total income for the period was £441,113 (2023 - £411,176) which was made up of unrestricted funds of £90,334 (2023 - £60,127) and restricted funds of £350,779 (2023 - £351,049). Total costs for the period were £560,484 (2023 - £534,172). The unrestricted fund carried forward is £822,048 (2023 - £907,697) and the restricted fund carried forward is £11,070 (2023 - £44,792).

Reserves policy

In June 2024 the Board reviewed its Reserves Policy in conjunction with the production of a three year financial plan. As part of this review the Board agreed that unrestricted funds, adjusted to exclude the net book value of the building, should be maintained at a level which enabled activities to be funded between a lower target of a minimum period of six months and an upper target of 12 months budgeted expenditure, together with an allowance for dissolution costs - as at March 2024 this would represent target reserves of between £310,000 and £496,000. The Board recognises that its current level of unrestricted funds of £598,997 exceeds this level but is committed to monitoring its financial plan to manage its level of unrestricted funds to this level. In order to achieve this target level of unrestricted reserves the Board has deliberately set deficit budgets in recent years and for the next financial year.

In recognition of its lease responsibilities the Board has established a provision for dilapidation costs associated with the property lease.

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

The charity's free reserves, excluding fixed assets, at the year end were £598,997.

Otley Road and Undercliffe Community Works

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

Future Plans

As shown in our report on our achievements and performance the charity has continued to provide a wide range of services to the community that it serves. During the year the Board has taken the opportunity to review its strategic aims with a view to confirming whether they are still applicable. This review confirmed that we felt that the services we are delivering did serve the BD3 community although we remained open to providing new services where the need arose and funding was available. In particular the Board is keen to explore partnership working opportunities going forward where it will benefit the community we seek to serve.

The Board has continued to keep its financial plans under careful review. In recent years, as a result of deliberate planning, the charity has reduced its level of unrestricted reserves with the objective being to manage them to within its target range of reserves. By the end of 2024/2025 the Board anticipates its level of unrestricted reserves will have reduced to just above the charity's upper reserves target of £496,000. Given this the Board will be carefully reviewing its financial plans post March 2025 with a view to ensuring its finances can be managed sustainably going forwards. The Board recognises that the financial climate it faces is challenging both in terms of inflationary cost pressures and reduced funding opportunities.

We look forward to celebrating our 20th anniversary later this year and, notwithstanding the above mentioned financial challenges, the Board remains confident that Community Works can continue to provide services that will make a real difference to the BD3 community.

Otley Road and Undercliffe Community Works

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

Statement of trustees' responsibilities

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

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

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

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

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

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

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

Approved by the board of trustees on 26/11/2024

Signed  (Trustee)

Name: RHYS NORTH

Otley Road and Undercliffe Community Works

Independent examiner's report to the trustees of Otley Road and Undercliffe Community Works

I report on the accounts of the charitable company for the year ended 31 March 2024, which are set out on pages 10 to 15.

Responsibilities and basis of report

As the charity's trustees of the Company (and 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 examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of the ICAEW 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 in this report in order to enable a proper understanding of the accounts to be reached.



John Dakin
ICAEW
Cresswells
12 Market Street
Hebden Bridge
West Yorkshire
HX7 6AD

Date:

Otley Road and Undercliffe Community Works
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants and donations	(2)	-	350,779	350,779	351,049
Rental Income		58,691	-	58,691	50,780
Bank Interest		18,892	-	18,892	7,291
Other Income		12,751	-	12,751	2,056
Total income		90,334	350,779	441,113	411,176
Expenditure on:					
Salaries NI and pensions	(3)	86,925	314,051	400,976	395,074
Payroll charges		453	1,156	1,609	1,699
Staff development		1,199	679	1,878	487
Recruitment		219	422	641	739
Food		32	28,594	28,626	10,019
Materials and activities		1,158	10,890	12,048	7,391
Building maintenance		876	9,808	10,684	14,657
Rates		273	1,880	2,153	2,808
Utilities		3,200	9,751	12,951	11,321
Printing, postage and stationery		1,600	-	1,600	893
Computer costs		1,925	-	1,925	555
Telephone		1,425	750	2,175	5,608
Publications and subscriptions		566	420	986	1,715
Equipment		-	-	-	120
Insurance		1,796	3,400	5,196	4,955
Governance and audit		3,176	-	3,176	1,600
Legal and professional fees		5,395	-	5,395	5,316
Depreciation		54,384	-	54,384	54,384
Sinking Fund		11,304	-	11,304	11,304
Service providers		77	2,700	2,777	3,527
Total expenditure		175,983	384,501	560,484	534,172
Net income / (expenditure)		(85,649)	(33,722)	(119,371)	(122,996)
Transfers between funds		-	-	-	-
Net movement in funds		(85,649)	(33,722)	(119,371)	(122,996)
Fund balances brought forward		907,697	44,792	952,489	1,075,485
Fund balances carried forward	(4)	822,048	11,070	833,118	952,489

All incoming resources and resources expended derive from continuing activities.

Otley Road and Undercliffe Community Works

Balance sheet

as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 303,882	-	303,882	358,266
Total fixed assets	<u>303,882</u>	<u>-</u>	<u>303,882</u>	<u>358,266</u>
Current assets				
Stock	-	-	-	-
Debtors and prepayments	(6) 16,402	-	16,402	29,915
Cash at bank and in hand	(7) 591,544	11,070	602,614	642,534
Total current assets	<u>607,946</u>	<u>11,070</u>	<u>619,016</u>	<u>672,449</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 8,949	-	8,949	8,699
Total current liabilities	<u>8,949</u>	<u>-</u>	<u>8,949</u>	<u>8,699</u>
Net current assets / (liabilities)	<u>598,997</u>	<u>11,070</u>	<u>610,067</u>	<u>663,750</u>
Total assets less current liabilities	<u>902,879</u>	<u>11,070</u>	<u>913,949</u>	<u>1,022,016</u>
Provisions for liabilities	(9) 80,831	-	80,831	69,527
Net assets	<u>822,048</u>	<u>11,070</u>	<u>833,118</u>	<u>952,489</u>
Funds				
Unrestricted funds				
General unrestricted funds	816,441	-	816,441	907,697
Designated funds	(10) 5,607	-	5,607	-
Unrestricted funds	<u>822,048</u>	<u>-</u>	<u>822,048</u>	<u>907,697</u>
Restricted funds	-	11,070	11,070	44,792
Total funds	<u>822,048</u>	<u>11,070</u>	<u>833,118</u>	<u>952,489</u>

For the year ending 31 March 2024 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

The financial statements were approved by the board of trustees on 26/11/2024

Signed:  (Trustee)

Name: Rhys North

Otley Road and Undercliffe Community Works

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of accounting

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

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

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

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

Going concern

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

Incoming resources

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

Grants and donations

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

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

Expenditure and liabilities

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

Taxation

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

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Upgrade of landlord's property: term of lease

Fixtures & fittings: over 3 and 5 years

Computer equipment: over 3 years

Pensions

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

Fund accounting

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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

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

Otley Road and Undercliffe Community Works
Notes to the accounts continued
for the year ended 31 March 2024

2 Grants and donations

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Metropolitan District Council (BMDC)	-	326,149	326,149	266,509
Community Action Bradford & District	-	2,000	2,000	-
Feeding Britain	-	625	625	-
Five Lane Community Partnership	-	1,970	1,970	-
National Lottery Community Fund (NLCF)	-	12,000	12,000	-
UKSPF	-	8,035	8,035	3,000
BBC Children in Need	-	-	-	51,427
Groundworks ESF	-	-	-	19,951
JU:MP2	-	-	-	8,162
The Neighbourly	-	-	-	2,000
	<u>-</u>	<u>350,779</u>	<u>350,779</u>	<u>351,049</u>

3 Staff costs and numbers

	2024	2023
	£	£
Gross salaries	361,600	356,344
Social security costs	19,325	18,842
Pensions	20,051	19,888
	<u>400,976</u>	<u>395,074</u>

The average number of employees during the year was 21, being an average of 15 full time equivalent (2023: 23 WTE, 15 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2024	2023
	£	£
Costs of the scheme to the charity for the year	20,051	19,888

4 Restricted funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BBC Children in Need	15,916	-	16,566	3,000	2,350
BBC Children in Need UASC	11,636	-	8,636	(3,000)	-
BDMC Great Get Together	-	587	587	-	-
BMDC Day Nursery	-	256,331	256,331	-	-
BMDC Health & Wellbeing	-	11,154	11,154	-	-
BMDC Community Buildings	-	4,000	4,000	-	-
HAFP	4,032	19,008	17,962	-	5,078
HSF	1,950	35,069	37,019	-	-
JU:MP	6,586	-	6,586	-	-
The Neighbourly	1,672	-	-	-	1,672
UKSPF	3,000	8,035	11,035	-	-
Five Lane Community Partnership	-	1,970	-	-	1,970
NLCF	-	12,000	12,000	-	-
CABAD Start for Life	-	2,000	2,000	-	-
Feeding Britain	-	625	625	-	-
	<u>44,792</u>	<u>350,779</u>	<u>384,501</u>	<u>-</u>	<u>11,070</u>

For fund descriptions see next page

Otley Road and Undercliffe Community Works

Notes to the accounts continued

for the year ended 31 March 2024

4 Restricted funds continued

Fund name	Purpose of restriction
BBC Children in Need	Staff costs for our After School & Holiday play scheme
BBC Children in Need UASC	To support unaccompanied Asylum Seekers aged 16 to 18
BDMC Great Get Together	To support the Great Get Together at Peel Park
BMDC Day Nursery	For the provision of our 56 place nursery
BMDC Health & Wellbeing	To support older people with their health and wellbeing through activities
BMDC Community Buildings	To support the running costs of the Centre.
HAFF	To deliver holiday play schemes
HSF	To provide food support for those struggling with the cost-of-living crisis
JU:MP	To encourage inactive children to become active
The Neighbourly	To provide food support for those struggling with the cost-of-living crisis
UKSPF	To provide support concerning the impact of cost of living pressures.
Five Lane Community Partners	To provide a range of physical activities for inactive children & adults.
NLCF	To provide food support for those struggling with the cost-of-living crisis
CABAD Start for Life	To engage with families 0-3 and consult on their views
Feeding Britain	To deliver a holiday play scheme

5 Tangible assets

	Landlord's property	Computer equipment	Fixtures & fittings	Office equipment	Total
Cost	£	£	£	£	£
At 1 April 2023	1,188,948	34,943	97,148	7,113	1,328,152
Additions	-	-	-	-	-
At 31 March 2024	1,188,948	34,943	97,148	7,113	1,328,152
Depreciation					
At 1 April 2023	832,632	32,993	97,148	7,113	969,886
Charge for year	53,844	540	-	-	54,384
At 31 March 2024	886,476	33,533	97,148	7,113	1,024,270
Net book value					
At 31 March 2024	302,472	1,410	-	-	303,882
At 31 March 2023	356,316	1,950	-	-	358,266

6 Debtors and prepayments

	2024	2023
	£	£
Debtors	-	20
Prepayments	6,186	5,552
Accrued income	10,216	4,343
Other debtors	-	20,000
	<u>16,402</u>	<u>29,915</u>

Otley Road and Undercliffe Community Works
Notes to the accounts continued
for the year ended 31 March 2024

7 Cash at bank and in hand	2024	2023
	£	£
Current and deposit bank accounts	602,604	642,409
Cash in hand	10	125
	<u>602,614</u>	<u>642,534</u>

8 Creditors and accruals	2024	2023
	£	£
Creditors	1,044	1,458
Accruals	5,966	5,198
Deferred income	-	267
Other creditors	1,939	1,776
	<u>8,949</u>	<u>8,699</u>

9 Provisions for liabilities	2024	2023
	£	£
Dilapidations fund	80,831	69,257
	<u>80,831</u>	<u>69,257</u>

					270
10 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Community Food Market	-	6,574	967	-	5,607
	-	6,574	967	-	5,607

Fund name	Reason for designation
Community Food Market	To ringfence food market contributions for the food support costs.

11 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

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

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £53,978 (previous year: £51,502).

Related party disclosures

The Bradford Diocesan Board of Finance (Trustees of the North Wing Trust), as landlords of the property, are entitled to appoint a representative to the Board of the company.

12 Legal charge

A legal charge has been placed on the lease for the Community Works property by the funders. The lease is with the Bradford Diocesan Board of Finance (North Wing Trust) for a period of twenty five years starting in October 2005.

Otley Road and Undercliffe Community Works

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

	2024	2023	2024	2023	2024	2023
	Unrestricted	Unrestricted	Restricted	Restricted	Total	Total
	funds	funds	funds	funds	funds	funds
	£	£	£	£	£	£
Income						
Grants and donations	-	-	350,779	351,049	350,779	351,049
Rental Income	58,691	50,780	-	-	58,691	50,780
Bank Interest	18,892	7,291	-	-	18,892	7,291
Other Income	12,751	2,056	-	-	12,751	2,056
Total income	90,334	60,127	350,779	351,049	441,113	411,176
Expenditure						
Salaries NI and pensions	86,925	82,449	314,051	312,625	400,976	395,074
Payroll charges	453	794	1,156	905	1,609	1,699
Staff development	1,199	91	679	396	1,878	487
Recruitment	219	382	422	357	641	739
Food	32	416	28,594	9,603	28,626	10,019
Materials and activities	1,158	1,225	10,890	6,166	12,048	7,391
Building maintenance	876	14,644	9,808	13	10,684	14,657
Rates	273	2,808	1,880	-	2,153	2,808
Utilities	3,200	11,321	9,751	-	12,951	11,321
Printing, postage and stationery	1,600	871	-	22	1,600	893
Computer costs	1,925	555	-	-	1,925	555
Telephone	1,425	5,602	750	6	2,175	5,608
Publications and subscriptions	566	800	420	915	986	1,715
Equipment	-	-	-	120	-	120
Insurance	1,796	4,955	3,400	-	5,196	4,955
Governance and audit	3,176	1,600	-	-	3,176	1,600
Legal and professional fees	5,395	5,316	-	-	5,395	5,316
Depreciation	54,384	54,384	-	-	54,384	54,384
Sinking Fund	11,304	11,304	-	-	11,304	11,304
Service providers	77	-	2,700	3,527	2,777	3,527
Total expenditure	175,983	199,517	384,501	334,655	560,484	534,172
Net income / (expenditure)	(85,649)	(139,390)	(33,722)	16,394	(119,371)	(122,996)
Transfers between funds	-	4,473	-	(4,473)	-	-
Net movement in funds	(85,649)	(134,917)	(33,722)	11,921	(119,371)	(122,996)
Fund balances brought forward	907,697	1,042,614	44,792	32,871	952,489	1,075,485
Fund balances carried forward	822,048	907,697	11,070	44,792	833,118	952,489

