

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 2025

Otley Road and Undercliffe Community Works

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

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Otley Road and Undercliffe Community Works

Trustees' report for the year ended 31 March 2025

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	
Raza Khan		Appointed 4 February 2025
Judy White - Resident		
Sue Mearns - Resident		Resigned 25 June 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		
Shahnaz Afrin - Resident		

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 2025

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

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 Calderdale College to meet local need. Our new partnership with HALE and Cafe West has now been established with additional input at Communityworks and enhanced activity with a focus on engaging those that are isolated and not involved in their local community. We have continued our partnership with DWP supporting adults into employment and gained a new partner Brathay Trust. We continue to partner with the Feeding Bradford & Keighley Network. We have an excellent partnership with Bradford Council, InnChurches and Food Savers which has enabled us to continue and enhance our Community Food Market. We have continued to work with The Friends of Peel Park to raise the profile of the park, improve opportunities for play and increase activity through joint events. We also continued to link with HIVE and have secured funding to continue and enhance our work with asylum seekers and refugees.

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 objectives

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 2025

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 and our outreach work has been enhanced this year as we began our 5 year Lottery Project in partnership with HALE and Cafe West. The centre is also working to get local people involved in running the activities and a number of volunteers have moved into employment with our support. During the year we celebrated our official 20th Birthday which was a chance to reflect on the massive impact that has been achieved over the years. We also recognised the long service of so many of our team.

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 6 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 via Groundwork towards this work and exceeded our targets in terms of the support especially by offering work experience. We have also continued to support people one to one with our Information sessions which are invaluable. 16 people secured employment during the year with our support.

Over the year we have continued to offer support to those struggling with the cost of living crisis through initially our foodbank and then the Community Food Market. During the year we secured further HSF which is government funding to provide food for those in need. Our partnership with Foodsavers (InnChurches) enabled us to continue the 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.

Otley Road and Undercliffe Community Works

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

Achievements and performance continued

Community Project continued

Our Women's Group continues to be very popular, helping build confidence and reduce loneliness, as well as bring people together from different backgrounds.

Our Community Project Workers continue to reach out to the community through door knocking to make sure that those new to the area are aware of our opportunities.

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 767 adults (slightly higher than the previous year (741)) over 1,288 sessions, with a total of 9,834 attendances (11% 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 projects.

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 and Calderdale College to deliver Health & Social Care and Childcare courses. All are accredited courses meaning we are significantly improving adult education locally. 85 adults secured an accredited qualification within the academic year.

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. Over the period 36 different older people accessed the daycare provision.

Otley Road and Undercliffe Community Works

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

Achievements and performance continued

Children's Project

During the period 249 children were involved in activities including After School clubs, Holiday Playschemes and this is an increase; despite a reduction in the number of sessions delivered.

This project was financially supported by some remaining BBC Children in Need funding, HAF from the D of E via Bradford Council and our own reserves. During the year we reduced our programme delivering 3 sessions 2 on Fridays and 1 on Saturdays. The provision of meals within 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 had identified this a real issue through our conversations with children. We have continued to deliver successful HAF programmes for children entitled to free school meals during the Easter and Summer holidays, as well as open sessions in half term holidays.

Uniting Communities

We are delighted that our partnership Lottery Bid with HALE and Café West has secured 5 years of investment in encouraging those that do not participate in their local community to get involved. The aim of the project is to increase engagement particularly of those over 40 to increase their confidence, health and wellbeing and participation.

Other Activities

During the year we have continued to participate in the local area, supporting 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 and nursery contract income. 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 £589,978 (2024 - £441,113) which was made up of unrestricted funds of £390,106 (2024 - £346,665) and restricted funds of £199,872 (2024 - £94,448). Total costs for the period were £535,525 (2024 - £560,484). The unrestricted fund carried forward is £876,632 (2024 - £822,048) and the restricted fund carried forward is £10,939 (2024 - £11,070).

Otley Road and Undercliffe Community Works

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

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 £630,807 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 £630,807.

Future Plans

As shown in our report on our achievements and performance it is really pleasing to see how the charity has continued to provide a wide range of services to the community that we seek to serve. Particularly pleasing has been the increased work being undertaken in partnership with other local organisations as demonstrated in the work undertaken alongside HALE and Cafe West in the Uniting Communities project and via the links we have developed with Bradford, Shipley and Calderdale Colleges to enable increased access to adult learning courses. As a Board we will continue to seek partnership working opportunities wherever it makes sense for the community we serve.

The Board has continued to keep its financial plans under 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. Whilst in the year ending 31 March 2025 our reserves increased by a relatively small amount just under £32,000, the trustees continue to plan to reduce the charity's reserves to within its target range of reserves. The Board anticipates its level of unrestricted reserves will have reduced to just below its upper reserves target of £496,000 during 2027. Given this, the Board will be carefully reviewing its financial plans post March 2026 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 were delighted to celebrate our 20th anniversary in October 2024 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 2025

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 ... 25/11/25

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 2025, 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: 25/11/2025

Otley Road and Undercliffe Community Works
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					
Grants and donations	(2)	-	199,872	199,872	94,448
Contract income		295,235	-	295,235	256,331
Rental Income		61,678	-	61,678	58,691
Bank Interest		23,464	-	23,464	18,892
Other Income		9,729	-	9,729	12,751
Total income		390,106	199,872	589,978	441,113
Expenditure on:					
Salaries NI and pensions	(3)	317,411	60,904	378,315	400,976
Payroll charges		1,447	120	1,567	1,609
Staff development		2,516	194	2,710	1,878
Recruitment		415	55	470	641
Food		262	20,662	20,924	28,626
Materials and activities		3,992	5,196	9,188	12,048
Building maintenance		5,766	5,645	11,411	10,684
Rates		1,496	500	1,996	2,153
Utilities		4,049	8,000	12,049	12,951
Printing, postage and stationery		1,535	331	1,866	1,600
Computer costs		923	-	923	1,925
Telephone		2,265	175	2,440	2,175
Publications and subscriptions		1,458	-	1,458	986
Insurance		1,821	3,500	5,321	5,196
Governance and audit		3,000	-	3,000	3,176
Legal and professional fees		6,551	-	6,551	5,395
Depreciation		64,032	-	64,032	54,384
Sinking Fund		11,304	-	11,304	11,304
Service providers		-	-	-	2,777
Total expenditure		430,243	105,282	535,525	560,484
Net income / (expenditure)		(40,137)	94,590	54,453	(119,371)
Transfers between funds		94,721	(94,721)	-	-
Net movement in funds		54,584	(131)	54,453	(119,371)
Fund balances brought forward		822,048	11,070	833,118	952,489
Fund balances carried forward	(4)	876,632	10,939	887,571	833,118

All incoming resources and resources expended derive from continuing activities.

Otley Road and Undercliffe Community Works **Balance sheet**

as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	337,961	-	337,961	303,882
Total fixed assets		<u>337,961</u>	<u>-</u>	<u>337,961</u>	<u>303,882</u>
Current assets					
Debtors and prepayments	(6)	23,952	-	23,952	16,402
Current asset investments	(7)	541,359	-	541,359	521,979
Cash at bank and in hand	(8)	76,483	10,939	87,422	80,635
Total current assets		<u>641,794</u>	<u>10,939</u>	<u>652,733</u>	<u>619,016</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(9)	10,987	-	10,987	8,949
Total current liabilities		<u>10,987</u>	<u>-</u>	<u>10,987</u>	<u>8,949</u>
Net current assets / (liabilities)		<u>630,807</u>	<u>10,939</u>	<u>641,746</u>	<u>610,067</u>
Total assets less current liabilities		<u>968,768</u>	<u>10,939</u>	<u>979,707</u>	<u>913,949</u>
Provisions for liabilities	(10)	92,136	-	92,136	80,831
Net assets		<u>876,632</u>	<u>10,939</u>	<u>887,571</u>	<u>833,118</u>
Funds					
Unrestricted funds					
General unrestricted funds		865,096	-	865,096	816,441
Designated funds	(11)	11,536	-	11,536	5,607
Unrestricted funds		<u>876,632</u>	<u>-</u>	<u>876,632</u>	<u>822,048</u>
Restricted funds		-	10,939	10,939	11,070
Endowment funds					
Total funds		<u>876,632</u>	<u>10,939</u>	<u>887,571</u>	<u>833,118</u>

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

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

The financial statements were approved by the board of trustees on 25/11/25

Signed [Signature] (Trustee)

Name: RYYS NORTH

Otley Road and Undercliffe Community Works

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

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

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

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

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 2025

2 Grants and donations

	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Bradford Metropolitan District Council (BMDC)	-	66,493	66,493	326,149
Community Action Bradford & District (CABAD)	-	2,500	2,500	2,000
Five Lane Community Partnership	-	750	750	1,970
Groundwork UK	-	124,721	124,721	
Uniting Communities	-	5,408	5,408	
Feeding Britain	-			625
National Lottery Community Fund (NLCF)	-			12,000
UKSPF	-			8,035
	-	199,872	199,872	350,779
				-256,331

3 Staff costs and numbers

	2025 £	2024 £
Gross salaries	340,987	361,600
Social security costs	18,102	19,325
Pensions	19,226	20,051
	378,315	400,976

The average number of employees during the year was 21, being an average of 14 full time equivalent (2024:22 WTE, 15 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2025 £	2024 £
Costs of the scheme to the charity for the year	19,226	20,051

4 Restricted funds

	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BBC Children in Need	2,350	-	2,350	-	-
BMDC Day Nursery	-	-	-	-	-
BMDC Health & Wellbeing	-	11,918	11,918	-	-
BMDC Community Buildings	-	6,600	6,600	-	-
Groundwork	-	94,721	-	(94,721)	-
Groundwork HSF	-	30,000	30,000	-	-
HAFP	5,078	22,200	21,716	-	5,562
HSF	-	25,775	25,775	-	-
Health and Wellbeing	-	750	-	-	750
The Neighbourly	1,672	-	-	-	1,672
Uniting Communities	-	5,408	2,453	-	2,955
Five Lane Community Partnershi	1,970	-	1,970	-	-
CABAD Start for Life	-	2,500	2,500	-	-
	11,070	199,872	105,282	(94,721)	10,939

Fund descriptions are on the next page.

Otley Road and Undercliffe Community Works

Notes to the accounts continued

for the year ended 31 March 2025

4 Restricted funds continued

Fund name	Purpose of restriction
BBC Children in Need	Staff costs for our After School & Holiday play scheme.
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.
Groundwork	
Groundwork HSF	
HAFP	To deliver holiday play schemes
HSF	To provide food support for those struggling with the cost-of-living crisis
Health and Wellbeing	To encourage inactive children to become active
The Neighbourly	To provide food support for those struggling with the cost-of-living crisis
Uniting Communities	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.
CABAD Start for Life	To engage with families 0-3 and consult on their views

5 Tangible assets

	Landlord's property	Computer equipment	Fixtures & fittings	Office equipment	Total
Cost	£	£	£	£	£
At 1 April 2024	1,188,948	34,943	97,148	7,113	1,328,152
Additions	-	-	98,111	-	98,111
At 31 March 2025	1,188,948	34,943	195,259	7,113	1,426,263
Depreciation					
At 1 April 2024	886,476	33,532	97,148	7,113	1,024,270
Charge for year	53,844	540	9,648	-	64,032
At 31 March 2025	940,320	34,072	106,796	7,113	1,088,302
Net book value					
At 31 March 2025	248,628	871	88,463	0	337,961
At 31 March 2024	302,472	1,411	-	-	303,882

6 Debtors and prepayments

	2025	2024
	£	£
Debtors	2,751	
Prepayments	6,746	6,186
Accrued income	14,426	10,216
Other debtors	29	
	23,952	16,402

7 Current asset investments

	2025	2024
	£	£
Cash equivalents on deposit	541,359	521,979
	541,359	521,979

Otley Road and Undercliffe Community Works
Notes to the accounts continued
for the year ended 31 March 2025

8 Cash at bank and in hand

	2025	2024
	£	£
Cash at bank	87,412	80,625
Cash in hand	10	10
	<u>87,422</u>	<u>80,635</u>

9 Creditors and accruals

	2025	2024
	£	£
Creditors	1,985	1,044
Accruals	7,226	5,966
Other creditors	1,776	1,939
	<u>10,987</u>	<u>8,949</u>

10 Provisions for liabilities

	2025	2024
	£	£
Dilapidations fund	92,136	80,831
	<u>92,136</u>	<u>80,831</u>

11 Designated funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Community Food Market	5,607	6,047	118	-	11,536
	<u>5,607</u>	<u>6,047</u>	<u>118</u>	<u>-</u>	<u>11,536</u>

Fund name

Community Food Market

Reason for designation

To ringfence food market contributions for the food support costs.

12 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 £44,283 (previous year: £53,978).

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.

13 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 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Grants and donations	-	-	199,872	94,448	199,872	94,448
Contract income	295,235	256,331	-	-	295,235	256,331
Rental Income	61,678	58,691	-	-	61,678	58,691
Bank Interest	23,464	18,892	-	-	23,464	18,892
Other Income	9,729	12,751	-	-	9,729	12,751
Total income	390,106	346,665	199,872	94,448	589,978	441,113
Expenditure						
Salaries NI and pensions	317,411	321,419	60,904	79,557	378,315	400,976
Payroll charges	1,447	1,264	120	345	1,567	1,609
Staff development	2,516	1,854	194	24	2,710	1,878
Recruitment	415	447	55	194	470	641
Food	262	51	20,662	28,575	20,924	28,626
Materials and activities	3,992	4,739	5,196	7,309	9,188	12,048
Building maintenance	5,766	8,999	5,645	1,685	11,411	10,684
Rates	1,496	1,273	500	880	1,996	2,153
Utilities	4,049	9,200	8,000	3,751	12,049	12,951
Printing, postage and stationery	1,535	1,600	331	-	1,866	1,600
Computer costs	923	1,925	-	-	923	1,925
Telephone	2,265	1,425	175	750	2,440	2,175
Publications and subscriptions	1,458	986	-	-	1,458	986
Insurance	1,821	2,796	3,500	2,400	5,321	5,196
Governance and audit	3,000	3,176	-	-	3,000	3,176
Legal and professional fees	6,551	5,395	-	-	6,551	5,395
Depreciation	64,032	54,384	-	-	64,032	54,384
Sinking Fund	11,304	11,304	-	-	11,304	11,304
Service providers	-	77	-	2,700	-	2,777
Total expenditure	430,243	432,314	105,282	128,170	535,525	560,484
Net income / (expenditure)	(40,137)	(85,649)	94,590	(33,722)	54,453	(119,371)
Transfers between funds	94,721	-	(94,721)	-	-	-
Net movement in funds	54,584	(85,649)	(131)	(33,722)	54,453	(119,371)
Fund balances brought forward	822,048	907,697	11,070	44,792	833,118	952,489
Fund balances carried forward	876,632	822,048	10,939	11,070	887,571	833,118

