

Company registration number: 05180733

Charity registration number: 1109429

Hucknall and District Voluntary Sector Partnership

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 September 2023

Community Accounting Plus
Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Hucknall and District Voluntary Sector Partnership

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Hucknall and District Voluntary Sector Partnership

Reference and Administrative Details

Trustees	Trevor Clay
	Brenda Shelbourne
	Alberto Rovida
	John Wilkinson
	Kevin Rostance
Secretary	Trevor Clay
Senior Management Team	Rebecca Wells, Centre Co-ordinator
Charity Registration Number	1109429
Company Registration Number	05180733
Registered Office	3a Vine Terrace Hucknall Nottingham Nottinghamshire NG15 7AR
Independent Examiner	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

Hucknall and District Voluntary Sector Partnership

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 30 September 2023.

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	Trevor Clay
	Brenda Shelbourne
	Alberto Rovia
	John Wilkinson
	Kevin Rostance (appointed 24 January 2023)

Secretary:	Trevor Clay
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Structure, governance and management

Nature of governing document

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 13 July 2004. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

Recruitment and appointment of trustees

New trustees come to us by recommendation from the centre's Management Committee.

Objectives and activities

Objects and aims

To generally benefit the inhabitants of Hucknall and surrounding areas as the trustees for the time being of the charity shall think fit, including the provision of low cost accommodation and related services to charitable and voluntary organisations for the general benefit of the inhabitants of Hucknall and the surrounding district.

Objectives, strategies and activities

We provide and maintain low cost accommodation to tenants and casual users of the centre.

Public benefit

We benefit the public through providing the opportunity to access a range of services in one location close to the town centre.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Hucknall and District Voluntary Sector Partnership

Trustees' Report

Achievements and performance

HUCKNALL & DISTRICT VOLUNTARY SECTOR PARTNERSHIP ANNUAL REPORT 2023

Thank you to everyone for the hard work that has been put into Under One Roof over the past year. The purpose of the Partnership has always been to be of SERVICE TO THE COMMUNITY OF HUCKNALL AND DISTRICT. Therefore, we shall actively encourage the use of the centre by community groups and local charities. We acknowledge the help and support from the directors and members of the Management Committee and many thanks to Rebecca Wells, the Centre Co-ordinator, for all her hard work.

The Foodbank continued to be a vital service to the community, more so due to the cost of living crisis which is affecting lower income families. The Foodbank continues to receive donations from local supermarkets, churches, schools and individuals. The Foodbank operates on a Monday and Tuesday and thanks to Yvonne and her volunteers who give up their free time to help.

The overall footfall of people attending the building has continued to increase, a variety of groups and services are offered with a large increased footfall for clients using the Foodbank.

We would like to acknowledge the financial support we have received from Ashfield District Council and Nottinghamshire County Council along with various organisations. We continue to meet and provide quarterly figures and information to Ashfield District Council and we are grateful to Gillian Welch and Donna Mellor for all their help and support.

The Groups operating from Under One Roof include:-

CGL

Engage Hucknall Foodbank & Furniture Project

Mark Spencer MP Constituency Offices

I.T. For All

Cottage Crafts

HHELP Group

United Response

Alberto Rovida

CHAIRMAN OF UNDER ONE ROOF

Hucknall and District Voluntary Sector Partnership

Trustees' Report

Financial review

Total income in 2022-23 was £50,398, a decrease of £14,954 compared with the previous year. The reason for this reduction is two-fold. In 2021-22 we recognised the £10,000 loan from Nottinghamshire County Council as income. In the last year there has been a reduction in room hire of £4,461 (see note 3). This reduction has been caused by the ending of the Empleo contract for work in Hucknall and a reduction in the use of the IT room by IT for All.

Grants from Nottinghamshire County Council (£5,450) and Ashfield District Council (£4,750) were received, however donations from individuals and other organisations reduced from £1,638 to £624.

Expenditure increased from £43,365 in 2021-22 to £58,564 in 2022-23, an increase of £15,199 or 35% resulting in a deficit of £8,166 compared to a surplus of £21,987 in the previous year.

The main increases in expenditure (see note 5) were:

Salary and oncosts of Centre Co-ordinator £1,731

Utilities (electricity and water) £6,234

Repairs and Maintenance £4,063

The increase in salary and oncosts reflects the inflation matching pay award agreed in 2022.

Electricity costs increased dramatically with the ending of the previous three-year contract with British Gas in April 2023 and the start of the new contract with British Gas Plus. Under the previous contract, our annual electricity usage of 80,540 kWh cost £11,197 (energy charges only) whilst under the new contract this volume of use will cost £25,318, an increase of 126%.

Repairs and maintenance includes the cost of new floor coverings in toilets and repairs to the lift.

The balance sheet at 30 September 2023 shows cash at bank and in hand of £20,311 (note 10) compared with £24,974 in 2022. On 30 September there was a prepayment for water (note 9) of £258. Creditors totalled £4,757 (note 11) and include £1,990 due to British Gas Plus for September's electricity and £1,120 to Stannah for repairs to the lift. Net current assets at 30 September 2023 amounted to £15,812 compared with £23,978 in 2022.

Policy on reserves

We don't have a specific reserves' policy. There is the need to continue to grow our cash balances to be able to finance any unforeseen events. A minimum of £10,000 is held at any one time.

Hucknall and District Voluntary Sector Partnership

Trustees' Report

Principal risks and uncertainties

There is a risk that a large proportion of the building is now occupied by only a few tenants. The loss of our main tenant if they decided to move or lose their government contracts, would be a significant risk to the financial viability of the organisation.

Statement of Responsibilities

The trustees (who are also the directors of Hucknall and District Voluntary Sector Partnership for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they 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 its income and expenditure, of the charitable company for that period. 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 accounting standards, comprising FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.


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

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 30/4/24 and signed on its behalf by:


Alberto Rovida
Trustee

Hucknall and District Voluntary Sector Partnership

Independent Examiner's Report to the trustees of Hucknall and District Voluntary Sector Partnership ('the Company')

Independent examiner's report to the trustees of Hucknall and District Voluntary Sector Partnership ('the Company')

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 September 2023.

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 examiner's statement

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 that in any material respect:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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



John O'Brien MSc, FAIA, FCCA, FCIE, employee of Community Accounting Plus
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West
41 Talbot Street
Nottingham
NG1 5GL

Date: 15/5/24

Hucknall and District Voluntary Sector Partnership

Statement of Financial Activities for the Year Ended 30 September 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Total 2023 £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	10,824	10,824	20,976
Charitable activities	3	39,574	39,574	44,376
Total Income		50,398	50,398	65,352
Expenditure on:				
Charitable activities	5	(58,564)	(58,564)	(43,365)
Total Expenditure		(58,564)	(58,564)	(43,365)
Net (expenditure)/income		(8,166)	(8,166)	21,987
Net movement in funds		(8,166)	(8,166)	21,987
Reconciliation of funds				
Total funds brought forward		163,978	163,978	141,991
Total funds carried forward		155,812	155,812	163,978

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 9 to 14 form an integral part of these financial statements.

Hucknall and District Voluntary Sector Partnership

(Registration number: 05180733)
Balance Sheet as at 30 September 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	8	140,000	140,000
Current assets			
Debtors	9	258	-
Cash at bank and in hand	10	20,311	24,974
		20,569	24,974
Creditors: Amounts falling due within one year	11	(4,757)	(996)
Net current assets		15,812	23,978
Net assets		155,812	163,978
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		155,812	163,978
Total funds		155,812	163,978

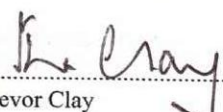
For the financial year ending 30 September 2023 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 7 to 14 were approved by the trustees, and authorised for issue on 30.09.24 and signed on their behalf by:


Trevor Clay
Company Secretary and Trustee

The notes on pages 9 to 14 form an integral part of these financial statements.

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

Hucknall and District Voluntary Sector Partnership meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Exemption from preparing a cash flow statement

Under the exemption available to smaller charities the Board of Trustees has chosen not to include a Statement of Cash Flows within the financial statements.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £500.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class

Equipment

Depreciation method and rate

20% on a straight line basis

The cost of land and buildings included in the Balance Sheet but not depreciated is £140,000.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

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

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

2 Income from donations and legacies

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	624	624	1,638
Grants, including capital grants;			
Government grants	10,200	10,200	19,338
	10,824	10,824	20,976

3 Income from charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Rent	36,948	36,948	37,289
Room hire	2,626	2,626	7,087
	39,574	39,574	44,376

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Ashfield District Council	4,750	-	4,750
Nottinghamshire County Council	5,450	-	5,450
Sundry donations	624	-	624
	<u>10,824</u>	<u>-</u>	<u>10,824</u>

5 Expenditure on charitable activities

	Unrestricted funds General £	Total 2023 £	Total 2022 £
Wages, NI & pension	18,579	18,579	16,848
Utilities	20,458	20,458	14,224
Insurance	1,950	1,950	1,750
Repairs & maintenance	5,409	5,409	1,346
Cleaning, materials & refuse	6,005	6,005	5,124
Furniture & equipment	129	129	-
Telephones	2,268	2,268	1,969
Printing, postage & stationery	81	81	143
Service contracts	2,218	2,218	458
Licences	537	537	284
Catering	246	246	104
Legal & professional fees	684	684	679
Depreciation	-	-	436
	<u>58,564</u>	<u>58,564</u>	<u>43,365</u>

6 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2023 £	2022 £
Independent examination	<u>570</u>	<u>565</u>

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

7 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	18,220	16,541
Pension costs	359	307
	<u>18,579</u>	<u>16,848</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2023 No	2022 No
Average number of employees	<u>1</u>	<u>1</u>

1 (2022 - 1) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £359 (2022 - £307).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £18,579 (2022 - £16,848).

8 Tangible fixed assets

	Land and buildings £	Equipment £	Total £
Cost			
At 1 October 2022	140,000	2,183	142,183
At 30 September 2023	<u>140,000</u>	<u>2,183</u>	<u>142,183</u>
Depreciation			
At 1 October 2022	-	2,183	2,183
At 30 September 2023	<u>-</u>	<u>2,183</u>	<u>2,183</u>
Net book value			
At 30 September 2023	<u>140,000</u>	<u>-</u>	<u>140,000</u>
At 30 September 2022	<u>140,000</u>	<u>-</u>	<u>140,000</u>

Hucknall and District Voluntary Sector Partnership

Notes to the Financial Statements for the Year Ended 30 September 2023

9 Debtors

	2023 £	2022 £
Trade debtors	258	-

10 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	344	254
Cash at bank	19,967	24,720
	20,311	24,974

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	147	103
Other creditors	4,610	893
	4,757	996

12 Related party transactions

There were no related party transactions in the year.

13 Taxation

The charity is a registered charity and is therefore exempt from taxation.

14 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

15 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.