

Company registration number: 05178677

Charity registration number: 1110395

# Hyndburn Voluntary & Community Resource Centre Ltd.

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 September 2021

KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

# **Hyndburn Voluntary & Community Resource Centre Ltd.**

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## **Hyndburn Voluntary & Community Resource Centre Ltd.**

### **Reference and Administrative Details**

<b>Trustees</b>	Mrs E Barker
	Mrs J Bury
	Mr G Cogan
	Mrs R L Demaine
	Mrs P Dobson
	Mrs A Rowland
<b>Charity Registration Number</b>	1110395
<b>Company Registration Number</b>	05178677
<b>Registered Office</b>	St James Old School Cannon Street Accrington Lancashire BB5 2ER
<b>Independent Examiner</b>	KM 1st Floor, Block C The Wharf Manchester Road Burnley Lancashire BB11 1JG
<b>Bankers</b>	Virgin Money 25 Manchester Road Burnley Lancashire BB11 1HX

# **Hyndburn Voluntary & Community Resource Centre Ltd.**

## **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 2021.

### **Objectives and activities**

The objects of the charity are:

for the benefit of the public in Hyndburn and surrounding area:

- (1) The promotion of the effective use of resources for charitable purposes and non-charitable bodies; and
- (2) In the interests of social welfare, to improve the conditions of life of the inhabitants of the area of benefit without distinction of political, religious or other opinions: in particular but not exclusively by the provision and maintenance of a community resource centre.

The charity achieves its objects by the operation of the Resource Centre in Accrington, which is let on a 25 year lease, with no rent, from Hyndburn Borough Council.

### **Financial review**

The charity's income consists of rent received from community groups and other users. In this financial year the charity has benefited from £22,170 income for hosting a Covid-19 vaccination centre.

The trustees consider it prudent to hold unrestricted reserves to enable it to perform its operations. The level of unrestricted reserves on 30 September 2021 was £39,748, which equates to over 3 months resources expended. The directors feels this level of reserves is sufficient.

### **Public benefit**

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.

### **Achievements and performance**

The principal funding source is rent received on the rent and hire of hall, which has been impacted by restrictions placed due to Covid-19 from March 2020 with all activities at the centre ceasing. At the point of signing these accounts the building is still only being used at 50% of the capacity.

Post year end the local pharmacy is currently using the centre as a vaccination centre which has been positive for our finances. However the management team are aware that a drive to get more tenants and hirers will be needed in the early part of 2022. This has not been started yet as only limited space is currently available, some groups have returned but the vaccination process uses a large portion of the building.

There is a Lottery bid in progress which has been accepted to undertake a major refurbishment of the building, hopefully in 2022.

### **Structure, governance and management**

The organisation is a charitable company limited by guarantee, incorporated on 13 July 2004. It is governed by its Articles last revised in 2005. The trustees have decided to convert from a company limited by guarantee to a Charitable Incorporated Organisation in the coming year.

### **Recruitment and appointment of trustees**

The Trustees are appointed by existing trustees as vacancies arise and/or additional skills are needed.

# **Hyndburn Voluntary & Community Resource Centre Ltd.**

## **Trustees' Report**

### **Risk Management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

### **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 14 June 2022 and signed on its behalf by:

.....  
Mrs P Dobson  
Trustee

## **Hyndburn Voluntary & Community Resource Centre Ltd.**

### **Independent Examiner's Report to the trustees of Hyndburn Voluntary & Community Resource Centre Ltd. ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2021.

#### **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 Hyndburn Voluntary & Community Resource Centre Ltd. 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:

1. accounting records were not kept in respect of Hyndburn Voluntary & Community Resource Centre Ltd. 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.

.....  
M R Heaton FCCA FCIE DChA  
KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

14 June 2022

# Hyndburn Voluntary & Community Resource Centre Ltd.

## Statement of Financial Activities for the Year Ended 30 September 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2021 £	Unrestricted funds £	Total 2020 £
<b>Income from:</b>					
Charitable activities	3	<u>57,633</u>	<u>57,633</u>	<u>46,226</u>	<u>46,226</u>
Total income		<u>57,633</u>	<u>57,633</u>	<u>46,226</u>	<u>46,226</u>
<b>Expenditure on:</b>					
Charitable activities	4	<u>(43,826)</u>	<u>(43,826)</u>	<u>(63,736)</u>	<u>(63,736)</u>
Total expenditure		<u>(43,826)</u>	<u>(43,826)</u>	<u>(63,736)</u>	<u>(63,736)</u>
Net income/(expenditure)		<u>13,807</u>	<u>13,807</u>	<u>(17,510)</u>	<u>(17,510)</u>
Net movement in funds		13,807	13,807	(17,510)	(17,510)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>25,942</u>	<u>25,942</u>	<u>43,452</u>	<u>43,452</u>
Total funds carried forward	12	<u><u>39,749</u></u>	<u><u>39,749</u></u>	<u><u>25,942</u></u>	<u><u>25,942</u></u>

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

The funds breakdown for 2020 is shown in note 12.

The notes on pages 7 to 12 form an integral part of these financial statements.

**Hyndburn Voluntary & Community Resource Centre Ltd.**

**(Registration number: 05178677)  
Balance Sheet as at 30 September 2021**

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	9	2,000	2,000
<b>Current assets</b>			
Debtors	10	9,793	17,715
Cash at bank and in hand		<u>32,934</u>	<u>13,926</u>
		42,727	31,641
<b>Creditors: Amounts falling due within one year</b>	11	<u>(4,978)</u>	<u>(7,699)</u>
<b>Net current assets</b>		<u>37,749</u>	<u>23,942</u>
<b>Net assets</b>		<u><u>39,749</u></u>	<u><u>25,942</u></u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>39,749</u>	<u>25,942</u>
<b>Total funds</b>	12	<u><u>39,749</u></u>	<u><u>25,942</u></u>

For the financial year ending 30 September 2021 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.

The financial statements on pages 5 to 12 were approved by the trustees, and authorised for issue on 14 June 2022 and signed on their behalf by:

.....  
Mrs P Dobson  
Trustee

The notes on pages 7 to 12 form an integral part of these financial statements.



# **Hyndburn Voluntary & Community Resource Centre Ltd.**

## **Notes to the Financial Statements for the Year Ended 30 September 2021**

### **1 Charity status**

The charity is limited by guarantee, incorporated in England, 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.

The address of its registered office is:

St James Old School

Cannon Street

Accrington

Lancashire

BB5 2ER

These financial statements were authorised for issue by the trustees on 14 June 2022.

### **2 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**

Hyndburn Voluntary & Community Resource Centre Ltd. 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 trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### **Exemption from preparing a cash flow statement**

The charity is exempt from preparing a cash flow statement.

#### **Income**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

# **Hyndburn Voluntary & Community Resource Centre Ltd.**

## **Notes to the Financial Statements for the Year Ended 30 September 2021**

### **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.

### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements.

### **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, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

### **Depreciation**

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:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Plant and equipment	15% per annum reducing balance basis
Fixtures and fittings	15% per annum reducing balance basis
Computer equipment	33% per annum on cost

### **Trade debtors**

Trade debtors are amounts due for services performed in the ordinary course of business.

### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

# Hyndburn Voluntary & Community Resource Centre Ltd.

## Notes to the Financial Statements for the Year Ended 30 September 2021

### 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.

### 3 Income from charitable activities

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Rents received	<u>57,633</u>	<u>57,633</u>	<u>46,226</u>

### 4 Expenditure on charitable activities

	Note	Unrestricted funds General £	Total 2021 £	Total 2020 £
Community centre expenses		35,076	35,076	57,777
Staff costs	7	4,697	4,697	1,134
Governance costs	5	<u>4,053</u>	<u>4,053</u>	<u>4,825</u>
		<u>43,826</u>	<u>43,826</u>	<u>63,736</u>

### 5 Analysis of governance and support costs

#### Governance costs

	Unrestricted funds General £	Total 2021 £	Total 2020 £
Independent examiner's fee	1,200	1,200	1,200
Accountancy fee	2,379	2,379	1,437
Legal fees	<u>474</u>	<u>474</u>	<u>2,188</u>
	<u>4,053</u>	<u>4,053</u>	<u>4,825</u>

## Hyndburn Voluntary & Community Resource Centre Ltd.

### Notes to the Financial Statements for the Year Ended 30 September 2021

#### 6 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.

#### 7 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	<u>4,697</u>	<u>1,134</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Administration	<u>1</u>	<u>1</u>

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

#### 8 Taxation

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

# Hyndburn Voluntary & Community Resource Centre Ltd.

## Notes to the Financial Statements for the Year Ended 30 September 2021

### 9 Tangible fixed assets

	<b>Furniture and equipment £</b>	<b>Total £</b>
<b>Cost</b>		
At 1 October 2020	<u>25,414</u>	<u>25,414</u>
At 30 September 2021	<u>25,414</u>	<u>25,414</u>
<b>Depreciation</b>		
At 1 October 2020	<u>23,414</u>	<u>23,414</u>
At 30 September 2021	<u>23,414</u>	<u>23,414</u>
<b>Net book value</b>		
At 30 September 2021	<u>2,000</u>	<u>2,000</u>
At 30 September 2020	<u>2,000</u>	<u>2,000</u>

### 10 Debtors

	<b>2021 £</b>	<b>2020 £</b>
Trade debtors	9,793	10,844
Other debtors	<u>-</u>	<u>6,871</u>
	<u>9,793</u>	<u>17,715</u>

### 11 Creditors: amounts falling due within one year

	<b>2021 £</b>	<b>2020 £</b>
Trade creditors	2,993	1,551
Accruals	<u>1,985</u>	<u>6,148</u>
	<u>4,978</u>	<u>7,699</u>

# Hyndburn Voluntary & Community Resource Centre Ltd.

## Notes to the Financial Statements for the Year Ended 30 September 2021

### 12 Funds

	Balance at 1 October 2020 £	Incoming resources £	Resources expended £	Balance at 30 September 2021 £
<b>Unrestricted funds</b>				
General	<u>25,942</u>	<u>57,633</u>	<u>(43,826)</u>	<u>39,749</u>

	Balance at 1 October 2019 £	Incoming resources £	Resources expended £	Balance at 30 September 2020 £
<b>Unrestricted funds</b>				
General	<u>43,452</u>	<u>46,226</u>	<u>(63,736)</u>	<u>25,942</u>

### 13 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 30 September 2021 £
Tangible fixed assets	2,000	2,000
Current assets	42,727	42,727
Current liabilities	<u>(4,978)</u>	<u>(4,978)</u>
Total net assets	<u>39,749</u>	<u>39,749</u>
	Unrestricted funds General £	Total funds at 30 September 2020 £
Tangible fixed assets	2,000	2,000
Current assets	31,641	31,641
Current liabilities	<u>(7,699)</u>	<u>(7,699)</u>
Total net assets	<u>25,942</u>	<u>25,942</u>