

Charity Registration No. 1115477
Company Number. 04718886 (England and Wales)

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED
REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2021

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

TRUSTEES' REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2021

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ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2021

Full name:	ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED
Registered Charity Number:	1115477
Registered Company Number:	04718886 (England & Wales)
Registered Office & Principal Address:	The Circle Chequerfield Pontefract West Yorkshire WF8 2AY
Trustees & Directors:	Harold Kebir Berry M B E Julie Carritt Patricia Hollies David Jones Reverend Canon June Lawson Michael Skidmore Sarah Smith-Evans Geoffrey Walsh Karen Williams
Chairperson:	Harold Kebir Berry M B E
Bankers:	Yorkshire Bank plc Ropergate Pontefract WF8 1LQ
Independent Examiner:	Angela Hayes Community Accountant BCVS Services Limited Priory Campus Pontefract Road Lundwood Barnsley S71 5PN

The trustees, who are also the directors of the charitable company for the purposes of company law, present their report and accounts for the year ending 31 March 2021.

Structure, governance and management

St. Mary's Chequerfield Community Project Limited is a registered charity with the Charity Commission and a company limited by guarantee, governed by its Memorandum and Articles of Association, dated April 2003, most recently amended June 2006. The company has no share capital and the liability of each member in the event of winding-up is limited to a sum not exceeding £1. The affairs of the charity are managed on a day to day basis by the trustees who may exercise all the powers of the charity.

Appointment of trustees

Trustees are appointed at the Annual General Meeting. The trustees who served during the period, to the date of the signing of these accounts, are listed on page 3.

Trustee training & induction

Trustees are recruited from a variety of sectors within our community. They are given a full history of the charitable company and its activities on application and invited to monthly meetings where they are kept updated on all activities, financial and operational.

Risk management

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

Financially our main aim is to ensure an income which will fully cover the day-to-day running costs of the Project and ideally some surplus to cover one-off and unforeseeable expenditure other than those designated. We feel that, given the uncertainties which surround many aspects of people's lives, we remain optimistic about our position.

Our building is still relatively new and has been subject to some changes which we feel have enhanced the space available for use by organisations who have an interest and a commitment to providing services to the residents of Chequerfield and the surrounding area. The changes to the building have been well received and have enhanced our income and range of facilities for the community.

As part of drawing up our 5 year Strategy Map 2015-2020, we were very mindful of both our on-going targets and potential risks to achieving those targets. Risks are regularly reviewed and all significant actions are agreed at our monthly board meetings.

Charitable aims and objectives

The objects of the charity are to promote for the benefit of the inhabitants of Chequerfield and the surrounding area, the provision of a community centre for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disablement, financial hardship or social and economic circumstances, or for the public at large in the interest of social welfare and with the object of improving the condition of life of the said inhabitants.

Public Benefit Statement

In shaping the objectives for the year the trustees have paid due regard to the public benefit guidance published by the Charity Commission. The section below, Development, Activities and Achievements, sets out in detail how the charity has met the public benefit requirement.

Principal Activity

The principal activity continues to be that of providing community-based facilities for all ages to support social activities, health and well-being and employability, incorporating a full range of Adult Education courses including IT, Maths, English, Employability, Bookkeeping, Accounts and ESOL (English for Speakers of Other Languages), Aromatherapy etc. Wherever Covid-19 restrictions have allowed for education, training and support groups etc. to operate, we have fully facilitated these services in our Covid-compliant centre, in addition to responding to the coronavirus crisis with emergency community support, as detailed throughout this report.

Development, Activities and Achievements

a) Pontefract Community Hub - Supporting Residents through Covid

St Mary's has remained operational and open wherever possible, in line with Government guidance, all through the pandemic. As a response to the Covid-19 crisis and in conjunction with various partners, we formed Pontefract Community Hub. As one of nine Hubs in the Wakefield area, we worked in association with Nova and Wakefield Council to provide a new service to help our community deal with the impact of coronavirus on jobs, money and wellbeing. Services we provided include:

- Home deliveries of substantial food parcels for over 1,000 Pontefract residents
- Food shopping service
- Prescription collection
- Dog walking
- Telephone befriending
- Children's books and treat bags
- Assistance to parents and carers with access and IT support for the National Free School Meals Vouchers scheme.
- Photocopying, email, scanning service and support

The above was made possible with the help of a team of volunteers, recruited locally and also through the Volunteer Wakefield website. Over eighty volunteers came forward to help St Mary's with our community support and will continue to play a large part in our service provision.

We worked very hard to overcome challenges and put in place every possible measure to keep our community centre a Covid-safe environment for staff, volunteers and visitors alike.

Wherever possible within Government guidelines, we have supported the community further by working with many organisations who have been permitted to run their sessions at St Mary's. Some were existing partners and some new. All were welcomed into our Covid-safe centre and given every support to provide their much-needed public services, for example domestic abuse interventions and drink-driver rehabilitation.

Help at the Hub

Supported by Wakefield Council, The Help at the Hub service is free to access for residents in the Wakefield district and we worked with customers to put them in touch with a range of organisations offering help and support, including Citizens Advice and Step Up work and skills service. Arrangements are underway for other support organisations to operate from St Mary's as part of this service.

Community Covid Testing Service

Since July 2020 and in conjunction with Nova, Live Well Wakefield and Conexus Healthcare, St Mary's have delivered a DOTA (Drop Off, Take Away) coronavirus testing scheme in Pontefract, Castleford and surrounding areas. Tests were delivered to home addresses of individuals with coronavirus symptoms, collected and delivered to Wakefield where the tests were dispatched for laboratory testing.

Covid Community Champions

In conjunction with the Public Health Directorate, St Mary's joined the Wakefield Covid Community Champions Network, working to inform and assist the public by sharing information and guidance on Covid-19 and vaccinations with the community.

b) Youth Provision

- Brownies, Rainbows and Pantomime Society hold their regular sessions here.
- Sessions are held for Mini Maestros and Cuddle Up slings for pre-school age children and parents/carers.
- A large number of one-to-one teaching sessions are held in conjunction with a local special school for pupils aged between 11-16 years with an Education, Health and Care Plan for Profound/Severe Social, Emotional and Mental Health Needs (SEMH).
- Numerous children's dance and acrobatics sessions take place both during the week and in school holidays which are very popular and well attended.
- Cycling proficiency training has taken place in the car park when the usual venues were unavailable due to Covid restrictions.
- Support is given to a small local community library by offering free room hire and help with organising competitions and providing prizes and publicity.
- Over the lockdown periods St Mary's worked with Pontefract Community Books to deliver book bags to children of all ages
- We have recruited a Kickstart employee through the Government work placement scheme which supports 16 to 24-year olds on Universal Credit who are at risk of long-term unemployment.

c) The Older Generation

- Weekly Yoga and Pilates classes are held, mainly attended by the over 50's.
- We have supported our lunch club members by keeping in touch by telephone, and providing and delivering food parcels over lockdown periods.
- A number of groups, including exercise to dance and our local church group have been unable to attend at all due to Covid restrictions but plan to return when these are lifted.

d) Health and Wellbeing Support Programme

- Many of the activities normally held at St Mary's have been unable to go ahead due to Covid-19 restrictions, but plan to return when these are lifted.

- We have supported, from its launch, a local support group, Care to Talk (previously CALM (Community And Local Mental Health)). We provide free room rent and administration and signpost to the project where applicable, working closely with the project workers. We have further supported this group with food and toiletry supplies throughout the pandemic.
- We are constantly exploring ways to raise awareness of health and wellbeing issues and signpost to relevant agencies where necessary.
- We are supported by a number of volunteers, from all age groups. The positive aspects of volunteering cannot be overestimated in terms of inclusion, motivation and camaraderie.
- Slimming World is a very well-attended group and has been holding two sessions per week for a number of years.
- St Mary's Church hold Sunday worship sessions in the community hall, which is a considerable benefit to the local community.

e) Employability and IT Support

- Working closely with Jobcentre Plus and partners, we run skills assessment sessions to identify weaknesses which affect employability and signpost individuals to the necessary training and support. This may be through our range of employability courses or partner schemes.
- Employability and IT classes have continued to run where allowed under Covid-19 restrictions on reduced class sizes.
- A digital assistance project supporting EU settlement status applications has been well accessed.

f) Refurbishment of the Building

The building is seventeen years old and has been utilised extensively and impressively. Many changes have been made to facilitate optimum use of room space. An ongoing program of redecoration, maintenance and update of IT equipment and software is underway. Our caretaker maintains the gardens and carries out repairs and maintenance whenever possible. When necessary, we employ local tradespeople to carry out work. Works carried out during this period have included a boiler and microfill replacement, exterior door alterations, roof repairs and extensive interior redecoration.

g) Green Issues

- St. Marys has always been keen on recycling and energy conservation, with these issues continually promoted throughout the centre to all users, ensuring we keep our carbon footprint to a minimum
- Funded by a grant from CRT in 2012, the centre had eighty-five solar panels fitted, which greatly reduce the energy outgoings
- Light fittings throughout the interior and exterior of the centre are gradually being replaced with LED fittings to increase energy efficiency

Trustees Assessment of Going Concern

The Covid-19 crisis has impacted on the stability of our activities in a significant way. With effect from 23rd March 2020, our regular income ceased completely due to the impact on our operations as a result of the Government lockdown. We responded to this by creating a Community Hub, working with a number of partners, including Wakefield Council, to provide emergency assistance to Pontefract residents. This included the provision and delivery of food parcels, shopping and prescription collection and delivery, telephone befriending, dog walking etc. We received financial support from Wakefield Council and other organisations and individuals to carry out this service.

Some of our room rental income returned and paused again, due to subsequent lockdowns in November 2020 and January 2021. It is, as yet, unclear how this will affect our financial position going forward.

Due to support from the Government Furlough Scheme (Coronavirus Job Retention Scheme), Wakefield Council and various small funding sources, we have managed to complete this challenging financial year without serious financial impact, while providing invaluable community support and improving public facilities within our building.

It became necessary to reduce our staffing by two members, resulting in the following changes to provision:

- Café/snack bar closed and replaced by vending machines
- Open access internet facilities suspended and replaced by appointment only provision

Our staff team have undertaken training courses while on furlough to ensure they are well equipped to meet changes in our operations.

We are confident that we are in a position to meet the challenges which Covid-19 will continue to place upon our operations and have proven that we are flexible and responsive to continue to offer and expand our community provision. We do not view our operations as "At Risk" up to the end of the 2021/2022 accounting period.

The charity's policy on reserves

The St Mary's Community Centre is a focus for the local community and the company's remit is firstly to maintain the building to facilitate the needs of the community it serves; and secondly to continue to develop further services, activities and support to sectors of that community where those facilities don't exist or are inadequate.

This we may do by ourselves or with other local partners. We will aim to ensure that any work we undertake is fully funded, although there are instances where funding requires a contribution from ourselves. In addition, there will be a continual and increasing need to maintain the fabric of the building.

We therefore feel it prudent to maintain a minimum level of unrestricted reserves which equate to six months running costs as well as transferring to designated reserves any amounts which are felt necessary to fully fund future projects. Based on current year unrestricted expenditure, excluding depreciation, six months running costs equates to £90,465.

At 31 March 2021, our level of unrestricted reserves was £183,874 (2020: £175,067). Reserves have increased by £8,807 from the previous financial year and are currently above the desired level set out in the reserve policy. The trustees consider this to be appropriate given the short-term nature of funding and the challenges that the pandemic will continue to place on the charity in the coming months and years.

Statement of trustee responsibilities

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

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

Financial Review

The financial statements are set out in pages 11 to 19. The Statement of Financial Activities shows a surplus for the year of £16,696 (2020: a deficit of £81,351). The result includes the depreciation charge of £41,725. The total funds at the year-end stand at £1,488,296 (2020: £1,471,600). Total funds includes the value of the building and other fixed assets.

The financial position has improved from the previous year and the reserves of the charity at year-end, held in the General fund, stand at £183,874 (2020: £175,067). There was also a sum of £63,786 held in designated funds for specific projects.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees:



Signed:

H K Berry, Chair/ Director

Date: 21 September 2021

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2021

I report on the accounts of the charity, which are set out on pages 11 to 19.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report


My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and I 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.

Signed: 

Date: 21 September 2021

Angela Hayes
Community Accountant
BCVS Services Limited
Priory Campus
Pontefract Road
Lundwood
Barnsley
S71 5PN

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income & Expenditure Account)

YEAR ENDED 31 MARCH 2021

					2021	2020
	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £	£
Income:						
Donations and legacies	2a	128,001	-	31,336	159,337	945
Income from charitable activities	2b	78,046	-	-	78,046	128,357
Income from other trading activities	2c	770	-	-	770	14,098
Investment income	2d	1,114	-	-	1,114	3,484
Other income	2e	84	-	-	84	1,086
Total income		208,015	-	31,336	239,351	147,970
Expenditure						
Expenditure on charitable activities:	3a	163,519	41,725	14,467	219,711	229,321
Other expenditure	3b	2,944	-	-	2,944	-
Total expenditure		166,463	41,725	14,467	222,655	229,321
Net income/expenditure for the year		41,552	(41,725)	16,869	16,696	(81,351)
Transfers between funds	12	(32,745)	37,668	(4,923)	-	-
Total funds brought forward		175,067	1,296,533	-	1,471,600	1,552,951
Total funds carried forward	11	183,874	1,292,476	11,946	1,488,296	1,471,600

The Statement of Financial Activities includes all gains and losses recognised in the year.

Prior year income includes restricted donations of £945.

Prior year expenditure on charitable activities includes:

- £30,437 from designated funds (depreciation)
- £9,652 from restricted funds

All other prior year income and expenditure is unrestricted.

The opening balance of Fixed Assets Equipment (£2,525) is reclassified as a designated fund.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

BALANCE SHEET

YEAR ENDED 31 MARCH 2021

	Note	£	2021 £	2020 £
Fixed assets				
Tangible assets	5	1,228,690	1,252,747	
Total fixed assets			1,228,690	1,252,747
Current assets				
Debtors & prepayments	6	6,527	7,579	
Cash at bank and in hand		254,406	214,476	
Total current assets		260,933	222,055	
Liabilities				
Creditors & Accruals amounts falling due within one year	7	(1,327)	(3,202)	
Net current assets			259,606	218,853
Net assets			<u>1,488,296</u>	<u>1,471,600</u>
Funds of the charity	11			
Unrestricted funds			183,874	177,592
Designated funds (Fixed Assets)			1,228,690	1,294,008
Designated funds (Other)			63,786	
Restricted funds			11,946	-
Total funds			<u>1,488,296</u>	<u>1,471,600</u>

Exemption from audit

For the year ending 31 March 2021 the company 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 company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors 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.

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:


H K Berry, Chair/ Director

Date: 21 September 2021

1. Accounting policies

Basis of the preparation of the accounts

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 (FRS102) (effective 1 January 2019) – (Charities SORP (FRS102)) and the Companies Act 2006. The charity 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 note(s).

Where necessary the headings in the financial statements have been adapted to meet the special activities of the charity. The trustees have also taken advantage of the exemption from preparing a statement of cash flows (smaller charities).

Going Concern Note

After reviewing the charity's forecasts, projections and its reserves, the trustees have reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future. There are no material uncertainties in the twelve month period following the signing of these accounts.

The Covid-19 pandemic has not had a significant impact on the financial position as the charity has been able to access funding to diversify activities during pandemic. The charity has also been in receipt of government Local Restrictions grants. There is a healthy reserve at the year end.

The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Incoming resources

All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when the amount can be measured reliably.

Donated goods and services

Donated facilities and services are recognised in the accounts, at the amount the charity would pay in the open market for a service equivalent to that being donated, when the charity would otherwise have purchased them and the value can be measured reliably.

Donated goods for the charity's own use are recognised as income, at their fair value.

The contribution of general volunteers is not recognised as income in the charity accounts.

Resources Expended

All expenditure is included on an accruals basis and is recognised as a liability is incurred.

Cost of raising funds includes all expenditure incurred to raise funds for charitable purposes, including costs of all fundraising activities and costs incurred in seeking donations, grants and legacies.

Expenditure on charitable activities includes all resources applied by the charity in undertaking work to meet its charitable objectives.

Allocation of Support Costs

Support costs are the costs of functions that assist the work of the charity but do not directly undertake charitable activities and include the cost of governance and finance. Support costs are allocated directly to expenditure on charitable activities.

Pension costs

The charity contributes to a defined contribution pension scheme for employees which meets the requirements of current pensions legislation. Pension cost charges in the Statement of Financial Activities represent the contributions payable by the charity in the year.

Tangible Fixed Assets

Tangible Fixed Assets with a cost exceeding £1,000 are capitalised and depreciated over their expected useful lives. Depreciation is provided in order to write off the cost less estimated residual value of each asset over its estimated useful life, on a straight line basis as follows:

Buildings & additions	2%
Equipment & Furniture	25%
Computer Equipment	33.3%

Taxation

The charity is exempt from corporation tax on income from its charitable activities.

Funds Structure

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Restricted funds have been provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding.

The value of the Fixed Assets are held in a designated fund against which annual depreciation is charged. Other designated funds are established for specific projects at the discretion of the trustees.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2021

2. Analysis of Income

Note	2021			2020		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
2a Donations & Legacies:						
Covid Foodbank donations	-	6,130	6,130	-	-	-
Grant income:						
WMDC -Local Restrictions Grant (Covid-19)	72,818	-	72,818	-	-	-
HMRC Job Retention Scheme (CJRS)	55,183	-	55,183	-	-	-
Wakefield Nova -Hub Support Fund	-	16,416	16,416	-	945	945
WMDC Community Hub Response Fund	-	1,500	1,500	-	-	-
Live Well Wakefield Grant	-	7,140	7,140	-	-	-
WMDC (Libraries) Word Fest	-	150	150	-	-	-
	<u>128,001</u>	<u>31,336</u>	<u>159,337</u>	<u>-</u>	<u>945</u>	<u>945</u>
2b Income from charitable activities:						
Room hire and services	46,897	-	46,897	121,587	-	121,587
Covid test delivery contract	26,019	-	26,019	-	-	-
Help at the Hub funding (CAB)	4,800	-	4,800	-	-	-
Over 50's Social Club	330	-	330	6,770	-	6,770
	<u>78,046</u>	<u>-</u>	<u>78,046</u>	<u>128,357</u>	<u>-</u>	<u>128,357</u>
2c Income from other trading activities:						
Catering services	770	-	770	14,098	-	14,098
	<u>770</u>	<u>-</u>	<u>770</u>	<u>14,098</u>	<u>-</u>	<u>14,098</u>
2d Investment income						
Bank interest	1,114	-	1,114	3,484	-	3,484
	<u>1,114</u>	<u>-</u>	<u>1,114</u>	<u>3,484</u>	<u>-</u>	<u>3,484</u>
2e Other income						
Miscellaneous income	84	-	84	1,086	-	1,086
	<u>84</u>	<u>-</u>	<u>84</u>	<u>1,086</u>	<u>-</u>	<u>1,086</u>
Total Income	<u>208,015</u>	<u>31,336</u>	<u>239,351</u>	<u>147,025</u>	<u>945</u>	<u>147,970</u>

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2021

3. Analysis of expenditure

	2021			2020
	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds £
3a Cost of Charitable Activities:				
Salaries and on-costs	128,070	-	-	128,070
Redundancy payments	2,091	-	-	2,091
Rates, water & insurance	5,128	-	-	5,128
Heat & light	3,628	-	-	3,628
Office costs, printing & stationery	742	-	5,968	6,710
Travel & volunteer expenses	6,901	-	1,500	8,401
Training	324	-	-	324
Accountancy fees	1,190	-	-	1,190
Café purchases & equipment	18	-	-	18
Food Bank (Community Hub)	-	-	4,811	4,811
Equipment hire & /service contracts	2,947	-	1,172	4,119
Repairs, renewals, cleaning & security	11,751	-	866	12,617
Covid Test delivery expenses & equipment	545	-	-	545
Youth Activities	106	-	150	256
Depreciation - buildings	-	34,373	-	34,373
Depreciation - other assets	-	7,352	-	7,352
Other expenditure	78	-	-	78
Total expenditure on charitable activities	163,519	41,725	14,467	219,711
3b Other expenditure				
HR & Legal Advice	2,944	-	-	2,944
Total other expenditure	2,944	-	-	-
Total Expenditure	166,463	41,725	14,467	222,655
				229,321

2020 expenditure includes:

Designated funds – depreciation buildings £30,437

Restricted funds – salaries £8,707; office costs £195; youth activities £750

All other prior year expenditure is unrestricted

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2021

4. Staff Costs

	2021 £	2020 £
Salaries cost	122,618	131,783
Social security costs	3,607	4,759
Employer pension contributions	1,845	1,692
Redundancy payments	2,091	-
	<u>130,161</u>	<u>138,234</u>

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

The average number of employees during the year was 8 (2020: 10).

Due to funding issues it was necessary to reduce staffing by two employees, the redundancy payments were a result of the closure of the café and changes to the open access internet facilities.

5. Tangible Fixed Assets

	Building & Additions £	Equipment & Furniture £	Computer/IT Equipment £	Total £
Cost				
Balance b/f - 01 April 2020	1,718,638	65,175	26,874	1,810,687
Additions in year	-	12,745	4,923	17,668
Balance c/f at 31 March 2021	<u>1,718,638</u>	<u>77,920</u>	<u>31,797</u>	<u>1,828,355</u>
Depreciation				
Balance b/f - 01 April 2020	468,416	65,175	24,349	557,940
Charge for the year	34,373	3,186	4,166	41,725
Balance c/f at 31 March 2021	<u>502,789</u>	<u>68,361</u>	<u>28,515</u>	<u>599,665</u>
Net Book Value at 31 March 2021	<u>1,215,849</u>	<u>9,559</u>	<u>3,282</u>	<u>1,228,690</u>
Net Book Value at 31 March 2020	1,250,222	-	2,525	1,252,747

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2021

6. Debtors

	2021	2020
	£	£
Debtors	2,413	6,044
Accrued income	2,514	-
Prepayments	1,600	1,535
	<u>6,527</u>	<u>7,579</u>

7. Creditors

	2021	2020
	£	£
Accruals	1,327	3,202
	<u>1,327</u>	<u>3,202</u>

8. Trustees' remuneration, benefits and expenses

Other than reimbursement for items purchase on behalf of the charity, there were no payments, expenses or benefits made to trustees in this period, or in the previous financial period.

9. Related party transactions

There were no related party transactions in this and the previous financial year.

10. Independent examination and accountancy services

	2021	2020
	£	£
Final accounts preparation & Independent Examination (BCVS)	825	725
Other accountancy services	365	560
	<u>1,190</u>	<u>1,285</u>

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2021

11. Movements in funds

	Opening balance £	Incoming resources £	(Resources expended) £	Transfers £	Closing balance £
Unrestricted funds					
General Fund	175,067	208,015	(166,463)	(32,745)	183,874
	175,067	208,015	(166,463)	(32,745)	183,874
Designated funds					
Buildings & Additions	1,250,222	-	(34,373)	-	1,215,849
Other Fixed Assets (Equipment)	2,525	-	(7,352)	17,668	12,841
Youth Provision	25,000	-	-	-	25,000
Older Generation	10,000	-	-	-	10,000
Building Maintenance/Refurbishment	8,786	-	-	20,000	28,786
TOTAL	1,296,533	-	(41,725)	37,668	1,292,476
Restricted funds					
Wakefield Nova- Community Hub Support	-	16,416	(867)	(4,923)	10,626
WMDC- Community Hub Response	-	1,500	(1,500)	-	-
WMDC (Libraries) - Word Fest	-	150	(150)	-	-
Live Well Wakefield Grant	-	7,140	(7,140)	-	-
Covid Foodbank Donations	-	6,130	(4,810)	-	1,320
	-	31,336	(14,467)	(4,923)	11,946
TOTAL FUNDS	1,471,600	239,351	(222,655)	-	1,488,296

12. Fund Transfers

The following amounts were transferred to the designated fixed assets fund, to cover capital spend in accordance with the Fixed Asset policy.

- £12,745 – New Boiler
- £4,923 – Interactive screens

A sum of £20,000 was transferred from the general fund to the buildings maintenance fund at the year end.

13. Restricted Funds

- Wakefield Nova: Community Hub Support – a Covid-19 Community Hub Support Grant, to fund the purchase of interactive portable screens and the replacement of the main automatic entrance doors.
- WMDC: Community Hub Response Fund – a Covid-19 Community Hub Response Grant for engagement with vulnerable people disproportionately affected by Covid-19, with the aim of increasing the support available for residents with barriers to engagement.
- WMDC (Libraries): Word Fest – a grant to deliver the Word Fest story competition.
- Live Well Wakefield Grant – a grant from the Coronavirus Resilience Fund for IT support, broadband and other Centre costs.