

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

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED
REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2024

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED
TRUSTEES' REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2024

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ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2024

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 (Deceased August 2023)
Chris Bingham
Julie Carritt
Patricia Hollies
David Jones
Reverend Canon June Lawson (Resigned July 2023)
Michael Skidmore
Sarah Smith-Evans
Geoffrey Walsh
Denise Pallett (Appointed October 2023)
Father Ian Bullock (Appointed March 2024)

Chairperson:
Harold Kebir Berry M B E (Until August 2023)
David Jones (from October 2023)

Bankers:
Virgin Money
81 Carlton Street
Castleford
WF10 1BW

Independent Examiner:
Stephanie Tolson
Community Accountant
BCVS Services Limited
23 Queens Road
Barnsley
S71 1AN

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2024

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 2024.

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 of this report.

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 bi-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 to access.

As part of drawing up our 5 year Strategy Map 2021-2025, 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), Teaching Assistant, craft and exercise sessions etc. Following on from our emergency response to the pandemic, we continue to operate as a Help at the Hub venue, providing community support, as detailed throughout this report.

We work closely with Nova Wakefield District as the local infrastructure charity supporting Voluntary, Community and Social Enterprise (VCSE) organisations working in Wakefield District. We are a Tier 1 member of the Third Sector Framework, which aims to achieve balanced distribution of funding across the district.

St Mary's is a member of Nova's Community Anchor Network which are trusted organisations that meet the need of their local community, working for local residents and particularly those affected by health inequalities.

Our staff are highly experienced and well qualified and continue to attend relevant training and development courses, including First Aid at Work, Food Hygiene, Safeguarding, Trauma Informed Training and Suicide Awareness.

Development, Activities and Achievements

a) Pontefract Community Hub - Supporting Residents post Covid

St Mary's 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 continue to work in association with Nova Wakefield and Wakefield Council to provide services to help our community deal with the long-term impact of covid and the cost of living crisis on jobs, money and wellbeing.

b) 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 work with customers to signpost to a range of organisations offering help and support from our Community Centre, including Citizens Advice, Department of Work and Pensions, Step Up work and skills service, Turning Point and Leeds Credit Union. The drop-in sessions, held weekly, include a social justice advisor and disability employment advisor from the Department of Work and Pensions, and a representative from a local solicitor, giving free advice on family matters.
- We support residents to access council issued shopping vouchers and associated IT access.
- Advice Roadshows and drop in sessions are offered, giving help and advice to the public with education, housing, employment, benefits and health.

c) Community Support

- We are a trusted referrer to Wakefield Council's Household Support Fund and Trussell Trust Foodbank.
- St Mary's is a Hate Crime reporting centre.
- Neighbourhood Police PACT meetings are held six-weekly on evenings to give all members of our community a chance to attend. We foster a good relationship with our community police and hold drop ins, offering a hot drink and a chat with an officer on a regular basis.
- We have supported the community further by working with many organisations, some long-term, existing partners and some new. All are welcomed into our centre and given every support to provide their much-needed public services, for example domestic abuse interventions and safeguarding training sessions.
- We registered as a Warm Space, in recognition of the cost of living crisis, providing to the general public a warm, safe space with refreshments and snacks available, free of charge.
- Working with Prosper Wakefield, we have received funding in respect of "Households on the Edge" to support families unable to access other financial support.
- We offer free WiFi, access to IT support and low cost printing and copying services.

d) Covid Community Champions

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

e) Youth Provision

- Brownies, Rainbows and Pantomime Society hold their regular sessions here.
- 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).
- In partnership with Wakefield Libraries, Wordfest storytime sessions take place for under 5's and families to have fun with stories, activities and healthy snacks.
- Numerous children's dance and acrobatics sessions take place both during the week and in school holidays which are very popular and well attended.
- Happy Healthy Holidays sessions took place over summer and provided crafting, games and exercise sessions for 8-14 year olds in receipt of free school meals. Healthy and nutritious meals are also provided as part of these sessions.

f) The Older Generation

- Numerous sessions of Pilates classes are held each week, mainly attended by the over 50's.
- After an enforced break caused by the pandemic, we reinstated our weekly lunch club from September 2022 with existing and new members. Our team of volunteers, certificated in Food Hygiene, provide a hot, nourishing two-course meal, followed by tea and coffee. Bingo and a raffle are enjoyed and up to thirty people attend each session. The sessions are fully staffed by a group of local volunteers, who in turn, enjoy the social benefit of weekly meetings and lunch together.
- A community choir, Pontefract Liquorice Singers, hold their weekly rehearsals at the centre.
- The long established Pontefract Art Club have joined us to hold their weekly sessions.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

TRUSTEES' REPORT continued

YEAR ENDED 31 MARCH 2024

- Male incontinence pad disposal facilities have been installed in our gentlemen's toilets.
- Working in partnership with our local NHS Care Coordinators and the Alzheimer's Society, we introduced free monthly drop-in sessions, to provide support and advice for local people with memory difficulties, along with their carers.

g) Health and Wellbeing Support

- Funding was accessed to train volunteers to deliver the Menopause & Me project. Sessions were delivered in conjunction with Menohealth, an international organisation offering practical help and support, to empower everyone to take control of their menopause and improve their mental health and wellbeing.
- Working with the NHS and Live Well Wakefield the CORE20+5 project was launched to support and encourage members of the public to access their medical appointments with the help of a team of trained volunteers.
- We have supported, from its launch, a local support group, Care to Talk. We provide free room rent and administration and signpost to the project where applicable, working closely with the project workers. Funding has been obtained to arrange various trips and events for the group to help with confidence and wellbeing.
- We are constantly exploring ways to raise awareness of health and wellbeing issues and signpost to relevant agencies where necessary.
- Healthwatch Wakefield hold monthly public drop-in sessions.
- We are supported by a number of volunteers, from all age groups and in a variety of posts. 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 weekly sessions at St Mary's for many years.
- St Mary's Church hold Sunday worship sessions in the community hall, which is a considerable benefit to the local community. They also hold monthly Messy Church sessions, which appeal to families and include craft activities and eating together.
- Working in conjunction with Pontefract Reads, St Mary's offer a well-stocked and regularly replenished bookcase in our public area, where books for all ages are offered, free of charge, with suitable book donations being gratefully accepted.
- Working with the Yorkshire Air Ambulance Team, we held crafting sessions where hand-made items were produced to be sold at craft fairs to support YAA.
- St Mary's has worked with staff from Pontefract and Knottingley Primary Care Network on a number of new projects including hypnotherapy, Reiki and healthy hearts drop ins.

h) Employability and IT Support

- Working closely with JobCentre Plus, Wakefield Adult Education Services 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. Referral routes are tailored to support clients for whom anxiety and/or depression are a barrier to work.
- A digital assistance project supporting EU settlement status applications etc. has been well accessed.

i) Refurbishment of the Building

The building is twenty years old and has been utilised extensively and impressively. Many changes have been made to facilitate optimum use of room space since the original design. 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 replacement carpeting, upgraded IT server unit and additional CCTV coverage. Repairs have been made to the roof and skylights, sensor controlled LED lighting fitted around the building and essential upgrades made to our passenger lift. We have installed a defibrillator for public use, provided by a West Yorkshire Prepared Community Grant Initiative.

The garden area has been refurbished, at little cost, providing a private, tranquil outdoor area for centre users to enjoy.

j) Green Issues

- St. Marys has always been passionate on recycling and energy conservation, with these issues continually promoted throughout the centre to all users, ensuring we keep our carbon footprint and energy expenditure to a minimum. We have increased our recycling effort to include soft plastics used within the centre.
- Funded by a grant from CRT in 2012, the centre has eighty-five solar panels fitted, which greatly reduce the energy outgoings.
- All light fittings have now been replaced with energy saving LED models, funded by a WYCA climate activity grant in 2023. This will see a considerable cost saving made in future and confirms our commitment to reducing our carbon footprint.
- Free flow taps in our public areas were replaced with push control models, reducing water usage and waste.
- Energy efficient equipment including new central heating boiler, hot water kitchen geyser and dishwasher have been installed.
- Outdated IT equipment is donated to a local social enterprise who refurbish and donate equipment to other charities.

Trustees' assessment of going concern

Following the impact which the Covid-19 crisis had on our operations, our income has recovered, albeit with some streams being slower to return to pre-Covid levels. Due to income from services provided, room hire and funding applications, 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. Funding applications are regularly made in order to access support for running costs and facilitate special activities.

Increased costs due to the cost of living crisis have and will continue to impact on our business, as the cost of utilities, salaries, consumables etc has increased dramatically. To take account of increased expenditure and financial constraints, we continue to operate with a small but flexible staffing team who have undertaken training courses to ensure they are well equipped to meet changes in our operations. Staff rotas have been put into place to make optimum use of staffing hours and streamline salary costs.

We are confident that we are in a position to meet the challenges brought about by Covid-19 and the present financial crisis, and have proven that we are sufficiently 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 2024/2025 accounting period.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

TRUSTEES' REPORT continued

YEAR ENDED 31 MARCH 2024

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 expenditure, excluding depreciation, six months running costs equates to approximately £96,000.

At 31 March 2024, our level of unrestricted reserves was £168,258 (2023: £190,264). Reserves are currently above the target 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 effects of the pandemic and current cost of living crisis 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 12 to 21. The Statement of Financial Activities shows a deficit for the year of £37,043 (2023: a deficit of £36,404). The result includes the depreciation charge of £44,734 (£46,372 in 2023). The total funds at the year-end stand at £1,416,851 (2023: £1,453,894). Total funds includes the value of the building and other fixed assets.

Reserves of the charity at year-end, held in unrestricted funds, stand at £168,258 (2023: £190,264). There was also a sum of £93,786 held in designated funds for specific projects.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

TRUSTEES' REPORT continued

YEAR ENDED 31 MARCH 2024

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:

A handwritten signature in blue ink, appearing to read 'David Jones', with a long horizontal flourish extending to the right.

Signed:

Date: 29 October 2024

David Jones, Chair/ Director

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2024

I report on the accounts of the charity, which are set out on pages 12 to 21.

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: 29 October 2024

Stephanie Tolson
Community Accountant
BCVS Services Limited
23 Queens Road
Barnsley
S71 1AN

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

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

YEAR ENDED 31 MARCH 2024

		Unrestricted Funds	Designated Funds	Restricted Funds	2024 Total Funds	2023
	Note	£	£	£	£	£
Income:						
Donations and legacies	2a	2,034	-	48,546	50,580	18,831
Income from charitable activities	2b	138,220	-	-	138,220	169,014
Investment income	2c	7,301	-	-	7,301	5,409
Other income	2d	5,000	-	-	5,000	6,691
Total income		152,555	-	48,546	201,101	199,945
Expenditure						
Expenditure on charitable activities:	3a	177,820	44,734	15,590	238,144	236,349
Other expenditure	3b	-	-	-	-	-
Total expenditure		177,820	44,734	15,590	238,144	236,349
Net income/expenditure for the year		(25,265)	(44,734)	32,956	(37,043)	(36,404)
Transfers between funds	12	3,259	-	(3,259)	-	-
Total funds brought forward		190,264	1,260,031	3,599	1,453,894	1,490,298
Total funds carried forward	11	168,258	1,215,297	33,296	1,416,851	1,453,894

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

All the activities of the charitable company are classed as continuing.

Prior year income includes restricted donations/grants of £15,791.

Prior year expenditure on charitable activities includes:

- £46,372 from designated funds (depreciation)
- £14,502 from restricted funds

All other prior year income and expenditure is unrestricted.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

BALANCE SHEET

YEAR ENDED 31 MARCH 2024

	Note	£	2024 £	2023 £
Fixed assets				
Tangible assets	5	1,121,511	1,166,245	
Total fixed assets			1,121,511	1,166,245
Current assets				
Debtors & prepayments	6	16,316	20,996	
Cash at bank and in hand		282,217	268,738	
Total current assets		298,533	289,734	
Liabilities				
Creditors & accruals amounts falling due within one year	7	(3,193)	(2,085)	
Net current assets			295,340	287,649
Net assets			<u>1,416,851</u>	<u>1,453,894</u>
Funds of the charity	11			
Unrestricted funds			168,258	190,264
Designated funds (Fixed Assets)			1,121,511	1,166,245
Designated funds (Other)			93,786	93,786
Restricted funds			33,296	3,599
Total funds			<u>1,416,851</u>	<u>1,453,894</u>

Exemption from audit

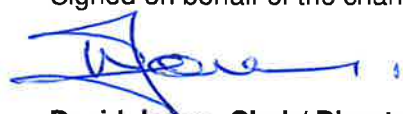
For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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:



David Jones, Chair/ Director

Date: 29 October 2024

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

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) – (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 applied 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 is a healthy reserve at the year end and there are no material uncertainties in the twelve-month period following the signing of these accounts.

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.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

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%
Building Fixtures & Improvements	10%
Equipment & Furniture	25%
Computer Equipment	33.3%

In the year of acquisition, assets are depreciated for the full year.

Taxation

The charity is exempt from UK 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 are 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 is 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 2024

2. Analysis of Income

Note	2024			2023		
	Unrestricted	Restricted	Total	Unrestricted	Restricted	Total
	Funds	Funds	Funds	Funds	Funds	Funds
	£	£	£	£	£	£
2a Donations & Legacies:						
Donations	759	80	839	1,040	-	1,040
Grant income:						
WMDC - Happy Healthy Holidays grant	-	2,000	2,000	-	-	-
WMDC - Infection Control Grants	-	-	-	2,000	-	2,000
Wakefield Nova - Climate Activity grant	-	19,500	19,500	-	-	-
Wakefield Nova - Menopause & Me	-	3,188	3,188	-	-	-
Wakefield Nova - Core 20 plus 5 grant	-	10,028	10,028	-	-	-
WMDC - Jubilee Funding	-	-	-	-	381	381
WDHCS - Prosper Together Grant	1,275	8,500	9,775	-	10,000	10,000
Coalfields Regeneration Trust	-	5,000	5,000	-	1,960	1,960
Asda Foundation Grant	-	-	-	-	1,000	1,000
Arnold Clark	-	-	-	-	1,000	1,000
Wakefield Council Culture Grant	-	-	-	-	950	950
WMDC (Libraries) Word Fest	-	250	250	-	500	500
	2,034	48,546	50,580	3,040	15,791	18,831
2b Income from charitable activities:						
Room hire and services	120,493	-	120,493	155,403	-	155,403
Help at the Hub funding (CAB)	13,575	-	13,575	10,050	-	10,050
DLS income	113	-	113	594	-	594
St Mary's lunch club	3,690	-	3,690	2,608	-	2,608
Other	349	-	349	359	-	359
	138,220	-	138,220	169,014	-	169,014
2c Investment income						
Bank interest	7,301	-	7,301	5,409	-	5,409
	7,301	-	7,301	5,409	-	5,409
2d Other income						
Insurance claim	-	-	-	1,691	-	1,691
Rebates	5,000	-	5,000	5,000	-	5,000
	5,000	-	5,000	6,691	-	6,691
Total Income	152,555	48,546	201,101	184,154	15,791	199,945

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

3. Analysis of expenditure

	2024				2023
	Unrestricted Funds	Designated Funds	Restricted Funds	Total Funds	Total Funds
	£	£	£	£	£
3a Cost of Charitable Activities:					
Salaries and on-costs	127,200	-	-	127,200	115,723
Rates, water & insurance	1,433	-	5,131	6,564	5,967
Heat & light	9,954	-	-	9,954	5,986
Office costs, printing & stationery	5,850	-	391	6,241	4,017
Telephone & internet	2,828	-	66	2,894	2,676
IT Support	2,096	-	66	2,162	2,489
Travel & volunteer expenses	1,138	-	1,784	2,922	944
Training	108	-	-	108	27
Accountancy fees	1,000	-	-	1,000	900
Legal & Professional fees	1,002	-	-	1,002	-
Catering, hospitality & refreshments	4,837	-	725	5,562	6,478
Repairs, renewals, maintenance & security	10,040	-	1,362	11,402	22,471
Caretaking & cleaning	9,268	-	-	9,268	9,585
Advertising & publicity	-	-	-	-	40
Activities, events & other project costs	180	-	1,469	1,649	3,622
Household support (Prosper Together)	-	-	4,596	4,596	7,841
Depreciation - buildings	-	35,436	-	35,436	35,436
Depreciation - other assets	-	9,298	-	9,298	10,936
Other expenditure	886	-	-	886	1,211
Total expenditure on charitable activities	177,820	44,734	15,590	238,144	236,349
3b Other expenditure					
	-	-	-	-	-
Total other expenditure	-	-	-	-	-
Total Expenditure	177,820	44,734	15,590	238,144	236,349

2023 expenditure includes:

Designated funds – depreciation buildings £35,436; depreciation other assets £10,936.

Restricted funds – salaries £695; Heat & light £901; Office costs £178; Travel & volunteer expenses £458; Catering £1,305; Activities & project costs £2,747; Household Support £7,841; Other expenditure £377.

All other prior year expenditure is unrestricted.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

4. Staff Costs

	2024	2023
	£	£
Salaries cost	115,927	105,541
Employer NIC	8,978	8,156
Employer pension contributions	2,295	2,026
	<u>127,200</u>	<u>115,723</u>

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

The average number of employees during the year was 6 (2023: 6).

5. Tangible Fixed Assets

	Building & Additions	Equipment & Furniture	Computer/IT Equipment	Total
	£	£	£	£
Cost				
Balance b/f - 01 April 2023	1,729,264	77,920	50,126	1,857,310
Additions in year	-	-	-	-
Balance c/f at 31 March 2024	<u>1,729,264</u>	<u>77,920</u>	<u>50,126</u>	<u>1,857,310</u>
Depreciation				
Balance b/f - 01 April 2023	573,661	74,733	42,671	691,065
Charge for the year	35,436	3,187	6,111	44,734
Balance c/f at 31 March 2024	<u>609,097</u>	<u>77,920</u>	<u>48,782</u>	<u>735,799</u>
Net Book Value at 31 March 2024	<u>1,120,167</u>	<u>-</u>	<u>1,344</u>	<u>1,121,511</u>
Net Book Value at 31 March 2023	1,155,603	3,187	7,455	1,166,245

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

6. Debtors

	2024	2023
	£	£
Accounts receivable	8,802	13,963
Prepayments	7,514	7,033
	<u>16,316</u>	<u>20,996</u>

7. Creditors

	2024	2023
	£	£
Accounts payable	1,035	861
Accruals	2,158	1,224
	<u>3,193</u>	<u>2,085</u>

8. Trustees' remuneration, benefits and expenses

Remuneration of £15,194 was paid to trustee D Pallett who was employed by the Charity as a Project Development Manager. Other than reimbursement for items purchased on behalf of the charity, there were no other 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 or the previous financial year.

10. Independent examination and accountancy services

	2024	2023
	£	£
Final accounts preparation & Independent Examination (BCVS)	1,000	900
	<u>1,000</u>	<u>900</u>

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

11. Movements in funds

	Opening balance £	Incoming resources £	(Resources expended) £	Transfers £	Closing balance £
Unrestricted funds					
General Fund	190,264	152,555	(177,820)	3,259	168,258
	190,264	152,555	(177,820)	3,259	168,258
Designated funds					
Buildings & Additions	1,155,603	-	(35,436)	-	1,120,167
Other Fixed Assets (Equipment)	10,642	-	(9,298)	-	1,344
Youth Provision	25,000	-	-	(10,000)	15,000
Older Generation	10,000	-	-	5,000	15,000
Building Maintenance/Refurbishment	58,786	-	-	5,000	63,786
TOTAL	1,260,031	-	(44,734)	-	1,215,297
Restricted funds					
WDHCS- Prosper Together Grant	2,159	8,500	(4,856)	-	5,803
Coalfields Regeneration Trust Care to talk	131	-	(131)	-	-
Wakefield Nova- Core 20 plus 5 grant	-	10,028	(1,358)	(1,997)	6,673
Wakefield Nova- Climate Activity grant	-	19,500	(595)	-	18,905
Wakefield Nova- Menopause & Me	-	3,188	(1,523)	-	1,665
Wakefield Council Culture Grant	799	-	(272)	(527)	-
Coalfields Regeneration Trust Core costs	-	5,000	(5,000)	-	-
WMDC- Healthy Holidays grant	-	2,000	(1,400)	(600)	-
WMDC- WordFest Grants	250	250	(130)	(120)	250
Foodbank Donations	260	80	(325)	(15)	-
	3,599	48,546	(15,590)	(3,259)	33,296
TOTAL FUNDS	1,453,894	201,101	(238,144)	-	1,416,851

12. Fund Transfers

- £10,000 was transferred from the Youth Provision fund into the Older Generation and Building Maintenance fund, being £5,000 into each.
- £527 was transferred from the Wakefield Council Culture Grant to the General Fund for room hire.
- £1,997 was transferred from Core 20 Plus 5 to the General Fund for room hire, set up costs and printing.
- £120 was transferred from WordFest to the General Fund for room hire.
- £600 and £15 were transferred from Healthy Holidays and Foodbank grants respectively to the General Fund to close the funds down as the projects were complete.

ST. MARY'S CHEQUERFIELD COMMUNITY PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS continued

YEAR ENDED 31 MARCH 2024

13. Restricted Funds

- WDHCS: Prosper Together Grant – a grant from Wakefield and District Health and Community Support Prosper Together Fund, to deliver direct support to local people identified through the 'What's up Wakefield District' research project as Households on the Edge.
- Coalfields Regeneration Trust – a grant for the cost of room hire and activities for the 'Care to Talk' Mental Health Support Group, and a further grant to cover core costs which was allocated to insurance.
- Wakefield Council Culture Grant: – a grant for a permanent mural, painted by Pontefract Arts Club, around the theme of a circle and featuring recognisable aspects of the work, services and user groups at St Mary's Community Centre.
- WMDC: WordFest – A grant from Wakefield Council (libraries) for 'WordFest' activities.
- Wakefield Nova: Core 20 plus 5 Grant – a grant to fund a volunteer scheme to support the public to attend medical appointments.
- Wakefield Nova: Climate Activity Grant – a grant to fund the replacement of LED lighting and controlled flow taps.
- Wakefield Nova: Menopause & Me – A grant to fund training, menopause support and advice sessions.
- WMDC: Healthy Holidays Grant – A grant to fund Sports, Dance, exercise and lunch sessions.