SHIRECLIFFE COMMUNITY FORUM

England & Wales · Charity number 1119436

Details

Other names	SHIRECLIFFE COMMUNITY PROJECT
Status	Registered
Legal form	Charitable company
Company number	05334100
Registered	2007-05-31
Register	View on the Charity Commission register

Contact

Address	Shirecliffe Community Centre 349 Shirecliffe Road Sheffield S5 8XJ
Phone	01142326201
Email	shirecliffeforum@shirecliffe.org.uk

Activities

Objects: 3. OBJECTS THE OBJECTS OF THE CHARITY ARE THE PROMOTION FOR THE BENEFIT OF THE PUBLIC OF URBAN OR RURAL REGENERATION IN AREAS OF SOCIAL AND ECONOMIC DEPRIVATION (AND N PARTICULAR IN SHIRECLIFFE) BY ALL OR ANY OF THE FOLLOWING MEANS;3.1 THE RELIEF OF POVERTY 3.2 THE RELIEF OF UNEMPLOYMENT3.3 THE ADVANCEMENT OF EDUCATION TRAINING OR RETRAINING AMONGST UNEMPLOYED PEOPLE AND PROVIDING UNEMPLOYED PEOPLE WITH WORK EXPERIENCE3.4 THE PROVISION OF FINANCIAL AND TECHNICAL ASSISTANCE OR BUSINESS ADVICE OR CONSULTANCY ON ORDER TO PROVIDE TRAINING AND EMPLOYMENT OPPORTUNITIES FOR UNEMPLOYED PEOPLE IN CASES OF FINANCIAL OR OTHER CHARITABLE NEEDS TROUGH HELP 1) IN SETTING UP THEIR OWN BUSINESS 2) TO EXISTING BUSINESSES3.5 THE CREATION OF TRAINING AND EMPLOYMENT OPPORTUNITIES BY THE PROVISION OF WORKSPACE, BUILDINGS AND/OR LAND FOR USE ON FAVOURABLE TERMS3.6 THE MAINTENANCE, IMPROVEMENT OR PROVISION OF PUBLIC AMENITIES3.7 THE PROVISION OF RECREATIONAL FACILITIES FOR THE PUBLIC AT LARGE OR THOSE WHO BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, POVERTY OR SOCIAL AND ECONOMIC CIRCUMSTANCES HAVE NEED OF SUCH FACILITIES3.8 THE PROTECTION AND CONSERVATION OF THE ENVIRONMENT3.9 THE PROVISION OF PUBLIC HEALTH FACILITIES AND CHILDCARE 3.10 THE PROVISION OF PUBLIC SAFETY AND CRIME PREVENTION3.11 FOR SUCH OTHER CHARITABLE PURPOSES AS THE DIRECTORS IN THEIR ABSOLUTE DISCRETION THINK FIT.

Activities: We manage a community Centre, providing services and activities previously unavailable in the shirecliffe area.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Acts As An Umbrella Or Resource Body
- **What:** General Charitable Purposes, Education/training, Disability, The Prevention Or Relief Of Poverty, Amateur Sport, Environment/conservation/heritage, Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** SHIRECLIFFE.
- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	-	-	-	-
2024-03-31	£130,105	£145,544	-	-
2023-03-31	£121,111	£121,251	-	-
2022-03-31	£112,549	£106,370	-	-
2021-03-31	£112,117	£96,007	-	-
2020-03-31	£95,148	£103,792	-	-
2019-03-31	£97,993	£103,711	-	-

Trustees

Name	Role	Appointed
COLIN EARLY		
DEREK BROOKES		2021-03-31
MICHAEL LEARY		2022-04-01
SHAMSA LATIF		2013-02-04
SHEBA TABANI-FHAIKH		2024-07-01

SHIRECLIFFE COMMUNITY FORUM

England & Wales - Charity number 1119436

Accounts

Registered Charity Number: 1119436
Company number: 05334100

Shirecliffe Community Forum

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2024

Shirecliffe Community Forum

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Shirecliffe Community Forum

Legal and administrative information
For the year ended 31 March 2024

Directors (Trustees)

C Early	
P Howard	resigned 14 March 2025
S Tabani-Fhaikh	appointed 1 July 2024
D Brookes	
M Leary	
S Price	appointed 12 November 2024

Secretary
S Latif

Key management

L Norman	Centre Manager	until January 2025

Charity number
1119436

Company number
05334100

Registered office
Shirecliffe Community Centre
Shirecliffe Road
Shirecliffe
Sheffield
South Yorkshire
S5 8XJ

Accountants
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Shirecliffe Community Forum

Directors' annual report
For the year ended 31 March 2024

The trustees are pleased to present their annual directors’ report for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors’ report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

Structure, governance and management

Shirecliffe Community Forum is a company limited by guarantee (company number 05334100), incorporated on 17 January 2005 which is governed by Memorandum and articles of association. The company registered as a charity on 31 May 2007 (charity number 1119436).

The directors are responsible for overseeing the operations of the charity. Day to day management of the charity is provided by paid staff.

Objectives

The objects of the charity are the promotion for the benefit of the public of urban or rural regeneration in areas of social and economic deprivation (and in particular in Shirecliffe) by all or any of the following means;

1. the relief of poverty
2. the relief of unemployment
3. the advancement of education training or retraining amongst unemployed people and providing unemployed people with work experience
4. the provision of financial and technical assistance or business advice or consultancy on order to provide training and employment opportunities for unemployed people in cases of financial or other charitable needs through help
    a. in setting up their own business
    b. to existing businesses
5. the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms
6. the maintenance, improvement or provision of public amenities
7. the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances have need of such facilities
8. the protection and conservation of the environment
9. the provision of public health facilities and childcare
10. the provision of public safety and crime prevention
11. for such other charitable purposes as the directors in their absolute discretion think fit.

We manage a community centre, providing services and activities previously unavailable in the Shirecliffe area. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission’s guidance on public benefit.

Achievements and Performances

This year was another good year for the community centre. All groups have returned including the Church group on the 1st Sunday of every month. Unfortunately, the AA group hasn't returned due to funding.

The Afghan Association has returned, all be it down to one day a week but they are thriving in the area.

The footfall of the centre is still on the up, due to an increase in the level of sessional bookings and further new groups. The Forum has regular income from courses run by Everyone Health and NHS Pulmonary care. We are still receiving extremely positive feedback from the groups and clubs that use the centre on how accommodating, cleanliness and friendly the centre is. Plus the NHS Pulmonary care session have further extended their bookings up until October 2024.

Our Karate group is going from strength to strength winning National awards and recognition within the Community - they did exceptionally well in the later end of 2022 in the world championships and we wish them well. The class on Saturday mornings a group for Women only run by the Karate is still going strong.

The Hall is still our main stream of Sessional income, it is in use every night of the week and most week days and weekends.

We also still have the Food Bank in residence in our car park who hands out food parcels on a Saturday Morning.

Financial Performance

2024 was a tough year for the finances of the centre. We now have full occupancy at the centre, and with one group taking all the vacant offices on the first floor the administration for the centre has become easier. We are still very busy administrating the SCC side of the building especially with the ongoing set-up of the nursery.

Our sessional income is on the increase again with the addition of more new groups to the centre from SCC Action for Children and NHS.

We have managed to control the majority of costs this year, with more stringent control of spending limits. All of expenditure is being authorised by board members. Maintenance costs for both sides of the centre will be rising in 2023/24 as the building gets older and requires more updating.

It is still of the upmost importance that the high levels of maintenance and housekeeping is preserved we therefore are not able to cut too many costs in those areas. Consumables has risen with inflation but we are still achieving at least 4 cleans a day and want that to continue.

Plans for the future

The outside space is still a work in progress, and we are in discussions with other users of the centre as to ideas for the outdoor space being available to everyone. Our hope is that it will bring all residents of Shirecliffe together, but we are still struggling to get volunteers to help with the upkeep. We are actively looking for funding and are hopeful that we will be successful in 2025.

In 24-25 we a few new groups using the centre, and we continue to look for more.

The Car boot sale and Christmas fair are planned for 2025.

Reserve Policy

The management committee operates a system of general funds to cover the core running costs of the centre and restricted funds to cover the costs associated with particular activities or projects, for example the activities which are funded by grants received from Sheffield City Council.

In terms of the general fund we receive income in the form of room hire charges, which we make to all of our user groups, along with one-off fees for family parties, community meetings etc. We also sub-let an area of the community centre to other local community projects for office accommodation. Sub-letting brings in a regular, guaranteed income for the community centre and enables other projects to develop their work in the area for the benefit of local residents.

The management committee is responsible for all aspects of the day to day running costs of the centre which includes heating, lighting, water rates, cleaning, insurance, security alarm, trade waste, telephone, broadband services etc. All running costs are met by the general fund.

The committee have agreed that the committee to hold a minimum of 6 month’s general running costs (excluding building management costs) in reserve. Based upon current levels of expenditure £25,000 would be held in reserve.

Free reserves (general funds excluding fixed assets) at 31 March 2024 were £28,043.

Shirecliffe Community Forum

Directors ' annual report - continued
For the year ended 31 March 2024

Trustees’ responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees’ Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.
The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity’s website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small Companies Exemption

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

The directors declare that they have approved the directors' report above on 26 Apr 2025

Signed on their behalf by:

Michael Leary

Director

Independent Examiner's report to the trustees of Shirecliffe Community Forum ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

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').

I have assisted the trustees in the revision of bookkeeping and other records to ensure that the statutory accounts can be prepared accurately. The charity trustees remain responsible for making such judgments and decisions that are needed in relation to the presentation and disclosure of information in the financial statements. During my work I have been mindful of the guidance given by CC32 in relation to day to day administration of the charity, in assisting in preparing the accounts, and the provisions of the Revised Ethical Standard 2024 issued by the Financial Reporting Council (FRC).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement – matter of concern identified – one off lapse

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

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

In carrying out my examination I noted that for five months of the financial year there were only 5 trustees, but there were three trustees (or close family) under contract to provide services during the year. This was in breach of the constitution requirement for no more than 1/2 of trustees to be under such a contract.

Having considered the incident and finding limited general shortcomings in the keeping of accounting records, and given the other information provided by the trustees, I judge it was not a matter of material significance, so there is no duty to report directly to the Commission. The trustees have agreed to act promptly on my procedures review letter to improve the financial controls and governance of the charity.

I have no other 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.

S Lightfoot

29 Apr 2025

Sarah Lightfoot, FCA DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Shirecliffe Community Forum

Statement of Financial Activities (incorporating the income and expenditure account)
for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Income from:							
Charitable activities	**2**	130,024	-	130,024	121,098	-	121,098
Investments- bank interest		81	-	81	13	-	13
Total income		**130,105**	**-**	**130,105**	121,111	-	121,111
Expenditure on:							
Charitable activities	**3**	145,544	-	145,544	120,484	767	121,251
Total expenditure		**145,544**	**-**	**145,544**	120,484	767	121,251
Net expenditure		**(15,439)**	**-**	**(15,439)**	627	(767)	(140)
Transfers between funds		-	-	-	-	-	-
Net movement in funds		**(15,439)**	**-**	**(15,439)**	627	(767)	(140)
Total funds brought forward		51,564	-	51,564	50,937	767	51,704
Total funds carried forward		**36,125**	**-**	**36,125**	51,564	-	51,564

Shirecliffe Community Forum

Balance sheet
As at 31 March 2024

	Notes	2024	2023
		£	£
Fixed Assets			
Tangible Assets	**6**	8,082	9,298
Current assets			
Debtors	**7**	40,207	40,101
Cash at bank and in hand		10,477	14,810
Total current assets		50,684	54,911
Creditors: amounts falling due within one year	**8**	(22,641)	(12,645)
Net current assets		**28,043**	**42,266**
Total assets less current liabilities		**36,125**	**51,564**
Creditors: amounts falling due after more than one year		-	-
Total net assets		**36,125**	**51,564**
Funds of the Charity			
Unrestricted funds		36,125	51,564
Restricted income funds	**9**	-	-
Total funds	**10**	**36,125**	**51,564**

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.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board on 26 Apr 2025

Signed on behalf of the board by:

Michael Leary
Director

Notes to the Accounts
for the year ended 31 March 2024

1 Accounting Policies

a General

Shirecliffe Community Forum is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the gurantee is limited to £1 per member of the charity. The address of the registerd office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The charity meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

b Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Sessional and rental income is recognised in the year the session took place.

Bank interest is recognised as income when it is credited to the bank statement.

c Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

d Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis.

Fixtures and Fittings	4 years straight line
Leasehold improvements	over the remaining life of the short term lease

e Cash and cash equivalents

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

f Trade debtors

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

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

g 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 company 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.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

h Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

1 Accounting Policies - continued

i Taxation

As a charity Shirecliffe Community Forum is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

j Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Project delivery	-	-	-	160	-	160
Sessional income	44,513	-	44,513	42,768	-	42,768
Rents received	28,080	-	28,080	26,040	-	26,040
Building management charge	56,836	-	56,836	51,562	-	51,562
Other income	595	-	595	568	-	568
	130,024	**-**	**130,024**	**121,098**	**-**	**121,098**

3 Expenditure on charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Staff costs	6	40,122	-	40,122	35,418	-	35,418
Self employed administration		14,032	-	14,032	16,400	-	16,400
Caretaking		14,060	-	14,060	10,649	-	10,649
Project costs		-	-	-	806	-	806
Management contract recharge		3,900	-	3,900	3,900	-	3,900
Insurance		4,923	-	4,923	4,515	-	4,515
Rates and utilities		38,397	-	38,397	21,156	-	21,156
Telephone and internet		2,571	-	2,571	2,252	-	2,252
Printing, stationery and other admin expenses		1,062	-	1,062	1,443	-	1,443
Travel and staff expenses		44	-	44	445	-	445
Cleaning and environmental		5,409	-	5,409	6,550	-	6,550
Security and fire safety		5,944	-	5,944	4,317	-	4,317
Repairs and maintenance		12,585	-	12,585	9,229	-	9,229
Depreciation		1,216	-	1,216	1,216	-	1,216
Refreshments		82	-	82	1,128	-	1,128
Event costs		102	-	102	170	-	170
Garden costs		-	-	-	10	767	777
Bad Debt Provision		-	-	-	70	-	70
Independent examination fee	5	1,095	-	1,095	810	-	810
		145,544	**-**	**145,544**	**120,484**	**767**	**121,251**

4 Independent examiner's fees

	2024	2023
	£	£
Independent examination fee	1,095	810

There were no other fees payable to the independent examiner's organisation.

5 Staff Costs

	2024	2023
	£	£
Salaries	40,122	35,418
	40,122	**35,418**

No employee received emoluments of more than £60,000. The average number of employees during the period was 3 (2023: 3).

6 Tangible fixed assets

	Fixtures and Fittings	Leasehold ıprovements	Total
	£	£	£
Cost			
As at 1 April 2023	7,141	16,553	23,694
As at 31 March 2024	7,141	16,553	23,694
Depreciation			
As at 1 April 2023	7,141	7,255	14,396
Depreciation charge	-	1,216	1,216
As at 31 March 2024	7,141	8,471	15,612
Net Book Value			
As at 31 March 2024	**-**	**8,082**	**8,082**
As at 31 March 2023	-	9,298	9,298

7 Debtors

	2024	2023
	£	£
Trade debtors	40,207	40,021
Prepayments	-	80
	40,207	40,101

8 Creditors: amounts falling due within one year

	2024	2023
	£	£
Trade creditors	19,309	10,528
Accruals	1,581	1,410
Taxes & social security	1,751	707
Income received in advance	-	-
	22,641	12,645

9 Restricted funds

There were no restricted funds in the year.

Prior year comparison	*Balance b/fwd*	*Income*	*Expenditure*	*Transfers*	*Balance C/fwd*
	£	*£*	*£*	*£*	*£*
Community Garden	*767*	-	*(767)*	-	-
	767	-	*(767)*	-	-

10 Net asset by fund

	Unrestricted funds	**Restricted funds**	**Total 2024**	Unrestricted funds	Restricted funds	Total 2023
	£	**£**	**£**	£	£	£
Tangible assets	8,082	-	**8,082**	9,298	-	9,298
Net current assets	28,043	-	**28,043**	42,266	-	42,266
	36,125	-	**36,125**	51,564	-	51,564

11 Trustees remuneration, benefits and expenses and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2023: £nil) neither were they reimbursed expenses during the year (2023: £nil) as part of their role as trustees.

Colin Early is a trustee of Shirecliffe Community Forum, and was paid £2,819 (2023: £2,629) in the year for caretaking work, various building works.

Derek Brookes is a trustee of Shirecliffe Community Forum from 27 April 2021and was paid £12,064 for caretaking work, various building works and decorating. (2023: £10,540). Neither Derek nor his wife Diane Brookes (who was also a trustee up to December 2019), were party to the Trustees decisions regarding the said payments.

Payments to trustees were made in accordance with section 5 of the Memorandum of Association and were made on a normal commercial basis. No other trustee received payment for professional or other services supplied to the charity (2023: £nil).

The key management personnel of the charity comprises the trustees and Centre Manager, who is self employed. The Centre manager benefited from £18,632 in the year. (2023: £21,467).

12 Related party transactions

£4,709 was payable to the company during the year for rent from North Sheffield Federation of Disabled Self-Help Groups (2023: £nil). Diane Brookes is a trustee of North Sheffield Federation of Disabled Self-Help Group and her husband Derek Brookes is a trustee of Shirecliffe Community Forum.

The wife of M Leary, who became a trustee on 1 April 2022, was paid £9,985 during the year as an employee (2023: £9,410).

There were no other related parties other than those noted in note 11.

Accounts

Registered Charity Number: 1119436
Company number: 05334100

Shirecliffe Community Forum

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2023

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Legal and administrative information
For the year ended 31 March 2023

Directors (Trustees)

I Akbar	resigned 31 January 2024
C Early	
P Howard	
S Latif	
K Leary	resigned on 1 April 2022
D Brookes	
M Leary	appointed on 1 April 2022

Secretary
S Latif

Key management
L Norman Centre Manager

Charity number
1119436

Company number
05334100

Registered office
Shirecliffe Community Centre
Shirecliffe Road
Shirecliffe
Sheffield
South Yorkshire
S5 8XJ

Accountants
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Shirecliffe Community Forum

Directors' annual report
For the year ended 31 March 2023

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1. the relief of poverty
2. the relief of unemployment
3. the advancement of education training or retraining amongst unemployed people and providing unemployed people with work experience
4. the provision of financial and technical assistance or business advice or consultancy on order to provide training and employment opportunities for unemployed people in cases of financial or other charitable needs through help
    a. in setting up their own business
    b. to existing businesses
5. the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms
6. the maintenance, improvement or provision of public amenities
7. the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances have need of such facilities
8. the protection and conservation of the environment
9. the provision of public health facilities and childcare
10. the provision of public safety and crime prevention
11. for such other charitable purposes as the directors in their absolute discretion think fit.

We manage a community centre, providing services and activities previously unavailable in the Shirecliffe area. In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit.

Achievements and Performances

This year was another good year for the Community centre. All groups have returned to the centre now except City Church on Sundays and the AA on Mondays. We are still hopeful that the Church will return, but the AA on a Monday has decided to stick with zoom, but AA Friday is back at the centre. NSFD returned at the end of March 2022 but did start accepting clients until the end of May 2022 so we have seen a reduction in income due to the delay in start and also the reduction in days from 4 days to 3 days. The centre has been was fairly busy during the beginning of the year due to the new PCT groups. The centre has had another good year financially due to maximising the Halls capacity but the one of the Forum's main aims is to plough back into the centre any excess surplus. We have tried very hard to control the costs of the centre with the Centre manager still working reduced hours. We have had some increased costs due to Health and safety for a second year but we need to keep up with regulations. We controlled the repairs again within the centre with the only major repairs being to the lighting and outside space.

The footfall of the centre is still on the up, due to an increase in the level of sessional bookings and further new groups. The Forum has regular income from courses run by Everyone Health and NHS Pulmonary care. We are still receiving extremely positive feedback from the groups and clubs that use the centre on how accommodating, cleanliness and friendly the centre is.

Our Karate group is going from strength to strength winning National awards and recognition within the Community - they did exceptionally well in the later end of 2022 in the world championships and we wish them well. The class on Saturday mornings a group for Women only run by the Karate is still going strong.

The Hall is still our main stream of Sessional income, it is in use every night of the week and most week days and weekends.

We also still have the Food Bank in residence in our car park who hands out food parcels on a Saturday Morning.

The outside space is still a work in progress. There are now quite a few seating areas, it is a safe and peaceful area to sit. Our hope is that it will bring all residents of Shirecliffe together, but we are still struggling to get volunteers to help with the upkeep. We are actively looking for funding and are hopeful that we will be successful in 2024.

Financial Performance

2023 was another good year for the finances of the centre. We now have full occupancy at the centre, and with one group taking all the vacant offices on the first floor the administration for the centre has become easier. We are still very busy administrating the SCC side of the building especially with the ongoing set-up of the nursery.

Our sessional income is on the increase again with the addition of more new groups to the centre from SCC Action for Children and NHS.

We have managed to control the majority of costs this year, with more stringent control of spending limits. All of expenditure is being authorised by board members. Maintenance costs for both sides of the centre will be rising in 2023/24 as the building gets older and requires more updating.

It is still of the upmost importance that the high levels of maintenance and housekeeping is preserved we therefore are not able to cut too many costs in those areas. Consumables has risen with inflation but we are still achieving at least 4 cleans a day and want that to continue.

Plans for the future

We have still not re-established our Christmas fair and had the Panto cancelled at the last minute due to performer illness.

Our main aim is still to try and help the Local Community wherever we can. We are also still hoping to hold a couple of Car boot sales during the summer months of 2024 this will hopefully put us back in the Community spot light.

The Afghan Society is still going strong with a base in the centre 2 days a week, a very welcome addition.

We have still got the Thursday Morning group from Save the Children and the Coffee morning on a Friday is still going strong.

Our Ethos is that we don't turn any viable project down without careful consideration.

We are still really optimistic that City Church remains an integral part of Shirecliffe Community Hub as they have now started using the centre for their services.

The Forum is constantly striving to locate new prospects ensuring the financial security of the Community Centre. The forum is still gaining new groups due to our spacious rooms and the groups wanting to carry out their activities in a safe, clean environment.

Shirecliffe Community Centre remains very strong after the past 12 months and has proven that with everybody working towards a common goal we will survive and succeed. We are also looking to strengthen our board of trustees by adding more members to help move us forward in 2024.

Reserve Policy

Shirecliffe Community Forum is registered with the Charity Commission and complies with the requirements of the Charity Commission in terms of an annual independent inspection of the organisation's accounts and submitting the accounts as part of the Charity Commission's annual return.

The management committee operates a system of general funds to cover the core running costs of the centre and restricted funds to cover the costs associated with particular activities or projects, for example the activities which are funded by grants received from Sheffield City Council.

In terms of the general fund we receive income in the form of room hire charges, which we make to all of our user groups, along with one-off fees for family parties, community meetings etc. We also sub-let an area of the community centre to other local community projects for office accommodation. Sub-letting brings in a regular, guaranteed income for the community centre and enables other projects to develop their work in the area for the benefit of local residents.

The management committee is responsible for all aspects of the day to day running costs of the centre which includes heating, lighting, water rates, cleaning, insurance, security alarm, trade waste, telephone, broadband services etc. All running costs are met by the general fund.

At meetings of the finance management committee members of the committee considered what level of funding the charity should hold in reserve. It was agreed that the committee would hold 6 month's general running costs (excluding building management costs) in reserve. Based upon current levels of expenditure £25,000 would be held in reserve.

Free reserves (general funds excluding fixed assets) at 31 March 2023 were £42,266. Given the anticipated increase in costs (especially utility cost) during 22-23 and beyond, the excess in reserves is considered reasonable.

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' Annual Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small Companies Exemption

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

The directors declare that they have approved the directors' report above on 26 March 2024 and are signed on their behalf by:

Michael Leary

Michael Leary

Director

Independent Examiner's report to the trustees of Shirecliffe Community Forum ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

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

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

Signed: S Lightfoot

Sarah Lightfoot, FCA DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 28 March 2024

Shirecliffe Community Forum

Statement of Financial Activities (incorporating the income and expenditure account)
for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Income from:							
Donations and grants	2	-	-	-	12,936	-	12,936
Charitable activities	3	121,098	-	121,098	99,610	-	99,610
Investments- bank interest		13	-	13	3	-	3
Total income		**121,111**	**-**	**121,111**	112,549	-	112,549
Expenditure on:							
Charitable activities	4	120,484	767	121,251	106,370	-	106,370
Total expenditure		**120,484**	**767**	**121,251**	106,370	-	106,370
Net expenditure		**627**	**(767)**	**(140)**	6,179	-	6,179
Transfers between funds	10	-	-	-	-	-	-
Net movement in funds		**627**	**(767)**	**(140)**	6,179	-	6,179
Total funds brought forward		50,937	767	51,704	44,758	767	45,525
Total funds carried forward		**51,564**	**-**	**51,564**	50,937	767	51,704

Shirecliffe Community Forum

Balance sheet
As at 31 March 2023

	Notes	2023	2022
		£	£
Fixed Assets			
Tangible Assets	**7**	9,298	10,514
Current assets			
Debtors	**8**	40,101	42,149
Cash at bank and in hand		14,810	15,794
Total current assets		54,911	57,943
Creditors: amounts falling due within one year	**9**	(12,645)	(16,753)
Net current assets		**42,266**	**41,190**
Total assets less current liabilities		**51,564**	**51,704**
Creditors: amounts falling due after more than one year		-	-
Total net assets		**51,564**	**51,704**
Funds of the Charity			
Unrestricted funds		51,564	50,937
Restricted income funds	**10**	-	767
Total funds	**11**	**51,564**	**51,704**

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board on 26 March 2024 and signed on behalf of the board by:

Michael Leary

Michael Leary
Director

Notes to the Accounts
for the year ended 31 March 2023

1 Accounting Policies

a General

Shirecliffe Community Forum is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the gurantee is limited to £1 per member of the charity. The address of the registerd office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The charity meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

b Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Sessional and rental income is recognised in the year the session took place.

Bank interest is recognised as income when it is credited to the bank statement.

c Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

d Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis.

Fixtures and Fittings	4 years straight line
Leasehold improvements	over the remaining life of the short term lease

e Cash and cash equivalents

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

f Trade debtors

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

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

g 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 company 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.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

h Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

Notes to the Accounts - continued
for the year ended 31 March 2023

1 Accounting Policies - continued

i Taxation

As a charity Shirecliffe Community Forum is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

j Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from grants

	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Sheffield City Council - Covid-19 business suppo	-	-	-	10,667	-	10,667
Coronavirus Job Retention Scheme	-	-	-	2,269	-	2,269
	-	-	-	12,936	-	12,936

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Project delivery	160	-	160	5,850	-	5,850
Sessional income	42,768	-	42,768	24,502	-	24,502
Rents received	26,040	-	26,040	22,690	-	22,690
Building management charge	51,562	-	51,562	45,409	-	45,409
Other income	568	-	568	1,159	-	1,159
	121,098	-	121,098	99,610	-	99,610

4 Expenditure on charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Staff costs	6	35,418	-	35,418	24,187	-	24,187
Self employed administration		16,400	-	16,400	16,577	-	16,577
Caretaking		10,649	-	10,649	11,149	-	11,149
Project costs		806	-	806	4,002	-	4,002
Management contract recharge		3,900	-	3,900	5,975	-	5,975
Insurance		4,515	-	4,515	4,170	-	4,170
Rates and utilities		21,156	-	21,156	16,813	-	16,813
Telephone and internet		2,252	-	2,252	3,063	-	3,063
Printing, stationery and other admin expenses		1,443	-	1,443	1,227	-	1,227
Travel and staff expenses		445	-	445	344	-	344
Cleaning and environmental		6,550	-	6,550	4,189	-	4,189
Security and fire safety		4,317	-	4,317	4,954	-	4,954
Repairs and maintenance		9,229	-	9,229	7,118	-	7,118
Depreciation		1,216	-	1,216	1,216	-	1,216
Refreshments		1,128	-	1,128	151	-	151
Event costs		170	-	170	551	-	551
Garden costs		10	767	777	-	-	-
Bad Debt Provision		70	-	70	-	-	-
Independent examination fee	5	810	-	810	684	-	684
		120,484	767	121,251	106,370	-	106,370

5 Independent examiner's fees

	2023
	£
Independent examination fee	810

There were no other fees payable to the independent examiner's organisation.

6 Staff Costs

	2023	2022
	£	£
Salaries	35,418	24,187
	35,418	**24,187**

No employee received emoluments of more than £60,000. The average number of employees during the period was 3 (2022: 3).

7 Tangible fixed assets

	Fixtures and Fittings	Leasehold ıprovements	Total
	£	£	£
Cost			
As at 1 April 2022	7,141	16,553	23,694
As at 31 March 2023	7,141	16,553	23,694
Depreciation			
As at 1 April 2022	7,141	6,039	13,180
Depreciation charge	-	1,216	1,216
As at 31 March 2023	7,141	7,255	14,396
Net Book Value			
As at 31 March 2023	**-**	**9,298**	**9,298**
As at 31 March 2022	-	10,514	10,514

8 Debtors

	2023	2022
	£	£
Trade debtors	40,021	41,222
Prepayments	80	927
	40,101	42,149

9 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	10,528	12,419
Accruals	1,410	1,404
Taxes & social security	707	221
Income received in advance	-	2,709
	12,645	16,753

10 Restricted funds

	Balance b/fwd £	**Income £**	**Expenditure £**	**Transfers £**	**Balance C/fwd £**
Community Garden	767	-	(767)	-	-
	767	**-**	**(767)**	**-**	**-**

Prior year comparison	*Balance b/fwd £*	*Income £*	*Expenditure £*	*Transfers £*	*Balance C/fwd £*
Community Garden	*767*	-	-	-	*767*
	767	-	-	-	*767*

11 Net asset by fund

	Unrestricted funds £	**Restricted funds £**	**Total 2023 £**	Unrestricted funds £	Restricted funds £	Total 2022 £
Tangible assets	9,298	-	**9,298**	10,514	-	10,514
Net current assets	42,266	-	**42,266**	40,423	767	41,190
	51,564	-	**51,564**	50,937	767	51,704

12 Trustees remuneration, benefits and expenses and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2022: £nil) neither were they reimbursed expenses during the year (2022: £nil) as part of their role as trustees.

Colin Early is a trustee of Shirecliffe Community Forum, and was paid £2,629 (2022: £2,318) in the year for caretaking work, various building works.

Derek Brookes is a trustee of Shirecliffe Community Forum from 27 April 2021and was paid £10,540 for caretaking work, various building works and decorating. (2022: £10,116). Neither Derek nor his wife Diane Brookes (who was also a trustee up to December 2019), were party to the Trustees decisions regarding the said payments.

Payments to trustees were made in accordance with section 5 of the Memorandum of Association and were made on a normal commercial basis. No other trustee received payment for professional or other services supplied to the charity (2022: £nil).

The key management personnel of the charity comprises the trustees and Centre Manager, who is self employed. The Centre manager benefited from £21,467 in the year. (2022: £23,676).

13 Related party transactions

£4,709 was payable to the company during the year for rent from North Sheffield Federation of Disabled Self-Help Groups (2022: £nil). Diane Brookes is a trustee of North Sheffield Federation of Disabled Self-Help Group and her husband Derek Brookes is a trustee of Shirecliffe Community Forum.

The wife of M Leary, who became a trustee on 1 April 2022, was paid £9,410 during the year as an employee.

There were no other related parties other than those noted in note 11.

Accounts

Shirecliffe Community Forum

Legal and administrative information
For the year ended 31 March 2022

Directors (Trustees)
I Akbar
C Early
P Howard
S Latif
K Leary resigned on 1 April 2022
D Brookes
M Leary appointed on 1 April 2022

Secretary
S Latif

Key management
L Norman Centre Manager

Charity number
1119436

Company number
05334100

Registered office
Shirecliffe Community Centre
Shirecliffe Road
Shirecliffe
Sheffield
South Yorkshire
S5 8XJ

Independent Examiner
Sarah Lightfoot, FCA DChA
Employee of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Shirecliffe Community Forum

Directors' annual report
For the year ended 31 March 2022

The trustees are pleased to present their annual directors' report for the year ending 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

Structure, governance and management

Shirecliffe Community Forum is a company limited by guarantee (company number 05334100), incorporated on 17 January 2005 which is governed by Memorandum and articles of association. The company registered as a charity on 31 May 2007 (charity number 1119436).

The directors are responsible for overseeing the operations of the charity. Day to day management of the charity is provided by paid staff.

Objectives

The objects of the charity are the promotion for the benefit of the public of urban or rural regeneration in areas of social and economic deprivation (and in particular in Shirecliffe) by all or any of the following means;

1. the relief of poverty
2. the relief of unemployment
3. the advancement of education training or retraining amongst unemployed people and providing unemployed people with work experience
4. the provision of financial and technical assistance or business advice or consultancy on order to provide training and employment opportunities for unemployed people in cases of financial or other charitable needs through help
   a. in setting up their own business
   b. to existing businesses
5. the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms
6. the maintenance, improvement or provision of public amenities
7. the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances have need of such facilities
8. the protection and conservation of the environment
9. the provision of public health facilities and childcare
10. the provision of public safety and crime prevention
11. for such other charitable purposes as the directors in their absolute discretion think fit.

We manage a community centre, providing services and activities previously unavailable in the Shirecliffe area.

Achievements and Performances

This year was a good year for the Community centre. All groups have returned to the centre now except City Church on Sunday's and the AA on Mondays. We are still hopeful that the Church will return, but the AA has decided to carry on with zoom sessions NSFD returned at the end of March 2022 so we have seen no revenue from them this year. The centre was still fairly quite during the beginning of the year but we still managed to pick some new groups up from the NHS and SCC. The centre has had another good year financially due to maximising the Halls capacity, the addition of Family Time (SCC) and some extra sessions from PCT. We have tried very hard to control the costs of the centre with the Centre manager reducing her hours to a minimum! We have had some increased costs due to Health and safety .We controlled the repairs within the centre this year with the only major repairs being to the lighting. Shirecliffe participated in the Healthy Holiday scheme within 2022 which was very uplifting for all the participants. We received some very uplifting feedback which is always a bonus.

The footfall of the centre is still on the up, due to an increase in the level of sessional bookings and further new groups. The Forum has regular income from courses run by Everyone Health and NHS Pulmonary care. We are still receiving extremely positive feedback from the groups and clubs that use the centre on how accommodating, cleanliness and friendly the centre is.

Our Karate group is going from strength to strength winning National awards and recognition within the Community they are taking part in the world championships in the later part of 2022 we wish them well. The class on Saturday mornings a group for Women only run by the Karate is still going strong.

The Hall is still our main stream of Sessional income, it is in use every night of the week and most week days.

We also have had a new food bank take up residence in our car park who hand out food parcels on a Saturday Morning.

The outside space is still a work in progress. There are now quite a few seating areas, it is a safe and peaceful area to sit. Our hope is that it will bring all residents of Shirecliffe together, but we are still struggling to get volunteers to help with the upkeep. We are actively looking for funding and are hopeful that we will be successful in 2023.

Financial Performance

2022 was another good year for finance for the forum. We hope this to be the turning point for the centre. We now have full occupancy at the centre, and with one group taking all the vacant offices on the first full the administration for centre has become easier. We are still very busy administrating the SCC side of the building especially with the set-up of the nursery.

Our sessional income is on the increase again with the addition of more new groups to the centre from SCC and NHS.

We have managed to control the majority of costs this year, with more stringent control of spending limits. All of expenditure is being authorised by board members. Maintenance costs for both sides of the centre will be rising in 2023 as the building gets older.

It is still of the upmost importance that the high levels of maintenance and housekeeping is preserved we therefore are not able to cut too many costs in those areas. We have seen consumables rise again due to the after effects of covid on our cleaning regime. The centre is cleaned at least 7 times a day.

Plans for the future

We have still not re-established our Christmas fair but we did have a Community Panto this year, which had the highest attendance since we started doing them.

Our main aim is still to try and help the Community wherever we can, and in early 2023 we will be setting up a warm space for the community to come and keep warm and use the cooking facilities. We are also still hoping to hold a couple of Car boot sales during the summer months of 2023 this will hopefully put us back in the Community spot light.

We have a new Tennant for 2022; The Afghan Society has now joined the Community Centre which is a welcomed addition.

We have also got some additional revenue for 2022 with Save the children and have a new coffee morning group on Friday Mornings.

We also have a breakfast club on a Thursday morning in the Hall run by The Nursery.

Our Ethos is that we don't turn any viable project down without careful consideration.

We are still optimistic that City Church still remains an integral part of Shirecliffe Community Hub even though they have reduced their occupancy of the centre.

The Forum is constantly striving to locate new prospects ensuring the financial security of the Community Centre. The forum is still gaining new groups due to our spacious rooms and the groups wanting to carry out their activities in a safe, clean environment.

Shirecliffe Community Centre remains very strong after the past 12 months and has proven that with everybody working towards a common goal we will survive and succeed.

Reserve Policy

Shirecliffe Community Forum is registered with the Charity Commission and complies with the requirements of the Charity Commission in terms of an annual independent inspection of the organisation's accounts and submitting the accounts as part of the Charity Commission's annual return.

The management committee operates a system of general funds to cover the core running costs of the centre and restricted funds to cover the costs associated with particular activities or projects, for example the activities which are funded by grants received from Sheffield City Council.

In terms of the general fund we receive income in the form of room hire charges, which we make to all of our user groups, along with one-off fees for family parties, community meetings etc. We also sub-let an area of the community centre to other local community projects for office accommodation. Sub-letting brings in a regular, guaranteed income for the community centre and enables other projects to develop their work in the area for the benefit of local residents.

The management committee is responsible for all aspects of the day to day running costs of the centre which includes heating, lighting, water rates, cleaning, insurance, security alarm, trade waste, telephone, broadband services etc. All running costs are met by the general fund.

At meetings of the finance management committee members of the committee considered what level of funding the charity should hold in reserve.

It was agreed that the committee would hold 6 month's general running costs in reserve. Based upon current levels of expenditure £25,000 would be held in reserve.

Free reserves at 31 March 2022 were £51,424. Given the anticipated increase in costs (especially utility cost) during 22-23 and beyond, the excess in reserves is considered reasonable.

Small Companies Exemption

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

The directors declare that they have approved the directors' report above on ________________ and are Signed on their behalf by:

Print name: ________________________

Director

Independent Examiner's report to the trustees of Shirecliffe Community Forum ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

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

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

Signed:

Sarah Lightfoot, FCA DChA
On behalf of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date:

Shirecliffe Community Forum

Statement of Financial Activities (incorporating the income and expenditure account) for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Income from:							
Donations and grants	2	12,936	-	12,936	23,893	22,009	45,902
Charitable activities	3	99,610	-	99,610	66,209	-	66,209
Investments- bank interest		3	-	3	6	-	6
Total income		**112,549**	-	**112,549**	90,108	22,009	112,117
Expenditure on:							
Charitable activities	4	106,370	-	106,370	86,959	9,048	96,007
Total expenditure		**106,370**	-	**106,370**	86,959	9,048	96,007
Net expenditure		**6,179**	-	**6,179**	3,149	12,961	16,110
Transfers between funds	10	-	-	-	12,961	(12,961)	-
Net movement in funds		**6,179**	-	**6,179**	16,110	-	16,110
Total funds brought forward		44,758	767	45,525	28,648	767	29,415
Total funds carried forward		**50,937**	**767**	**51,704**	44,758	767	45,525

Shirecliffe Community Forum

Balance sheet
As at 31 March 2022

	Notes	2022	2021
		£	£
Fixed Assets			
Tangible Assets	7	10,514	11,730
Current assets			
Debtors	8	42,149	21,698
Cash at bank and in hand		15,794	29,727
Total current assets		57,943	51,425
Creditors: amounts falling due within one year	9	(16,753)	(17,630)
Net current assets		**41,190**	**33,795**
Total assets less current liabilities		**51,704**	**45,525**
Creditors: amounts falling due after more than one year		-	-
Total net assets		**51,704**	**45,525**
Funds of the Charity			
Unrestricted funds		50,937	44,758
Restricted income funds	10	767	767
Total funds	11	**51,704**	**45,525**

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board on ______________________ and signed on behalf of the board by:

Print name: ______________
Director

Shirecliffe Community Forum

Notes to the Accounts
for the year ended 31 March 2022

1 Accounting Policies

(a) General

Shirecliffe Community Forum is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the gurantee is limited to £1 per member of the charity. The address of the registerd office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The charity meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Sessional and rental income is recognised in the year the session took place.

Bank interest is recognised as income when it is credited to the bank statement.

(c) Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis.

Fixtures and Fittings	4 years straight line
Leasehold improvements	over the remaining life of the short term lease

(e) Cash and cash equivalents

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

(f) Trade debtors

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

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

(g) 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 company 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.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

(h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from grants

	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Sheffield City Council - Covid-19 business suppo	10,667	-	10,667	15,085	-	15,085
Coronavirus Job Retention Scheme	2,269	-	2,269	8,808	-	8,808
The National Lottery Community Fund - Coronavirus Community Support Fund	-	-	-	-	22,009	22,009
	12,936	-	12,936	23,893	22,009	45,902

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Project delivery	5,850	-	5,850	1,263	-	1,263
Sessional income	24,502	-	24,502	9,470	-	9,470
Rents received	22,690	-	22,690	16,894	-	16,894
Building management charge	45,409	-	45,409	38,582	-	38,582
Other income	1,159	-	1,159	-		-
	99,610	-	99,610	66,209	-	66,209

Shirecliffe Community Forum

Notes to the Accounts - continued
for the year ended 31 March 2022

4 Expenditure on charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Staff costs	6	24,187	-	24,187	14,585	3,287	17,872
Self employed administration		16,577	-	16,577	7,776	4,576	12,352
Project costs		4,002	-	4,002	1,422	405	1,827
Management contract recharge		5,975	-	5,975	3,900	-	3,900
Insurance		4,170	-	4,170	3,863	-	3,863
Rates and utilities		16,813	-	16,813	24,745		24,745
Telephone and internet		3,063	-	3,063	1,858	-	1,858
Printing, stationery and other admin expenses		1,227	-	1,227	2,388	-	2,388
Travel and staff expenses		344	-	344	-		
Cleaning and environmental		4,189	-	4,189	1,166	280	1,446
Security and fire safety		4,954	-	4,954	4,542	-	4,542
Repairs and maintenance		18,267	-	18,267	17,223		17,223
Depreciation		1,216	-	1,216	1,216		1,216
Refreshments		151	-	151	-	-	-
Event costs		551	-	551		-	-
Garden costs		-	-	-	-	500	500
Bad Debt Provision		-	-	-	1,675	-	1,675
Independent examination fee	5	684	-	684	600	-	600
		106,370	-	106,370	86,959	9,048	96,007

5 Independent examiner's fees

	2022 £	2021 £
Independent examination fee	684	600
Other fees paid to the independent examiner's organisation:		
QuickBooks license	180	180

6 Staff Costs

	2022 £	2021 £
Salaries	24,187	17,872
	24,187	17,872

No employee received emoluments of more than £60,000. The average number of employees during the period was 3 (2021: 3).

7 Tangible fixed assets

	Fixtures and Fittings £	Leasehold Improvements £	Total £
Cost			
As at 1 April 2021	7,141	16,553	23,694
As at 31 March 2022	7,141	16,553	23,694
Depreciation			
As at 1 April 2021	7,141	4,823	11,964
Depreciation charge	-	1,216	1,216
As at 31 March 2022	7,141	6,039	13,180
Net Book Value			
As at 31 March 2022	**-**	**10,514**	**10,514**
As at 31 March 2021	-	11,730	11,730

8 Debtors

	2022 £	2021 £
Trade debtors	41,222	21,698
Prepayments	927	-
	42,149	21,698

9 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	12,419	13,682
Accruals	1,404	1,239
Taxes & social security	221	-
Income received in advance	2,709	2,709
	16,753	17,630

10 Restricted funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance C/fwd £
Community Garden	767	-	-	-	767
	767	**-**	**-**	**-**	**767**

Prior year comparison

	Balance b/fwd £	*Income £*	*Expenditure £*	*Transfers £*	*Balance C/fwd £*
Community Garden	*767*	*-*	*-*	*-*	*767*
The National Lottery Community Fund - Coronavirus Community Support Fund	*-*	*22,009*	*(9,048)*	*(12,961)*	*-*
	767	*22,009*	*(9,048)*	*(12,961)*	*767*

SHIRECLIFFE COMMUNITY FORUM

England & Wales - Charity number 1119436

Accounts

Registered Charity Number: 1119436
Company number: 05334100

Shirecliffe Community Forum

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2021

Shirecliffe Community Forum

Contents

Shirecliffe Community Forum

Legal and administrative information
For the year ended 31 March 2021

Directors (Trustees)

I Akbar	Chairman	
C Early		
P Howard		
S Latif		
K Leary		
B Walters		Resigned 31 March 2021

Secretary
S Latif

Key management
L Norman Centre Manager

Charity number
1119436

Company number
05334100

Registered office
Shirecliffe Community Centre
Shirecliffe Road
Shirecliffe
Sheffield
South Yorkshire
S5 8XJ

Independent Examiner
Sarah Lightfoot, FCA DChA
Employee of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Directors' annual report
For the year ended 31 March 2021

The trustees are pleased to present their annual directors' report for the year ending 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

Structure, governance and management

Shirecliffe Community Forum is a company limited by guarantee (company number 05334100), incorporated on 17 January 2005 which is governed by Memorandum and articles of association. The company registered as a charity on 31 May 2007 (charity number 1119436).

The directors are responsible for overseeing the operations of the charity. Day to day management of the charity is provided by paid staff.

Objectives

The objects of the charity are the promotion for the benefit of the public of urban or rural regeneration in areas of social and economic deprivation (and in particular in Shirecliffe) by all or any of the following means;

1. the relief of poverty
2. the relief of unemployment
3. the advancement of education training or retraining amongst unemployed people and providing unemployed people with work experience
4. the provision of financial and technical assistance or business advice or consultancy on order to provide training and employment opportunities for unemployed people in cases of financial or other charitable needs through help
    a. in setting up their own business
    b. to existing businesses
5. the creation of training and employment opportunities by the provision of workspace, buildings and/or land for use on favourable terms
6. the maintenance, improvement or provision of public amenities
7. the provision of recreational facilities for the public at large or those who by reason of their youth, age, infirmity or disability, poverty or social and economic circumstances have need of such facilities
8. the protection and conservation of the environment
9. the provision of public health facilities and childcare
10. the provision of public safety and crime prevention
11. for such other charitable purposes as the directors in their absolute discretion think fit.

We manage a community centre, providing services and activities previously unavailable in the Shirecliffe area.

Shirecliffe Community Forum

Directors ' annual report - continued
For the year ended 31 March 2021

Achievements and Performances

From late March 2020 the UK entered a period of social distancing and self-isolation in response to the Coronavirus pandemic, which had a profound effect on the practical functioning of the charity.

The centre closed on the 26th of March 2020. We opened up as soon as we were allowed to do so, but most of our tenants and groups decided to stay away due to government guidelines on shielding and working from home. The majority of our office tenants worked from home during the pandemic, only coming into the centre to collect post and equipment needed to work from home.

For two full months we furloughed all our staff. The centre manager, one trustee and caretaker went in once a week to complete all health and safety checks. The caretaker went in for one hour a day during the first lockdown to make sure we didn't have any health and safety or security issues, he also cleaned the building once a week so we could open quickly if needed.

At the end of May 2020, SCC asked if we could open the centre up for their office, which we did straightway as we had been on top of any issues and had been deep cleaning the centre once a week. This enabled the centre to bring back one of the cleaners from furlough. Therefore, we have had one cleaner and caretaker working ever since.

The Community Centre opened in July, we welcomed back PCT and Karate activities immediately. The NHS came back to the centre in July for two days a week, which they increased to three days a week from the beginning of 2021. Zumba and Mini Kids came back in September 2021.

Sheffield City Council came round and issued people limits to all our rooms to ensure that we complied with safe distancing and these have been adopted for all our tenants. We have abided by Covid restrictions from the start and are still abiding by them. We have been audited by SCC for Covid compliance and have passed each time. As of now we have not had one Covid case attributed to the centre including the Nursery, Family centre and MAST.

North Sheffield Group for the Disabled are shielding and as yet have not returned to the centre, but will be returning at the end of January 2022. Some groups such as AA and City Church have still not come back to the centre, but we have high hopes that they will return in 2022.

The footfall of the centre was on the up before the lockdown, due to an increase in the level of sessional bookings and further new groups. The Forum has regular income from courses run by Everyone Health and NHS Pulmonary care. We are still receiving extremely positive feedback from the groups and clubs that use the centre on how accommodating, cleanliness and friendly the centre is.

Our Karate group is going from strength to strength winning National awards and recognition within the Community. We have a new class on Saturday mornings run by the Karate group for Women only which some weeks is having up to 25 participants.

The Hall is still our main stream of Sessional income. The stage is being used for the breakfast and after school club that has just started back up in the later part of 2021.

2020/21 was a very hard year for all our Tenant's, and in the first quarter of 2020 we lost both MP and City Church. After speaking with SCC we were able to pick up a New tenant (Family Time) that has taken over the entire first floor except for one room, which is occupied by Computer repair business.

The outside space is still a work in progress. There are now quite a few seating areas, it is a safe and peaceful area to sit. Our hope is that it will bring all residents of Shirecliffe together, but as yet we are still struggling with the effects of the pandemic. We also belief it was an active part in securing the contract with Family Time. We are actively still looking for volunteers to keep the gardens looking neat and tidy. Shirecliffe Forum is hoping to work closely with the New Nursery to fully utilise the outside place and secure more funding for the Community garden.

Financial Performance

2021 was a good year for finance for the forum. We hope this to be the turning point for the centre. We now have full occupancy at the centre, and with one group taking all the vacant offices on the first full the administration will become easier, obviously after the initial start up period.

Our sessional income is on the increase with the addition of some more new groups to the centre.

We have seen a slight increase in costs including utility and insurance, the majority of expenditure is being authorised by board members. Maintenance costs for both sides of the centre will continue to be substantial as the building gets older. We have also renewed our Automatic door at a cost of £4.4K shared by SCC.

It is still of the upmost importance that the high levels of maintenance and housekeeping is preserved we therefore are not able to cut too many costs in those areas. We have seen consumables rise again due to the pandemic. We have continued to purchase PPE and increase our cleaning regime; we now stagger the cleaning so that the centre is cleaned at least 7 times a day.

The financial impact could have been catastrophic, but due to the lockdown grants we received from SCC and the Big Lottery grant in September 2020 to cover lost income and costs. Staff were furloughed while the centre was closed and then while the centre was partially open. All costs were tightly monitored and expenditure was kept to minimum, the main expenses were on health and safety (mostly Covid related) The centre lost all its sessional income for three months. We are financially in a better position than we have been for the last 5 years. This is down to us furloughing off our staff, reducing costs and adapting to the situation as required.

Plans for the future

Depending on the ongoing Covid situation our main aim is still to try and help the Community wherever we can. We didn't have a Christmas fare this year but the panto did take place in 2021 and it was a great success even with reduced numbers. Covid permitting we will put on some Easter events in 2022. We are also still looking to hold a couple of Car boot sales during the summer months of 2022 covid restrictions permitting this will put us back in the Community spot light.

We are Providing Healthy Hampers again this winter continuing on from the summer, and hope this will become a regular feature for the centre. We have had some fantastic feedback and are getting a really good name for our Holiday club with praise coming from SCC, local schools and the Nursery on site.

Our Ethos is that we don't turn any viable project down without careful consideration.

We are still optimistic that City Church still remains an integral part of Shirecliffe Community Hub even though they have reduced their occupancy of the centre.

From January 2022 we aim to rent the stage out on a permanent basis Monday to Friday to our new Breakfast and after School club.

Plans for the future - continued

We have two new groups that have joined us during the latter part of 2021, The Afghan Society and a new Food Bank both great additions to the Community centre.

The Forum is constantly striving to locate new prospects ensuring the financial security of the Community Centre. The forum is still gaining new groups due to our spacious rooms as they are looking to rent rooms due to being unable to carry out their activities in a safe environment in their current premises.

We have also had two enquiries from Save the Children to rent the Hall and 1 other room so that they can run Family courses.

Shirecliffe Community Centre remains very strong after the past 12 months of Covid, and has proven that with everybody working towards a common goal we will survive and succeed.

Reserve Policy
The management committee has reviewed the charities requirements for their reserves, in light of the main Risk to the organisation. The reserves are needed to meet the working capital requirements of the forum on an ongoing basis.

The Forum aims to maintain a reserve of at least It was agreed that the committee would hold 6 month's general running costs in reserve. Based upon current levels of expenditure £25,000 would be held in reserve.

Free reserves (unrestricted funds excluding fixed assets) at 31 March 2021 were £33,028 (2020: £15,702).

At the meeting the committee also agreed how surplus funds beyond the amount to be held in reserve could be used for the benefit of the community centre. It was agreed that surplus funds could be used as follows –

- To give financial support to existing community activities if required
- To give financial support to assist the development of new community activities and services
- To purchase additional equipment for the benefit of community centre user groups and / or replace existing equipment if required
- To make minor improvements to the community centre to make it a more welcoming environment
- To promote the community centre through the printing of posters and leaflets and the development of a community centre website
- To support training needs of community centre volunteers / committee members
- To support community centre volunteers through the provision of volunteer expenses for travel and associated costs

The committee will consider on a regular basis the levels of funding that it holds and how this funding can be used to benefit the community centre and its associated activities and services.

Shirecliffe Community Forum

Directors ' annual report - continued
For the year ended 31 March 2021

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 directors declare that they have approved the directors' report above on 27 01 2022 and are signed on their behalf by:

Print name: Colin Early
Director

Independent Examiner's report to the trustees of Shirecliffe Community Forum ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 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 the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

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

I have identified the following matters to which attention should be drawn in this report:

- A failure of charity governance that could lead to charitable funds being put at risk

The constitution requires a minimum of 4 trustee meetings per year, however only 1 meeting was held during January 2020 and November 2020, despite the centre being closed due to lockdown, then re-opening when restrictions eased, and only three from March 2021 to May 2021, and none from them until the signing of the accounts in January 2022.

The trustees relied on the centre manager and the treasurer to make and execute all decisions during the covid-19 pandemic. The centre manager was solely responsibly for all salary and supplier invoice payments during the year.

No progress has been made on any of the recommendations given in March 2021 as a result of my 2020 independent examination work.

Since I have provided sufficient warning in the past to you, the trustees, regarding lack of governance, and the situation has become worse over the past couple of years, I am now bringing this matter to your attention within this independent examination report, and directly to the Charity Commission.

Independent Examiner's report to the trustees of Shirecliffe Community Forum ("the Company") - continued

I have no other 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.

Signed:

Sarah Lightfoot, FCA DChA
On behalf of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 28 January 2022

Shirecliffe Community Forum

Statement of Financial Activities
(incorporating the income and expenditure account)
for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Income from:							
Donations and grants	2	23,893	22,009	45,902	-	-	-
Charitable activities	3	66,209	-	66,209	95,943	-	95,943
Investments- bank interest		6	-	6	5	-	5
Total income		**90,108**	**22,009**	**112,117**	95,948	-	95,948
Expenditure on:							
Charitable activities	4	86,959	9,048	96,007	103,792	168	103,960
Total expenditure		**86,959**	**9,048**	**96,007**	103,792	168	103,960
Net expenditure		**3,149**	**12,961**	**16,110**	(7,844)	(168)	(8,012)
Transfers between funds	10	12,961	(12,961)	-	-	-	-
Net movement in funds		**16,110**	-	**16,110**	(7,844)	(168)	(8,012)
Total funds brought forward		28,648	**767**	29,415	36,492	935	37,427
Total funds carried forward		**44,758**	**767**	**45,525**	28,648	767	29,415

Shirecliffe Community Forum

Balance sheet
As at 31 March 2021

	Notes	2021 £	2020 £
Fixed Assets			
Tangible Assets	7	11,730	12,946
Current assets			
Debtors	8	21,698	17,018
Cash at bank and in hand		29,727	10,045
Total current assets		51,425	27,063
Creditors: amounts falling due within one year	9	(17,630)	(10,594)
Net current assets		**33,795**	**16,469**
Total assets less current liabilities		**45,525**	**29,415**
Creditors: amounts falling due after more than one year		-	-
Total net assets		**45,525**	**29,415**
Funds of the Charity			
Unrestricted funds		44,758	28,648
Restricted income funds	10	767	767
Total funds	11	**45,525**	**29,415**

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.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the board on 27 01 2022 and signed on behalf of the board by:

Print name: COLIN EARLY
Director

Shirecliffe Community Forum

Notes to the Accounts
for the year ended 31 March 2021

1 Accounting Policies

(a) General

Shirecliffe Community Forum is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the gurantee is limited to £1 per member of the charity. The address of the registerd office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The charity meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to the accounts. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Sessional and rental income is recognised in the year the session took place.

Bank interest is recognised as income when it is credited to the bank statement.

(c) Expenditure and liabilities

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Tangible fixed assets

All items of capital expenditure below £500 are written off as incurred.

Depreciation has been calculated to write down the cost or valuation, less estimated residual value, of all tangible fixed assets over their expected useful lives on a straight line basis.

Fixtures and Fittings	4 years straight line
Leasehold improvements	over the remaining life of the short term lease

(e) Cash and cash equivalents

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

(f) Trade debtors

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

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

(g) 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 company 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.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

(h) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific artistic projects being undertaken by the charity.

(i) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from grants

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
The National Lottery Community Fund - Corona\	-	22,009.00	22,009	-	-	-
Sheffield City Council - Covid-19 business suppoı	15,085	0.00	15,085			
Coronavirus Job Retention Scheme	8,808	0.00	8,808			
	23,893	**22,009**	**45,902**	-	-	-

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Project delivery	1,263	-	1,263	-	-	-
Sessional income	9,470	-	9,470	17,772	-	17,772
Rents received	16,894	-	16,894	36,060	-	36,060
Building management charge	38,582	-	38,582	41,967	-	41,967
Other income	-	-	-	144		144
	66,209	-	**66,209**	**95,943**	-	**95,943**

Notes to the Accounts - continued
for the year ended 31 March 2021

4 Expenditure on charitable activities

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Staff costs	6	14,585	3,287	17,872	16,960	-	16,960
Self employed administration		7,776	4,576	12,352	18,228	-	18,228
Project costs		1,422	405	1,827	-	-	-
Management contract recharge		3,900	-	3,900	6,987	-	6,987
Insurance		3,863	-	3,863	3,723	-	3,723
Rates and utilities		24,745	-	24,745	25,275	-	25,275
Telephone and internet		1,858	-	1,858	1,540	-	1,540
Printing, stationery and other admin expenses		2,388	-	2,388	962	-	962
Cleaning and environmental		1,166	280	1,446	3,654	-	3,654
Security and fire safety		4,542	-	4,542	3,872	-	3,872
Repairs and maintenance		17,223	-	17,223	18,855	-	18,855
Depreciation		1,216	-	1,216	1,216	-	1,216
Refreshments		-	-	-	1,560	-	1,560
Event costs		-	-	-	240	-	240
Garden costs		-	500	500	-	168	168
Bad Debt Provision		1,675	-	1,675	-	-	-
Independent examination fee	5	600	-	600	720	-	720
		86,959	**9,048**	**96,007**	**103,792**	**168**	**103,960**

5 Independent examiner's fees

	2021 £	2020 £
Other fees paid to the independent examiner's organisation:		
QuickBooks license	180	180

6 Staff Costs

	2021 £	2020 £
Salaries	17,872	16,960
	17,872	**16,960**

No employee received emoluments of more than £60,000. The average number of employees during the period was 3 (2020: 3).

Notes to the Accounts - continued
for the year ended 31 March 2021

7 Tangible fixed assets

	Fixtures and Fittings	Leasehold ıprovements	Total
	£	£	£
Cost			
As at 1 April 2020	7,141	16,553	23,694
As at 31 March 2021	7,141	16,553	23,694
Depreciation			
As at 1 April 2020	7,141	3,607	10,748
Depreciation charge	-	1,216	1,216
As at 31 March 2021	7,141	4,823	11,964
Net Book Value			
As at 31 March 2021	**-**	**11,730**	**11,730**
As at 31 March 2020	-	12,946	12,946

8 Debtors

	2021	2020
	£	£
Trade debtors	21,698	17,018
Prepayments	-	-
	21,698	17,018

9 Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	13,682	6,277
Accruals	1,239	720
Other creditors	-	498
Income received in advance	2,709	2,709
	17,630	10,594

10 Restricted funds

	Balance b/fwd	Income	Expenditure	Transfers	Balance C/fwd
	£	£	£	£	£
Community Garden	767	-	-	-	767
The National Lottery Community Fund - Coronavirus Community Support Fund	-	22,009	(9,048)	(12,961)	-
	767	**22,009**	**(9,048)**	**(12,961)**	**767**

The National Lottery Community Fund - Coronavirus Community Support Fund
A grant given towards the support of the Centre to cover costs whilst income fell due to the impact of lockdowns. £12,961 was given to compensate for the loss of sessional/rental income and was transferred to unrestricted funds.

Prior year comparison	*Balance b/fwd*	*Income*	*Expenditure*	*Transfers*	*Balance C/fwd*
	£	*£*	*£*	*£*	*£*
Community Garden	*935*	-	*(168)*	-	*767*
	935	-	*(168)*	-	*767*

11 Net asset by fund

	Unrestricted funds £	Restricted funds £	Total 2021 £
Tangible assets	11,730	-	**11,730**
Net current assets	33,028	767	**33,795**
	44,758	767	**45,525**

Prior year comparison	*Unrestricted funds £*	*Restricted funds £*	*Total 2020 £*
Tangible assets	*12,946*	-	*12,946*
Net current assets	*15,702*	*767*	*16,469*
	28,648	*767*	*29,415*

12 Trustees remuneration, benefits and expenses and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment with the charity in the year (2020: £nil) neither were they reimbursed expenses during the year (2020: £nil) as part of their role as trustees.

Colin Early is a trustee of Shirecliffe Community Forum, and was paid £2,141 (2020: £1,935) in the year for caretaking work, various building works and associated mileage. Payments were made in accordance with clause 5.3 of the Memorandum of Association and were made on a normal commercial basis.

Derek Brookes was a trustee of Shirecliffe Community Forum from 27 April 2021, and was previously a trustee from 2006 until 10 December 2019. During the 20/21 financial year £7,020 was paid to Derek Brookes for caretaking work, various building works and decorating. (2020: £9,467 was paid for 19/20 finanical year). Payments were made in accordance with clause 5.3 of the Memorandum of Association and were made on a normal commercial basis. Neither Derek nor his wife Diane Brookes (who was also a trustee up to December 2019), were party to the Trustees decisions regarding the said payments.

No other trustee received payment for professional or other services supplied to the charity (2020: £nil).

The key management personnel of the charity comprises the trustees and Centre Manager, who is self employed. The Centre manager benefited from £17,154 in the year. (2020: £25,455).

13 Related party transactions

£nil was paid to the company during the year for rent from North Sheffield Federation of Disabled Self-Help Groups (2020: £10,820). Diane Brookes is a trustee of North Sheffield Federation of Disabled Self-Help Group and was a trustee of Shirecliffe Community Forum until 10 December 2019, and her hsuband Derek Brookes was a trustee of Shirecliffe Community Forum from 27 April 2021. The rent is paid at normal rent levels.

There were no other related parties other than those noted in note 11.