

Registered Charity Number: 1119436  
Company number: 05334100



**Shirecliffe Community Forum**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2023**

## **Shirecliffe Community Forum**

### **Contents**

	<b>Page</b>
Legal and administrative information	1
Directors' annual report	2 - 5
Independent examiner's report	6
Statement of financial activities	7
Balance sheet	8
Notes to the accounts	9 - 12

## **Shirecliffe Community Forum**

### **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**

The trustees are pleased to present their annual directors' report for the year ending 31 March 2023 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.

## **Shirecliffe Community Forum**

### **Directors ' annual report - continued For the year ended 31 March 2023**

#### **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 not 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 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.

## **Shirecliffe Community Forum**

### **Directors ' annual report - continued For the year ended 31 March 2023**

#### **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.

## **Shirecliffe Community Forum**

### **Directors ' annual report - continued For the year ended 31 March 2023**

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

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 £
<b>Income from:</b>							
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
<b>Total income</b>		<b>121,111</b>	<b>-</b>	<b>121,111</b>	<b>112,549</b>	<b>-</b>	<b>112,549</b>
<b>Expenditure on:</b>							
Charitable activities	4	120,484	767	121,251	106,370	-	106,370
<b>Total expenditure</b>		<b>120,484</b>	<b>767</b>	<b>121,251</b>	<b>106,370</b>	<b>-</b>	<b>106,370</b>
<b>Net expenditure</b>		<b>627</b>	<b>(767)</b>	<b>(140)</b>	<b>6,179</b>	<b>-</b>	<b>6,179</b>
Transfers between funds	10	-	-	-	-	-	-
<b>Net movement in funds</b>		<b>627</b>	<b>(767)</b>	<b>(140)</b>	<b>6,179</b>	<b>-</b>	<b>6,179</b>
Total funds brought forward		50,937	767	51,704	44,758	767	45,525
<b>Total funds carried forward</b>		<b>51,564</b>	<b>-</b>	<b>51,564</b>	<b>50,937</b>	<b>767</b>	<b>51,704</b>

## Shirecliffe Community Forum

### Balance sheet

As at 31 March 2023

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

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  
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 guarantee is limited to £1 per member of the charity. The address of the registered 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.

<b>2 Income from grants</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2023 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>
Sheffield City Council - Covid-19 business support	-	-	-	10,667	-	10,667
Coronavirus Job Retention Scheme	-	-	-	2,269	-	2,269
	<b>-</b>	<b>-</b>	<b>-</b>	<b>12,936</b>	<b>-</b>	<b>12,936</b>

**3 Income from charitable activities**

	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2023 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>
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
	<b>121,098</b>	<b>-</b>	<b>121,098</b>	<b>99,610</b>	<b>-</b>	<b>99,610</b>

**4 Expenditure on charitable activities**

	<b>Note</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2023 £</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total 2022 £</b>
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
		<b>120,484</b>	<b>767</b>	<b>121,251</b>	<b>106,370</b>	<b>-</b>	<b>106,370</b>

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

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
	<u>35,418</u>	<u>24,187</u>

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 improvements £	Total £
-------------------------------	--------------------------------	------------

Cost

As at 1 April 2022	7,141	16,553	23,694
As at 31 March 2023	<u>7,141</u>	<u>16,553</u>	<u>23,694</u>

Depreciation

As at 1 April 2022	7,141	6,039	13,180
Depreciation charge	-	1,216	1,216
As at 31 March 2023	<u>7,141</u>	<u>7,255</u>	<u>14,396</u>

Net Book Value

As at 31 March 2023	<u>-</u>	<u>9,298</u>	<u>9,298</u>
---------------------	----------	--------------	--------------

As at 31 March 2022	<u>-</u>	<u>10,514</u>	<u>10,514</u>
---------------------	----------	---------------	---------------

8 Debtors

2023  
£

2022  
£

Trade debtors	40,021	41,222
Prepayments	80	927
	<u>40,101</u>	<u>42,149</u>

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
	<u>12,645</u>	<u>16,753</u>

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

**10 Restricted funds**

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

**11 Net asset by fund**

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

**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 2021 and 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.