

# **Station House Community Association Limited**

**(Company Ltd by Guarantee Number 06183806)**

**(Registered Charity No. 1121980)**

## **Financial statements**

**for the year ended 31 March 2021**

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# **Station House Community Association Limited**

## **Legal Information**

### **Trustees**

Linda Finney  
Jan Mitchell  
Janet Wilson  
Sue Miller  
Ann Toy  
Fred Lewis  
Patricia Gara  
Gareth Batty  
Helen Owen

Chair  
Vice Chair  
Treasurer

### **Company Secretary**

Ann Toy

### **Registered Charity number**

1121980

### **Company Ltd by Guarantee number**

06183806

### **Registered office**

Station House  
Lidget Lane  
Thurnscoe  
Rotherham  
S63 0BX

### **Independent examiner**

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatia  
CA7 2EL

### **Bank**

Santander  
Customer Service Centre  
Bootle  
Merseyside  
L30 4GB

## **Station House Community Association Limited**

### **Trustees' report**

The Trustees present their annual report and financial statements for the year ended 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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

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

The Charitable Company is governed by the Memorandum and Articles of Association incorporated 26 March 2007 and was entered on the Register of Charities effective from 14 December 2007.

Station House is managed by a voluntary management committee and day to day running of the charity is undertaken by the chief executive who manages a team of paid staff and volunteers on the committee's behalf.

The trustees who served during the year are listed on page 2 on the report.

New Trustees are recruited by invitation and or application. They are representative of the community, (either geographical or of interest). A full induction must be undertaken by all new trustees and a skills analysis completed.

#### **Financial review**

Income for the year is shown at £189,131 (2020: £175,458) and this is mostly from fees with some grant funding which is listed on the notes to the accounts. Expenditure is shown at £166,262 (2020: £159,234) with a year end carried forward of unrestricted funds balance of £83,896 (2020: £42,588)

#### **Reserves Policy**

The trustees are aiming to set aside three months running costs in addition to redundancy costs for all paid staff.

#### **Public benefit statement**

The trustees of the charity have worked with due regard for their legal responsibilities. Recruitment and retention of trustees follows an agreed procedure, meetings held as scheduled and minutes taken, circulated and retained. Decisions and discussions take place in meetings, and declarations of interest made where appropriate. Stringent financial controls are adhered to. Where there are issues, advice is taken from trusted sources which have no vested interest, normally Voluntary Action Barnsley's advisory team.

#### **Objectives and activities**

To promote the benefit of the inhabitants of Thurnscoe, Goldthorpe and Bolton on Dearne and the neighbourhood together defined by the wards of Barnsley MBC (hereinafter called "the area of benefit") without distinction of sex, sexual orientation, race or political, religious or other opinions, by associating together the said inhabitants and the local authorities, other voluntary organisations in a common effort to advance education, and to provide facilities in the interests of social welfare or recreation and leisure time occupations with the objective of improving the conditions of life for the said inhabitants:

## **Station House Community Association Limited**

### **Trustees' report continued**

#### **Objectives and activities continued**

To establish, or secure the establishment of a community centre (hereinafter called "the centre" and maintain the same (whether alone or in cooperation with any local authority or other person or body) in furtherance on these objectives:

To promote such other charitable purposes as may from time to time be determined.

The association shall be nonparty in politics and non-selective in religion.

To carry on any trade or business whatsoever and to do all such things as are incidental or conducive to the carrying on any trade or business by it.

#### **Achievements and performance**

April to July saw us in lockdown and closed for services. All the staff (except for the chief executive) were furloughed on full pay enabling them to do some light touch training online from home. Using this time to train ensured that they remained in touch with their work and upskilled ready for their return to work. The chief executive worked from home where possible, applying for funding, carrying out necessary health and safety duties and acting as safe guarding lead. Regular care packages were distributed to all our families during this time, working with Re-Read and Big Local Thurnscoe. Regular contact with the local authority and other interested parties remained a constant task.

Extensive risk assessment and return to work plans were agreed with the staff in preparation for the planned reopening of services.

Mid July we were allowed to slowly reopen with limited children from working families. Some staff returned to work for the holiday club. Throughout the holiday "Holiday food Hampers" were distributed in partnership with Big Local Thurnscoe and The Hill primary Academy.

From September all staff returned as we reopened playgroup and afterschool club. Attendance was erratic, afterschool club was most impacted by local employment status and school bubbles closing. Additional staff hours were needed at afterschool club to ensure that we were Covid safe.

November holiday club had so little interest we decided not to open for children so used the time to have the building decorated and some essential maintenance carried out.

Early December one member of staff tested positive: this means that all staff had to isolate so we were forced to close until the new year.

January 2021 was a challenging start, a return to lockdown again effected our attendance. Home learning kits for children who were not attending playgroup were distributed weekly and we continued with ad hoc projects with partners such as The Let it Shine project.

February half term once again we were able to deliver short fun play sessions rather than the traditional long day childcare. Consultations with the parents will enable us to make a long term decision about the viability of holiday club provision.

## **Station House Community Association Limited**

### **Trustees' report continued**

During the pandemic we have faced many challenges: board members have kept in touch via phone and by electronic means. We have had a few face to face meetings, but until we are fully satisfied that we can do so safely remote contact is our preferred way of working.

Our partnership working has changed, we are now more experienced at working on Zoom and Teams. Throughout the pandemic we have remained a front line delivery service when so many others closed. We have distributed food on behalf of public health when they could not do so, we quickly responded to local need (food, activities, signposting etc) and maintained safeguarding in the most difficult of circumstances. We remained loyal to our core purpose: doing whatever we could to support the people of Thurnscoe.

### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

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

This report was approved by the Trustees on 21/7/21 and is signed on their behalf by:

Linda Finney  
Chair



## **Station House Community Association Limited**

### **Independent Examiner's report on the Accounts of Station House Community Association Limited for the year ended 31 March 2021**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 7 to 10.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- ☐ examine the accounts under section 145 of the 2011 Act;
- ☐ to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- ☐ to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

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

#### **Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: 15/7/2021

# Station House Community Association Limited

## Statement of Financial Activities for the year ended 31 March 2021

		Unrestricted funds	Restricted Funds	Total funds 2021	Total funds 2020
	Notes	£	£	£	£
<b>Incoming from</b>	<b>1</b>				
Incoming resources from Charitable activities	3	60,987	33,767	94,755	53,428
Incoming Resources from generated funds:					
Fees		71,199	-	71,199	114,831
Other income		23,177	-	23,177	7,199
<b>Total Incoming resources</b>		<b>155,364</b>	<b>33,767</b>	<b>189,131</b>	<b>175,458</b>
<b>Expenditure on</b>					
Charitable activities:					
Staff costs		93,266	40,837	134,103	124,882
Rent and rates		1,785	-	1,785	1,760
Training		364	-	364	584
Travel		12	-	12	65
Utilities		1,764	-	1,764	2,409
Telephone and postage		628	-	628	851
Insurance		1,732	-	1,732	1,378
Project costs		5,327	450	5,777	4,500
Refreshments and consumables		2,764	-	2,764	1,957
Repairs and renewals		235	9,000	9,235	16,837
Equipment and IT		1,279	1,920	3,199	706
Printing and stationery		752	-	752	597
Other expenditure		1,069	-	1,069	686
Other:					
Accountancy		400	-	400	400
DBS Checks		247	-	247	-
Legal & registration fees		1,433	-	1,433	1,034
Payroll fees		752	-	752	592
<b>Total expenditure</b>		<b>113,808</b>	<b>52,207</b>	<b>166,015</b>	<b>159,234</b>
<b>Net (outgoing)/incoming resources</b>		<b>41,555</b>	<b>(18,440)</b>	<b>23,115</b>	<b>16,224</b>
Brought forward		42,588	19,690	62,278	46,053
<b>Fund balances carried forward</b>	<b>4</b>	<b>84,143</b>	<b>1,250</b>	<b>85,393</b>	<b>62,278</b>

# Station House Community Association Limited

## Balance Sheet as at 31 March 2021

Company number: 06183806		2021	2020
	Notes	£	£
<b>Current assets</b>			
Bank balance - Current Santander		85,521	62,252
Cash balance		272	426
<b>Total current assets</b>		<b>85,793</b>	<b>62,678</b>
<b>Creditors: amounts falling due within one year</b>			
Accruals	2	(400)	(400)
<b>Total current liabilities</b>		<b>(400)</b>	<b>(400)</b>
<b>Net current assets</b>		<b>85,393</b>	<b>62,278</b>
<b>Total assets</b>		<b>85,393</b>	<b>62,278</b>

### Represented by

Unrestricted funds	84,143	42,588
Restricted funds	1,250	19,690
<b>Total</b>	<b>85,393</b>	<b>62,278</b>

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 com 3-6

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

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

The financial statements are approved by the Board on 27/7/21 and signed on its behalf by:

  
Linda Finney  
Chair

Janet Wilson  
Treasurer





# **Station House Community Association Limited**

## **Notes to the Accounts**

**for the year ended 31 March 2021**

### **1 Accounting Policies**

#### **(a) Basis of preparation**

The Financial Statements have been prepared in accordance with the Companies Act 2006 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Charity meets the definition of a public benefit entity as defined under FRS102.

#### **(b) Income**

Grants donations and Income from charitable trading activities are recognised in full in the Statement of Financial Activities in the year in which they are received.

#### **(c) Restricted Funds**

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the criteria is identified to the fund together with a fair allocation of management and support costs.

#### **(d) Unrestricted Funds**

Unrestricted Funds are other income received or generated for the objects of the charity without further specified purpose and are available as general funds.

#### **(e) Resources expended**

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of V.A.T. The company is not VAT registered.

Governance costs of the charity relate to the costs of running the charity such as the costs of meetings, professional costs and statutory compliance, and includes any costs which cannot be specifically identified to another expenditure classification. In the opinion of the trustees all support costs relate to charitable expenditure.

#### **(f) Tangible Fixed Assets and Depreciation**

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its useful life.

#### **(g) Fund Accounting**

Funds held by the charity are either restricted funds or unrestricted general funds. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds that can only be used for a particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

## Station House Community Association Limited

### Notes to the accounts

for the year ended 31 March 2021

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

These are expenses that have been incurred but have not been billed or paid for during the accounting period. They are in respect of:

	2021	2020
	£	£
Trade creditors	400	400
	<u>400</u>	<u>400</u>

#### 3 Incoming resources from Charitable Activities

	Unrestricted	Restricted	2021	2020
	£	£	£	£
<b>Grants:</b>				
Awards for All	-	10,000	10,000	-
Barnsley MBC	24,854	-	24,854	2,500
Barnsley Bond	2,000	-	2,000	-
Big Local	7,900	-	7,900	-
The Brelms Trust CIC	-	5,000	5,000	5,000
Co-op Foundation	-	-	-	5,374
Cutlers Hall Trust	-	-	-	1,300
Groundworks UK	500	-	500	-
Harry Bottom Chatitable Trust	1,000	-	1,000	-
Henry Boot	-	-	-	500
HMRC Job Retention Grant	22,808	-	22,808	-
Holiday Hunger	1,617	-	1,617	1,500
Milk	308	-	308	523
Police and Crime Commissioner	-	1,600	1,600	3,000
Principle Towns	-	-	-	4,120
Shawlands Trust	-	-	-	250
South Yorkshire Community Foundation Covid	-	4,500	4,500	-
South Yorkshire Community Foundation *	-	-	-	8,674
South Yorkshire Community Foundation **	-	-	-	1,920
Trusthouse	-	12,667	12,667	18,667
WH Smiths	-	-	-	100
	<u>60,987</u>	<u>33,767</u>	<u>94,754</u>	<u>53,428</u>

\* South Yorkshire Community Foundation via Park Spring Wind Farm Community Benefits Programme

\*\* South Yorkshire Community Foundation via SEE

#### 4 Restricted Funds

	Brought forward	Incoming resources	Outgoing resources	Carried forward
Awards for All	-	10,000	(10,000)	-
The Brelms Trust CIC	1,250	5,000	(5,000)	1,250
Police and Crime Commissioner	-	1,600	(1,600)	-
South Yorkshire Community Foundation **	1,920	-	(1,920)	-
South Yorkshire Community Foundation *	-	4,500	(4,500)	-
Trusthouse	16,520	12,667	(29,187)	-
	<u>19,690</u>	<u>33,767</u>	<u>(52,207)</u>	<u>1,250</u>