

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2022

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

FINANCIAL STATEMENTS

Year ended 31 March 2022

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BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

ANNUAL REPORT OF THE TRUSTEES *(Continued)*

Year ended 31 March 2022

The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities (SORP 2014 (FRS102)) issued by the Charity Commission. Bradford Base Social Enterprise Company Limited is a registered charity.

REFERENCE & ADMINISTRATIVE INFORMATION

Charity name	Bradford Base Social Enterprise Company Limited ("Bradford Base")
Charity registration number	1128217 (England & Wales)
Company registration number	6768226 (England & Wales)
Registered address	Bewick House, 16 Eldon Place, Bradford, BD1 3AZ

The directors of the charitable company ("the charity") are trustees for the purposes of charity law. Throughout this report, directors are collectively referred to as trustees. Those serving during the year and until the date this report was approved are:

Huw Jones (Chair)	Robert Clayton	Abdulmateen Khan	Wayne Noteman	(resigned 11/10/21)
Ernest Gray	David Noble	Ray Milne	Richard Libby	(resigned 31/01/22)
Steven Fox	Darren Wiggins	Gurmeet Singh Viridi	Laura Benian	(appointed 15/12/21)
Catherine Thomas	(appointed 15/12/21)	Katie Gates-Hartley	(appointed 22/06/22)	

Members	The sole member of the charity is Horton Housing Association
Bankers	Barclays Bank plc, 10 Market Street, Bradford, BD1 1NR
Independent Examiners	Saffery Champness LLP, Mitre House, North Park Road, Harrogate, HG1 5RX

STRUCTURE, GOVERNANCE AND MANAGEMENT

Constitution

Bradford Base Social Enterprise Company Limited is a charity governed by its Memorandum and Articles of Association, incorporated on 8th December 2008, and is constituted as a company limited by guarantee and not having a share capital.

Appointment of trustees

The first trustees were appointed by a majority of the subscribers to the Memorandum and Articles of Association. Every trustee has the power to nominate another trustee who must then be approved by the trustees. The minimum number of trustees is three and the maximum is 12. The term of office for each trustee is three years. A retiring trustee who remains qualified may be re-appointed.

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

ANNUAL REPORT OF THE TRUSTEES *(Continued)*

Year ended 31 March 2022

Induction and training of trustees

Potential new trustees are invited to attend a trustees' meeting as observer prior to consenting to be put forward for appointment as a trustee. New trustees must have completed a comprehensive induction process and are fully briefed on the activities of the charity. On-going training opportunities for trustees are available.

The charity's trustees take final responsibility for the general and financial well-being of the charity. The trustees meet at least three times a year. The main operations of the charity are that of a training and social enterprise centre and the day-to-day operations are the responsibility of the centre manager. He/she contracts appropriate staff and volunteers to run the service.

Risk assessment

The trustees have assessed the major risks to which the charity is exposed, in particular, those related to the operations and finances of the charity, and are satisfied that systems are in place to mitigate those risks.

OBJECTIVES & ACTIVITIES

Objectives

The objects of the charity are for the public benefit to:

advance education, training and retraining among those persons who through their social and economic circumstances are in need and unable to gain employment through the provision of gainful employment and of such training facilities as will enable such persons to acquire and develop vocational skills;

provide experience of regular work for such persons who would otherwise be unemployed to develop their physical, mental and spiritual capacities that they may grow to full maturity as individuals and members of society and that their conditions of life may be improved.

The trustees recognise their duties under the Charities Act 2011 and have referred to the Charity Commission's guidance on public benefit when reviewing the charity's activities and compiling this report.

Activities

The main activity of the charity during the year related to the provision of resettlement support for refugees in Bradford, Wakefield, Skipton, Kirklees and Calderdale via two contracts for services with World Jewish Relief. In the year, World Jewish Relief has also provided funding for the charity to deliver classes and activities for Afghan Refugees being supported in hotels in Yorkshire. Other services include Tenancy Ready training that is delivered to people in supported housing. The training centre, from which the charity operates, also provides a range of facilities including information and communication technology equipment to facilitate training for people experiencing a vulnerability and advisors working with such people.

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

ANNUAL REPORT OF THE TRUSTEES *(Continued)*

Year ended 31 March 2022

The charity does not undertake any fundraising activity.

ACHIEVEMENTS AND PERFORMANCE

The charity has continued to provide services for refugees during the year. The resettlement support delivered via two contracts with World Jewish Relief continued, although some of the activities being curtailed somewhat by COVID restrictions. In the latter part of 2021/22 World Jewish Relief also provided funding for the charity to deliver classes and activities to Afghan refugees being supported in hotels in Yorkshire. The charity also delivers other training activities with people experiencing a vulnerability. The training centre is supported by corporate volunteers and volunteers from the general public without whose work many activities and events would not occur.

FINANCIAL REVIEW

Financial performance

The charity generated a surplus of £2,979 in 2022 (2021: £9,659). Overall turnover decreased to £219,203 from £246,791, reflecting the cessation of ESOL & Cultural Orientation classes for recent refugee arrivals being delivered by the charity. Other activities have continued at similar levels to prior years, and been supplemented in the year by extra funding to deliver classes and activities to Afghan refugees being supported in hotels. The net assets of the charity have increased and the level of reserves is at a level that reflects the trustees approach to reserves.

Reserves policy

The company has adopted the Reserves Policy of the Horton Housing Group and does not operate a separate policy. The policy sets out that sufficient reserves should be maintained "in order to provide reliable services over the longer term and have the capacity to absorb setbacks and to take advantage of change and opportunity".

The Horton Housing Group operates comprehensive risk management procedures in order to minimise the risk of sudden financial loss or the inability to continue operating. The charity benefits from operational support and use of premises from the Group parent company, Horton Housing Association. Good risk management enables the charity to use its available funds as fully as possible to achieve its charitable objectives and reduces the need for large reserves to be held as cash.

The charity aims to steadily build up its reserves and as at 31 March 2022 the charity's unrestricted general reserve stood at £61,839. The level of reserves is regularly monitored as part of its financial reporting and budgeting processes

Plans for future periods

The charity expects to continue its services delivering support to refugees in the district in 2022/23. It will also continue to seek opportunities to expand its other training and social enterprise activities to support the key objectives of the charity.

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

ANNUAL REPORT OF THE TRUSTEES (*Continued*)

Year ended 31 March 2022

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also directors of Bradford Base Social Enterprise Company Limited for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these 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 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

This report was approved by the trustees on 20 July 2022


Huw Jones
Director

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

INDEPENDENT EXAMINERS' REPORT

Year ended 31 March 2022

Independent examiner's report to the trustees of Bradford Base Social Enterprise Company Limited ('the Company')

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

Respective Responsibilities of trustees and examiner

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

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

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

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).

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

INDEPENDENT EXAMINERS' REPORT

Year ended 31 March 2022

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:



Alison Robinson
ICAEW
Saffery Champness LLP
Mitre House
North Park Road
Harrogate
HG1 5RX

Date: 23 August 2022

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (incorporating the Income and Expenditure account)

Year ended 31 March 2022

	<i>Notes</i>	Unrestricted 2022 £	Unrestricted 2021 £
Income from:			
Charitable activities	5	219,203	246,791
Donations		-	-
Total		<u>219,203</u>	<u>246,791</u>
Expenditure on:			
Charitable activities	6	<u>216,224</u>	<u>237,132</u>
Total		<u>216,224</u>	<u>237,132</u>
Net movement in funds		<u>2,979</u>	<u>9,659</u>
Reconciliation of funds:			
Total funds brought forward		58,860	49,201
Total funds carried forward	8	<u>61,839</u>	<u>58,860</u>

All incoming resources and resources expended are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities.

The notes on pages 9 to 12 form part of these accounts.

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

BALANCE SHEET

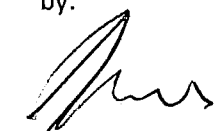
as at 31 March 2022

	<i>Note</i>	2022 £	2021 £
Current assets			
Debtors	3	22,947	128,503
Cash at bank and in hand		60,951	19,880
Total current assets		<u>83,898</u>	<u>148,383</u>
Creditors: Amounts falling due within one year	4	(22,059)	(89,523)
Total assets less current liabilities		<u>61,839</u>	<u>58,860</u>
Net assets		<u><u>61,839</u></u>	<u><u>58,860</u></u>
Represented by:			
Unrestricted funds	8	<u>61,839</u>	<u>58,860</u>
		<u><u>61,839</u></u>	<u><u>58,860</u></u>

For the year ended 31 March 2022, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies. The Trustees have not required the company to obtain an audit of its financial statements for the year in question in accordance with Section 476 of the Companies Act 2006. The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The financial statements were approved by the Trustees on 20 July 2022 and signed on their behalf by:



Huw Jones
Director



Robert Clayton
Director

The notes on pages 11 to 14 form part of these accounts.

Registered Company No: 6768226
Registered Charity No: 1128217

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

NOTES ON THE ACCOUNTS

Year ended 31 March 2017

1 ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared in accordance with the Accounting and Reporting by Charities (Charities SORP (FRS102)), Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015), the Financial Reporting Standard in the UK and Republic of Ireland (FRS102) and the Charities Act 2011.

The accounting policies have been applied consistently (except as otherwise stated).

Bradford Base Social Enterprise Company Limited meets the definition of a public benefit entity under FRS102.

Accounting Convention

The financial statements are prepared under the historical cost convention.

Going Concern

The financial statements have been prepared on a going concern basis. The charity has adequate reserves and a satisfactory level of contracted future income.

Income

Training and other income is accounted for when the charity has entitlement to the funds, it is probable that the funds will be received and the amount can be measured reliably.

Revenue grants are accounted for when there is evidence of entitlement, receipt is probable and the amount can be measured reliably.

Expenditure

All expenditure is charged in the year to which it relates.

Assets

The charity does not own any fixed assets other than expendable items of office equipment.

Debtors

Debtors are recognised at the settlement amount due.

Creditors

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amounts.

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

NOTES ON THE ACCOUNTS (Continued)

Year ended 31 March 2022

1 ACCOUNTING POLICIES (continued)

Deferred income is recognised when services have been billed for in advance of the services being delivered.

Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

2 Taxation

As a charity the organisation is exempt from United Kingdom Income and Corporation tax on its charitable activities.

3 Sundry debtors and prepayments

	2022 £	2021 £
Sundry debtors and prepayments	8,725	-
Amounts owed from group and related undertakings	14,222	128,503
	<u>22,947</u>	<u>128,503</u>

4 Sundry creditors and accruals

	2022 £	2021 £
Sundry creditors and accruals	8,764	89,523
Amounts owed to group and related undertakings	13,295	-
	<u>22,059</u>	<u>89,523</u>

Included within sundry creditors and accruals is deferred income of £4,376 relating to income received in advance.

	£
Balance at 31 March 2021	83,960
Amount billed in the year	125,119
Amount released to income in the year	<u>(204,703)</u>
Balance at 31 March 2022	<u>4,376</u>

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

NOTES ON THE ACCOUNTS *(Continued)*

Year ended 31 March 2022

5 Incoming resources from charitable activities

	2022 £	2021 £
Training income	219,183	246,791
Miscellaneous income	20	-
	<u>219,203</u>	<u>246,791</u>

All income relates to the Charity's main activity.

6 Resources expended on charitable activities

	2022 £	2021 £
Management charges	189,603	221,687
Audit fees (governance costs)	4,200	2,800
Other costserf	22,421	12,645
	<u>216,224</u>	<u>237,132</u>

The charity does not directly employ any staff. All expenses relate to the Charity's main activity.

7 Trustees' expenses

No remuneration or expenses were paid to Trustees during the period (2021: £nil).

8 General funds

	2022 £	2021 £
Balance at 31 March 2021	58,860	49,201
Surplus for the year	2,979	9,659
Balance at 31 March 2022	<u>61,839</u>	<u>58,860</u>

All funds are unrestricted and can be used for the general objects of the Charity.

9 Financial instruments

	2022 £	2021 £
Carrying amount of financial assets measured at amortised costs	22,947	128,503
Carrying amount of financial liabilities measured at amortised costs	17,683	5,563

BRADFORD BASE SOCIAL ENTERPRISE COMPANY LIMITED

NOTES ON THE ACCOUNTS *(Continued)*

Year ended 31 March 2022

10 Operating leases

There are currently no operating leases (2021: none).

11 Capital commitments

There were no capital commitments at 31 March 2022 (2021: £nil).

12 Post balance sheet events

There have been no significant events since the balance sheet date.

13 Related party transactions

The company has taken advantage of the exemption from the requirement to disclose transactions between two or more members of a group, as the company is a wholly owned subsidiary undertaking of the group to which it is party to the transactions.

As at 31 March 2022, the following balances were due from/(to) other group companies in respect of the above transactions:

	2022 £	2021 £
Horton Housing Association	(13,295)	122,646
Horton Housing Support Limited	14,222	5,857

14 Control

The company is limited by guarantee and is controlled by its sole member, Horton Housing Association. The company's financial statements are consolidated into the financial statements of Horton Housing Association. The consolidated financial statements can be obtained from Chartford House, 54 Little Horton Lane, Bradford, BD5 0BS.

Horton Housing Association is registered under the Co-Operative and Community Benefit Societies Act 2014, registered number 25057R, and provides supported housing and related support to vulnerable people who are in need of such assistance.