

Charity Number 1128555
Company Number 6713923



SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Report and Accounts

for the year ended

31 January 2022

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Report and Accounts for the year ended 31 January 2022

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SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Trust Information

for the year ended 31 January 2022

Charity Number	1128555
Company Number	6713923
Trustees/Directors	Chris Graham Tina Butler Sameera Khan Zulekha Pander Teresa Jackson
Registered Office	3rd Floor Howard House 6 Bank Street Bradford BD1 1HA
Business Address	3rd Floor Howard House 6 Bank Street Bradford BD1 1HA
Independent Examiner	S J Sutcliffe FCCA Torevell Dent Limited 1-3 St Ann's Place Pellon Lane Halifax HX1 5RB
Bankers	National Westminster Bank plc Bradford City Centre Branch 7 Hustlegate M60 4EP Bradford BD1 1PP

Safety First Community Training Centre

Trustees Annual Report Year End 31st January 2022

Another difficult year but it has been a relatively successful one continuing to weather the storms of the recession , Brexit and Covid

We have managed to continue run courses in English Language for people who have English as a second language and have managed to secure funding from Citizens Advice Bureau to set up Energy Best Deal programmes where we speak to groups of our Centre users

In line with our primary aim we have been able to provide a focal point in the community where people have become involved in a range of activities including Education, Training , Recreation and Health projects .

English Language Class

Again this year the ESOL course has brought diverse groups of people together with the aims of learning English. Classes were held to improve speaking and listening and reading and writing. Learners 1st languages varied from Punjabi, Farsi and Somali .



Safety First Community Training Centre

Trustees Annual Report Year End 31st January 2022

Employment Groups

We continue to deliver Employment based training to adults who are furthest from the labour market. We have been able to deliver Job match and I.T. training to over 350 adults this year. We have managed to help 32 people into employment over the year.



Fareshare provision

This has been a great success this year . With the Fareshare resources we have been cooking food for our service users and giving 'Bags of Help' to those in need.

We have been supporting other groups and charities throughout the Bradford District including ; Bradford Council Immigration and Asylum Dept. , The Anaar Project , Palm Cove Society, The Abigail Project, Care Homes and Churches

We also help between 60 and 70 people each week with food .

Safety First Community Training Centre

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Funding

We have been successful with funding applications and commissioning contracts this year ;

- BMDC Community Buildings Fund
- Citizens Advice Bureau – Energy Best Deal
- The National Lottery Community Fund Awards for All
- ESF Community Fund
- Good Things Foundation ICT in the Community with unemployed
- Good Things Foundation– working with ESOL learners

The Future

The coming year we will continue to help those who are in need with language courses and volunteer training . The increase in adult contracts may impact on the amount of work with children and young people .

We will also continue to assist disadvantaged people with employment support activities

During the past year we have noticed an increase in the number of adults coming to us with financial problems and/or mental health issues.

We have been able to signpost some people to other organisations who specialise in financial problems and/or mental health issues however many choose to stay with us as the Centre .

Partnerships

We will continue to develop our Partnerships with Bradford College , Shipley College, Bradford Council, Good Things Foundation and Citizens Advice.

We will endeavour to get more ‘funders’ to visit us at the Centre to see the work that we are doing , we have found that this has been really positive results.

Safety First Community Training Centre
Trustees Annual Report Year End 31st January 2022



The coming year will see us again working with the most disadvantaged in our community particularly in view of the Govt. and Local Authority cuts.

We expect to increase the amount of work with new communities – refugees and asylum seekers and more settled ESOL communities however there is no funding available to do this . We are looking at Lottery and other Trusts to assist us with this. The Trustees are committed to working with the most disadvantaged communities and will try to bring in the resources to move this forward.

Special Thanks to all of the volunteers that work so hard to help others at the Safety First Community Training Centre

Trustees

Mrs Sameera Khan – Secretary
Mr Chris Graham – Treasurer
Mrs Zulekha Pandor – Chair
Mrs Teresa Jackson – Trustee
Mrs Tina Butler – Trustee

Established in 2008, Safety First Community Training Centre is an established training provider and ‘Community Anchor’ with a Staff Team who have great ‘people skills’, accomplished at assessments and teaching and learning through classroom sessions and one to one support in addition to pastoral support when needed.

Safety First Community Training Centre

Trustees Annual Report Year End 31st January 2022

Mission

‘Working with those in most need to Change Lives for the Better’

To continue to work in Positive Partnership with individuals to develop skills for the future

Values

We promote and provide support and learning for life opportunities to unemployed adults with multiple barriers and the wider community. We recognise that each individual can significantly benefit from our advice, experience and expertise. We aspire to nurture talents and strengths which benefit individuals, families and the wider community.

Our work is conducted ethically and with integrity, acting honestly and transparently. We place a great emphasis on re-investing profit in the organisation in order to secure our future.

Culture

‘We are a diverse team serving a diverse community in diverse ways’

We adopt a positive ‘can do’ approach when responding to the needs of the Community [our clients] and toward each other. As we are a relatively small charity and one of the key attributes we possess is responsiveness and a quick decision making process. Some of our customers need us to act quickly to help to resolve their issues.

Our Reputation

‘We help socially excluded people into long term income sustainability’

We continue to build our reputation by providing a professional service – one that generates new and repeat business built on service to others and a safe learning environment.

We strive to be known as a charity that has great staff and volunteers, great resources with a sensitive human ethos.

Safety First Community Training Centre

Trustees Annual Report Year End 31st January 2022

What we do

'We are a social change charity delivering a deep impact for the Community'

We assist adult learners to progress. We do this by providing each customer with an initial assessment in order to ensure that they are put on the most appropriate pathway for them.

We assist adults with English, Maths and ICT skills

Those with a lack of vocational work experience, skills or qualifications

Learners with low confidence or with negative past learning experiences

We assist refugees, asylum seekers and speakers of English as a second language with ESOL courses

We help adults in sometimes dire circumstances who have found themselves in Womens Refuges or the subject of Modern Slavery or are suffering from Post Traumatic Stress Disorder and other Mental Health issues.

We help unemployed adults overcome barriers to gaining employment by assisting them with Universal Jobmatch and source relevant work placements to gain experience of the world of work.

We are different because

We have courses starting all year round

Each member of staff actively reaches out to those who might feel isolated and disengaged

Lifelong Learning for you, the individual is our focus .

Caring staff. We have small classes, less than 12 in a class that affords better staff: learner ratio

Open House – we provide free tea, coffee, biscuits (and a light lunch if you are staying all day)

Maximum support into further learning or employment, Advice and guidance.

English, Maths and ICT skills development, ESOL courses - Learning in your own community.

Safety First Community Training Centre
Trustees Annual Report Year End 31st January 2022

We believe that each individual should have the opportunity to access, education, training or employment. We have courses and the appropriate resources to work with people who need to overcome barriers to engage with education, training and / or employment.



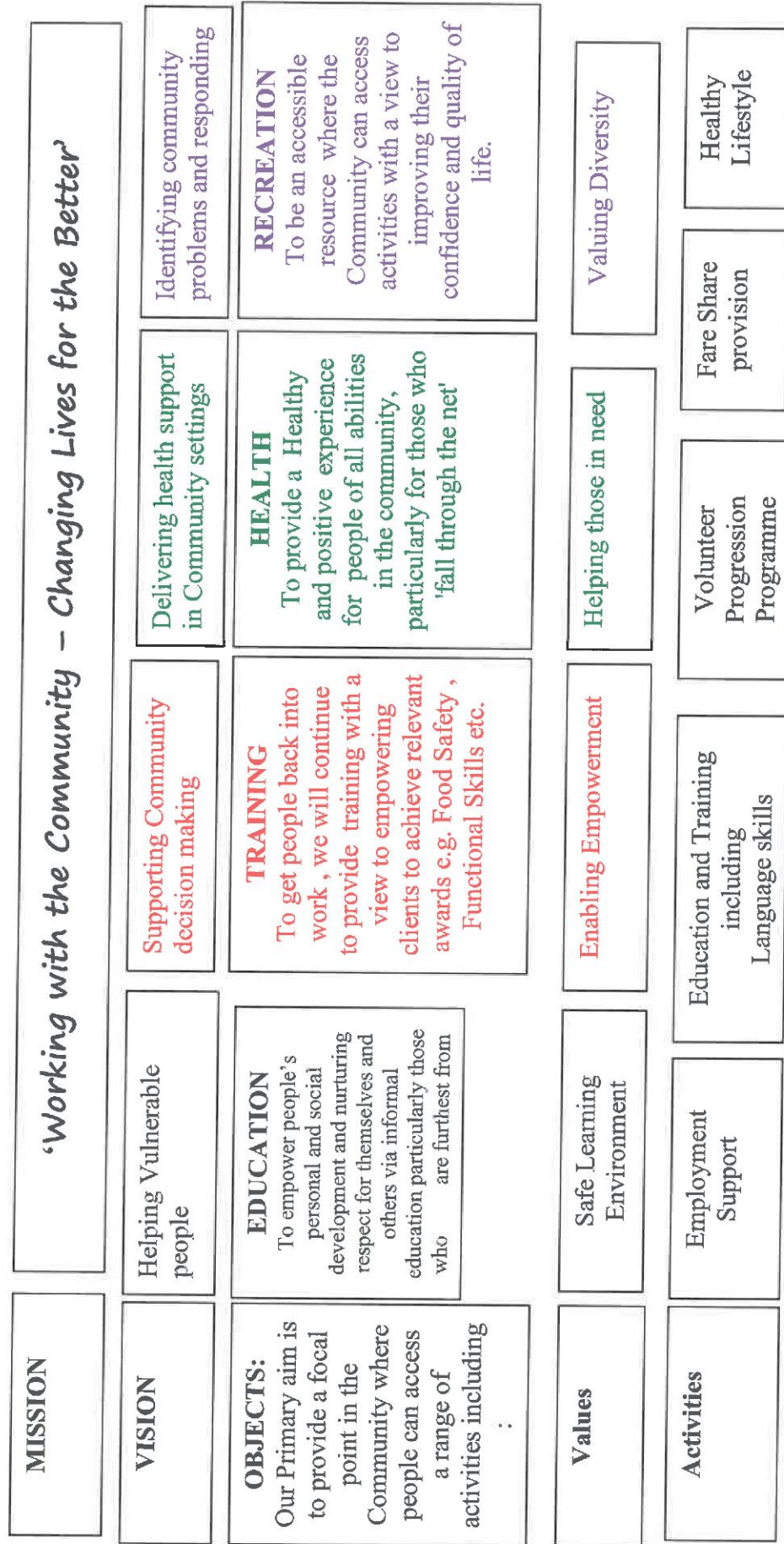
Approved on behalf of the Board on 6 April 2022


C Graham

Safety First Community Training Centre

Trustees Annual Report Year End 31st January 2022

Safety **F**irst Community Training Centre .. on a page



SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Statement of Trustees Responsibilities for the year ended 31 January 2022

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards.

The law applicable to charities in England and Wales, the Charity Act 2011 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the trust deed.. They are also responsible for safeguarding the assets of the charity and hence for 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.

Independent Examiner's Report to the Directors/Trustees of Safety First Community Training Centre Limited

For the year ended 31 January 2022

I report on the charity trustees on my examination of the accounts of the Company for the year ended 31 January 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 confirm that I am qualified to undertake the examination due to being a member of the Association of Chartered Certified Accountants.

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 requirements 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 of 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.



S J Sutcliffe FCCA
Torevell Dent Limited
Chartered Certified Accountant
1-3 St Ann's Place
Pellon Lane
Halifax
HX1 5RB

Date: 6 April 2022

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Statement of Financial Activities for the year ended 31 January 2022

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<u>Income and endowments from:</u>					
Donations		105,797	-	105,797	102,901
Other income		6,552	-	6,552	1,225
HMRC - JRS grant		-	4,514	4,514	7,289
Total		112,349	4,514	116,863	111,415
<u>Expenditure on:</u>					
Charitable activities	2	132,410	4,514	136,924	96,916
Other costs		618	-	618	564
Total		133,028	4,514	137,542	97,480
Net Income/(Expenditure)		(20,679)	-	(20,679)	13,935
Balance as at 1 February 2021		38,120	18,518	56,638	42,703
Transfer between funds		-	-	-	-
Balance as at 31 January 2022		17,441	18,518	35,959	56,638

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Balance Sheet for the year ended 31 January 2022

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	3	4,167	6,025
Current Assets			
Cash at bank		46,228	62,200
		<u>46,228</u>	<u>62,200</u>
Liabilities:			
Creditor amounts falling due within one year	4	(14,436)	(11,587)
		<u>31,792</u>	<u>50,613</u>
Net Assets		<u><u>35,959</u></u>	<u><u>56,638</u></u>
Funds			
Unrestricted funds		17,441	38,120
Restricted funds		18,518	18,518
Total Funds		<u><u>35,959</u></u>	<u><u>56,638</u></u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 January 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 January 2022 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge responsibilities for:

- Ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- Preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its profit or loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the 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) and the Charities Act 2011.

The financial statements were approved by the Board of Directors on 6 April 2022 and were signed by:

.....
C. Graham
Director

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Notes to the Accounts

for the year ended 31 January 2022

1. Accounting Policies

a) Accounting Convention

The financial statements have been prepared under the historical cost convention, and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

b) Income and Endowments

Income is recognised when the charity has entitlement to the funds and when it is probable that the income will be received and the amount can be measured reliably

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

c) Expenditure

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.

d) Fixed Assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful economic life.

Fixtures, fitting, equipment and computer equipment - 25% on cost

e) Taxation

The charity is exempt from tax on its charitable activities.

f) Fund Accounting

Fundraising and publicity expenses include expenses incurred directly by the charity and those incurred by third parties in raising charity funds for the charity and paid directly by the company.

2. Expenditure	2022	2021
<u>Charitable activities</u>	£	£
Direct project costs	116,155	88,589
Administration costs	20,769	8,327
	<u>136,924</u>	<u>96,916</u>
 <u>Payroll Costs</u>	 2022	 2021
	£	£
Gross wages	<u>101,928</u>	<u>68,189</u>

There were two full time equivalent employees during the year (2021:2)

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Notes to the Accounts for the year ended 31 January 2022

3. Tangible Fixed Assets

	Fixtures, fittings and equipment £
<u>Costs</u>	
At 1 February 2021	12,808
Additions	1,147
Disposals	(1,937)
At 31 January 2022	<u>12,018</u>
<u>Depreciation</u>	
At 1 February 2021	6,783
Charge for the period	3,005
Depreciation on disposals	(1,937)
At 31 January 2022	<u>7,851</u>
<u>Net Book Value</u>	
At 31 January 2022	<u>4,167</u>
At 31 January 2021	<u>6,025</u>

	2022 £	2021 £
4. Liabilities		
Creditor amounts falling due within one year:		
Accruals	7,036	4,780
Loans	7,400	6,807
	<u>14,436</u>	<u>11,587</u>

6. Trustee's Remuneration and Benefits

There were no trustee's remuneration or other benefits for the year ended 31 January 2022
(£nil : 2021)

Trustee's Expenses

There were no trustee's expenses paid for the period ended 31 January 2022 (£nil : 2021)

7. Control

The charity was under the control of the trustees throughout the current and previous years.

8. Company limited by guarantee

The members liability is limited to a maximum of £1 per member.

SAFETY FIRST COMMUNITY TRAINING CENTRE LIMITED

Detailed Statement of Financial Activities for the year ended 31 January 2022

	2022		2021	
	£	£	£	£
Income:				
Grants received		105,797		102,901
Other income		6,552		1,225
HMRC re JRS grant		4,514		7,289
		<u>116,863</u>		<u>111,415</u>
Expenditure:				
Wages and national insurance		101,928		68,189
Payroll costs		2,307		2,064
Project costs:				
SFYOL staff costs (tutors)	9,300		15,694	
Other	<u>3,557</u>	<u>12,857</u>	<u>2,642</u>	<u>18,336</u>
		117,092		88,589
		<u>(229)</u>		<u>22,826</u>
Administration Expenditure:				
Light and heat		8,750		4,083
Insurance		-		298
Accountancy		618		564
Repairs		-		188
Travelling expenses		7,423		-
Printing and stationery		176		211
Sundry expenses		478		829
Depreciation		<u>3,005</u>		<u>2,718</u>
		20,450		8,891
Net (Deficit)/ Income		<u><u>(20,679)</u></u>		<u><u>13,935</u></u>