# LANCASHIRE BME NETWORK

England & Wales · Charity number 1136057

## Details

| | |
|---|---|
| **Other names** | LANCASHIRE BLACK AND MINORITY ETHNIC (BME) PACT, LANCASHIRE BME NETWORK LTD, Inclusive North |
| **Status** | Registered |
| **Legal form** | CIO |
| **Registered** | 2010-05-21 |
| **Register** | View on the Charity Commission register |

## Contact

| | |
|---|---|
| **Address** | Suite405 Daisyfield Business Centre<br>Appleby Street<br>Blackburn<br>BB1 3BL |
| **Phone** | 01254392974 |
| **Email** | office@inclusivenorth.org.uk |
| **Website** | www.lancashirebmenetwork.org.uk |

## Activities

**Objects:** A. To advance the education of the public, primarily but not exclusively minority ethnic and deprived communities in the county of Palatine Lancashire and surrounding areas by whatever charitable means the Board of Management think fit with the object of improving the conditions of life of the said beneficiaries. B. To provide recreational facilities in the interests of social welfare for those who have need by reason of their youth, age, disability, ethnicity, social or economic circumstances so as to improve their conditions of life.

**Activities:** Lancashire BME Pact and Lancashire Women's Network recently merged to form Lancashire BME Network. The founding organisations have a long history of partnership working and will be working to address needs and issues affecting BME communities.

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies

Downloaded from opencharities.uk/ew/1136057

## Geography

- **Area of benefit:** LANCASHIRE
- Blackburn With Darwen
- Blackpool
- Lancashire

## Finances

| Period end | Income | Expenditure | Assets | Employees |
|---|---|---|---|---|
| 2024-08-31 | £470,477 | £615,502 | - | - |
| 2023-08-31 | £552,862 | £532,158 | £531,697 | 11 |
| 2022-08-31 | £967,529 | £969,526 | £510,993 | 12 |
| 2021-08-31 | £991,365 | £796,812 | £512,990 | 14 |
| 2020-08-31 | £432,952 | £322,057 | - | - |

## Trustees

| Name | Role | Appointed |
|---|---|---|
| Adam Sidat | | 2025-03-24 |
| Alina Lord | | 2025-07-23 |
| Haroon Asghar | | 2025-03-24 |
| Jordan Richards | | 2025-07-23 |
| SADAR UDDIN | | 2015-02-25 |
| Zulekha Dala | | 2025-03-24 |

Downloaded from opencharities.uk/ew/1136057

**LANCASHIRE BME NETWORK**

England & Wales - Charity number 1136057

# Accounts

Charity number: 1136057

# LANCASHIRE BME NETWORK LTD - TRADING AS INCLUSIVE NORTH

**(A Charitable Company)**

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 AUGUST 2024

**LANCASHIRE BME NETWORK LTD - TRADING AS INCLUSIVE NORTH**
**(A Charitable Company)**

## CONTENTS


| | Page |
|---|---|
| **Reference and administrative details of the charity, its trustees and advisers** | 1 |
| **Trustees' report** | 2 - 9 |
| **Trustees' responsibilities statement** | 10 |
| **Independent examiner's report** | 11 - 12 |
| **Statement of financial activities** | 13 |
| **Balance sheet** | 14 |
| **Statement of cash flows** | 15 |
| **Notes to the financial statements** | 16 - 28 |

**LANCASHIRE BME NETWORK LTD - TRADING AS INCLUSIVE NORTH**
**(A Charitable Company)**

# REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2024

## Trustees

Nweeda Khan
Adam Sidat (appointed 24 March 2025)
Haroon Asghar (appointed 24 March 2025)
Sadar Uddin
Christine Blythe
Saba Iftikhar
Zuleka Dala (appointed 24 March 2025)
Azhar Ali
Muhammad Hashmi (resigned 11 October 2023)

## Company registered number

04865661

## Charity registered number

1136057

## Registered office

Suite 405
Daisyfield Business Centre
Appleby Street
Blackburn
Lancashire
BB1 3BL

## Accountants

CW Accountants Limited
Chartered Certified Accountants
The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

## Bankers

The Co-operative Bank Plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees present their annual report together with the financial statements for the 1 September 2023 to 31 August 2024. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

## Objectives and Activities

### a. OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The objectives of the charitable company are to advance the education of the public, primarily but not exclusively the Asian, African, Caribbean, and other minority ethnic communities in the county of Lancashire, by whatever charitable means the board of trustees think fit, with the object of improving the conditions of life of the said beneficiaries.

### b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The following activities are used for achieving our objectives:

- Training Courses
- Networking meetings & events
- Representation & voice
- Research and consultation
- Organisational development
- Strategy development
- Governance support
- Partnership working
- Funding advice
- Health Equity work
- Advice and Guidance
- Capacity Building
- Employment Support
- Wellbeing Services
- Race & Equality work
- Grant making
- Social enterprise development support

We would like to thank all of our funders, supporters and stakeholders who have made it possible for us to deliver our services and activities in the last year.

### c. VOLUNTEERS

LBN had 20 registered volunteers in the year 2023-2024 and they contributed to the overall running of the organisation.

**Strategic report**

**Achievements and performance**

**a. REVIEW OF ACTIVITIES**

**Chief Officers Report:**

As I reflect on the past year, I am proud of the positive changes Inclusive North has brought to the communities we serve. However, it has also been a year marked by significant challenges, particularly in terms of funding, as we continue to navigate an uncertain economic landscape. Despite these obstacles, our commitment to supporting those in need and driving social change remains strong.

Securing sufficient funding has been one of the most persistent challenges we've faced this year. With the financial pressures many organisations are under, competition for available grants has intensified. Despite this, we've managed to keep our services running without compromising the quality of the work we do. While we acknowledge the continued challenge of securing stable and long-term funding, we remain optimistic that our resilience and creativity will allow us to face this challenge head-on in the year ahead.

Throughout this year, the need for our services has continued to grow, and we've seen firsthand the impact we've made in people's lives. Inclusive North has worked tirelessly from providing critical resources during the cost-of-living crisis to offering mental health support. Our work to create systemic change remains at the heart of what we do, we are committed to challenging the status quo and pushing for a fairer, more just society for all.

I am extremely proud of the dedication and hard work shown by our staff, volunteers, partners, and supporters. Together, we will continue to build a brighter future, making meaningful, positive change in the lives of those we serve.

**Naz Zaman**
**Chief Officer**

**Achievements and Performance**

**Talk Me Happy (Wellbeing Services)**
This service offers a culturally sensitive, bilingual service. It has 3 primary functions to provide 1:1 counselling support, provide a befriending/bereavement service and community interventions such as group therapy which helps to reduce stigma around the subject matter and to also increase uptake of mainstream provision. To date over 900 individuals have accessed our services with the majority reporting an improvement in their emotional and mental wellbeing. The wellbeing service is now accredited by BACP and is also commissioned by the NHS to deliver IAPT services.

**Transformation – ICB, Spring North**
Funded by the ICB via Spring North, this project is to transform Community Mental Health services for SMI (severe mental health issues) clients. This funding has supported an additional 120 clients and shown improvement for 80% of the clients that have accessed the service.

**BPRCVS Voucher Scheme**
We distributed energy vouchers to vulnerable households in Burnley and Pendle areas of Lancashire, these households were deemed as struggling with the cost-of-living crisis.

**MPACE (Macmillan Preston Area Cancer Engagement)**
Funded by Macmillan Cancer Support, this project is aiming to raise awareness and increase access to cancer services particularly for those who identify as BME and live in Preston. Project Managers supporting with

recruitment and development of project officers. Volunteer Coordinator recruited and promotion for volunteers is underway.

**YEF (Youth Endowment Fund) – Peer Action Collective**
Consortium-based project, working with Blackburn with Darwen Healthy Living and Child Action Northwest to identify the cause and reduce youth violence in Lancashire through research and social action. Foundation stage research has taken place which revealed 4 key findings that were shared in our stakeholder dissemination event, this will feed into the foundation social action project and the development stage research. Changemaker volunteers' recruitment is ongoing.

**Lancs Encounter Festival**
Facilitating, marketing and administering an annual Lancashire Festival in Preston. LBN were involved in the management of social media platforms and were the key contact for performers, artists and suppliers.

**Regenerage**
Commissioned by Regenerage to develop and disseminate their grants program to Lancashire based organisations that work with people with memory issues. The Grants process including development of application process, criteria and all social marketing of the grants program was undertaken by the team and ran successfully.

**NHS Unpaid Carers Group**
Research funded by NHS England with the aim to understand the entire process and difficulties faced by unpaid carers navigating various NHS services. We recruited partners to deliver the focus groups in local areas and fed the findings back in a report with key stakeholders.

**Strategic Alliance Wealth Building**
2 Community Wealth Building workshops have been delivered in partnership with CLES in Blackburn and Preston to cover the East and Central Lancashire areas. Attendance at both workshops generated healthy discussions around the work VCFSE could get involved in to build community wealth through targeted work within the communities they serve and the key stakeholders who hold the funds and have processes of devolving funds to help build community wealth.

**Pathway**
Inclusive North has been successful in acquiring the role of Intermediary for the Pathway Fund. A Programme Manager and Project Officer are in post to deliver the Pathway Enterprise Development Grants aimed at small ticket, minoritised led VCFSE organisations across Lancashire. This programme is to help the sector develop entrepreneurial approaches to help their sustainability and continuity of support to the communities they serve.

**Influence and Representation**

**NED**
We are key partners in the development and delivery of a key initiative, working closely with LSCFT, to increase representation of BME communities at strategic level. LBN have worked with NED's to capture their experiences and provide recommendations for future recruitment and development.

**UCLAN - GRACE**
The University of Central Lancashire (UCLAN) has teamed up with Lancashire BME Network (LBN) in a bid to strengthen the support and opportunities available to marginalised communities living in the county.

**VSCEP**
Acting in the role as a lead for the North along with one other to ensure that intelligence is fed into the regional and national teams around emergencies i.e., COVID/Afghan Evacuees, adverse weather.

**The Phoenix Way**

Working with our delivery partners in Greater Manchester, Merseyside and Cheshire, promoting The Phoenix Way, to address the structural inequalities that Black and racially minoritised communities and community-led organisations face in influencing and accessing funding. Following network meetings and presentations from LBN, we have created increased interest in funding applications from the Northwest. There were 84 applications for the 2nd round of funding, the 2nd highest after London. Networking events in Lancashire to increase awareness of the project and engaging with community organisations to carry out research for influencing a change in grant making.

**Independent Race & Equality Partnership (IREP)**
Specialist advisory body which will influence statutory/public decision-making and hold public bodies to account.

**Financial review**

**a. GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**b. RESERVES POLICY**

The trustees of LBN agreed to hold 6 months running costs, £81,000, as reserves in a separate account in the event that the charity is unable to secure funding to continue operating. The funds will cover day to day running costs, redundancies and 6 months' salary for core staff to allow the charity to fulfil any contractual obligations. This figure will be updated in due course.

**c. SURPLUS**

The charitable company made a deficit of £145,025 to August 2024 (2023 - a surplus of £20,704).

**Structure, governance and management**

**a. CONSTITUTION**

The charitable company is registered as a charitable incorporated organisationand was set up by a Memorandum of Association and is a registered charity number 1136057.

On 18 September 2013 the charitable company changed its name from Lancashire Black and Minority Ethnic (BME) Pact Ltd to Lancashire BME Network Ltd.

The charitable company merged with Lancashire Women's Network (charity number 1088125) on 31 July 2014.

In 2024 - 2025 the charitable incorporated organisation converted the limited company (and therefore lost it's company number). They also became known as Inclusive North.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Lancashire BME Network has a robust trustee recruitment process, underpinned by our governing document which states “we are to have no more than 13 trustees and no less than 7”. LBN are a membership based organisation and as such we source our trustees from the membership, however there is a stipulation that to become a trustee they have to have been a member for 12 months. Trustees are recruited if there are vacancies on the board or a skills/knowledge gap is identified. There are one of two ways trustees can be appointed:

- At the Annual general meeting
- Through co-option

Each recruitment method has its own process to follow, however all potential trustees have to complete an application form and attend a meeting with the Chair of LBN prior to being invited to join the board.

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Individuals who have been successful in their application to become a trustee are supplied with and asked to complete the following paperwork:

Complete a confidentiality form
Show Proof of ID
Complete a trustee details form
Complete and sign the declaration of interest form, to be retained by LBN

Sign a Fit & Proper person Declaration

Agree and sign two copies of the code of conduct, one to be retained by the Trustee and the other by LBN.

All new trustees are asked to attend the offices to receive an induction, covering policies, processes, role description, expectations and operational activity.

**d. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

Strategic direction is provided by the Board of Trustees whose responsibilities include, ensuring compliance and achievement against the aims and objectives. Strategic and operational management is provided by the Chief Officer who oversees the day to day running of the organisation.

**e. RISK MANAGEMENT**

Working closely with the Chief Officer, the Trustees are working to assess any major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. A task and finish group will be established to carry out a full review of all risks as highlighted in the Charity Code of Governance. The charitable company has a risk management statement which is reviewed regularly and contains information on the following risks; Governance, Financial, Environmental, Compliance and Operational

Two major potential risks, their impact and what steps could be put in place to avoid these are explored below;

Governance: Potential Risk The charity lacks direction, strategy and forward planning Potential Impact • lacks direction, strategy and forward planning • the charity drifts with no clear objectives, priorities or plans • issues are addressed piecemeal with no strategic reference • needs of beneficiaries not fully addressed • financial management difficulties • loss of reputation Risk Management/mitigation • create a strategic plan which sets out the key aims, objectives and policies • create short to medium term financial plans and budgets • monitor financial and operational performance • obtain regular feedback from beneficiaries and funders

Financial: Potential Risk Dependency on limited income sources Potential Impact: • cash flow and budget impact of loss of income source Risk Management/mitigation • identify major dependencies • implement adequate reserves policy • consider, develop, and execute diversification plans.

**Plans for future periods**

**a. FUTURE DEVELOPMENTS**

There are some key pieces of work that began during COVID but due to crisis response, capacity and having to navigate complex governances this has taken longer than anticipated. These pieces of work include:

- Move over to a CIO model
- Review of Membership Offer
- Review of Governance and Structures
- Recruitment of Trustees
- Staff Training and Development around infrastructure work and racial justice
- Launch of new brand

We hope to have this work completed this financial year.

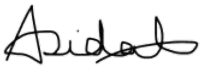
**MEMBERS' LIABILITY**

The Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

## TRUSTEES' REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2024

This report was approved by the Trustees, on 26th June 2025 and signed on their behalf by:

**Trustee** 

Adam Sidat

**Trustee** 

Nweeda Khan

## TRUSTEES' RESPONSIBILITIES STATEMENT
## FOR THE YEAR ENDED 31 AUGUST 2024

The Trustees (who are also directors of Lancashire BME Network 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the 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 of the Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

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.

## INDEPENDENT EXAMINER'S REPORT
## FOR THE YEAR ENDED 31 AUGUST 2024

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANCASHIRE BME NETWORK LTD - TRADING AS INCLUSIVE NORTH (the 'charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 August 2024.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charitable company (and 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 charitable 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 the charitable company's accounts 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 REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2024

### INDEPENDENT EXAMINER'S STATEMENT

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I can 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 charitable 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: CWright Dated: 27/06/2025

Courtney Wright BA FCCA

**For and On Behalf of CW Accountants Limited**

Chartered Certified Accountants

The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2024

| | Note | Restricted funds 2024 £ | Unrestricted funds 2024 £ | Total funds 2024 £ | *Total funds 2023 £* |
|---|---|---|---|---|---|
| **INCOME FROM:** | | | | | |
| Charitable activities | 2 | **395,182** | **75,295** | **470,477** | *552,862* |
| **TOTAL INCOME** | | **395,182** | **75,295** | **470,477** | *552,862* |
| **EXPENDITURE ON:** | | | | | |
| Charitable activities | 3 | **463,466** | **152,036** | **615,502** | *532,158* |
| **TOTAL EXPENDITURE** | 4 | **463,466** | **152,036** | **615,502** | *532,158* |
| **NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES** | | **(68,284)** | **(76,741)** | **(145,025)** | *20,704* |
| **NET MOVEMENT IN FUNDS** | | **(68,284)** | **(76,741)** | **(145,025)** | *20,704* |
| **RECONCILIATION OF FUNDS:** | | | | | |
| Total funds brought forward | | **230,733** | **300,964** | **531,697** | *510,993* |
| **TOTAL FUNDS CARRIED FORWARD** | | **162,449** | **224,223** | **386,672** | *531,697* |

The notes on pages 16 to 28 form part of these financial statements.

**LANCASHIRE BME NETWORK LTD - TRADING AS INCLUSIVE NORTH**
**(A Charitable Company)**
**REGISTERED NUMBER: 04865661**

## BALANCE SHEET
## AS AT 31 AUGUST 2024

| | Note | £ | 2024 £ | £ | 2023 £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 7 | | - | | - |
| **CURRENT ASSETS** | | | | | |
| Debtors | 8 | **10,417** | | *4,114* | |
| Cash at bank and in hand | | **392,607** | | *530,913* | |
| | | **403,024** | | *535,027* | |
| **CREDITORS:** amounts falling due within one year | 9 | **(16,352)** | | *(3,330)* | |
| **NET CURRENT ASSETS** | | | **386,672** | | *531,697* |
| **NET ASSETS** | | | **386,672** | | *531,697* |
| **CHARITY FUNDS** | | | | | |
| Restricted funds | 10 | | **162,449** | | *230,733* |
| Unrestricted funds | 10 | | **224,223** | | *300,964* |
| **TOTAL FUNDS** | | | **386,672** | | *531,697* |

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Trustees on and signed on their behalf, by:

**Trustee** Adam Sidat

**Trustee** Nweeda Khan

The notes on pages 16 to 28 form part of these financial statements.

## STATEMENT OF CASH FLOWS
## FOR THE YEAR ENDED 31 AUGUST 2024

| | Note | 2024 £ | *2023 £* |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash (used in)/provided by operating activities | 12 | **(138,306)** | *88,915* |
| **Change in cash and cash equivalents in the year** | | **(138,306)** | *88,915* |
| Cash and cash equivalents brought forward | | **530,913** | *441,998* |
| **Cash and cash equivalents carried forward** | 13 | **392,607** | *530,913* |

The notes on pages 16 to 28 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2024

## 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) and the Companies Act 2006.

Lancashire BME Network Ltd - Trading as Inclusive North meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.
No restatements were required.

### 1.3 Company status

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 1.4 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. ACCOUNTING POLICIES (continued)

### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charitable company's educational operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Cash flow

The financial statements do not include a Statement of cash flows because the charitable charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

### 1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|---|---|---|
| Office equipment - unrestricted | - | 25% reducing balance |
| Office equipment - restricted | - | 25% straight line |

## 1. ACCOUNTING POLICIES (continued)

### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

### 1.12 Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## 1. ACCOUNTING POLICIES (continued)

### 1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. INCOME FROM CHARITABLE ACTIVITIES

| | **Restricted funds 2024 £** | **Unrestricted funds 2024 £** | **Total funds 2024 £** | *Total funds 2023 £* |
|---|---|---|---|---|
| Charitable activities | **395,182** | **75,295** | **470,477** | *552,862* |
| *Total 2023* | *-* | *552,862* | *552,862* | |

**INCOME FROM CHARITABLE ACTIVITIES**

| | 2024 | *2023* |
|---|---|---|
| | £ | £ |
| Consultancy | **11,932** | *25,482* |
| MH Transformation Fund | **75,000** | *35,000* |
| Macmillan | **125,235** | *47,854* |
| BPR CVS | **-** | *50,000* |
| CHAIRS | **9,000** | *-* |
| NAVCA | **-** | *10,000* |
| Age Concern - CLOG | **18,000** | *-* |
| DWP | **3,023** | *-* |
| Lancashire Encounter | **3,500** | *-* |
| Global Fund for Children | **-** | *201,477* |
| Comic Relief | **-** | *23,000* |
| NHS Carers Focus Groups | **6,300** | *-* |
| CRF | **-** | *9,126* |
| Lloyds Community Foundation | **-** | *27,250* |
| VCSEP | **-** | *6,000* |
| Youth Endowment Fund | **194,948** | *38,137* |
| Race Equality Foundation | **362** | *-* |
| The Pathway Fund | **13,177** | *-* |
| UBELE | **10,000** | *-* |
| Safelives | **-** | *1,750* |
| UCLAN | **-** | *8,000* |
| Energy 360 | **-** | *69,786* |
| Total | **470,477** | *552,862* |

**3. GOVERNANCE COSTS**

| | Restricted funds 2024 | Unrestricted funds 2024 | Total funds 2024 | *Total funds 2023* |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| Accountancy fees | **-** | **620** | **620** | *450* |
| Legal and Professional | **-** | **7,171** | **7,171** | *2,283* |
| | **-** | **7,791** | **7,791** | *2,733* |

## 4. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2024 £ | Other costs 2024 £ | Total 2024 £ | *Total 2023 £* |
|---|---|---|---|---|
| Charitable activities | **335,294** | **272,417** | **607,711** | *529,425* |
| Expenditure on governance | **-** | **7,791** | **7,791** | *2,733* |
| | **335,294** | **280,208** | **615,502** | *532,158* |
| *Total 2023* | *272,968* | *259,190* | *532,158* | |

### ANALYSIS OF CHARITABLE EXPENDITURE

| | 2024 £ | *2023 £* |
|---|---|---|
| Staff salaries | **297,986** | *243,363* |
| Staff employers national insurance | **24,802** | *17,918* |
| Staff employers pension costs | **12,506** | *11,687* |
| Travel and subsistence | **6,054** | *2,037* |
| Project costs | **221,667** | *214,045* |
| Rent, Rates and Utilities | **20,345** | *23,263* |
| Telephone and fax | **2,661** | *3,711* |
| Stationery, printing and photocopying | **5,212** | *1,098* |
| Insurance | **3,038** | *2,926* |
| Sundry expenses | **304** | *224* |
| Website development and IT costs | **12,204** | *6,688* |
| Training | **-** | *771* |
| Equipment purchase and repairs | **-** | *289* |
| Subscriptions | **932** | *1,405* |
| Total | **607,711** | *529,425* |

## 5. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2024 £ | *2023 £* |
|---|---|---|
| Pension costs | **12,506** | *11,687* |

During the year, no Trustees received any remuneration (2023 - £NIL).
During the year, no Trustees received any benefits in kind (2023 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2023 - £NIL).

## 6. STAFF COSTS

Staff costs were as follows:

| | 2024 | *2023* |
|---|---|---|
| | **£** | *£* |
| Wages and salaries | **297,986** | *243,363* |
| Social security costs | **24,802** | *17,918* |
| Other pension costs | **12,506** | *11,687* |
| | **335,294** | *272,968* |

The average number of persons employed by the charitable company during the year was as follows:

| | 2024 | *2023* |
|---|---|---|
| | **No.** | *No.* |
| Chief Officer | **1** | *1* |
| Project Officer | **10** | *9* |
| PAC Leads | **12** | *-* |
| Admin and Finance officer | **1** | *1* |
| | **24** | *11* |

No employee received remuneration amounting to more than £60,000 in either year.

## 7. TANGIBLE FIXED ASSETS

| | Office equipment |
|---|---|
| | **£** |
| **Cost** | |
| At 1 September 2023 and 31 August 2024 | **34,059** |
| **Depreciation** | |
| At 1 September 2023 and 31 August 2024 | **34,059** |
| **Net book value** | |
| At 31 August 2024 | **-** |
| *At 31 August 2023* | *-* |

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 AUGUST 2024

## 8. DEBTORS

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| Trade debtors | **8,950** | - |
| Accrued income | **-** | *2,734* |
| Prepayments | **1,467** | *1,380* |
| | **10,417** | *4,114* |

## 9. CREDITORS: Amounts falling due within one year

| | 2024 | 2023 |
|---|---|---|
| | £ | £ |
| HMRC tax and national insurance | **8,660** | - |
| Pension contributions | **7,072** | *2,605* |
| Accruals and deferred income | **620** | *725* |
| | **16,352** | *3,330* |

## 10. STATEMENT OF FUNDS

### STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2023 £ | Income £ | Expenditure £ | Balance at 31 August 2024 £ |
|---|---|---|---|---|
| **Designated funds** | | | | |
| Designated Fund 1 | **43,376** | **-** | **-** | **43,376** |
| **General funds** | | | | |
| General Funds | **257,588** | **75,295** | **(152,036)** | **180,847** |
| Total Unrestricted funds | **300,964** | **75,295** | **(152,036)** | **224,223** |
| **Restricted funds** | | | | |
| The Phoneix Way | **192,205** | **-** | **(139,655)** | **52,550** |
| Spring North - MH Transformation 2 | **-** | **75,000** | **(30,131)** | **44,869** |
| Macmillan Pace | **(13,468)** | **125,234** | **(118,217)** | **(6,451)** |
| Spring North - MH Transformation 1 | **24,647** | **-** | **(24,647)** | **-** |
| Youth Endowment Fund - PAC | **27,349** | **194,948** | **(150,816)** | **71,481** |
| | **230,733** | **395,182** | **(463,466)** | **162,449** |
| Total of funds | **531,697** | **470,477** | **(615,502)** | **386,672** |

**Designated Funds**
Designated Fund 1 - This is for 6 months running and redundancy costs as explained in the reserves policy.

**General Funds**
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes. This also includes unrestricted project funds.

**Restricted Funds** .
(Please refer to the activities of the year in the trustees report for further details)

**Macmillan (MPACE)**
Funded by Macmillan Cancer Care to work with grassroot organisations in Preston to increase uptake of cancer care in the BME community.

**The Phoneix Way (TPW)**
Influence change to the grant making system; allowing better access to funding, to help shape the future of Black and Ethnic Minority Communities.

## 10. STATEMENT OF FUNDS (continued)

**Spring North**
A project to transform community mental health services for adults and older adults.

### STATEMENT OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2022* £ | *Income* £ | *Expenditure* £ | *Transfers* £ | *Balance at 31 August 2023* £ |
|---|---|---|---|---|---|
| Designated Fund 1 | *43,376* | *-* | *-* | *-* | *43,376* |
| General Funds | *257,063* | *150,996* | *(167,124)* | *16,653* | *257,588* |
| **Restricted funds** | | | | | |
| The Phoenix Way | *-* | *200,000* | *(7,795)* | *-* | *192,205* |
| Burnley Pendle and Rossendale CVS - Energy Vouchers | *-* | *50,000* | *(50,000)* | *-* | *-* |
| VSCEP Emergencies Partnership | *-* | *6,000* | *(6,000)* | *-* | *-* |
| Macmillan Pace | *(3,264)* | *47,855* | *(58,059)* | *-* | *(13,468)* |
| TNL | *4,929* | *-* | *(4,929)* | *-* | *-* |
| NAVCA - Cost of Living | *-* | *10,000* | *(10,000)* | *-* | *-* |
| MH Transformation | *-* | *35,000* | *(10,353)* | *-* | *24,647* |
| Youth Endowment Fund - PAC | *-* | *38,136* | *(10,787)* | *-* | *27,349* |
| CAF | *74,877* | *-* | *(74,877)* | *-* | *-* |
| CRF | *32,287* | *9,125* | *(41,412)* | *-* | *-* |
| Global Majority Fund - Comic Relief | *38,326* | *4,000* | *(42,326)* | *-* | *-* |
| Safelives - Your Best Friend | *1,428* | *1,750* | *(3,178)* | *-* | *-* |
| Energy Vouchers | *61,971* | *-* | *(45,318)* | *(16,653)* | *-* |
| | *210,554* | *401,866* | *(365,034)* | *(16,653)* | *230,733* |

### SUMMARY OF FUNDS - CURRENT YEAR

| | **Balance at 1 September 2023** £ | **Income** £ | **Expenditure** £ | **Balance at 31 August 2024** £ |
|---|---|---|---|---|
| Designated funds | **43,376** | **-** | **-** | **43,376** |
| General funds | **257,588** | **75,295** | **(152,036)** | **180,847** |
| | **300,964** | **75,295** | **(152,036)** | **224,223** |
| Restricted funds | **230,733** | **395,182** | **(463,466)** | **162,449** |
| | **531,697** | **470,477** | **(615,502)** | **386,672** |

## 10. STATEMENT OF FUNDS (continued)

### SUMMARY OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2022* £ | *Income* £ | *Expenditure* £ | *Transfers* £ | *Balance at 31 August 2023* £ |
|---|---|---|---|---|---|
| Designated funds | *43,376* | *-* | *-* | *-* | *43,376* |
| General funds | *257,063* | *150,996* | *(167,124)* | *16,653* | *257,588* |
| | *300,439* | *150,996* | *(167,124)* | *16,653* | *300,964* |
| Restricted funds | *210,554* | *401,866* | *(365,034)* | *(16,653)* | *230,733* |
| | *510,993* | *552,862* | *(532,158)* | *-* | *531,697* |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | **Restricted funds 2024** £ | **Unrestricted funds 2024** £ | **Total funds 2024** £ |
|---|---|---|---|
| Current assets | **162,449** | **240,575** | **403,024** |
| Creditors due within one year | **-** | **(16,352)** | **(16,352)** |
| | **162,449** | **224,223** | **386,672** |

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | *Restricted funds 2023* £ | *Unrestricted funds 2023* £ | *Total funds 2023* £ |
|---|---|---|---|
| Current assets | *230,733* | *302,160* | *535,027* |
| Creditors due within one year | *-* | *(3,330)* | *(3,330)* |
| | *230,733* | *298,830* | *531,697* |

## 12. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2024<br>£ | *2023*<br>*£* |
|---|---|---|
| Net (expenditure)/income for the year (as per Statement of Financial Activities) | **(145,025)** | *20,704* |
| **Adjustment for:** | | |
| (Increase)/decrease in debtors | **(6,303)** | *67,231* |
| Increase in creditors | **13,022** | *980* |
| **Net cash (used in)/provided by operating activities** | **(138,306)** | *88,915* |

## 13. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2024<br>£ | *2023*<br>*£* |
|---|---|---|
| Cash in hand | **392,607** | *530,913* |
| Total | **392,607** | *530,913* |

## 14. PENSION COMMITMENTS

The charitable company contributed to personal pension plans in 2024

## 15. OPERATING LEASE COMMITMENTS

At 31 August 2024 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

| | **2024** | *2023* |
|---|---|---|
| | **£** | *£* |
| **Amounts payable:** | | |
| Within 1 year | **10,148** | *16,805* |
| Between 1 and 5 years | **2,849** | *668* |
| Total | **12,997** | *17,473* |

## 16. RELATED PARTY TRANSACTIONS

There have been no related party transactions throughout the financial year.

## 17. POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## 18. CONTROLLING PARTY

The charitable company is controlled by the Trustees listed on page one of the accounts.

**LANCASHIRE BME NETWORK**

England & Wales - Charity number 1136057

# Accounts

**Registered number: 04865661**
**Charity number: 1136057**

# LANCASHIRE BME NETWORK LTD

**(A company limited by guarantee)**

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 AUGUST 2023

**LANCASHIRE BME NETWORK LTD**
**(A company limited by guarantee)**

## CONTENTS


| | Page |
|---|---|
| **Reference and administrative details of the charity, its trustees and advisers** | 1 |
| **Trustees' report** | 2 - 8 |
| **Trustees' responsibilities statement** | 9 |
| **Independent examiner's report** | 10 - 11 |
| **Statement of financial activities** | 12 |
| **Balance sheet** | 13 |
| **Statement of cash flows** | 14 |
| **Notes to the financial statements** | 15 - 28 |

**LANCASHIRE BME NETWORK LTD**

**(A company limited by guarantee)**

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS**
**FOR THE YEAR ENDED 31 AUGUST 2023**

**Trustees**

Nweeda Khan
Ishwer Tailor
Sadar Uddin
Christine Blythe
Saba Iftikhar
Azhar Ali
Muhammad Hashmi (resigned 11 October 2023)

**Company registered number**

04865661

**Charity registered number**

1136057

**Registered office**

Suite 405
Daisyfield Business Centre
Appleby Street
Blackburn
Lancashire
BB1 3BL

**Company secretary**

Saba Iftikhar

**Accountants**

CW Accountants Limited
Chartered Certified Accountants
The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

**Bankers**

The Co-operative Bank Plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 AUGUST 2023

The Trustees present their annual report together with the financial statements for the 1 September 2022 to 31 August 2023. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

## Objectives and Activities

### a. OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The objectives of the charitable company are to advance the education of the public, primarily but not exclusively the Asian, African, Caribbean, and other minority ethnic communities in the county of Lancashire, by whatever charitable means the board of trustees think fit, with the object of improving the conditions of life of the said beneficiaries.

### b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The following activities are used for achieving our objectives:

- Training Courses
- Networking meetings & events
- Representation & voice
- Research and consultation
- Organisational development
- Strategy development
- Governance support
- Partnership working
- Funding advice
- Health Equity work
- Advice and Guidance
- Capacity Building
- Employment Support
- Wellbeing Services
- Race & Equality work
- Grant making

We would like to thank all of our funders, supporters and stakeholders who have made it possible for us to deliver our services and activities in the last year.

### c. VOLUNTEERS

LBN had 19 registered volunteers in the year 2022-2023 and they contributed to the overall running of the organisation.

**Strategic report**

**Achievements and performance**

**a. REVIEW OF ACTIVITIES**

**Chief Officers Report:**
Lancashire BME Network (LBN) has had an increase in demand for our services, particularly our well-being service. We have continued to work hard and overcome challenges and are incredibly proud that our service is now an accredited one. We continue to hear inspiring stories from individuals who have benefited from our service, these serve as a powerful reminder of the positive impact we are making in the lives of those we help.
The challenges facing the communities we serve are complex and evolving, requiringongoing commitment, innovation and collaboration. Despite facing ongoing challenges, ourorganisation has continued to make significant progress in fulfilling our mission and servingour community.

In this financial year LBN, despite economic uncertainties, have made strides in diversifyingour funding sources and have maintained a strong financial position. We worked withvarious partners and members to deliver on numerous projects, we were able to distributegrants and fuel vouchers to those struggling with the cost-of-living crisis to make a positive difference within the community.

In conclusion, I am proud of the accomplishments of our organisation over the past year and am confident that we are well-positioned to continue making a positive impact in the lives of those we serve. I would like to express my gratitude to our dedicated staff, volunteers, donors and partners for their unwavering support and commitment to our mission.

Together we will continue to strive towards our shared vision of a more just and compassionate society.

**Naz Zaman**
**Chief Officer**

**Achievements and Performance**

**Talk Me Happy (Wellbeing Services)**
This service offers a culturally sensitive, bilingual service. It has 3 primary functions to provide 1:1 counselling support, provide a befriending/bereavement service and community interventions such as group therapy which helps to reduce stigma around the subject matter and to also increase uptake of mainstream provision. To date over 900 individuals have accessed our services with the majority reporting an improvement in their emotional and mental wellbeing. The wellbeing service is now accredited by BACP and is also commissioned by the NHS to deliver IAPT services.

**Transformation – ICB, Spring North**
Funded by the ICB via spring north, this project is to transform Community Mental Health services for adults and older adults.

**Energy Fuel Voucher Scheme**
We distributed over 4,500 fuel vouchers across Lancashire to households who were experiencing difficulties in paying their bills. Families who were vulnerable due to their personal circumstances were supported by the scheme.

**BPRCVS Voucher Scheme**
We distributed energy vouchers to vulnerable households in Burnley and Pendle areas of Lancashire, these households were deemed as struggling with the cost-of-living crisis.

**MPACE (Macmillan Preston Area Cancer Engagement) - (Macmillan Preston Area Cancer Engagement)**
Funded by Macmillan Cancer Support, this project is aiming to raise awareness and increase access to cancer services particularly for those who identify as BME and live in Preston.

**iSupport for Dementia - UCL**
iSupport for South Asian dementia carers: cultural adaptation and feasibility testing. Developed and supported by 4 partners - Carers Centre Tower Hamlets, Sandwell Dementia Support, LBN and Age UK Lancashire.

**YEF (Youth Endowment Fund) – Peer Action Collective**
Consortium-based project to identify the cause and reduce youth crime in Lancashire through research and social action.

**Lancs Encounter**
Facilitating, marketing and administering a biennial Lancashire Festival in Preston.

**Influence and Representation**

**NED**
We are key partners in the development and delivery of a key initiative, working closely with LSCFT, to increase representation of BME communities at strategic level. LBN have worked with NED's to capture their experiences and provide recommendations for future recruitment and development.

**UCLAN - GRACE**
The University of Central Lancashire (UCLAN) has teamed up with Lancashire BME Network (LBN) in a bid to strengthen the support and opportunities available to marginalised communities living in the county.

**VCSEP**
Acting in the role as a lead for the North along with one other to ensure that intelligence is fed into the regional and national teams around emergencies i.e., COVID/Afghan Evacuees, adverse weather.

**The Phoenix Way**
Working with our delivery partners in Greater Manchester, Merseyside and Cheshire, promoting The Phoenix Way, to address the structural inequalities that Black and racially minoritised communities and community-led organisations face in influencing and accessing funding. Following network meetings and presentations from LBN, we have created increased interest in funding applications from the Northwest. There were 84 applications for the 2nd round of funding, the 2nd highest after London. Networking events in Lancashire to increase awareness of the project and engaging with community organisations to carry out research for influencing a change in grant making.

**Independent Race & Equality Partnership (IREP)**
Specialist advisory body which will influence statutory/public decision-making and hold public bodies to account.

**Financial review**

**a. GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

## b. RESERVES POLICY

The trustees of LBN agreed to hold 6 months running costs as reserves in a separate account in the event that the charity is unable to secure funding to continue operating. The funds will cover day to day running costs, redundancies and 6 months' salary for core staff to allow the charity to fulfil any contractual obligations. This figure will be updated in due course.

## c. SURPLUS

The charitable company made a surplus of £20,704 to August 2023 (2022 - a deficit of £1,997). This deficit is fully made up of spent grant monies from the year before due to timing differences.

**Structure, governance and management**

**a. CONSTITUTION**

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association 14 January 2010 and is a registered charity number 1136057.

On 18 September 2013 the charitable company changed its name from Lancashire Black and Minority Ethnic (BME) Pact Ltd to Lancashire BME Network Ltd.

The charitable company merged with Lancashire Women's Network (charity number 1088125) on 31 July 2014.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Lancashire BME Network has a robust trustee recruitment process, underpinned by our governing document which states “we are to have no more than 13 trustees and no less than 7”. LBN are a membership based organisation and as such we source our trustees from the membership, however there is a stipulation that to become a trustee they have to have been a member for 12 months. Trustees are recruited if there are vacancies on the board or a skills/knowledge gap is identified. There are one of two ways trustees can be appointed:

- At the Annual general meeting
- Through co-option

Each recruitment method has its own process to follow, however all potential trustees have to complete an application form and attend a meeting with the Chair of LBN prior to being invited to join the board.

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Individuals who have been successful in their application to become a trustee are supplied with and asked to complete the following paperwork:

Complete a confidentiality form
Show Proof of ID
Complete a trustee details form
Complete and sign the declaration of interest form, to be retained by LBN

Sign a Fit & Proper person Declaration

Agree and sign two copies of the code of conduct, one to be retained by the Trustee and the other by LBN.

All new trustees are asked to attend the offices to receive an induction, covering policies, processes, role description, expectations and operational activity.

**d. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

Strategic direction is provided by the Board of Trustees whose responsibilities include, ensuring compliance and achievement against the aims and objectives. Strategic and operational management is provided by the Chief Officer who oversees the day to day running of the organisation.

## e. RISK MANAGEMENT

Working closely with the Chief Officer, the Trustees are working to assess any major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. A task and finish group will be established to carry out a full review of all risks as highlighted in the Charity Code of Governance. The charitable company has a risk management statement which is reviewed regularly and contains information on the following risks; Governance, Financial, Environmental, Compliance and Operational

Two major potential risks, their impact and what steps could be put in place to avoid these are explored below;

Governance: Potential Risk The charity lacks direction, strategy and forward planning Potential Impact • lacks direction, strategy and forward planning • the charity drifts with no clear objectives, priorities or plans • issues are addressed piecemeal with no strategic reference • needs of beneficiaries not fully addressed • financial management difficulties • loss of reputation Risk Management/mitigation • create a strategic plan which sets out the key aims, objectives and policies • create short to medium term financial plans and budgets • monitor financial and operational performance • obtain regular feedback from beneficiaries and funders

Financial: Potential Risk Dependency on limited income sources Potential Impact: • cash flow and budget impact of loss of income source Risk Management/mitigation • identify major dependencies • implement adequate reserves policy • consider, develop, and execute diversification plans.

## Plans for future periods

## a. FUTURE DEVELOPMENTS

There are some key pieces of work that began during COVID but had to be delayed becauses of crisis response. These pieces of work include:

- Review of Membership Offer
- Review of Governance and Structures
- Staff Training and Development

We hope to have this work completed this financial year.

## MEMBERS' LIABILITY

The Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees, on 20/05/2024 and signed on their behalf by:

**Trustee** 

Christine Blythe

**Trustee** 

Azhar Ali

## TRUSTEES' RESPONSIBILITIES STATEMENT
## FOR THE YEAR ENDED 31 AUGUST 2023

The Trustees (who are also directors of Lancashire BME Network 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the 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 of the Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

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.

## INDEPENDENT EXAMINER'S REPORT
## FOR THE YEAR ENDED 31 AUGUST 2023

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANCASHIRE BME NETWORK LTD (the 'charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 August 2023.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charitable company (and 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 charitable 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 the charitable company's accounts 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 REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2023

### INDEPENDENT EXAMINER'S STATEMENT

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I can 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 charitable 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: C. Wright Dated: 20/05/2024

Courtney Wright BA FCCA

**For and On Behalf of CW Accountants Limited**

Chartered Certified Accountants

The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

**LANCASHIRE BME NETWORK LTD**

**(A company limited by guarantee)**

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2023

| | Note | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ | *Total funds 2022 £* |
|---|---|---|---|---|---|
| **INCOME FROM:** | | | | | |
| Charitable activities | 2 | **401,866** | **150,996** | **552,862** | *967,529* |
| **TOTAL INCOME** | | **401,866** | **150,996** | **552,862** | *967,529* |
| **EXPENDITURE ON:** | | | | | |
| Charitable activities | 3 | **365,034** | **167,124** | **532,158** | *969,526* |
| **TOTAL EXPENDITURE** | 4 | **365,034** | **167,124** | **532,158** | *969,526* |
| **NET INCOME / (EXPENDITURE) BEFORE TRANSFERS** | | **36,832** | **(16,128)** | **20,704** | *(1,997)* |
| Transfers between Funds | 10 | **(16,653)** | **16,653** | **-** | - |
| **NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES** | | **20,179** | **525** | **20,704** | *(1,997)* |
| **NET MOVEMENT IN FUNDS** | | **20,179** | **525** | **20,704** | *(1,997)* |
| **RECONCILIATION OF FUNDS:** | | | | | |
| Total funds brought forward | | **210,554** | **300,439** | **510,993** | *512,990* |
| **TOTAL FUNDS CARRIED FORWARD** | | **230,733** | **300,964** | **531,697** | *510,993* |

The notes on pages 15 to 28 form part of these financial statements.

**LANCASHIRE BME NETWORK LTD**

**(A company limited by guarantee)**
**REGISTERED NUMBER: 04865661**

## BALANCE SHEET
## AS AT 31 AUGUST 2023

| | Note | £ | 2023<br>£ | £ | *2022*<br>*£* |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 7 | | **-** | | *-* |
| **CURRENT ASSETS** | | | | | |
| Debtors | 8 | **4,114** | | *71,345* | |
| Cash at bank and in hand | | **530,913** | | *441,998* | |
| | | **535,027** | | *513,343* | |
| **CREDITORS:** amounts falling due within one year | 9 | **(3,330)** | | *(2,350)* | |
| **NET CURRENT ASSETS** | | | **531,697** | | *510,993* |
| **NET ASSETS** | | | **531,697** | | *510,993* |
| **CHARITY FUNDS** | | | | | |
| Restricted funds | 10 | | **230,733** | | *210,554* |
| Unrestricted funds | 10 | | **300,964** | | *300,439* |
| **TOTAL FUNDS** | | | **531,697** | | *510,993* |

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Trustees on 17/05/2024 and signed on their behalf, by:

**Trustee** Christine Blythe **Trustee** Azhar Ali

The notes on pages 15 to 28 form part of these financial statements

## STATEMENT OF CASH FLOWS
## FOR THE YEAR ENDED 31 AUGUST 2023

| | Note | 2023 £ | *2022 £* |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash provided by/(used in) operating activities | 12 | **88,915** | *(58,502)* |
| **Change in cash and cash equivalents in the year** | | **88,915** | *(58,502)* |
| Cash and cash equivalents brought forward | | **441,998** | *500,500* |
| **Cash and cash equivalents carried forward** | 13 | **530,913** | *441,998* |

The notes on pages 15 to 28 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

## 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) and the Companies Act 2006.

Lancashire BME Network Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.
No restatements were required.

### 1.3 Company status

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 1.4 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. ACCOUNTING POLICIES (continued)

### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charitable company's educational operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Cash flow

The financial statements do not include a Statement of cash flows because the charitable charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

### 1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|---|---|---|
| Office equipment - unrestricted | - | 25% reducing balance |
| Office equipment - restricted | - | 25% straight line |

## 1. ACCOUNTING POLICIES (continued)

### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

### 1.12 Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## 1. ACCOUNTING POLICIES (continued)

### 1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. INCOME FROM CHARITABLE ACTIVITIES

| | **Restricted funds 2023** | **Unrestricted funds 2023** | **Total funds 2023** | *Total funds 2022* |
|---|---|---|---|---|
| | **£** | **£** | **£** | *£* |
| Charitable activities | **401,866** | **150,996** | **552,862** | *967,529* |
| *Total 2022* | *-* | *967,529* | *967,529* | |

**INCOME FROM CHARITABLE ACTIVITIES**

| | 2023 £ | *2022 £* |
|---|---|---|
| Consultancy | **25,482** | *14,716* |
| MH Transformation Fund | **35,000** | *-* |
| Macmillan | **47,854** | *-* |
| BPR CVS | **50,000** | *11,500* |
| CAF | **-** | *142,505* |
| NAVCA | **10,000** | *8,000* |
| LSCFT | **-** | *19,000* |
| NPS Sodexo | **-** | *-* |
| Paul Hamlyn Foundation | **-** | *5,000* |
| Global Fund for Children | **201,477** | *-* |
| Comic Relief | **23,000** | *30,000* |
| Digital Maturity Research | **-** | *7,392* |
| CRF | **9,126** | *332,078* |
| Lloyds Community Foundation | **27,250** | *40,500* |
| VCSEP | **6,000** | *4,000* |
| Youth Endowment Fund | **38,137** | *-* |
| Government JRS / Kickstart | **-** | *3,032* |
| Rossendale Borough Council | **-** | *6,182* |
| Preston Community Champions | **-** | *-* |
| Safelives | **1,750** | *25,300* |
| WEA ESF | **-** | *6,185* |
| UCLAN | **8,000** | *-* |
| Energy 360 | **69,786** | *208,253* |
| Energy Redress Vouchers | **-** | *103,886* |
| Total | **552,862** | *967,529* |

## 3. GOVERNANCE COSTS

| | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ | *Total funds 2022 £* |
|---|---|---|---|---|
| Accountancy fees | **-** | **450** | **450** | *562* |
| Legal and Professional | **-** | **2,283** | **2,283** | *10,708* |
| | **-** | **2,733** | **2,733** | *11,270* |

## 4. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2023 £ | Other costs 2023 £ | Total 2023 £ | *Total 2022 £* |
|---|---|---|---|---|
| Charitable activities | **272,968** | **256,457** | **529,425** | *959,432* |
| Expenditure on governance | **-** | **2,733** | **2,733** | *11,270* |
| | **272,968** | **259,190** | **532,158** | *970,702* |
| *Total 2022* | *235,912* | *734,790* | *970,702* | |

### ANALYSIS OF CHARITABLE EXPENDITURE

| | 2023 £ | *2022 £* |
|---|---|---|
| Staff salaries | **243,363** | *213,314* |
| Staff employers national insurance | **17,918** | *13,678* |
| Staff employers pension costs | **11,687** | *8,920* |
| Travel and subsistence | **2,037** | *3,504* |
| Project costs | **214,045** | *679,478* |
| Rent, Rates and Utilities | **23,263** | *21,272* |
| Telephone and fax | **3,711** | *3,541* |
| Stationery, printing and photocopying | **1,098** | *1,799* |
| Insurance | **2,926** | *2,793* |
| Sundry expenses | **224** | *167* |
| Advertising and PR | **-** | *256* |
| Website development and IT costs | **6,688** | *7,328* |
| Training | **771** | *1,393* |
| Equipment purchase and repairs | **289** | *1,468* |
| Subscriptions | **1,405** | *512* |
| Total | **529,425** | *959,423* |

## 5. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2023 £ | *2022 £* |
|---|---|---|
| Pension costs | **11,687** | *8,920* |

During the year, no Trustees received any remuneration (2022 - £NIL).
During the year, no Trustees received any benefits in kind (2022 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2022 - £NIL).

## 6. STAFF COSTS

Staff costs were as follows:

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Wages and salaries | **243,363** | *213,314* |
| Social security costs | **17,918** | *13,678* |
| Other pension costs | **11,687** | *8,920* |
| | **272,968** | *235,912* |

The average number of persons employed by the charitable company during the year was as follows:

| | 2023 | 2022 |
|---|---|---|
| | No. | No. |
| Chief Officer | **1** | *1* |
| Project Officer | **4** | *9* |
| Project Managers | **3** | - |
| Operations Officer | **1** | - |
| Admin and Finance officer | **1** | *1* |
| Admin | **-** | *1* |
| Business Development Manager | **1** | - |
| | **11** | *12* |

No employee received remuneration amounting to more than £60,000 in either year.

## 7. TANGIBLE FIXED ASSETS

| | Office equipment |
|---|---|
| | £ |
| **Cost** | |
| At 1 September 2022 and 31 August 2023 | **34,059** |
| **Depreciation** | |
| At 1 September 2022 and 31 August 2023 | **34,059** |
| **Net book value** | |
| At 31 August 2023 | **-** |
| *At 31 August 2022* | - |

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023

### 8. DEBTORS

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Trade debtors | - | 7,392 |
| Accrued income | 2,734 | 62,662 |
| Prepayments | 1,380 | 1,291 |
| | 4,114 | 71,345 |

### 9. CREDITORS: Amounts falling due within one year

| | 2023 | 2022 |
|---|---|---|
| | £ | £ |
| Pension contributions | 2,605 | 1,655 |
| Accruals and deferred income | 725 | 695 |
| | 3,330 | 2,350 |

## 10. STATEMENT OF FUNDS

### STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2022 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2023 £ |
|---|---|---|---|---|---|
| **Designated funds** | | | | | |
| Designated Fund 1 | **43,376** | **-** | **-** | **-** | **43,376** |
| **General funds** | | | | | |
| General Funds | **257,063** | **150,996** | **(167,124)** | **16,653** | **257,588** |
| Total Unrestricted funds | **300,439** | **150,996** | **(167,124)** | **16,653** | **300,964** |
| **Restricted funds** | | | | | |
| The Phoneix Way | **-** | **200,000** | **(7,795)** | **-** | **192,205** |
| Burnley Pendle and Rossendale CVS - Energy Vouchers | **-** | **50,000** | **(50,000)** | **-** | **-** |
| VSCEP Emergencies Partnership | **-** | **6,000** | **(6,000)** | **-** | **-** |
| Macmillan Pace | **(3,264)** | **47,855** | **(58,059)** | **-** | **(13,468)** |
| TNL | **4,929** | **-** | **(4,929)** | **-** | **-** |
| NAVCA - Cost of Living | **-** | **10,000** | **(10,000)** | **-** | **-** |
| MH Transformation | **-** | **35,000** | **(10,353)** | **-** | **24,647** |
| Youth Endowment Fund - PAC | **-** | **38,136** | **(10,787)** | **-** | **27,349** |
| CAF | **74,877** | **-** | **(74,877)** | **-** | **-** |
| CRF | **32,287** | **9,125** | **(41,412)** | **-** | **-** |
| Global Majority Fund - Comic Relief | **38,326** | **4,000** | **(42,326)** | **-** | **-** |
| Safelives - Your Best Friend | **1,428** | **1,750** | **(3,178)** | **-** | **-** |
| Energy Vouchers | **61,971** | **-** | **(45,318)** | **(16,653)** | **-** |
| | **210,554** | **401,866** | **(365,034)** | **(16,653)** | **230,733** |
| Total of funds | **510,993** | **552,862** | **(532,158)** | **-** | **531,697** |

**Designated Funds**
Designated Fund 1 - This is for 6 months running and redundancy costs as explained in the reserves policy.

**General Funds**
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes. This also includes unrestricted project funds.

**Restricted Funds** .
(Please refer to the activities of the year in the trustees report for further details)

## 10. STATEMENT OF FUNDS (continued)

**TNL**
This project is funded by the Big Lottery to deliver information, advice and guidance in Burnley and Pendle to those most in need.

**CRF - Community Renewal Fund**
This project is for LBN to work with local partners to deliver a bespoke employability programme based on the needs of Black, Asian & Minority Ethnic beneficiaries, living in Pendle, Burnley, Hyndburn and Rossendale.

**CAF - Charities Aid Foundation**
The CAF Resilience Fund Grant is for charitable purposes to cover specific project and resilience costs. It is to enable LBN to continue to deliver activities, whilst also looking at how our organisation can strategically change and adapt in order to respond to new and future challenges.

**NAVCA**
Grants given to grassroots organisations who have been affected by the cost-of-living crisis.

**VCSEP Emergencies Partnersnhip**
Regional lead to co-ordinate VSCFE sector for emergency preparedness.

**Macmillan (MPACE)**
Funded by Macmillan Cancer Care to work with grassroot organisations in Preston to increase uptake of cancer care in the BME community.

**Lloyds Bank Foundation**
This funding will assist and support the delivery of the Elbowing programme.

**TNL Community Fund**
This is to support our members with capacity building, develop LBN to deliver services in a COVID safe way and develop an Independent Race and Equality Panel (IREP)

**Global Majority Fund - Comic Relief**
LBN were selected as an Intermediary Partner to distribute funds to organisations who work with communities facing racial inequality in Lancashire

**Preston Community Champions**
This fund is to deliver a programme, aiming to encourage communities to follow safer behaviours and reduce the impact of the virus on themselves and those around them.

**Safelives - Your Best Friend**
Working with 10 national partners to deliver a tampon tax funded campaign for girls and young women.

**Energy 360 and Redress**
This service helps families improve their home energy efficiency whilst reducing their bills and carbon footprint by providing free impartial energy advice.The fuel voucher scheme provides vouchers to the most disadvantaged households.

**The Phoneix Way (TPW)**
Influence change to the grant making system; allowing better access to funding, to help shape the future of Black and Ethnic Minority Communities.

## 10. STATEMENT OF FUNDS (continued)

**Spring North**
A project to transform community mental health services for adults and older adults.

**Peer Action Collective (PAC)**
Consortium based project to identify cause and reduce youth violence in Lancashire through research and social action.

**Lloyds Infrastructure**
This is a funding specifically to look at and enhance the infrastructure of LBN.

**STATEMENT OF FUNDS - PRIOR YEAR**

| | *Balance at 1 September 2021* £ | *Income* £ | *Expenditure* £ | *Balance at 31 August 2022* £ |
|---|---|---|---|---|
| Designated Fund 1 | *43,376* | *-* | *-* | *43,376* |
| General Funds | *169,029* | *314,575* | *(236,175)* | *257,063* |
| **Restricted funds** | | | | |
| BLF Diversity Awards | *-* | *5,000* | *(5,000)* | *-* |
| Macmillan Pace | *-* | *-* | *(3,264)* | *(3,264)* |
| TNL | *14,082* | *-* | *(9,153)* | *4,929* |
| CAF | *-* | *142,505* | *(67,628)* | *74,877* |
| NAVCA | *8,083* | *8,000* | *(16,083)* | *-* |
| CRF | *-* | *332,078* | *(299,791)* | *32,287* |
| BBO CF | *2,585* | *-* | *(1,842)* | *-* |
| WEA ESF | *(6,185)* | *6,185* | *-* | *-* |
| Lloyds Bank Foundation | *5,729* | *-* | *(5,729)* | *-* |
| Global Majority Fund - Comic Relief | *200,792* | *30,000* | *(192,466)* | *38,326* |
| Preston Community Champions | *23,980* | *-* | *(15,089)* | *-* |
| Safelives - Your Best Friend | *5,694* | *25,300* | *(29,566)* | *1,428* |
| Energy Vouchers | *30,825* | *103,886* | *(72,740)* | *61,971* |
| Lloyds Infrastructure | *15,000* | *-* | *(15,000)* | *-* |
| | *300,585* | *652,954* | *(733,351)* | *210,554* |

**SUMMARY OF FUNDS - CURRENT YEAR**

| | Balance at 1 September 2022 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2023 £ |
|---|---|---|---|---|---|
| Designated funds | **43,376** | **-** | **-** | **-** | **43,376** |
| General funds | **257,063** | **150,996** | **(167,124)** | **16,653** | **257,588** |
| | **300,439** | **150,996** | **(167,124)** | **16,653** | **300,964** |
| Restricted funds | **210,554** | **401,866** | **(365,034)** | **(16,653)** | **230,733** |
| | **510,993** | **552,862** | **(532,158)** | **-** | **531,697** |

**SUMMARY OF FUNDS - PRIOR YEAR**

| | *Balance at 1 September 2021 £* | *Income £* | *Expenditure £* | *Transfers £* | *Balance at 31 August 2022 £* |
|---|---|---|---|---|---|
| Designated funds | *43,376* | *-* | *-* | *-* | *43,376* |
| General funds | *169,029* | *314,575* | *(236,175)* | *9,634* | *257,063* |
| | *212,405* | *314,575* | *(236,175)* | *9,634* | *300,439* |
| Restricted funds | *300,585* | *652,954* | *(733,351)* | *(9,634)* | *210,554* |
| | *512,990* | *967,529* | *(969,526)* | *-* | *510,993* |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

**ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR**

| | Restricted funds 2023 £ | Unrestricted funds 2023 £ | Total funds 2023 £ |
|---|---|---|---|
| Current assets | **230,733** | **304,294** | **535,027** |
| Creditors due within one year | **-** | **(3,330)** | **(3,330)** |
| | **230,733** | **300,964** | **531,697** |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | *Restricted funds 2022* | *Unrestricted funds 2022* | *Total funds 2022* |
|---|---|---|---|
| | *£* | *£* | *£* |
| Current assets | *210,554* | *302,789* | *513,343* |
| Creditors due within one year | *-* | *(2,350)* | *(2,350)* |
| | *210,554* | *300,439* | *510,993* |

## 12. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | **2023** | *2022* |
|---|---|---|
| | **£** | *£* |
| Net income/(expenditure) for the year (as per Statement of Financial Activities) | **20,704** | *(1,997)* |
| **Adjustment for:** | | |
| Decrease/(increase) in debtors | **67,231** | *(58,251)* |
| Increase in creditors | **980** | *1,746* |
| **Net cash provided by/(used in) operating activities** | **88,915** | *(58,502)* |

## 13. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | **2023** | *2022* |
|---|---|---|
| | **£** | *£* |
| Cash in hand | **530,913** | *441,998* |
| Total | **530,913** | *441,998* |

## 14. PENSION COMMITMENTS

The charitable company contributed to personal pension plans in 2023

## 15. OPERATING LEASE COMMITMENTS

At 31 August 2023 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

| | 2023<br>£ | *2022*<br>*£* |
|---|---|---|
| **Amounts payable:** | | |
| Within 1 year | **16,805** | *17,206* |
| Between 1 and 5 years | **668** | *23,443* |
| Total | **17,473** | *40,649* |

## 16. RELATED PARTY TRANSACTIONS

**LACVS/ BPR CVS**
Christine Blythe who is a director of LACVS is also a director of Lancashire BME Network and Naz Zaman who is the chief officer of Lancashire BME Network is also a director of LACVS. Christine Blythe is also the CEO of BPR CVS. Throughout the financial year Lancashire BME Network have received funding for project delivery through energy vouchers.

## 17. POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## 18. CONTROLLING PARTY

The charitable company is controlled by the Trustees listed on page one of the accounts.

**LANCASHIRE BME NETWORK**

England & Wales - Charity number 1136057

# Accounts

Registered number: 04865661
Charity number: 1136057

# LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 AUGUST 2022

LANCASHIRE BME NETWORK LTD
(A company limited by guarantee)

CONTENTS


| | Page |
|---|---|
| Reference and administrative details of the charity, its trustees and advisers | 1 - 2 |
| Trustees' report | 3 - 9 |
| Trustees' responsibilities statement | 10 |
| Independent examiner's report | 11 - 12 |
| Statement of financial activities | 13 |
| Balance sheet | 14 |
| Statement of cash flows | 15 |
| Notes to the financial statements | 16 - 29 |

**LANCASHIRE BME NETWORK LTD**
**(A company limited by guarantee)**

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2022

### Trustees

Nweeda Khan
Ishwer Tailor
Charubala Ainscough (resigned 16 May 2022)
Shahida Hanif (resigned 22 June 2022)
Sadar Uddin
Christine Blythe
Atiquah Vohra (resigned 20 April 2022)
Rafique Malik (resigned 29 November 2022)
Saba Iftikhar
Azhar Ali (appointed 22 June 2022)
Muhammad Hashmi (appointed 22 June 2022)

### Company registered number

04865661

### Charity registered number

1136057

### Registered office

Suite 405
Daisyfield Business Centre
Appleby Street
Blackburn
Lancashire
BB1 3BL

### Company secretary

Saba Iftikhar

### Accountants

CW Accountants Limited
Chartered Certified Accountants
The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS
## FOR THE YEAR ENDED 31 AUGUST 2022

**Advisers (continued)**

**Bankers**

The Co-operative Bank Plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 AUGUST 2022

The Trustees present their annual report together with the financial statements for the 1 September 2021 to 31 August 2022. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

## Objectives and Activities

### a. OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The objectives of the charitable company are to advance the education of the public, primarily but not exclusively the Asian, African, Caribbean, and other minority ethnic communities in the county of Lancashire, by whatever charitable means the board of trustees think fit, with the object of improving the conditions of life of the said beneficiaries.

### b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The following activities are used for achieving our objectives:

- Training Courses
- Networking meetings & events
- Representation & voice
- Research and consultation
- Organisational development
- Strategy development
- Governance support
- Partnership working
- Funding advice
- Health Equity work
- Advice and Guidance
- Capacity Building
- Employment Support
- Wellbeing Services
- Race & Equality work

We would like to thank all of our funders, supporters and stakeholders who have made it possible for us to deliver our services and activities in the last year.

### c. VOLUNTEERS

LBN had 18 registered volunteers in the year 2021-2022 and they contributed to the overall running of the organisation.

## Strategic report

### Achievements and performance

### a. REVIEW OF ACTIVITIES

**Chief Officers Report:**

Lancashire BME Network (LBN) has had another year of highs and lows with new risks and challenges. Although we are entering the post COVID era, it is now that we are starting to feel the true impact of the Pandemic and Brexit. These two events, combined with world events have created a perfect storm. We have witnessed, first-hand the devastation that these events have caused, with one of the most significant being, the cost-of-living crisis. LBN has tried to play its part to negate the impact of the cost-of-living crisis by working with stakeholders and funders to work in a solution focused way and at pace.

Another area of work that has seen a significant spike in demand, is our wellbeing service. We have seen more people accessing the service as they experience poor mental health post COVID. LBN is extremely proud that its wellbeing service has now been accredited by BACP and we hope to continue to build on our offer.

Over the last few years, LBN have been working with Black leaders from across the UK to look at how we can collectively address racial inequalities and discrimination. This work is ongoing and as a collective we are working with various funders and strategic partners and are excited about some of the potential relationships that may bear fruits for the BAME VCFSE in this coming year.

In this financial year LBN has worked with numerous partners, members, and stakeholders to deliver various projects and services. Of the income generated, over £600,000 was distributed, either as grants, fuel vouchers and energy saving packs to partner organisations.

As we look ahead to the coming year, we are committed to building on our successes while also taking proactive steps to address the ongoing challenges posed by the COVID-19 pandemic.

In conclusion, I am proud of the work that we have accomplished this year and grateful for the support and dedication of our team, Trustees, and stakeholders. I am confident that, together, we will continue to make a meaningful difference in the lives of those in need. Thank you to all our funders and partners for your continued support and commitment to our mission.

**Naz Zaman**
**Chief Officer**

**Talk Me Happy (Wellbeing Services)**
This service offers a culturally sensitive, bilingual service. It has 3 primary functions to provide 1:1 counselling support, provide a befriending/bereavement service and community interventions such as group therapy which helps to reduce stigma around the subject matter and to increase uptake of mainstream provision. Our unique approach has allowed us to screen and assess clients within a 72-hour period. To date over 500 individuals have accessed our services with the majority reporting an improvement in their emotional wellbeing.

**Energy 360**
This 2-year project helped 1509 households to improve their home energy efficiency whilst reducing their bills and carbon footprint through the provision of free impartial energy advice. We distributed 750 energy saving packs, with households making savings of over £115,000. The service was delivered across Pennine Lancashire to households and families either in, or at risk of fuel poverty. The project left a legacy by training 15 individuals in level 3 NEA Energy Awareness.

**Energy Fuel Voucher Scheme**
We distributed over 4,500 fuel vouchers across Lancashire to households who were experiencing difficulties in paying their bills. Families who were vulnerable due to their personal circumstances were supported by the scheme.

**Your Best Friend**
LBN worked with 10 national partners to deliver a tampon tax funded campaign to educate girls and young women identifying and addressing toxic relationships. LBN created the branding for Your Best Friend as well as piloted focus group resources with young people. LBN managed the grants scheme with SafeLives, funding grants of £300,000 to community organisations across the UK. The project delivered a peer ambassador project with a total of 10 young women and girls in partnership with Pennine Oaks in Pendle. It also created school toolkits with guidelines and resources for high schools and colleges to raise awareness on toxic behaviour management – this toolkit was piloted with over 200 recipients.

**Global Majority Fund**
The Fund was launched by Comic Relief in early 2021. LBN was selected as an Intermediary Partner to distribute funds to organisations that work with communities facing racial inequality in Lancashire. During this financial year we distributed £172,763 in grants to over 60 BAME VCFSE organisations.

**Support 360**
This 3-year project successfully provided information, advice and guidance in Burnley and Pendle to 1083 individuals in need. Over 50% were given benefits advice with a considerable number being referred to specialist service providers.

**NPS Diversity Awareness Training**
LBN developed and delivered Diversity Awareness Training to the National Probation Service staff in - Lancashire Southeast and Lancashire North. Over 60 people attended the course and reported an increased awareness of equity, equality, diversity, and inclusion.

**MPACE (Macmillan Preston Area Cancer Engagement)**
Funded by Macmillan Cancer Support, this project is in its first year and is hoping to raise awareness and increase access to cancer services particularly for those who identify as BME.

**Support for Dementia - UCL**
Support for South Asian dementia carers: cultural adaptation and feasibility testing. Developed and supported by 4 partners - Carers Centre Tower Hamlets, Sandwell Dementia Support, LBN and Age UK Lancashire.

**Equalizer (Community Renewal Fund) LCC (Lancashire County Council)**
The project was developed to build on the learning from previous employability programmes, to deliver high intensity and sustained information, advice, and guidance (IAG) as well as practical support for identified individuals who come from a Black, Asian, or Minority Ethnic background (BAME). The IAG ranged from CV building, interview preparation, understanding of UK work etiquette, employment legislation and contractual obligations. Over 150 people engaged in education, training, job search and life skills, with 44 gaining employment.

## Influence and Representation

**400 Voices**
This was a NHS England commissioned piece of work to gather the voices of 400 people from across Lancashire and South Cumbria. The aim was to gather first hand accounts and experiences of BME individuals during and post Pandemic.

**Non-Exec Director Development Programme**
We are key partners in the development and delivery of this key initiative, working closely with LSCFT, to increase representation of BME communities at strategic level.

**UCLAN - GRACE**
The University of Central Lancashire (UCLAN) has teamed up with Lancashire BME Network (LBN) in a bid to strengthen the support and opportunities available to marginalised communities living in the county.
LBN signed a Memorandum of Understanding (MoU) to officially cement the new partnership, which will see both parties work together on several ventures over the next few years.

**NAVCA Anti-Racist Group**
LBN have been involved in consultation work around Equality, Diversity, and Inclusion. This work feeds into national recommendations and policies.

**Access to Primary Care**
The aim of this piece of work was to understand access to primary care and the limitations of that access for people from areas of high cultural diversity and deprivation. We aimed to gather insight and data from wards across Pennine where there have been particularly high numbers of hospital admissions. We worked with the wider VCFSE using a model of coproduction by engaging with these identified communities to understand their needs, expectations, and insight around access to primary care. The aim of this project is to improve the understanding of the needs of the community.

**VSCEP**
Acting in the role as a lead for the North of England along with another partner to ensure that intelligence is fed into the regional and national teams around emergencies i.e., COVID/Afghan Evacuees, adverse weather.

**Phoenix Way**
We continued to work in partnership with other BAME organisations to address the structural inequalities that Black and racially minoritised communities and community-led organisations face in influencing and accessing funding (particularly highlighted during the COVID-19 pandemic).

**Independent Race & Equality Partnership (IREP)**
The I-REP continues to develop and there are some key pieces of work to be undertaken to ensure progress stays on track and this partnership can speak truth to power. We are hoping to establish cross regional links with similar bodies so there can be a coordinated response to race and equality and learning shared.

## Financial review

### a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### b. RESERVES POLICY

The trustees of LBN agreed to hold 6 months running costs as reserves in a separate account in the event that the charity is unable to secure funding to continue operating. The funds will cover day to day running costs, redundancies and 6 months' salary for core staff to allow the charity to fulfil any contractual obligations.

### c. SURPLUS

The charitable company made a deficit of £1,997 to August 2022 (2021 - a surplus of £194,553). This deficit is fully made up of spent grant monies from the year before due to timing differences.

**Structure, governance and management**

### a. CONSTITUTION

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association 14 January 2010 and is a registered charity number 1136057.

On 18 September 2013 the charitable company changed its name from Lancashire Black and Minority Ethnic (BME) Pact Ltd to Lancashire BME Network Ltd.

The charitable company merged with Lancashire Women's Network (charity number 1088125) on 31 July 2014.

### b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

Lancashire BME Network has a robust trustee recruitment process, underpinned by our governing document which states "we are to have no more than 13 trustees and no less than 7". LBN are a membership based organisation and as such we source our trustees from the membership, however there is a stipulation that to become a trustee they have to have been a member for 12 months. Trustees are recruited if there are vacancies on the board or a skills/knowledge gap is identified. There are one of two ways trustees can be appointed:

- At the Annual general meeting
- Through co-option

Each recruitment method has its own process to follow, however all potential trustees have to complete an application form and attend a meeting with the Chair of LBN prior to being invited to join the board.

### c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

Individuals who have been successful in their application to become a trustee are supplied with and asked to complete the following paperwork:

Complete a confidentiality form
Show Proof of ID
Complete a trustee details form
Complete and sign the declaration of interest form, to be retained by LBN

Sign a Fit & Proper person Declaration

Agree and sign two copies of the code of conduct, one to be retained by the Trustee and the other by LBN.

All new trustees are asked to attend the offices to receive an induction, covering policies, processes, role description, expectations and operational activity.

## d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

Strategic direction is provided by the Board of Trustees whose responsibilities include, ensuring compliance and achievement against the aims and objectives. Strategic and operational management is provided by the Chief Officer who oversees the day to day running of the organisation.

## e. RISK MANAGEMENT

Working closely with the Chief Officer, the Trustees are working to assess any major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. A task and finish group will be established to carry out a full review of all risks as highlighted in the Charity Code of Governance. The charitable company has a risk management statement which is reviewed regularly and contains information on the following risks; Governance, Financial, Environmental, Compliance and Operational

Two major potential risks, their impact and what steps could be put in place to avoid these are explored below;

Governance: Potential Risk The charity lacks direction, strategy and forward planning Potential Impact • lacks direction, strategy and forward planning • the charity drifts with no clear objectives, priorities or plans • issues are addressed piecemeal with no strategic reference • needs of beneficiaries not fully addressed • financial management difficulties • loss of reputation Risk Management/mitigation • create a strategic plan which sets out the key aims, objectives and policies • create short to medium term financial plans and budgets • monitor financial and operational performance • obtain regular feedback from beneficiaries and funders

Financial: Potential Risk Dependency on limited income sources Potential Impact: • cash flow and budget impact of loss of income source Risk Management/mitigation • identify major dependencies • implement adequate reserves policy • consider, develop, and execute diversification plans.

**Plans for future periods**

## a. FUTURE DEVELOPMENTS

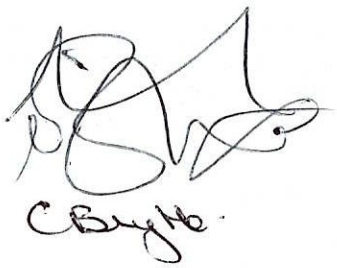
As an organisation, we are working towards becoming as self-sustaining as it is possible within our sector. Although it will take time to make this a reality, we hope to develop ways to generate income so that it may be used alongside grants and funding to create a positive impact in Lancashire.

## MEMBERS' LIABILITY

The Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees, on 09/03/2023 and signed on their behalf by:

Trustee 

Trustee 

## TRUSTEES' RESPONSIBILITIES STATEMENT FOR THE YEAR ENDED 31 AUGUST 2022

The Trustees (who are also directors of Lancashire BME Network 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the 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 of the Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

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.

## INDEPENDENT EXAMINER'S REPORT
## FOR THE YEAR ENDED 31 AUGUST 2022

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANCASHIRE BME NETWORK LTD (the 'charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 August 2022.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charitable company (and 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 charitable 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 the charitable company's accounts 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 REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2022

### INDEPENDENT EXAMINER'S STATEMENT

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I can 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 charitable 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: C Wright

Dated: 09/03/2023

Courtney Wright BA FCCA

**For and On Behalf of CW Accountants Limited**

Chartered Certified Accountants

The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2022

| | Note | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ | *Total funds 2021 £* |
|---|---|---|---|---|---|
| **INCOME FROM:** | | | | | |
| Charitable activities | 2 | **652,954** | **314,575** | **967,529** | *991,365* |
| **TOTAL INCOME** | | **652,954** | **314,575** | **967,529** | *991,365* |
| **EXPENDITURE ON:** | | | | | |
| Charitable activities | 3 | **733,351** | **236,175** | **969,526** | *796,812* |
| **TOTAL EXPENDITURE** | 4 | **733,351** | **236,175** | **969,526** | *796,812* |
| **NET INCOME / (EXPENDITURE) BEFORE TRANSFERS** | | **(80,397)** | **78,400** | **(1,997)** | *194,553* |
| Transfers between Funds | 10 | **(9,634)** | **9,634** | **-** | *-* |
| **NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES** | | **(90,031)** | **88,034** | **(1,997)** | *194,553* |
| **NET MOVEMENT IN FUNDS** | | **(90,031)** | **88,034** | **(1,997)** | *194,553* |
| **RECONCILIATION OF FUNDS:** | | | | | |
| Total funds brought forward | | **300,585** | **212,405** | **512,990** | *318,437* |
| **TOTAL FUNDS CARRIED FORWARD** | | **210,554** | **300,439** | **510,993** | *512,990* |

The notes on pages 16 to 29 form part of these financial statements.

**LANCASHIRE BME NETWORK LTD**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04865661**

## BALANCE SHEET
## AS AT 31 AUGUST 2022

| | Note | £ | 2022 £ | £ | 2021 £ |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 7 | | - | | - |
| **CURRENT ASSETS** | | | | | |
| Debtors | 8 | **71,345** | | *13,094* | |
| Cash at bank and in hand | | **441,998** | | *500,500* | |
| | | **513,343** | | *513,594* | |
| **CREDITORS:** amounts falling due within one year | 9 | **(2,350)** | | *(604)* | |
| **NET CURRENT ASSETS** | | | **510,993** | | *512,990* |
| **NET ASSETS** | | | **510,993** | | *512,990* |
| **CHARITY FUNDS** | | | | | |
| Restricted funds | 10 | | **210,554** | | *300,585* |
| Unrestricted funds | 10 | | **300,439** | | *212,405* |
| **TOTAL FUNDS** | | | **510,993** | | *512,990* |

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Trustees on 09/03/2023 and signed on their behalf, by:

**Trustee** **Trustee**

CBlythe

AZHAR ALI
CHRISTINE BLYTHE

The notes on pages 16 to 29 form part of these financial statements.

## STATEMENT OF CASH FLOWS
## FOR THE YEAR ENDED 31 AUGUST 2022

| | Note | 2022 £ | *2021 £* |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash (used in)/provided by operating activities | 12 | **(58,502)** | *189,379* |
| **Change in cash and cash equivalents in the year** | | **(58,502)** | *189,379* |
| Cash and cash equivalents brought forward | | **500,500** | *311,121* |
| **Cash and cash equivalents carried forward** | 13 | **441,998** | *500,500* |

The notes on pages 16 to 29 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2022

## 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) and the Companies Act 2006.

Lancashire BME Network Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.
No restatements were required.

### 1.3 Company status

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 1.4 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. ACCOUNTING POLICIES (continued)

### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charitable company's educational operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Cash flow

The financial statements do not include a Statement of cash flows because the charitable charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

### 1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|---|---|---|
| Office equipment - unrestricted | - | 25% reducing balance |
| Office equipment - restricted | - | 25% straight line |

## 1. ACCOUNTING POLICIES (continued)

### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

### 1.12 Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## 1. ACCOUNTING POLICIES (continued)

### 1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. INCOME FROM CHARITABLE ACTIVITIES

| | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ | *Total funds 2021 £* |
|---|---|---|---|---|
| Charitable activities | **652,954** | **314,575** | **967,529** | *991,365* |
| *Total 2021* | - | *991,365* | *991,365* | |

## INCOME FROM CHARITABLE ACTIVITIES

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Consultancy | **14,716** | *42,469* |
| Flow Funding | **-** | *1,000* |
| The National Lottery - Community Fund | **-** | *85,714* |
| BPR CVS | **11,500** | - |
| CAF | **142,505** | - |
| NAVCA | **8,000** | *14,250* |
| LSCFT | **19,000** | - |
| NPS Sodexo | **-** | *29,604* |
| Paul Hamlyn Foundation | **5,000** | - |
| BBO CF | **-** | *27,220* |
| Comic Relief | **30,000** | *250,000* |
| Digital Maturity Research | **7,392** | - |
| CRF | **332,078** | - |
| Lloyds Community Foundation | **40,500** | *15,000* |
| VCSEP | **4,000** | - |
| ESF Strengthening Communities | **-** | *8,908* |
| Government JRS / Kickstart | **3,032** | *11,101* |
| Rossendale Borough Council Voucher Scheme | **6,182** | - |
| PCC - Preston Community Champions | **-** | *154,177* |
| The Cadbury Barrowford Grant | **-** | *20,000* |
| ESOL | **-** | *31,807* |
| Safelives - Your Best Friend | **25,300** | *15,750* |
| WEA ESF | **6,185** | *11,665* |
| Sundry - Other | **-** | *2,189* |
| Energy 360 | **208,253** | *137,135* |
| Energy Redress Vouchers | **103,886** | *133,376* |
| Total | **967,529** | *991,365* |

## 3. GOVERNANCE COSTS

| | Restricted funds 2022 | Unrestricted funds 2022 | Total funds 2022 | *Total funds 2021* |
|---|---|---|---|---|
| | £ | £ | £ | £ |
| Accountancy fees | **-** | **562** | **562** | *804* |
| Legal and Professional | **-** | **10,708** | **10,708** | *6,025* |
| | **-** | **11,270** | **11,270** | *6,829* |

## 4. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2022 £ | Other costs 2022 £ | Total 2022 £ | *Total 2021 £* |
|---|---|---|---|---|
| Charitable activities | **235,912** | **722,344** | **958,256** | *789,983* |
| Expenditure on governance | **-** | **11,270** | **11,270** | *6,829* |
| | **235,912** | **733,614** | **969,526** | *796,812* |
| *Total 2021* | *251,830* | *544,982* | *796,812* | |

### ANALYSIS OF CHARITABLE EXPENDITURE

| | 2022 £ | *2021 £* |
|---|---|---|
| Staff salaries | **212,314** | *232,901* |
| Staff employers national insurance | **13,678** | *9,387* |
| Staff employers pension costs | **8,920** | *9,542* |
| Travel and subsistence | **3,504** | *937* |
| Project costs | **679,478** | *492,077* |
| Rent, Rates and Utilities | **21,272** | *14,020* |
| Telephone and fax | **3,541** | *2,116* |
| Stationery, printing and photocopying | **1,799** | *2,299* |
| Insurance | **2,793** | *2,340* |
| Sundry expenses | **-** | *1,332* |
| Advertising and PR | **256** | *381* |
| Website development and IT costs | **7,328** | *10,874* |
| Training | **1,393** | *6,518* |
| Equipment purchase and repairs | **1,468** | *4,891* |
| Subscriptions | **512** | *368* |
| Total | **958,256** | *789,983* |

## 5. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2022 £ | *2021 £* |
|---|---|---|
| Pension costs | **8,920** | *9,542* |

During the year, no Trustees received any remuneration (2021 - £NIL).
During the year, no Trustees received any benefits in kind (2021 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2021 - £NIL).

## 6. STAFF COSTS

Staff costs were as follows:

| | 2022 | *2021* |
|---|---|---|
| | £ | *£* |
| Wages and salaries | **213,314** | *232,901* |
| Social security costs | **13,678** | *9,387* |
| Other pension costs | **8,920** | *9,542* |
| | **235,912** | *251,830* |

The average number of persons employed by the charitable company during the year was as follows:

| | 2022 | *2021* |
|---|---|---|
| | No. | *No.* |
| Chief officer | **1** | *1* |
| Project officer | **9** | *11* |
| Admin and Finance officer | **1** | *1* |
| Admin | **1** | *1* |
| | **12** | *14* |

No employee received remuneration amounting to more than £60,000 in either year.

## 7. TANGIBLE FIXED ASSETS

| | Office equipment |
|---|---|
| | £ |
| **Cost** | |
| At 1 September 2021 and 31 August 2022 | **34,059** |
| **Depreciation** | |
| At 1 September 2021 and 31 August 2022 | **34,059** |
| **Net book value** | |
| At 31 August 2022 | **-** |
| *At 31 August 2021* | *-* |

## 8. DEBTORS

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Trade debtors | 7,392 | - |
| Accrued income | 62,662 | 13,094 |
| Prepayments | 1,291 | - |
| | 71,345 | 13,094 |

## 9. CREDITORS: Amounts falling due within one year

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| Pension contributions | 1,655 | - |
| Accruals and deferred income | 695 | 604 |
| | 2,350 | 604 |

| | £ |
|---|---|
| **Deferred income** | |
| Deferred income at 1 September 2021 | 3,082 |
| Amounts released from previous years | (3,082) |
| Deferred income at 31 August 2022 | - |

## 10. STATEMENT OF FUNDS

### STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2021 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2022 £ |
|---|---|---|---|---|---|
| **Designated funds** | | | | | |
| Designated Fund 1 | 43,376 | - | - | - | 43,376 |
| **General funds** | | | | | |
| General Funds | 169,029 | 314,575 | (236,175) | 9,634 | 257,063 |
| Total Unrestricted funds | 212,405 | 314,575 | (236,175) | 9,634 | 300,439 |
| **Restricted funds** | | | | | |
| BLF Diversity Awards | - | 5,000 | (5,000) | - | - |
| Macmillan Pace | - | - | (3,264) | - | (3,264) |
| TNL | 14,082 | - | (9,153) | - | 4,929 |
| CAF | - | 142,505 | (67,628) | - | 74,877 |
| NAVCA | 8,083 | 8,000 | (16,083) | - | - |
| CRF | - | 332,078 | (299,791) | - | 32,287 |
| BBO CF | 2,585 | - | (1,842) | (743) | - |
| WEA ESF | (6,185) | 6,185 | - | - | - |
| Lloyds Bank Foundation | 5,729 | - | (5,729) | - | - |
| Global Majority Fund - Comic Relief | 200,792 | 30,000 | (192,466) | - | 38,326 |
| Preston Community Champions | 23,980 | - | (15,089) | (8,891) | - |
| Safelives - Your Best Friend | 5,694 | 25,300 | (29,566) | - | 1,428 |
| Energy Vouchers | 30,825 | 103,886 | (72,740) | - | 61,971 |
| Lloyds Infrastructure | 15,000 | - | (15,000) | - | - |
| | 300,585 | 652,954 | (733,351) | (9,634) | 210,554 |
| Total of funds | 512,990 | 967,529 | (969,526) | - | 510,993 |

**Designated Funds**
Designated Fund 1 - This is for 6 months running and redundancy costs as explained in the reserves policy.

**General Funds**
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes. This also includes unrestricted project funds.

**Restricted Funds** .
(Please refer to the activities of the year in the trustees report for further details)

## 10. STATEMENT OF FUNDS (continued)

**TNL**
This project is funded by the Big Lottery to deliver information, advice and guidance in Burnley and Pendle to those most in need.

**BBO Changing Futures - Wider Disadvantage**
Similar to the above two restricted funds, this was funded by the Big Lottery and ESF. It is to engage with those individuals who have multiple barriers and are the furthest away from the job market.

**CRF - Community Renewal Fund**
This project is for LBN to work with local partners to deliver a bespoke employability programme based on the needs of Black, Asian & Minority Ethnic beneficiaries, living in Pendle, Burnley, Hyndburn and Rossendale.

**CAF - Charities Aid Foundation**
The CAF Resilience Fund Grant is for charitable purposes to cover specific project and resilience costs. It is to enable LBN to continue to deliver activities, whilst also looking at how our organisation can strategically change and adapt in order to respond to new and future challenges.

**ESF LACVS**
This is a fund based on strengthening communities volunteering programmes and supporting people across Lancashire in education/ training/ volunteering and employment. Similarly, to the above project, monies were outstanding at the year end.

**ESF Strengthening Communities**
This is an EU funded programme to engage people in volunteering who are furthest away from the labour market.

**Macmillan (MPACE)**
Funded by Macmillan Cancer Care to work with grassroot organisations in Preston to increase uptake of cancer care in the BME community.

**Lloyds Bank Foundation**
This funding will assist and support the delivery of the Elbowing programme.

**TNL Community Fund**
This is to support our members with capacity building, develop LBN to deliver services in a COVID safe way and develop an Independent Race and Equality Panel (IREP)

**Global Majority Fund - Comic Relief**
LBN were selected as an Intermediary Partner to distribute funds to organisations who work with communities facing racial inequality in Lancashire

**Preston Community Champions**
This fund is to deliver a programme, aiming to encourage communities to follow safer behaviours and reduce the impact of the virus on themselves and those around them.

**Safelives - Your Best Friend**
Working with 10 national partners to deliver a tampon tax funded campaign for girls and young women.

**Energy 360 and Redress**
This service helps families improve their home energy efficiency whilst reducing their bills and carbon

## 10. STATEMENT OF FUNDS (continued)

footprint by providing free impartial energy advice.The fuel voucher scheme provides vouchers to the most disadvantaged households.

**Lloyds Infrastructure**
This is a funding specifically to look at and enhance the infrastructure of LBN.

### STATEMENT OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2020* £ | *Income* £ | *Expenditure* £ | *Balance at 31 August 2021* £ |
|---|---|---|---|---|
| Designated Fund 1 | *43,376* | - | - | *43,376* |
| General Funds | *90,611* | *87,566* | *(9,148)* | *169,029* |
| **Restricted funds** | | | | |
| TNL | *65,337* | *85,714* | *(136,969)* | *14,082* |
| Flow Funding | - | *1,000* | *(1,000)* | - |
| NAVCA | - | *14,250* | *(6,167)* | *8,083* |
| BBO CF | *1,073* | *27,220* | *(25,708)* | *2,585* |
| WEA ESF | - | *11,665* | *(17,850)* | *(6,185)* |
| The Cadbury Barrowford Grant | - | *20,000* | *(20,000)* | - |
| ESF Strengthening Communities | *1,474* | *8,908* | *(10,382)* | - |
| Lloyds Bank Foundation | *33,000* | - | *(27,271)* | *5,729* |
| NPS - Sodexo | - | *29,604* | *(29,604)* | - |
| TNL Community Fund | *83,566* | - | *(83,566)* | - |
| Global Majority Fund - Comic Relief | - | *250,000* | *(49,208)* | *200,792* |
| Preston Community Champions | - | *154,177* | *(130,197)* | *23,980* |
| Safelives - Your Best Friend | - | *15,750* | *(10,056)* | *5,694* |
| Energy 360 | - | *137,135* | *(137,135)* | - |
| Energy Vouchers | - | *133,376* | *(102,551)* | *30,825* |
| Lloyds Infrastructure | - | *15,000* | - | *15,000* |
| | *184,450* | *903,799* | *(787,664)* | *300,585* |

## SUMMARY OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2021 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2022 £ |
|---|---|---|---|---|---|
| Designated funds | 43,376 | - | - | - | 43,376 |
| General funds | 169,029 | 314,575 | (236,175) | 9,634 | 257,063 |
| | 212,405 | 314,575 | (236,175) | 9,634 | 300,439 |
| Restricted funds | 300,585 | 652,954 | (733,351) | (9,634) | 210,554 |
| | 512,990 | 967,529 | (969,526) | - | 510,993 |

## SUMMARY OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2020 £* | *Income £* | *Expenditure £* | *Balance at 31 August 2021 £* |
|---|---|---|---|---|
| Designated funds | *43,376* | - | - | *43,376* |
| General funds | *90,611* | *87,566* | *(9,148)* | *169,029* |
| | *133,987* | *87,566* | *(9,148)* | *212,405* |
| Restricted funds | *184,450* | *903,799* | *(787,664)* | *300,585* |
| | *318,437* | *991,365* | *(796,812)* | *512,990* |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | Restricted funds 2022 £ | Unrestricted funds 2022 £ | Total funds 2022 £ |
|---|---|---|---|
| Current assets | **210,554** | **302,789** | **513,343** |
| Creditors due within one year | **-** | **(2,350)** | **(2,350)** |
| | **210,554** | **300,439** | **510,993** |

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | *Restricted funds 2021 £* | *Unrestricted funds 2021 £* | *Total funds 2021 £* |
|---|---|---|---|
| Current assets | *300,585* | *213,009* | *513,594* |
| Creditors due within one year | *-* | *(604)* | *(604)* |
| | *300,585* | *212,405* | *512,990* |

## 12. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2022 £ | *2021 £* |
|---|---|---|
| Net (expenditure)/income for the year (as per Statement of Financial Activities) | **(1,997)** | *194,553* |
| **Adjustment for:** | | |
| Increase in debtors | **(58,251)** | *(3,420)* |
| Increase/(decrease) in creditors | **1,746** | *(1,754)* |
| **Net cash (used in)/provided by operating activities** | **(58,502)** | *189,379* |

## 13. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2022 £ | *2021 £* |
|---|---|---|
| Cash in hand | **441,998** | *500,500* |
| Total | **441,998** | *500,500* |

## 14. PENSION COMMITMENTS

The charitable company contributed to personal pension plans in 2022

## 15. OPERATING LEASE COMMITMENTS

At 31 August 2022 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

| | 2022 | 2021 |
|---|---|---|
| | £ | £ |
| **Amounts payable:** | | |
| Within 1 year | **17,206** | - |
| Between 1 and 5 years | **23,443** | - |
| Total | **40,649** | - |

## 16. RELATED PARTY TRANSACTIONS

**LACVS**
Christine Blythe who is a director of LACVS is also a director of Lancashire BME Network and Naz Zaman who is the chief officer of Lancashire BME Network is also a director of LACVS. Throughout the financial year Lancashire BME Network have received funding for project delivery.

**Northern Community Network**
Rafique Malik is a director of Northern Community Network and Lancashire BME Network LTD. Northern Community Network were a partner of the Support 360 project throughout the financial year.

**Bangladeshi Welfare Association**
Sadar Uddin is a director of Bangaledishi Welfare Association and Lancashire BME Network LTD. Bangaldeshi Welfare Association was a partner of the Support 360 project throughout the financial year.

**Pennine Oaks**
Saba Ifhikhar is a manager of Pennine Oaks and director/ secretary of Lancashire BME Network Ltd – Pennine Oaks was part of the grant panel for Comic Relief throughout the financial year and they received a small grant from comic relief.

## 17. POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## 18. CONTROLLING PARTY

The charitable company is controlled by the Trustees listed on page one of the accounts.

SCHEDULE TO THE DETAILED ACCOUNTS
FOR THE YEAR ENDED 31 AUGUST 2022

**LANCASHIRE BME NETWORK**

England & Wales - Charity number 1136057

# Accounts

Registered number: 04865661
Charity number: 1136057

# LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 AUGUST 2021

LANCASHIRE BME NETWORK LTD
(A company limited by guarantee)

CONTENTS


| | Page |
|---|---|
| Reference and administrative details of the charity, its trustees and advisers | 1 - 2 |
| Trustees' report | 3 - 9 |
| Trustees' responsibilities statement | 10 |
| Independent examiner's report | 11 - 12 |
| Statement of financial activities | 13 |
| Balance sheet | 14 |
| Statement of cash flows | 15 |
| Notes to the financial statements | 16 - 29 |

**LANCASHIRE BME NETWORK LTD**

**(A company limited by guarantee)**

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 AUGUST 2021

### Trustees

Nweeda Khan, Chair
Ishwer Tailor
Charubala Ainscough, Company Secretary
Shahida Hanif
Sadar Uddin
Christine Blythe, Treasurer
Joanne Birkner (resigned 29 June 2021)
Atiquah Vohra
Rafique Malik
Saba Iftikhar
Claire Smith (appointed 23 March 2021)
Omar Zaman

### Company registered number

04865661

### Charity registered number

1136057

### Registered office

Suite 405
Daisyfield Business Centre
Appleby Street
Blackburn
Lancashire
BB1 3BL

### Company secretary

Charubala Ainscough

### Accountants

CW Accountants Limited
Chartered Certified Accountants
The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS
## FOR THE YEAR ENDED 31 AUGUST 2021

**Advisers (continued)**

**Bankers**

The Co-operative Bank Plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 AUGUST 2021

The Trustees present their annual report together with the financial statements for the 1 September 2020 to 31 August 2021. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

## Objectives and Activities

### a. OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The objectives of the charitable company are to advance the education of the public, primarily but not exclusively the Asian, African, Caribbean, and other minority ethnic communities in the county of Lancashire, by whatever charitable means the board of trustees think fit, with the object of improving the conditions of life of the said beneficiaries.

### b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The following activities are used for achieving our objectives:

- Training Courses
- Networking meetings & events
- Representation & voice
- Research and consultation
- Organisational development
- Strategy development
- Governance support
- Partnership working
- Funding advice
- Health Equity work
- Advice and Guidance
- Capacity Building
- Employment Support
- Wellbeing Services
- Race & Equality work

We would like to thank all of our funders, supporters and stakeholders who have made it possible for us to deliver our services and activities in the last year.

### c. VOLUNTEERS

LBN had 16 registered volunteers in the year 2020-2021 and they contributed to the overall running of the organisation.

**Achievements and performance**

**a. REVIEW OF ACTIVITIES**

**Chief Officers Report:**

Over the course of the pandemic, LBN has seen a great deal of change; from internal changes in staffing, focus and identity, to larger national changes in funder priorities and strategies.

The last year has been dominated by the impact of the pandemic:

- The disproportionate health implications for people from Black, Asian and Minority Ethnic (BAME) backgrounds;
- The closure of many services, as well as many of the support networks that our beneficiaries depend on;
- The reality of the very high levels of digital exclusion, especially amongst the BAME community;
- The mental health impact of the long periods of enforced isolation.

I am incredibly proud of the rapid response that my team had to the pandemic, and how they ensured that we, as an organisation, understood how the needs of Lancashire were changing. This allowed us to adapt the way we deliver our services, and make sure that the right resources were available to our communities. The increased demand in areas such as our bilingual Counselling service really highlighted the impact of COVID-19 in Lancashire.

We are hopeful at Lancashire BME Network, that in the coming years we can start the process of rebuilding and supporting the communities of Lancashire so that they may overcome adversity, grow and thrive. We cannot ignore the fact that COVID-19 is still here, and world events continue to have an impact on what happens both in Lancashire, and in the UK as a whole. However, through dedication and commitment, we can aim to minimize the negative effects felt by individuals and communities.

In the last year we have continued to work hard to challenge discrimination and inequalities and built upon the work we did in 2020. We are proud that the Independent Race & Equality Panel (I-REP) is now established, and we are fortunate that we have the support of key partners who are committed to the EDI agenda.

Our successes in the last year are down to the fantastic work of the LBN team, including our Trustees, Staff, Members and Volunteers. Without this support, we are simply a name; with this support, we are a movement. I would like to thank everyone that has been part of our journey and seen us through some difficult times, we look forward to your continued support. Ensuring that power is allocated and distributed as evenly, openly and transparently as possible, and the responsibility to tackle these structures of inequality is even more acute and I very much look forward to prioritising these challenges in the future.

**Naz Zaman**
**Chief Officer**

**Achievements and performance**

Our programmes over the last year have been varied, with many being adapted to suit the new ways of working due to COVID-19. These services and activities include:

Covid-19, capacity building and representation:

We have seen our membership continue to grow and now have more than 150 members, both organisations and individuals. We continue to support them by whatever means possible, given the constraints on funding and resources. Our work with members included:

1. Electronic updates to share: funding and partnership opportunities, good practice, knowledge and ideas.
2. Support around governance, polices and strategy development.
3. Access to online training platforms for staff and volunteers
4. Distribution of Personal Protective Equipment
5. Distribution of grant funding

We are still in the process of undertaking a review of our membership offer and looking into how best to support them without adding extra work and burden to people and groups who are already working very hard and on limited resource.

Our work at a national level is ongoing and we are still involved in the Phoenix Way which looks to reduce the disparity in funding for Black, Asian and minority ethnic voluntary sector organisations.

**Talk Me Happy (Wellbeing Services)**- This service offers a culturally sensitive, bilingual service. It has 3 primary functions to provide 1:1 counselling support, provide a befriending / bereavement service and community interventions such as group therapy which helps to reduce stigma around the subject matter and to increase uptake of mainstream provision. Our unique approach has allowed us to screen and assess clients within the 72-hour time frame. In this financial year the service was accessed by 125 individuals with the majority reporting an improvement in their emotional wellbeing.

**Energy 360**- This service helps families improve their home energy efficiency whilst reducing their bills and carbon footprint by providing free impartial energy advice. The service was delivered across Pennine Lancashire to households and families either in, or at risk of fuel poverty. Through our membership we secured Pennine based delivery partners who were trained to provide specialist energy advice to households to help prevent fuel poverty.

**Fuel Voucher scheme**- We distributed 355 fuel vouchers to households who were experiencing difficulties in paying their bills. Families who were vulnerable due to their personal circumstances were supported by the scheme. Many voucher recipients reported that the scheme had allowed to be able to keep their homes warm and put food on the table.

**Your Best Friend**-Working with 10 national partners to deliver a tampon tax funded campaign for girls and young women. LBN created the branding for Your Best Friend as well as providing compliance guidelines. LBN co-produced and piloted focus group resources with young people before coordinating focus groups to be delivered by our members.

**Global Majority Fund**- The Fund was launched by Comic Relief in early 2021. LBN were selected as an Intermediary Partner to distribute funds to organisations who work with communities facing racial inequality in Lancashire. During this financial year we recruited and trained Grant assessors, developed and launched our rolling micro grants scheme through which we distributed £48k. The small grants scheme was developed and launched Aug 2021.

**Lancashire Encounter Festival 2021**-A biennial festival across Preston celebrating the diverse cultures of Lancashire. LBN have been acting as a in the capacity of administrators for the festival and the first line of contact for all the performers and production companies.

**Preston COVID Community Champions programme**- Preston City Council successfully applied for funding from MHCLG as part of a national programme to deliver support to people shown to be most at risk from Coronavirus (COVID-19), including those from an ethnic minority background, disabled people and others. LBN worked closely with Preston City Council to recruit Preston based delivery partners to deliver a programme, aiming to encourage communities to follow safer behaviours and reduce the impact of the virus on themselves and those around them.

**Publish me happy**- This project aimed to work with a group of refugee men to tackle mental wellbeing/issues within the refugees' community. The approach we took was based on the therapeutic intervention -Problem Management Plus PM+.
Develop a book of different themes chosen by the men group, to be printed/published.

**Learn Your Way**-A project to help develop digital skills and prepare individuals to gain employment and (re)enter the job market. Individuals were given one-to-one tailored support to ensure they received the help they needed. This service was for residents from Burnley, Pendle, and Preston.

**Muslim Young Men's Project**- This pilot project supported ten individuals who had been released from prison with their rehabilitation process so they could build better relationships within their community in an effort to reduce reoffending rates. The project also delivered Citizens Juries to empower local people to be actively involved in tackling issues in their communities.

**Independent Race & Equality Panel (IREP)**- The I-REP was established in October 2020 as a response to the increased recognition of the systematic marginalisation of minority ethnic and other minority communities across Lancashire, and due to their under-representation within the public sector. During the year we developed the model, recruited and trained members and started to develop the vision, mission and purpose. The IREP hopes to formally launch in the next year.

**Support 360**- This is the final year of this successful project which provides information, advice and guidance in Burnley and Pendle to those most in need. The work is being delivered by four LBN member organisation, all of whom have excelled in achieving the targets and soft outcomes.

**Consultancy and Research**
We have continued to deliver consultancy and research services for a number of organisations and bodies and hope to build on this activity by offering expert/specialist services.

## Financial review

### a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

### b. RESERVES POLICY

The trustees of LBN agreed to hold 6 months running costs as reserves in a separate account in the event that the charity is unable to secure funding to continue operating. The funds will cover day to day running costs, redundancies and 6 months' salary for core staff to allow the charity to fulfil any contractual obligations.

### c. SURPLUS

The charitable company made a surplus of £ to August 2021 (2020 - a surplus of £110,895). This surplus is fully made up of unspent grant monies at the year end due to timing differences.

**Structure, governance and management**

**a. CONSTITUTION**

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association 14 January 2010 and is a registered charity number 1136057.

On 18 September 2013 the charitable company changed its name from Lancashire Black and Minority Ethnic (BME) Pact Ltd to Lancashire BME Network Ltd.

The charitable company merged with Lancashire Women's Network (charity number 1088125) on 31 July 2014.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Lancashire BME Network has a robust trustee recruitment process, underpinned by our governing document which states "we are to have no more than 13 trustees and no less than 7". LBN are a membership based organisation and as such we source our trustees from the membership, however there is a stipulation that to become a trustee they have to have been a member for 12 months. Trustees are recruited if there are vacancies on the board or a skills/knowledge gap is identified. There are one of two ways trustees can be appointed:

- At the Annual general meeting
- Through co-option

Each recruitment method has its own process to follow, however all potential trustees have to complete an application form and attend a meeting with the Chair of LBN prior to being invited to join the board.

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Individuals who have been successful in their application to become a trustee are supplied with and asked to complete the following paperwork:

Complete a confidentiality form
Show Proof of ID
Complete a trustee details form
Complete and sign the declaration of interest form, to be retained by LBN

Sign a Fit & Proper person Declaration

Agree and sign two copies of the code of conduct, one to be retained by the Trustee and the other by LBN.

All new trustees are asked to attend the offices to receive an induction, covering policies, processes, role description, expectations and operational activity.

**d. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

Strategic direction is provided by the Board of Trustees whose responsibilities include, ensuring compliance and achievement against the aims and objectives. Strategic and operational management is provided by the Chief Officer who oversees the day to day running of the organisation.

## e. RISK MANAGEMENT

Working closely with the Chief Officer, the Trustees are working to assess any major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. A task and finish group will be established to carry out a full review of all risks as highlighted in the Charity Code of Governance. The charitable company has a risk management statement which is reviewed regularly and contains information on the following risks; Governance, Financial, Environmental, Compliance and Operational

Two major potential risks, their impact and what steps could be put in place to avoid these are explored below;

Governance: Potential Risk The charity lacks direction, strategy and forward planning Potential Impact • lacks direction, strategy and forward planning • the charity drifts with no clear objectives, priorities or plans • issues are addressed piecemeal with no strategic reference • needs of beneficiaries not fully addressed • financial management difficulties • loss of reputation Risk Management/mitigation • create a strategic plan which sets out the key aims, objectives and policies • create short to medium term financial plans and budgets • monitor financial and operational performance • obtain regular feedback from beneficiaries and funders

Financial: Potential Risk Dependency on limited income sources Potential Impact: • cash flow and budget impact of loss of income source Risk Management/mitigation • identify major dependencies • implement adequate reserves policy • consider, develop, and execute diversification plans LBN held a development day with staff and board members in March 2018, as a result of this, a strategy is being developed for the next three years.

## Plans for future periods

## a. FUTURE DEVELOPMENTS

As an organisation, we are working towards becoming as self-sustaining as it is possible within our sector. Although it will take time to make this a reality, we hope to develop ways to generate income so that it may be used alongside grants and funding to create a positive impact in Lancashire.

## MEMBERS' LIABILITY

The Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees, on 22/06/2022 and signed on their behalf by:

NWEZDIA ICHTAN.

Trustee

N. Ichan.

J. CHRISTINE BLYTHE

Trustee

J Christine Blythe

## TRUSTEES' RESPONSIBILITIES STATEMENT
## FOR THE YEAR ENDED 31 AUGUST 2021

The Trustees (who are also directors of Lancashire BME Network 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the 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 of the Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

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.

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2021

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANCASHIRE BME NETWORK LTD (the 'charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 August 2021.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charitable company (and 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 charitable 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 the charitable company's accounts 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 REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2021

### INDEPENDENT EXAMINER'S STATEMENT

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I can 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 charitable 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: C Wright Dated: 22/06/2022

Courtney Wright BA FCCA

**For and On Behalf of CW Accountants Limited**

Chartered Certified Accountants

The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2021

| | Note | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ | *Total funds 2020 £* |
|---|---|---|---|---|---|
| **INCOME FROM:** | | | | | |
| Charitable activities | 2 | **903,799** | **87,566** | **991,365** | *432,952* |
| **TOTAL INCOME** | | **903,799** | **87,566** | **991,365** | *432,952* |
| **EXPENDITURE ON:** | | | | | |
| Charitable activities | 3 | **787,664** | **9,148** | **796,812** | *322,057* |
| **TOTAL EXPENDITURE** | 4 | **787,664** | **9,148** | **796,812** | *322,057* |
| **NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES** | | **116,135** | **78,418** | **194,553** | *110,895* |
| **NET MOVEMENT IN FUNDS** | | **116,135** | **78,418** | **194,553** | *110,895* |
| **RECONCILIATION OF FUNDS:** | | | | | |
| Total funds brought forward | | **184,450** | **133,987** | **318,437** | *207,542* |
| **TOTAL FUNDS CARRIED FORWARD** | | **300,585** | **212,405** | **512,990** | *318,437* |

The notes on pages 16 to 29 form part of these financial statements.

**LANCASHIRE BME NETWORK LTD**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04865661**

## BALANCE SHEET
## AS AT 31 AUGUST 2021

| | Note | £ | 2021 £ | £ | *2020 £* |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 7 | | - | | - |
| **CURRENT ASSETS** | | | | | |
| Debtors | 8 | **13,094** | | *9,674* | |
| Cash at bank and in hand | | **500,500** | | *311,121* | |
| | | **513,594** | | *320,795* | |
| **CREDITORS:** amounts falling due within one year | 9 | **(604)** | | *(2,358)* | |
| **NET CURRENT ASSETS** | | | **512,990** | | *318,437* |
| **NET ASSETS** | | | **512,990** | | *318,437* |
| **CHARITY FUNDS** | | | | | |
| Restricted funds | 10 | | **300,585** | | *184,450* |
| Unrestricted funds | 10 | | **212,405** | | *133,987* |
| **TOTAL FUNDS** | | | **512,990** | | *318,437* |

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Trustees on 22/06/2022 and signed on their behalf, by:

N. Khan

**Trustee** NUVEEDA KHAN

J Christine Blythe

**Trustee** CHRISTINE BLYTHE

The notes on pages 16 to 29 form part of these financial statements.

## STATEMENT OF CASH FLOWS
## FOR THE YEAR ENDED 31 AUGUST 2021

| | Note | 2021 £ | 2020 £ |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash provided by operating activities | 12 | **189,379** | *135,636* |
| **Change in cash and cash equivalents in the year** | | **189,379** | *135,636* |
| Cash and cash equivalents brought forward | | **311,121** | *175,485* |
| **Cash and cash equivalents carried forward** | 13 | **500,500** | *311,121* |

The notes on pages 16 to 29 form part of these financial statements.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2021

## 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) and the Companies Act 2006.

Lancashire BME Network Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.
No restatements were required.

### 1.3 Company status

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 1.4 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. ACCOUNTING POLICIES (continued)

### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charitable company's educational operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Cash flow

The financial statements do not include a Statement of cash flows because the charitable charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

### 1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|---|---|---|
| Office equipment - unrestricted | - | 25% reducing balance |
| Office equipment - restricted | - | 25% straight line |

## 1. ACCOUNTING POLICIES (continued)

### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

### 1.12 Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## 1. ACCOUNTING POLICIES (continued)

### 1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. INCOME FROM CHARITABLE ACTIVITIES

| | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ | *Total funds 2020 £* |
|---|---|---|---|---|
| Charitable activities | **903,799** | **87,566** | **991,365** | *432,952* |
| *Total 2020* | - | *432,952* | *432,952* | |

**INCOME FROM CHARITABLE ACTIVITIES**

| | 2021 | *2020* |
|---|---|---|
| | £ | *£* |
| Consultancy | **42,469** | - |
| Flow Funding | **1,000** | - |
| The National Lottery - Community Fund | **85,714** | *166,841* |
| Good Things Foundation | **-** | *946* |
| LCC SRP | **-** | *96,807* |
| NAVCA | **14,250** | - |
| NHSBT | **-** | *2,091* |
| NPS Sodexo | **29,604** | - |
| ESF Volunteering | **-** | *(6,665)* |
| BBO CF | **27,220** | *22,758* |
| Comic Relief | **250,000** | - |
| BBO Reach IT | **-** | *2,716* |
| Lancashire Community Foundation | **-** | *4,839* |
| TNL Community Fund | **-** | *90,630* |
| Lloyds Community Foundation | **15,000** | *33,000* |
| BWD Borough Council | **-** | *9,990* |
| ESF Strengthening Communities | **8,908** | *2,948* |
| Government JRS / Kickstart | **11,101** | *2,540* |
| East Lancs CCG | **-** | *2,305* |
| PCC - Preston Community Champions | **154,177** | - |
| The Cadbury Barrowford Grant | **20,000** | - |
| ESOL | **31,807** | - |
| Safelives - Your Best Friend | **15,750** | - |
| WEA ESF | **11,665** | - |
| Sundry - Other | **2,189** | *1,206* |
| Energy 360 | **137,135** | - |
| Energy Redress Vouchers | **133,376** | - |
| Total | **991,365** | *432,952* |

## 3. GOVERNANCE COSTS

| | Restricted funds 2021 | Unrestricted funds 2021 | Total funds 2021 | *Total funds 2020* |
|---|---|---|---|---|
| | £ | £ | £ | *£* |
| Accountancy fees | **-** | **804** | **804** | *401* |
| Legal and Professional | **-** | **6,025** | **6,025** | *908* |
| | **-** | **6,829** | **6,829** | *1,309* |

## 4. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2021 £ | Other costs 2021 £ | Total 2021 £ | *Total 2020 £* |
|---|---|---|---|---|
| Charitable activities | **251,830** | **538,153** | **789,983** | *320,748* |
| Expenditure on governance | **-** | **6,829** | **6,829** | *1,309* |
| | **251,830** | **544,982** | **796,812** | *322,057* |
| *Total 2020* | *140,234* | *181,823* | *322,057* | |

### ANALYSIS OF CHARITABLE EXPENDITURE

| | 2021 £ | *2020 £* |
|---|---|---|
| Staff salaries | **232,901** | *129,052* |
| Staff employers national insurance | **9,387** | *5,541* |
| Staff employers pension costs | **9,542** | *5,641* |
| Travel and subsistence | **937** | *1,896* |
| Project costs | **492,077** | *142,994* |
| Rent, Rates and Utilities | **14,020** | *21,661* |
| Telephone and fax | **2,116** | *437* |
| Stationery, printing and photocopying | **2,299** | *1,839* |
| Insurance | **2,340** | *1,412* |
| Sundry expenses | **1,332** | *622* |
| Advertising and PR | **381** | *159* |
| Website development and IT costs | **10,874** | *5,116* |
| Training | **6,518** | *1,500* |
| Equipment purchase and repairs | **4,891** | *2,644* |
| Subscriptions | **368** | *234* |
| Total | **789,983** | *320,748* |

## 5. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2021 £ | *2020 £* |
|---|---|---|
| Pension costs | **9,542** | *5,641* |

During the year, no Trustees received any remuneration (2020 - £NIL).
During the year, no Trustees received any benefits in kind (2020 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2020 - £NIL).

## 6. STAFF COSTS

Staff costs were as follows:

| | 2021 | *2020* |
|---|---|---|
| | £ | *£* |
| Wages and salaries | **232,901** | *129,052* |
| Social security costs | **9,387** | *5,541* |
| Other pension costs | **9,542** | *5,641* |
| | **251,830** | *140,234* |

The average number of persons employed by the charitable company during the year was as follows:

| | 2021 | *2020* |
|---|---|---|
| | No. | *No.* |
| Chief officer | **1** | *1* |
| Project officer | **11** | *7* |
| Admin and Finance officer | **1** | *1* |
| Admin Apprentice | **1** | *1* |
| | **14** | *10* |

No employee received remuneration amounting to more than £60,000 in either year.

## 7. TANGIBLE FIXED ASSETS

| | Office equipment |
|---|---|
| | £ |
| **Cost** | |
| At 1 September 2020 and 31 August 2021 | **34,059** |
| **Depreciation** | |
| At 1 September 2020 and 31 August 2021 | **34,059** |
| **Net book value** | |
| At 31 August 2021 | **-** |
| *At 31 August 2020* | *-* |

## 8. DEBTORS

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Accrued income | 13,094 | 7,754 |
| Trade debtors | - | 1,920 |
| | 13,094 | 9,674 |

## 9. CREDITORS: Amounts falling due within one year

| | 2021 | 2020 |
|---|---|---|
| | £ | £ |
| Pension contributions | - | 689 |
| Accruals and deferred income | 604 | 1,669 |
| | 604 | 2,358 |

| | £ |
|---|---|
| **Deferred income** | |
| Deferred income at 1 September 2020 | 3,082 |
| Resources deferred during the year | - |
| Amounts released from previous years | (3,082) |
| Deferred income at 31 August 2021 | - |

## 10. STATEMENT OF FUNDS

### STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2020 £ | Income £ | Expenditure £ | Balance at 31 August 2021 £ |
|---|---|---|---|---|
| **Designated funds** | | | | |
| Designated Fund 1 | 43,376 | - | - | 43,376 |
| **General funds** | | | | |
| General Funds | 90,611 | 87,566 | (9,148) | 169,029 |
| Total Unrestricted funds | 133,987 | 87,566 | (9,148) | 212,405 |
| **Restricted funds** | | | | |
| TNL | 65,337 | 85,714 | (136,969) | 14,082 |
| Flow Funding | - | 1,000 | (1,000) | - |
| NAVCA | - | 14,250 | (6,167) | 8,083 |
| BBO CF | 1,073 | 27,220 | (25,708) | 2,585 |
| WEA ESF | - | 11,665 | (17,850) | (6,185) |
| The Cadbury Barrowford Grant | - | 20,000 | (20,000) | - |
| ESF Strengthening Communities | 1,474 | 8,908 | (10,382) | - |
| Lloyds Bank Foundation | 33,000 | - | (27,271) | 5,729 |
| NPS - Sodexo | - | 29,604 | (29,604) | - |
| TNL Community Fund | 83,566 | - | (83,566) | - |
| Global Majority Fund - Comic Relief | - | 250,000 | (49,208) | 200,792 |
| Preston Community Champions | - | 154,177 | (130,197) | 23,980 |
| Safelives - Your Best Friend | - | 15,750 | (10,056) | 5,694 |
| Energy 360 | - | 137,135 | (137,135) | - |
| Energy Vouchers | - | 133,376 | (102,551) | 30,825 |
| Lloyds Infrastructure | - | 15,000 | - | 15,000 |
| | 184,450 | 903,799 | (787,664) | 300,585 |
| Total of funds | 318,437 | 991,365 | (796,812) | 512,990 |

**Designated Funds**
Designated Fund 1 - This is for 6 months running and redundancy costs as explained in the reserves policy.

**General Funds**
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes. This also includes unrestricted project funds.

## 10. STATEMENT OF FUNDS (continued)

**Restricted Funds** .
(Please refer to the activities of the year in the trustees report for further details)

**TNL**
This project is funded by the Big Lottery to deliver information, advice and guidance in Burnley and Pendle to those most in need.

**BBO Changing Futures - Wider Disadvantage**
Similar to the above two restricted funds, this was funded by the Big Lottery and ESF. It is to engage with those individuals who have multiple barriers and are the furthest away from the job market

**ESF LACVS**
This is a fund based on strengthening communities volunteering programmes and supporting people across Lancashire in education/ training/ volunteering and employment. Similarly, to the above project, monies were outstanding at the year end.

**ESF Strengthening Communities**
This is an EU funded programme to engage people in volunteering who are furthest away from the labour market.

**Lloyds Bank Foundation**
This funding will assist and support the delivery of the Elbowing programme.

**TNL Community Fund**
This is to support our members with capacity building, develop LBN to deliver services in a COVID safe way and develop an Independent Race and Equality Panel (IREP)

**Global Majority Fund - Comic Relief**
LBN were selected as an Intermediary Partner to distribute funds to organisations who work with communities facing racial inequality in Lancashire

**Preston Community Champions**
This fund is to deliver a programme, aiming to encourage communities to follow safer behaviours and reduce the impact of the virus on themselves and those around them.

**Safelives - Your Best Friend**
Working with 10 national partners to deliver a tampon tax funded campaign for girls and young women.

**Energy 360 and Redress**
This service helps families improve their home energy efficiency whilst reducing their bills and carbon footprint by providing free impartial energy advice.The fuel voucher scheme provides vouchers to the most disadvantaged households.

**Lloyds Infrastructure**
This is a funding specifically to look at and enhance the infrastructure of LBN.

## 10. STATEMENT OF FUNDS (continued)

### STATEMENT OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2019* £ | *Income* £ | *Expenditure* £ | *Transfers* £ | *Balance at 31 August 2020* £ |
|---|---|---|---|---|---|
| Designated Fund 1 | *43,376* | - | - | - | *43,376* |
| General Funds | *98,183* | *108,899* | *(119,924)* | *3,453* | *90,611* |
| **Restricted funds** | | | | | |
| TNL | *57,273* | *166,841* | *(158,777)* | - | *65,337* |
| BBO CF | *788* | *22,758* | *(22,473)* | - | *1,073* |
| LA CVS CF | *3,142* | - | - | *(3,142)* | - |
| ESF LACVS | *311* | - | - | *(311)* | - |
| NHSBT | *250* | *2,091* | *(2,341)* | - | - |
| Healthier Lancashire and South Cumbria | *4,146* | - | *(4,146)* | - | - |
| Good Things Foundations | *73* | *946* | *(1,019)* | - | - |
| ESF Strengthening Communities | - | *2,948* | *(1,474)* | - | *1,474* |
| Lloyds Bank Foundation | - | *33,000* | - | - | *33,000* |
| Lancashire Community Foundation | - | *4,839* | *(4,839)* | - | - |
| TNL Community Fund | - | *90,630* | *(7,064)* | - | *83,566* |
| | *65,983* | *324,053* | *(202,133)* | *(3,453)* | *184,450* |

### SUMMARY OF FUNDS - CURRENT YEAR

| | **Balance at 1 September 2020** £ | **Income** £ | **Expenditure** £ | **Balance at 31 August 2021** £ |
|---|---|---|---|---|
| Designated funds | **43,376** | **-** | **-** | **43,376** |
| General funds | **90,611** | **87,566** | **(9,148)** | **169,029** |
| | **133,987** | **87,566** | **(9,148)** | **212,405** |
| Restricted funds | **184,450** | **903,799** | **(787,664)** | **300,585** |
| | **318,437** | **991,365** | **(796,812)** | **512,990** |

## 10. STATEMENT OF FUNDS (continued)

### SUMMARY OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2019* £ | *Income* £ | *Expenditure* £ | *Transfers* £ | *Balance at 31 August 2020* £ |
|---|---|---|---|---|---|
| Designated funds | *43,376* | - | - | - | *43,376* |
| General funds | *98,183* | *108,899* | *(119,924)* | *3,453* | *90,611* |
| | *141,559* | *108,899* | *(119,924)* | *3,453* | *133,987* |
| Restricted funds | *65,983* | *324,053* | *(202,133)* | *(3,453)* | *184,450* |
| | *207,542* | *432,952* | *(322,057)* | - | *318,437* |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | Restricted funds 2021 £ | Unrestricted funds 2021 £ | Total funds 2021 £ |
|---|---|---|---|
| Current assets | 300,585 | 213,009 | 513,594 |
| Creditors due within one year | - | (604) | (604) |
| | 300,585 | 212,405 | 512,990 |

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | *Restricted funds 2020 £* | *Unrestricted funds 2020 £* | *Total funds 2020 £* |
|---|---|---|---|
| Current assets | *184,450* | *136,345* | *320,795* |
| Creditors due within one year | - | *(2,358)* | *(2,358)* |
| | *184,450* | *133,987* | *318,437* |

## 12. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2021 £ | *2020 £* |
|---|---|---|
| Net income for the year (as per Statement of Financial Activities) | 194,553 | *110,895* |
| **Adjustment for:** | | |
| (Increase)/decrease in debtors | (3,420) | *23,556* |
| (Decrease)/increase in creditors | (1,754) | *1,185* |
| **Net cash provided by operating activities** | 189,379 | *135,636* |

## 13. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2021 £ | *2020 £* |
|---|---|---|
| Cash in hand | 500,500 | *311,121* |
| Total | 500,500 | *311,121* |

## 14. PENSION COMMITMENTS

The charitable company contributed to personal pension plans in 2021.

## 15. OPERATING LEASE COMMITMENTS

At 31 August 2021 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

| | 2021 | *2020* |
|---|---|---|
| | £ | *£* |
| **Amounts payable:** | | |
| Within 1 year | - | *3,616* |

## 16. RELATED PARTY TRANSACTIONS

### LACVS

Christine Blythe who is a director of LACVS is also a director of Lancashire BME Network and Naz Zaman who is the chief officer of Lancashire BME Network is also a director of LACVS. Throughout the financial year Lancashire BME Network have received funding for project delivery.

**Northern Community Network**
Rafique Malik is a director of Northern Community Network and Lancashire BME Network LTD. Northern Community Network were a partner of the Support 360 project throughout the financial year.

**Bangladeshi Welfare Association**
Sadar Uddin is a director of Bangaledishi Welfare Association and Lancashire BME Network LTD. Bangaldeshi Welfare Association was a partner of the Support 360 project throughout the financial year.

## 17. POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## 18. CONTROLLING PARTY

The charitable company is controlled by the Trustees listed on page one of the accounts.

**LANCASHIRE BME NETWORK**

England & Wales - Charity number 1136057

# Accounts

Registered number: 04865661
Charity number: 1136057

# LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## TRUSTEES' REPORT AND FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 AUGUST 2020

LANCASHIRE BME NETWORK LTD
(A company limited by guarantee)

CONTENTS


| | Page |
|---|---|
| Reference and administrative details of the charity, its trustees and advisers | 1 - 2 |
| Trustees' report | 3 - 10 |
| Trustees' responsibilities statement | 11 |
| Independent examiner's report | 12 - 13 |
| Statement of financial activities | 14 |
| Balance sheet | 15 |
| Statement of cash flows | 16 |
| Notes to the financial statements | 17 - 30 |

LANCASHIRE BME NETWORK LTD
(A company limited by guarantee)

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND *ADVISERS*
## FOR THE YEAR ENDED 31 AUGUST 2020

### Trustees

Nweeda Khan, Chair
Parvinder Sohal (resigned 12 March 2020)
Ishwer Tailor
Charubala Ainscough, Company Secretary
Shahida Hanif
Sadar Uddin
Christine Blythe, Treasurer
Shaju Ahmed (resigned 12 March 2020)
Joanne Birkner
Jaffer Hussain (resigned 2 December 2020)
Rehana Alibhai Master (resigned 17 May 2020)
Atiquah Vohra
Rafique Malik
Saba Iftikhar (appointed 1 July 2020)

### Company registered number

04865661

### Charity registered number

1136057

### Registered office

Suite 412
Daisyfield Business Centre
Appleby Street
Blackburn
Lancashire
BB1 3BL

### Company secretary

Charubala Ainscough

### Accountants

CW Accountants Limited
Chartered Certified Accountants
The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

## REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITABLE COMPANY, ITS TRUSTEES AND ADVISERS
## FOR THE YEAR ENDED 31 AUGUST 2020

**Advisers (continued)**

**Bankers**

The Co-operative Bank Plc
PO Box 250
Delf House
Southway
Skelmersdale
WN8 6WT

# TRUSTEES' REPORT
# FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees present their annual report together with the financial statements for the 1 September 2019 to 31 August 2020. The Trustees confirm that the Annual Report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP), 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) as amended by Update Bulletin 1 (effective 1 January 2015).

Since the charitable company qualifies as small under section 383, the strategic report required of medium and large companies under The Companies Act 2006 (Strategic Report and Director's Report) Regulations 2013 is not required.

## Objectives and Activities

### a. OBJECTIVES

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The objectives of the charitable company are to advance the education of the public, primarily but not exclusively the Asian, African, Caribbean, and other minority ethnic communities in the county of Lancashire, by whatever charitable means the board of trustees think fit, with the object of improving the conditions of life of the said beneficiaries.

### b. ACTIVITIES FOR ACHIEVING OBJECTIVES

The following are some of the activities towards achieving our objectives:

- Training courses
- Networking, meetings and events
- Representation
- Research and consultation
- Organisational Health Checks
- Organisational development
- Strategy development
- Governance support
- Information advice and guidance
- Partnership working
- Funding advice
- Governance Training
- Health inequality work
- Advice and Guidance
- Capacity Building
- Employment Support
- Volunteering
- Wellbeing services
- Student placements
- Race and equality IREP

In the last year we have delivered a variety of services and interventions which would not have been possible without the support of the following:
The National Lottery fund, Lloyds Foundation, SELNET, WEA, Public Health, Wright Accountancy, Lancashire Association of CVS's , Lancashire County Council, East Lancashire Clinical Commissioning group, BWD Borough Council, UCLAN.

## c. VOLUNTEERS

LBN had 13 registered volunteers in the year 2019-2020 and they contributed to the overall running of the organisation.

## Achievements and performance

## a. REVIEW OF ACTIVITIES

**Chief Officers Report:**

The last 12 months have been interesting, insightful and impactful for us as an organisation. As a result of key global events such as Covid 19 and Black Lives Matter, Lancashire BME Network (LBN) has been instrumental in developing innovative solutions to address systemic and structural inequalities. In my report, I will focus on some of the specific activities we undertook over the past year and also look ahead at future plans.

COVID has been the singular dominant factor over the past 12 months. One thing is for certain that there is no end in sight unfortunately. The additional demands that COVID has created means that services that we provide (both directly and through our members) are going to be even more needed over the coming months and years. As an organization, we will work diligently to ensure that our resources are used in a way that creates greatest impact on those communities who have been disproportionately affected.

LBN recognised early on during the pandemic that we would have to adapt our ways of working and shift our focus to ensure that we were cognisant of emerging COVID related needs and support our members as much as possible. In March 2020, following requests, suggestions and recommendations, we brought together our members for virtual weekly meetings. This allowed groups and organisations working across the county to have a safe space to share their thoughts, concerns and challenges. It was also a place where common needs were identified and time was provided for peer support and mentoring.

In addition, these meetings have been a chance to connect the local with the national. Colleagues from a range of regional and national organisations have attended our meetings and have listened attentively to the voices of Lancashire people. These have included; the Minister for Civil Society and Youth, the Chief Executive of Barnardo's and the Chair of Lancashire Strategic Alliance. This has led to us forging long term, sustainable relationships that will help LBN to better represent its members and the BME communities of Lancashire.

Now more than ever before, collaboration is key. Likewise, never has investment, resource and capacity been so important. It is these two factors, when coupled make the greatest impact. I am so proud that during the last 12 months, members of the LBN team have been working with members to make these collaborations more visible and provide a space for funders to connect with others who want to work on common concerns. Due to requests and emerging needs we have been looking into redeveloping our membership offer so that it accessible and relevant.

I would also like to reassure all of our stakeholders that while we have rightly and rapidly altered our plans to focus on Covid-19 yet still maintain our original direction of travel. The virus has highlighted how important a role we play in supporting our members to be ambitious and effective and to work collaboratively.

The Black Lives Matter agenda has highlighted how structural and systemic inequalities continue to prevail in modern day society. As an organisation that prides itself on representing the remit of race and equality as broadly as possible and with such conviction and confidence, the movement has provided us with an opportunity to reaffirm our commitment to the agenda and to do as much as possible to ensure equity is given to all. With this in mind, we took the bold step to establish an Independent Race and Equality Panel for Lancashire (I-REP).

Although this is still in its infancy we are really excited about the work this panel will do in particular around challenging the status quo so that services and commissions meet the needs of communities and are culturally appropriate.

Although we had previously developed our 3-year strategy, the events of the past year means having to revisit and revise that strategy, as we no longer operate in the climate to which we were accustomed. Membership development, young people's work and achieving the relevant kitemarks and standards are still very important to us and we will do as much as we can over the coming months to further develop this work. At the same time, we are still needed to support with COVID prevention work as well as ensuring the conversations around race and equality continue to happen and so we commit to those strands of our work for however long is needed.

We are all living through a global pandemic – the LBN team, like all of you, are dealing with different and difficult individual circumstances and challenges. Every single member of the team has done a phenomenal job in continuing to turn up to work daily filled with optimism and hope and to serve you in their individual roles. I am deeply grateful to them all.

I would like to thank our staff, volunteers, members and trustees for the phenomenal commitment they have shown in the last year and the hard they have put in to make LBN the recognized body it is. Thank you for your belief in the power of networks, and in the value that an organization like ours can bring to others both individually and collectively. I would particularly like to thank all of you who speak at our events, join our working groups, and convene our networks. Thank you once again for your continued support.

Naz Zaman
Chief Officer

## Activities

Our programmes over the last year have been varied and many were adapted to focus on Covid-19. These services and activities include:

### Covid-19, capacity building and representation:

We have continued to support our 120+ members during a difficult and challenging time. This has been done through a range of interventions including (but not limited to):

1. Regular member-meetings, to support members by sharing; good practice, knowledge and ideas, offering each other peer-support and providing a platform to highlight gaps in services and concerns.
2. Supporting members with governance and business strategies with the assistance of a local governance expert. This included providing organisational health checks followed up with an action plan and recommendations tailored to each organisation.
3. Provided expert HR and legal advice thorough our contacts so members who had to furlough staff were aware of legislation and good practice.
4. Provided access to online training programmes to build capacity within our members staff and volunteers so they are better able to respond to needs (i.e. safeguarding, confidentiality, mental health, bereavement)
5. Further development of our online resources- website and social media around COVID19. This included a range of videos in various languages which provided key national messages (stay home, protect the NHS, save lives)
6. Acting as a distribution centre for Personal Protective Equipment so that our members could access a range of supplies enabling them to have safe and compliant workplaces / spaces

We also furthered our work around representation, particularly linked to the Black Lives Matter agenda. Based on feedback from members and non-members alike we solidified our support for all marginalised communities regardless of background. The support included (but was not limited to):

1. Breaking down the barriers that prevent individuals from accessing education, meaningful employment, training, health and mental health care.

2. Giving evidence at the Women's and Equality Committee on behalf of our members, highlighting the systemic and structural inequalities that still exist in communities.
3. The establishment of an Independent Race and Equality Panel aimed at holding decision making bodies to account.

**Talk Me Happy (Wellbeing Service)**

This service provides a range of interventions including befriending & bereavement support, 1-1 counselling sessions and group therapies. Through this service, we have been able to support individuals who have suffered bereavement, isolation and other emotional loss due to COVID. We have been able to ensure that communities of colour have been able to access these services and opportunities regardless of their demographic and circumstances.

**Suicide / Self-Harm prevention**

Through this 6-month programme we were able to deliver activities to raise awareness of suicide and self-harm amongst South Asian women through a 8 week programme called "Bake me Happy". Participants were able to discuss their own mental health and wellbeing in a safe space whilst at the same time being educated on tools and techniques to manage their own wellbeing. This project highlighted the need for early intervention and alternative therapies for those who don't access mainstream services through fear of stigma and cultural barriers.

**Building Better Opportunities Changing Futures – Wider Disadvantage**

We are in the final phases of delivering this much needed project and are delighted that we have been able to support vulnerable individuals with housing, employment, volunteering and welfare.

**ESOL for Refugees**

In partnership with LACVS and partners we are still successfully delivering a programme of activities including ESOL classes and wraparound support for the Syrian refugee families displaced due to civil war.

**Support 360**

We are in the final year of our Big Lottery funded project. This programme has been providing information, advice and guidance in Burnley and Pendle to those most in need. The work is being delivered by four LBN members, all of whom have excelled in achieving the targets and soft outcomes.

**CCG Research Phase 2**

We worked with our members to gather insight and intelligence from their residents and service users about Daneshouse House Medical Practice. The intelligence allowed the CCG to work collaboratively with the wider community in co – developing local solutions.

**Consultancy and Research**

We have provided consultancy and research services for various organisations covering topic areas around inclusion and diversity and hope to continue building on this work.

**Financial review**

**a. GOING CONCERN**

After making appropriate enquiries, the trustees have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

**b. RESERVES POLICY**

The trustees of LBN agreed to hold 6 months running costs as reserves in a separate account in the event that the charity is unable to secure funding to continue operating. The funds will cover day to day running costs, redundancies and 6 months' salary for core staff to allow the charity to fulfil any contractual obligations. The total amount to be held in reserves is £43,376.99. The reserves policy and 6 months running costs is currently under review and will be decided and amended at a future board meeting.

**c. SURPLUS**

The charitable company made a surplus of £110,895 to August 2020 (2019 - a deficit of £1,576). This surplus is fully made up of unspent grant monies at the year end due to timing differences.

**Structure, governance and management**

**a. CONSTITUTION**

The charitable company is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association 14 January 2010 and is a registered charity number 1136057.

On 18 September 2013 the charitable company changed its name from Lancashire Black and Minority Ethnic (BME) Pact Ltd to Lancashire BME Network Ltd.

The charitable company merged with Lancashire Women's Network (charity number 1088125) on 31 July 2014.

**b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES**

Lancashire BME Network has a robust trustee recruitment process, underpinned by our governing document which states "we are to have no more than 13 trustees and no less than 7". LBN are a membership based organisation and as such we source our trustees from the membership, however there is a stipulation that to become a trustee they have to have been a member for 12 months. Trustees are recruited if there are vacancies on the board or a skills/knowledge gap is identified. There are one of two ways trustees can be appointed:

- At the Annual general meeting
- Through co-option

Each recruitment method has its own process to follow, however all potential trustees have to complete an application form and attend a meeting with the Chair of LBN prior to being invited to join the board.

**c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES**

Individuals who have been successful in their application to become a trustee are supplied with and asked to complete the following paperwork:

Complete a confidentiality form
Show Proof of ID
Complete a trustee details form
Complete and sign the declaration of interest form, to be retained by LBN

Sign a Fit & Proper person Declaration

Agree and sign two copies of the code of conduct, one to be retained by the Trustee and the other by LBN.

All new trustees are asked to attend the offices to receive an induction, covering policies, processes, role description, expectations and operational activity.

**d. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

Strategic direction is provided by the Board of Trustees whose responsibilities include, ensuring compliance and achievement against the aims and objectives. Strategic and operational management is provided by the Chief Officer who oversees the day to day running of the organisation.

## e. RISK MANAGEMENT

This is an ongoing piece of work and has been greatly affected by COVID. Working closely with the Chief Officer, the Trustees work to assess any major risks to which the charitable company is exposed, in particular those related to the operations and finances of the charitable company, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. A task and finish group is established to review all risks as highlighted in the Charity Code of Governance. The charitable company has a risk management statement which is reviewed regularly and contains information on the following risks; Governance, Financial, Environmental, Compliance and Operational.

Two major potential risks, their impact and what steps could be put in place to avoid these are explored below; Governance: Potential Risk The charity lacks direction, strategy and forward planning Potential Impact • lacks direction, strategy and forward planning • the charity drifts with no clear objectives, priorities or plans • issues are addressed piecemeal with no strategic reference • needs of beneficiaries not fully addressed • financial management difficulties • loss of reputation Risk Management/mitigation • create a strategic plan which sets out the key aims, objectives and policies • create short to medium term financial plans and budgets • monitor financial and operational performance • obtain regular feedback from beneficiaries and funders

Financial: Potential Risk Dependency on limited income sources Potential Impact: • cash flow and budget impact of loss of income source Risk Management/mitigation • identify major dependencies • implement adequate reserves policy • consider, develop, and execute diversification plans LBN held a development day with staff and board members in March 2018, as a result of this, a strategy was developed but this is now being revisited as a result of the changing environement in which we operate.

## Plans for future periods

## a. FUTURE DEVELOPMENTS

LBN are constantly looking for opportunities to become self-sustaining; however it is recognised that this will take some time to come to fruition. We have started to develop ideas into actions on how we are able to generate income so we are less reliant on grants and are able to use the generated income to better meet the needs of our membership and the BME communities of Lancashire.

Internally we are looking at operational systems including data management systems and processes and IT provision.

## MEMBERS' LIABILITY

The Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees, on 30/03/21 and signed on their behalf by:

N. Khan

**Trustee** Nweeda Khan

J C Blythe.

**Trustee** CHRISTINE BLYTHE

## TRUSTEES' RESPONSIBILITIES STATEMENT
## FOR THE YEAR ENDED 31 AUGUST 2020

The Trustees (who are also directors of Lancashire BME Network 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. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the 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 of the Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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.

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.

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 AUGUST 2020

### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LANCASHIRE BME NETWORK LTD (the 'charitable company')

I report to the charity Trustees on my examination of the accounts of the charitable company for the year ended 31 August 2020.

This report is made solely to the charitable company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charitable company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable company and the charitable company's Trustees as a body, for my work or for this report.

### RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charitable company (and 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 charitable 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 the charitable company's accounts 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 REPORT (continued)
## FOR THE YEAR ENDED 31 AUGUST 2020

### INDEPENDENT EXAMINER'S STATEMENT

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I can 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 charitable 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: C.Wright Dated: 04/05/2021

Courtney Wright BA ACCA

**For and On Behalf of CW Accountants Limited**

Chartered Certified Accountants

The Boulevard Centre
45 Railway Road
Blackburn
Lancashire
BB1 1EZ

LANCASHIRE BME NETWORK LTD

(A company limited by guarantee)

## STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 AUGUST 2020

| | Note | Restricted funds 2020 £ | Unrestricted funds 2020 £ | Total funds 2020 £ | *Total funds 2019 £* |
|---|---|---|---|---|---|
| **INCOME FROM:** | | | | | |
| Charitable activities | 2 | **324,053** | **108,899** | **432,952** | *350,459* |
| **TOTAL INCOME** | | **324,053** | **108,899** | **432,952** | *350,459* |
| **EXPENDITURE ON:** | | | | | |
| Charitable activities | 3 | **202,133** | **119,924** | **322,057** | *352,035* |
| **TOTAL EXPENDITURE** | 4 | **202,133** | **119,924** | **322,057** | *352,035* |
| **NET BEFORE TRANSFERS** | | **121,920** | **(11,025)** | **110,895** | *(1,576)* |
| Transfers between Funds | 10 | **(3,453)** | **3,453** | **-** | *-* |
| **NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES** | | **118,467** | **(7,572)** | **110,895** | *(1,576)* |
| **NET MOVEMENT IN FUNDS** | | **118,467** | **(7,572)** | **110,895** | *(1,576)* |
| **RECONCILIATION OF FUNDS:** | | | | | |
| Total funds brought forward | | **65,983** | **141,559** | **207,542** | *209,118* |
| **TOTAL FUNDS CARRIED FORWARD** | | **184,450** | **133,987** | **318,437** | *207,542* |

The notes on pages 17 to 30 form part of these financial statements.

**LANCASHIRE BME NETWORK LTD**
**(A company limited by guarantee)**
**REGISTERED NUMBER: 04865661**

## BALANCE SHEET
## AS AT 31 AUGUST 2020

| | Note | £ | 2020 £ | £ | *2019 £* |
|---|---|---|---|---|---|
| **FIXED ASSETS** | | | | | |
| Tangible assets | 7 | | - | | - |
| **CURRENT ASSETS** | | | | | |
| Debtors | 8 | **9,674** | | *33,230* | |
| Cash at bank and in hand | | **311,121** | | *175,485* | |
| | | **320,795** | | *208,715* | |
| **CREDITORS:** amounts falling due within one year | 9 | **(2,358)** | | *(1,173)* | |
| **NET CURRENT ASSETS** | | | **318,437** | | *207,542* |
| **NET ASSETS** | | | **318,437** | | *207,542* |
| **CHARITY FUNDS** | | | | | |
| Restricted funds | 10 | | **184,450** | | *65,983* |
| Unrestricted funds | 10 | | **133,987** | | *141,559* |
| **TOTAL FUNDS** | | | **318,437** | | *207,542* |

The charitable company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the charitable company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved and authorised for issue by the Trustees on 30/03/21 and signed on their behalf, by:

N. Khan

**Trustee** Nweeda Khan

**Trustee** J C Blythe CHRISTINE BLYTHE

The notes on pages 17 to 30 form part of these financial statements.

## STATEMENT OF CASH FLOWS
## FOR THE YEAR ENDED 31 AUGUST 2020

| | Note | 2020 £ | *2019 £* |
|---|---|---|---|
| **Cash flows from operating activities** | | | |
| Net cash provided by operating activities | 12 | **135,636** | *13,773* |
| **Change in cash and cash equivalents in the year** | | **135,636** | *13,773* |
| Cash and cash equivalents brought forward | | **175,485** | *161,712* |
| **Cash and cash equivalents carried forward** | 13 | **311,121** | *175,485* |

The notes on pages 17 to 30 form part of these financial statements.

## 1. ACCOUNTING POLICIES

### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 (FRS 102) and the Companies Act 2006.

Lancashire BME Network Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### 1.2 Reconciliation with previous Generally Accepted Accounting Practice

In preparing these accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.
No restatements were required.

### 1.3 Company status

The charitable company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £1 per member of the charitable company.

### 1.4 Income

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charitable company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charitable company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charitable company, or the charitable company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charitable company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charitable company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charitable company which is the amount the charitable company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

## 1. ACCOUNTING POLICIES (continued)

### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charitable company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charitable company's educational operations, including support costs and costs relating to the governance of the charitable company apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Cash flow

The financial statements do not include a Statement of cash flows because the charitable charitable company, as a small reporting entity, is exempt from the requirement to prepare such a statement under the Financial Reporting Standard for Smaller Entities (effective April 2008).

### 1.7 Tangible fixed assets and depreciation

All assets costing more than £1,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | | |
|---|---|---|
| Office equipment - unrestricted | - | 25% reducing balance |
| Office equipment - restricted | - | 25% straight line |

## 1. ACCOUNTING POLICIES (continued)

### 1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charitable company; this is normally upon notification of the interest paid or payable by the Bank.

### 1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### 1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### 1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

### 1.12 Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

## 1. ACCOUNTING POLICIES (continued)

### 1.13 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charitable company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

## 2. INCOME FROM CHARITABLE ACTIVITIES

| | Restricted funds 2020 £ | Unrestricted funds 2020 £ | Total funds 2020 £ | *Total funds 2019 £* |
|---|---|---|---|---|
| Charitable activities | **324,053** | **108,899** | **432,952** | *350,459* |
| *Total 2019* | *-* | *350,459* | *350,459* | |

## INCOME FROM CHARITABLE ACTIVITIES

| | 2020 | *2019* |
|---|---|---|
| | £ | *£* |
| CISP/LCC | - | *13,333* |
| East Lancs CCG | - | *9,905* |
| The National Lottery - Community Fund | 166,841 | *163,737* |
| Good Things Foundation | 946 | *312* |
| LCC SRP | 96,807 | *60,839* |
| GP Resilience | - | *2,510* |
| NHSBT | 2,091 | *11,500* |
| Healthier Lancashire and South Cumbria | - | *5,000* |
| ESF Volunteering | (6,665) | *15,959* |
| BBO CF | 22,758 | *14,503* |
| BBO LACVS CF | - | *12,811* |
| BBO Reach IT | 2,716 | *40,050* |
| Lancashire Community Foundation | 4,839 | - |
| TNL Community Fund | 90,630 | - |
| Lloyds Community Foundation | 33,000 | - |
| BWD Borough Council | 9,990 | - |
| ESF Strengthening Communities | 2,948 | - |
| Government JRS | 2,540 | - |
| East Lancs CCG | 2,305 | - |
| Sundry - Other | 1,206 | - |
| Total | 432,952 | *350,459* |

## 3. GOVERNANCE COSTS

| | Restricted funds 2020 | Unrestricted funds 2020 | Total funds 2020 | *Total funds 2019* |
|---|---|---|---|---|
| | £ | £ | £ | *£* |
| Accountancy fees | - | 401 | 401 | *985* |
| Legal and Professional | - | 908 | 908 | *740* |
| Trustees travel reimbursed | - | - | - | *6* |
| | - | 1,309 | 1,309 | *1,731* |

## 4. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

| | Staff costs 2020 £ | Other costs 2020 £ | Total 2020 £ | *Total 2019 £* |
|---|---|---|---|---|
| Charitable activities | **140,234** | **180,514** | **320,748** | *350,304* |
| Expenditure on governance | **-** | **1,309** | **1,309** | *1,731* |
| | **140,234** | **181,823** | **322,057** | *352,035* |
| *Total 2019* | *155,711* | *196,324* | *352,035* | |

### ANALYSIS OF CHARITABLE EXPENDITURE

| | 2020 £ | *2019 £* |
|---|---|---|
| Staff salaries | **129,052** | *141,392* |
| Staff employers national insurance | **5,541** | *7,477* |
| Staff employers pension costs | **5,641** | *6,842* |
| Travel and subsistence | **1,896** | *8,720* |
| Project costs | **141,825** | *149,988* |
| Rent, Rates and Utilities | **21,661** | *22,871* |
| Telephone and fax | **437** | *594* |
| Stationery, printing and photocopying | **1,839** | *1,342* |
| Insurance | **1,412** | *812* |
| Sundry expenses | **622** | *353* |
| Advertising and PR | **159** | *312* |
| Website development and IT costs | **5,116** | *3,542* |
| Participant Costs | **1,169** | *4,819* |
| Training | **1,500** | *321* |
| Equipment purchase and repairs | **2,644** | *564* |
| Subscriptions | **234** | *70* |
| Volunteer expenses | **-** | *285* |
| Total | **320,748** | *350,304* |

## 5. NET INCOME/(EXPENDITURE)

This is stated after charging:

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Pension costs | **5,641** | *6,842* |

During the year, no Trustees received any remuneration (2019 - £NIL).
During the year, no Trustees received any benefits in kind (2019 - £NIL).
During the year, no Trustees received any reimbursement of expenses (2019 - £6).

## 6. STAFF COSTS

Staff costs were as follows:

| | 2020 | 2019 |
|---|---|---|
| | £ | £ |
| Wages and salaries | **129,052** | *141,392* |
| Social security costs | **5,541** | *7,477* |
| Other pension costs | **5,641** | *6,842* |
| | **140,234** | *155,711* |

The average number of persons employed by the charitable company during the year was as follows:

| | 2020 | 2019 |
|---|---|---|
| | No. | No. |
| Chief officer | **1** | *1* |
| Project officer | **7** | *7* |
| Admin and Finance officer | **1** | *1* |
| Admin Apprentice | **1** | *1* |
| | **10** | *10* |

No employee received remuneration amounting to more than £60,000 in either year.

## 7. TANGIBLE FIXED ASSETS

| | Office equipment £ |
|---|---|
| **Cost** | |
| At 1 September 2019 and 31 August 2020 | **34,059** |
| **Depreciation** | |
| At 1 September 2019 and 31 August 2020 | **34,059** |
| **Net book value** | |
| At 31 August 2020 | **-** |
| *At 31 August 2019* | *-* |

## 8. DEBTORS

| | 2020 £ | *2019 £* |
|---|---|---|
| Accrued income | **7,754** | *28,725* |
| Trade debtors | **1,920** | *4,505* |
| | **9,674** | *33,230* |

## 9. CREDITORS: Amounts falling due within one year

| | 2020 £ | *2019 £* |
|---|---|---|
| Pension contributions | **689** | *-* |
| Accruals and deferred income | **1,669** | *1,173* |
| | **2,358** | *1,173* |

| | £ |
|---|---|
| **Deferred income** | |
| Deferred income at 1 September 2019 | **3,082** |
| Resources deferred during the year | **(3,082)** |
| Deferred income at 31 August 2020 | **-** |

## 10. STATEMENT OF FUNDS

### STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2019 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2020 £ |
|---|---|---|---|---|---|
| **Designated funds** | | | | | |
| Designated Fund 1 | 43,376 | - | - | - | 43,376 |
| **General funds** | | | | | |
| General Funds | 98,183 | 108,899 | (119,924) | 3,453 | 90,611 |
| Total Unrestricted funds | 141,559 | 108,899 | (119,924) | 3,453 | 133,987 |
| **Restricted funds** | | | | | |
| TNL | 57,273 | 166,841 | (158,777) | - | 65,337 |
| BBO CF | 788 | 22,758 | (22,473) | - | 1,073 |
| LA CVS CF | 3,142 | - | - | (3,142) | - |
| ESF LACVS | 311 | - | - | (311) | - |
| NHSBT | 250 | 2,091 | (2,341) | - | - |
| Healthier Lancashire and South Cumbria | 4,146 | - | (4,146) | - | - |
| Good Things Foundations | 73 | 946 | (1,019) | - | - |
| ESF Strengthening Communities | - | 2,948 | (1,474) | - | 1,474 |
| Lloyds Bank Foundation | - | 33,000 | - | - | 33,000 |
| Lancashire Community Foundation | - | 4,839 | (4,839) | - | - |
| TNL Community Fund | - | 90,630 | (7,064) | - | 83,566 |
| | 65,983 | 324,053 | (202,133) | (3,453) | 184,450 |
| Total of funds | 207,542 | 432,952 | (322,057) | - | 318,437 |

**Designated Funds**
Designated Fund 1 - This is for 6 months running and redundancy costs as explained in the reserves policy.

**General Funds**
General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charitable company and which have not been designated for other purposes. This also includes unrestricted project funds.

**Restricted Funds** .

**TNL**
This project is funded by the Big Lottery to deliver information, advice and guidance in Burnley and Pendle to those most in need.

## 10. STATEMENT OF FUNDS (continued)

**BBO Changing Futures - Wider Disadvantage**
Similar to the above two restricted funds, this was funded by the Big Lottery and ESF. It is to engage with those individuals who have multiple barriers and are the furthest away from the job market

**BBO Changing Futures - LACVS**
This is the same project as the fund above, however this is based in a different geographical area. This is a negative balance at the end of the year due to monies still waiting to be received.

**ESF LACVS**
This is a fund based on strengthening communities volunteering programmes and supporting people across Lancashire in education/ training/ volunteering and employment. Similarly, to the above project, monies were outstanding at the year end.

**NHSBT**
This fund is for a 6 month period to deliver seminars to various groups and organisations across Lancashire to increase sign up on the organ donors register.

**Healthier Lancashire and South Cumbria**
This fund is also for a 6 month period to deliver a project raising awareness of suicide and self harm and ultimately to save lives.

**Good Things Foundations**
This is a fund to engage participants in online training courses to develop digital skills and confidence.

**ESF Strengthening Communities**
This is an EU funded programme to engage people in volunteering who are furthest away from the labour market.

**Lloyds Bank Foundation**
This funding will assist and support the delivery of the Elbowing programme.

**Lancashire Community Foundation**
This funding is to establish a befriending and bereavement support service.

**TNL Community Fund**
This is to support our members with capacity building, develop LBN to deliver services in a COVID safe way and develop an Independent Race and Equality Panel (IREP)

## 10. STATEMENT OF FUNDS (continued)

### STATEMENT OF FUNDS - PRIOR YEAR

| | Balance at 1 September 2018 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2019 £ |
|---|---|---|---|---|---|
| **Designated funds** | | | | | |
| Designated Fund 1 | 43,376 | - | - | - | 43,376 |
| Designated Fund 2 | 10,000 | - | - | (10,000) | - |
| Designated Fund 3 | 30,000 | - | - | (30,000) | - |
| | 83,376 | - | - | (40,000) | 43,376 |
| General Funds | 74,807 | 114,499 | (129,513) | 38,390 | 98,183 |
| **Restricted funds** | | | | | |
| BLF Diversity Awards | (853) | - | - | 853 | - |
| TNL | 54,265 | 163,737 | (160,729) | - | 57,273 |
| BBO 50+ | 1,177 | - | - | (1,177) | - |
| BBO Neet | (1,304) | - | - | 1,304 | - |
| BBO CF | 8,431 | 13,307 | (20,950) | - | 788 |
| LA CVS CF | (4,976) | 12,811 | (4,693) | - | 3,142 |
| ESF LACVS | (3,121) | 15,959 | (12,527) | - | 311 |
| CISP | (2,684) | 13,333 | (11,279) | 630 | - |
| NHSBT | - | 11,500 | (11,250) | - | 250 |
| Healthier Lancashire and South Cumbria | - | 5,000 | (854) | - | 4,146 |
| Good Things Foundations | - | 313 | (240) | - | 73 |
| | 50,935 | 235,960 | (222,522) | 1,610 | 65,983 |
| Total of funds | 209,118 | 350,459 | (352,035) | - | 207,542 |

## SUMMARY OF FUNDS - CURRENT YEAR

| | Balance at 1 September 2019 £ | Income £ | Expenditure £ | Transfers £ | Balance at 31 August 2020 £ |
|---|---|---|---|---|---|
| Designated funds | 43,376 | - | - | - | 43,376 |
| General funds | 98,183 | 108,899 | (119,924) | 3,453 | 90,611 |
| | 141,559 | 108,899 | (119,924) | 3,453 | 133,987 |
| Restricted funds | 65,983 | 324,053 | (202,133) | (3,453) | 184,450 |
| | 207,542 | 432,952 | (322,057) | - | 318,437 |

## SUMMARY OF FUNDS - PRIOR YEAR

| | *Balance at 1 September 2018* £ | *Income* £ | *Expenditure* £ | *Transfers* £ | *Balance at 31 August 2019* £ |
|---|---|---|---|---|---|
| Designated funds | *83,376* | - | - | *(40,000)* | *43,376* |
| General funds | *74,807* | *114,499* | *(129,513)* | *38,390* | *98,183* |
| | *158,183* | *114,499* | *(129,513)* | *(1,610)* | *141,559* |
| Restricted funds | *50,935* | *235,960* | *(222,522)* | *1,610* | *65,983* |
| | *209,118* | *350,459* | *(352,035)* | - | *207,542* |

## 11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | Restricted funds 2020 £ | Unrestricted funds 2020 £ | Total funds 2020 £ |
|---|---|---|---|
| Current assets | **184,450** | **136,345** | **320,795** |
| Creditors due within one year | **-** | **(2,358)** | **(2,358)** |
| | **184,450** | **133,987** | **318,437** |

### ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | *Restricted funds 2019 £* | *Unrestricted funds 2019 £* | *Total funds 2019 £* |
|---|---|---|---|
| Current assets | *65,983* | *142,732* | *208,715* |
| Creditors due within one year | *-* | *(1,173)* | *(1,173)* |
| | *65,983* | *141,559* | *207,542* |

## 12. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | 2020 £ | *2019 £* |
|---|---|---|
| Net income/(expenditure) for the year (as per Statement of Financial Activities) | **110,895** | *(1,576)* |
| **Adjustment for:** | | |
| Decrease in debtors | **23,556** | *15,041* |
| Increase in creditors | **1,185** | *308* |
| **Net cash provided by operating activities** | **135,636** | *13,773* |

## 13. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | 2020 £ | *2019 £* |
|---|---|---|
| Cash in hand | **311,121** | *175,485* |
| Total | **311,121** | *175,485* |

## 14. PENSION COMMITMENTS

The charitable company contributed to personal pension plans in 2020.

## 15. OPERATING LEASE COMMITMENTS

At 31 August 2020 the total of the Charity's future minimum lease payments under non-cancellable operating leases was:

| | 2020 | *2019* |
|---|---|---|
| | £ | *£* |
| **Amounts payable:** | | |
| Within 1 year | **3,616** | *7,637* |

## 16. RELATED PARTY TRANSACTIONS

### LACVS

Christine Blythe who is a director of LACVS is also a director of Lancashire BME Network and Naz Zaman who is the chief officer of Lancashire BME Network is also a director of LACVS. Throughout the financial year Lancashire BME Network have received funding for project delivery.

**Northern Community Network**
Rafique Malik is a director of Northern Community Network and Lancashire BME Network LTD. Northern Community Network were a partner of the Support 360 project throughout the financial year and received £27,898.80

**Bangladeshi Welfare Association**
Sadar Uddin is a director of Bangaledishi Welfare Association and Lancashire BME Network LTD. Bangaldeshi Welfare Association was a partner of the Support 360 project throughout the financial year and received £17,495.80

## 17. POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the year-end.

## 18. CONTROLLING PARTY

The charitable company is controlled by the Trustees listed on page one of the accounts.