

WESTCLIFF COMMUNITY WORKS LIMITED

(A Company limited by guarantee)

Company No: 07656435 (England & Wales)

Registered Charity No: 1143693

Financial Statements for the year
ending 30 June 2021



Voluntary Action
North Lincolnshire

Company Information for the year ended 30 June 2021

DIRECTORS	Cllr Susan Armitage	- Chair
(As shown on Companies House)	Mr Michael G Dale	- Vice Chair
	Ms Susan Ally	- Treasurer
	Ms Susan Whiteley	- Secretary
	Mr George Freeman	- Director
	Ms Denise Abey	- Director (Res 11/11/21)
	Ms Sally Czabaniuk	- Director
	Ms Sarah J Johnson	- Director (App21/07/21)

SENIOR MANAGER	Ms. Rae Twidale
REGISTERED OFFICE And OPERATIONAL ADDRESS	The Arc 2 Lichfield Avenue Westcliffe Scunthorpe North Lincolnshire DN17 1QL

REGISTERED COMPANY NUMBER 07656435

REGISTERED CHARITY NUMBER 1143693

INDEPENDENT EXAMINER

Voluntary Action North Lincolnshire Ltd
4-6 Robert Street
Scunthorpe
North Lincolnshire
DN15 6NG

BANKERS

Yorkshire Bank
19 Sepulchre Gate
Doncaster
DN1 1SJ

Independent Examiner's Report to the Directors of Westcliff Community Works Ltd

I report on the accounts of Westcliff Community Works Ltd for the year ended 30 June 2021, which are set out on pages 8 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

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

Basis of independent examiner's report

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

Only a cross section of the accounting records was reviewed to ascertain the accuracy and legitimacy of the surrendered documentation.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention other than that disclosed below which gives me cause to believe that in, any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Katie Sauvage FCCA
Voluntary Action North Lincolnshire Limited
4-6 Robert Street
Scunthorpe, North Lincolnshire
DN15 6NG



Date: 05/03/22

Report of the Board of Directors' for the year ended 30 June 2021

Purposes and Aims

Our charity's purposes are to benefit the people living in the Westcliff Housing Estate and adjoining area of Scunthorpe, North Lincolnshire. Our activities especially focus on provision of:- training, work experience and help with job searching, welfare, other advice, social and other activities for the people living in Westcliff and adjoining area.

How we ensure our work delivers our aims

We review the progress and outcomes of our activities at each Board meeting and with a bigger group of people at our Annual General Meetings and other periodic meetings. These and other feedback from those who benefit from our work and our funders help us to stay focused on our stated aims and charitable purposes.

How our activities deliver public benefit

We moved in to the Arc on 21st May 2018 and have continued robustly to meet our objectives. As a result of the Covid-19 Pandemic staff and volunteers have had to work from home for most of the year however we have managed to maintain our support to the community by providing activities when it was safe to do so, following government guidelines, we provided foodparcels to a number of families known to us and were still able to action vouchers for the local Foodbank when required. Our volunteers who provided 1:1 support to beneficiaries were able to continue to support their clients by regular contact via telephone.

Covid-19 has impacted on the way we operate and since the National Lockdown at the end of March 2020 we have had to adapt how and what we are able to deliver in line with the Government Guidance. Change can be difficult to deal with but Westcliff Community Works has met the challenges of having to work from home and then when restrictions relaxed being able to continue our work by ensuring the safety of our staff, volunteers and the general public.

- Ways to Wellness is our biggest project, funded by Big Lottery from April 2017 is now in year five. The aims of this project are to recruit Volunteer Buddies (Mentors) to connect with members of the community who may feel isolated for any number of reasons e.g. bereavement, illness, loneliness etc who need someone to talk to or accompany them to activities, appointments etc. The project continues to perform well and we are delivering our outcomes despite the arrival of Covid-19. We worked quickly to adapt to the restrictions and our Volunteers now provide support to their clients by telephone and we have been able to recruit more volunteers who are willing to provide telephone support.
- We continue to support unemployed people, in partnership with Ongo, who can get support to produce their CV and do their online job search which is a requirement by Job Centre Plus to continue to receive their benefits.
- Our most successful family learning project so far has been our Fit Tots sessions. These were provided one morning per week during term time for families with children 0-4 years. These sessions have been well attended but again due to covid restrictions it has not been possible to continue with this project.

- We were successful in securing continuation funding from Children In Need for our BeApt project for another 3 years up until March 2024 to provide regular activities for children and young people 0-18 years. Again covid has impacted on the delivery of activities due to Government restrictions and staff have had to adapt to delivery to smaller groups when this was possible and also using virtual technology and 1:1 support for young people who have been struggling during this pandemic. We secured funding to set up a Homework Club which could accommodate 6 young people at any one time on laptops to be able to continue with school work and keep on top of what was required of them when the schools were closed.

What we will be doing over the next year:

- We are now in year 5 of our Ways to Wellness Project and are adapting the project to enable volunteers to give telephone support to clients, and this enables us to recruit and train volunteers to become Telephone Buddies to community members who may, for whatever reason, feel isolated, lack company; especially now as due to covid restrictions are unable to attend group activities. The aim of the project is to reduce isolation, improve mental and physical health, and support community members to create group activities on the estate. We are optimistic that eventually we shall be able to continue with our original aims when the pandemic is under control and it is safe to do so.
- Children's and Young Peoples projects will continue in a slightly different format and hopefully attract further funding to develop more as the activities grow again looking towards the future and the regeneration.

There are still lots to be done and we always need help and support from others. We have operated on the estate since 1988 and have grown along with our reputation. We want to continue long in to the future and for as long as the community want us to be around.

Principal Funding Sources

Our principal funding sources are by way of grants and contract income from Big Lottery for the Ways2Wellness project and Children In Need for the BeApt project. Income has also been generated from sundry donations and fundraising events.

Investment and Reserves Policies

Most of the charity's funds are held for various restricted purposes and will be spent in the short to medium term, so currently none of our funds are held in interest bearing accounts. The Board is currently giving consideration to see if some of these funds could be moved into such accounts. The charity has very limited unrestricted funds and is very dependent on grant and contract income to fund various projects to allow these activities to continue to benefit the people living in Westcliff.

Plans for Future Periods

The charity plans to continue its activities as outlined in this report and the financial statements attached in future, as long as sufficient funding is achieved to allow this to happen.

Structure, Governance & Management

The organisation is a charitable company limited by guarantee, incorporated on 2 June 2011. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and it is governed under its Articles of Association.

Following a period of double running on 31 October 2012 the assets/ liabilities/staff and funds of the unincorporated charity (1060025) were transferred to this company and registered charity.

The directors of the company are also the charity trustees for the purposes of charity law. All directors give their time voluntarily and receive no benefits from the charity. Any expenses paid to them and any related party disclosures are set out elsewhere in these documents. Directors are invited and encouraged to attend training and other events and learn more about the charity and their own duties and responsibilities in as members of the board and charity trustees.

Risk Management

The directors have conducted a review of the major risks of the charity. Because of the size and variety of activities, the trustees decided that a new company limited by guarantee with the same objects should be formed and the activities, assets, liabilities, staff be transferred into this incorporated registered charity in the period to 31 October 2012. Systems and procedures are in place to reduce and mitigate the risks the charity faces.

Organisational Structure

The company has a Board with up to 12 members who meet approximately 8 times a year and are responsible for the strategic direction, policy and good running of the charity. The Senior Manager and an assistant to take the minutes generally also attend the directors meetings but do not have votes and would withdraw if and when required to do so. The Senior Manager is responsible to the Board for the day to day delivery of the services and other activities and as far as possible operational management follows good current practice.

Related Parties Disclosures

Cllr Mrs S Armitage is a directors of this company and also Councillor of North Lincolnshire Council, when business with this local authority is discussed they declare an interest and will take no further part in the discussions or leave the meeting if this is deemed appropriate.

Members of the Board of Trustees

Members of the Board, who are directors for the purposes of company law who served during the year, are as shown on page 1. The directors confirm in so far as they are aware, all relevant information has been provided to the company's independent examiner.

Statement of directors' responsibilities

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the excess of income over expenditure of the charitable company for that period. In preparing those financial statements, the directors are required to:

- i) Select suitable accounting policies and then apply them consistently;
- ii) Make judgements and estimates that are reasonable and prudent;
- iii) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate.

The directors confirm that the accounts comply with the above requirements. The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Company Statutory and other information have been shown on page 1 of these Financial Statements.

Independent Examiner

The company falls under the audit and independent examination regime of the Charities Act 2011, and The 2008 Regulations and Directions made by the Charity Commission. This function continues to be carried out by Voluntary Action North Lincolnshire Limited.

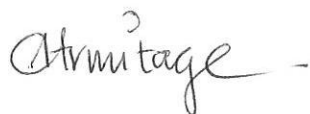
Small Company Provisions

The report of the directors has been prepared taking advantage of the small company's exemption of section 415A of the Companies Act 2006.

Statement of Recommended Practice

The accounts comply with the "Accounting and Reporting by Charities: Statement of Recommended Practice Charities FRS 102, effective January 2015, as far as possible whilst complying with the Companies Act 2006.

By order of the Board on 04 MARCH 2022

**CLlr Susan Armitage**

Chair of the Board of Trustees
on behalf of the board of directors

Income and Expenditure Account
For the year ended 30 June 2021

	Notes	2021 £	2020 £
INCOME		150,488	173,224
EXPENDITURE		(134,907)	(133,030)
OPERATING SURPLUS / DEFICIT	13	15,581	40,194
Profit/(Loss) on disposal of fixed asset		Nil	Nil
Interest receivable and similar income	14	Nil	Nil
SURPLUS/(DEFICIT) FOR THE YEAR		15,581	40,194
RESERVES BROUGHT FORWARD	19	211,072	170,877
ADJUSTMENT FROM PREVIOUS YEAR		-	-
RESERVES CARRIED FORWARD	19	226,653	211,072

Total income comprises £105 (2020 - £1,471) for unrestricted funds and £150,383 (2020 - £171,754) for restricted funds. A detailed analysis of income by source is provided in the statement of financial activities.

The reserves carried forward for the year ending 30 June 2021 comprises of £27,790 (2020 - £33,333) for unrestricted funds, £171 (2020 £243) for Fixed Asset Fund and £198,692 (2020 - £177,496) for restricted funds. Further details provided in the statement of financial activities.

There are no recognised gains and losses other than those passing through the income and expenditure account. The income and expenditure account has been prepared on the basis that all operations are continuing operations.

The notes on pages 11 to 16 form part of these financial statements.

**Statement of Financial Activities
for the year ended 30 June 2021**

	Notes	Unrestricted Funds		Restricted Funds	Total 2021 Funds	Unrestricted Funds		Restricted Funds	Total 2020 Funds
		Asset Fund	General	£	£	Asset Fund	General	£	£
Income and Endowments									
Donations & legacies	6	-	-	150,083	150,083	-	-	170,183	170,183
Income from Charitable activities:									
Other income	7	-	105	300	405	-	1,471	1,571	3,042
Total income and endowments		-	105	150,383	150,488	-	1,471	171,756	173,224
Expenditure on									
Charitable activities	8	(72)	(3,295)	(131,540)	(134,907)	(72)	(3,638)	(129,320)	(133,030)
Total expenditure	8	(72)	(3,295)	(131,540)	(134,907)	(72)	(3,638)	(129,320)	(133,030)
Net Income/(Expenditure)									
Transfers between Funds									
Funds Transfers		-	(2,353)	2,353	-	-	(117)	117	-
Net movement in funds									
Reconciliation of Funds									
Fund balances brought forward at 1 July 2019		243	33,333	177,496	211,072	315	35,617	134,945	170,877
Total funds carried forward at 30 June 2020	19	171	27,790	198,692	226,653	243	33,333	177,496	211,072

The notes on pages 11 to 16 form part of these financial statements.

Balance Sheet as at 30 June 2021

		2021	2020
	Notes	£	£
Fixed Assets			
Tangible Assets	14	171	243
Current Assets			
Debtors	15	169	1,739
Cash at bank and in hand		226,813	209,590
		<u>226,982</u>	<u>211,329</u>
Creditors: Amounts falling due within one year	16	(500)	(500)
Net Current Assets		226,482	210,829
Total Assets less Current Liabilities		<u>226,653</u>	<u>211,072</u>
Financed by:			
Restricted funds	17	198,692	177,496
Unrestricted funds:			
General purpose fund	18	27,790	33,333
Asset Fund	18	171	243
	18	<u>226,653</u>	<u>211,072</u>

For the year ending 30 June 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- the members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- the directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts;

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the FRS 102 SORP.

The financial statements were approved by the Board on 04 MARCH 2022

.....*Susan Armitage*.....

Approved on behalf of the Board by Cllr Susan Armitage (Chair of the Board of Trustees & Director)

**Notes to the Financial Statements
for the year ended 30 June 2021****1. Accounting convention**

The financial statements have been prepared under the historical cost convention with items recognised at transaction value unless otherwise stated in relevant notes to these accounts. The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2015) – (Charities SORP (FRS102)), and the Companies Act 2006.

2. Company status

The charity is a company limited by guarantee. The members of the company are the directors named on page 1.

3. Accounting policies

- a. All grants and voluntary income are accounted for gross where receivable, as long as they are capable of financial measurement. This includes gifts in kind, included at estimated valuation, with the exception of donated items in the stock.
- b. All expenditure is accounted for gross, and when incurred.
- c. Fixed assets are included at cost; there are no un-capitalised fixed assets.
- d. Depreciation is provided to write off the cost or valuation, less estimated residual values, of all fixed assets, over their expected useful lives. It is calculated at the following rates:
 - i. Computers & Laptops 66 % per annum on straight line basis
 - ii. Desks, chairs & contents 10 % per annum on straight line basis
- e. Funds held by the charity are:
 - i. Unrestricted general funds – these are funds which can be used in accordance with the aims of the charity at the discretion of the trustees.
 - ii. Restricted funds – these are funds arising from contracts and grants received in respect of specific projects.

4. Going Concern

The financial statements have been prepared on a going concern basis.

5. Income and Expenditure Account

The company is a registered charity and so achievements cannot be measured by normal commercial criteria. Accordingly, the Directors consider that it would be inappropriate to present a Profit and Loss Account in one of the formats set out in the Companies Act 1985. Therefore as permitted by the Companies Act, in order to reflect the special nature of the company's activities, the Directors are of the opinion that it would be more appropriate to present an Income and Expenditure Account.

**Notes to the Financial Statements
for the year ended 30 June 2021**

6. Grants received

	Funds £
BBC CIN	9,522
Westcliff Warriors	3,135
North Lincolnshire Council	2,400
Active Humber	2,835
DCMS Fund	5,000
Main Grants	99,606
Coronavirus Job Retention Scheme	3,515
Humber & Wolds	7,344
The Forge	300
Neighbourly	1,000
Lottery Main Grant	15,426
	<u>150,083</u>

7. Other Income

	Total 2021 £	Total 2020 £
Sundry	105	2,536
Various	300	506
	<u>405</u>	<u>3,042</u>

8. Total resources expended

	Staff costs £	Other costs £	Total 2021 £	Total 2020 £
Charitable activities	108,902	26,005	134,907	133,030
	<u>108,902</u>	<u>26,005</u>	<u>134,907</u>	<u>133,030</u>

9. Staff Costs

	Total 2021 £	Total 2020 £
Wages and salaries	106,332	94,723
Employers NI	2,570	4,031
	<u>108,902</u>	<u>98,754</u>

**Notes to the Financial Statements
for the year ended 30 June 2021**

Note:

There are no pension contributions currently made. Directors are aware of the change in legislation in regard to pension contributions. All relevant employees have been contacted and have all chosen to opt out of auto-enrolment.

10. The average number of employees, analysed by function, was:

	Total 2021	Total 2020
Projects	5	5
Management and administration of the charity	1	1
	<u>6</u>	<u>6</u>

This is shown in numbers of people, as full time equivalent data not readily available.

11. **Operating surplus**

The operating surplus is arrived at after charging:

	Total 2021	Total 2020
	£	£
Depreciation – owned assets	72	72
Directors' emoluments	-	-
Directors' travelling expenses	-	-
	<u></u>	<u></u>

12. **Interest receivable and similar income**

	Total 2021	Total 2020
	£	£
Bank interest	Nil	Nil
	<u></u>	<u></u>

13. **Taxation**

As a charity the company is exempt from Corporation Tax.

**Notes to the Financial Statements
for the year ended 30 June 2021**

14. Tangible Fixed Assets

	I T Equipment	Office Equip	Total
	£	£	£
Cost			
At 1 July 2020	2,562	720	3,282
Additions			
At 30 June 2021	<u>2,562</u>	<u>720</u>	<u>3,282</u>
Depreciation			
At 1 July 2020	(2,562)	(477)	(3,039)
Charge for the year	-	(72)	(72)
At 30 June 2021	<u>(2,562)</u>	<u>(549)</u>	<u>(3,111)</u>
Net Book Value			
At 30 June 2020	-	243	243
At 30 June 2021	<u>-</u>	<u>171</u>	<u>171</u>

15. Debtors

	Total 2021 £	Total 2020 £
Prepayments and accrued income	169	1,739
	<u>169</u>	<u>1,739</u>

16. Creditors: Amounts falling due within one year

	Total 2021 £	Total 2020 £
Creditors and accruals	500	500
	<u>500</u>	<u>500</u>

**Notes to the Financial Statements
for the year ended 30 June 2021**

18. Accumulated funds

	Asset Funds	Unrestricted Funds	Restricted Funds	Total
	£	£	£	£
Balance at 01 July 2020	243	33,333	177,496	211,072
Movement in funds during the year	(72)	(3,190)	18,843	15,581
Funds Transfers	-	(2,353)	2,353	-
Balance as at 30 June 2021	171	27,790	198,692	226,653

19. Analysis of net assets between funds

	Asset Funds	Unrestricted funds General Funds	Restricted Funds	Total
	£	£	£	£
Fixed assets	171	-	-	171
Current assets	-	28,290	198,692	226,982
Current liabilities	-	(500)	-	(500)
	171	27,790	198,692	226,653

20. Contingent liabilities

There were no contingent liabilities.

21. Guarantee

The company is limited by guarantee. The guarantee given by each member is limited to £1.

Notes to the Financial Statements
for the year ended 30 June 2021

22. Restricted Funds

Restricted Funds	Balance 01-Jul-20	Movement in Resources Incoming	Movement in Resources Outgoings	Transfer	Balance 30-Jun-21
Reserve	49,711	-	-	-	49,711
Mini Bus	(4,013)	-	(152)	4,165	-
Big L F LIBerator	(1,523)	-	-	1,523	-
Westcliff Warriors	1,525	3,135	(4,167)	-	493
University of Hull - HOP	140	,	(14)	-	126
Healthwins	-	-	-	-	-
Ongo Community Grant	1,717	,	-	(1,717)	-
Pocket Park	7,965	-	(660)	-	7,305
Ways to Wellness	50,246	99,606	(74,711)	-	75,141
Children in Need	53,656	9,522	(27,114)	-	36,064
Youth Centre	9,124	300	(2,202)	-	7,222
HLC Community Grant	-	-	-	-	-
Lincolnshire	8,443	-	(422)	-	8,021
Community Women's Health					
COVID 19 Fund	505	300	(390)	-	415
Coronavirus Job Retention Scheme	-	3,515	(3,515)	-	-
Alliance Hub	-	7,344	(5,726)	(1,618)	-
Lottery Covid 19	-	15,426	(6,208)	-	9,218
Humber Sports Activity	-	2,835	(902)	-	1,933
DCMA Fund	-	5,000	(3,926)	-	1,074
Kickstart	-	2,400	(1,431)	-	969
Neighbourly	-	1,000	-	-	1,000
TOTAL	177,496	150,383	(131,540)	2,353	198,692

23. Directors' Remuneration

No remuneration either directly or indirectly out of the funds of the company was paid or payable for the year to any director or to any person or persons known to be connected with any of them.