

# 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 2022



Voluntary Action  
North Lincolnshire

**Company Information for the year ended 30 June 2022**

<b>DIRECTORS</b>	<b>Cllr Susan Armitage</b>	<b>– Chair</b>
<b>(As shown on Companies House)</b>	<b>Mr Michael G Dale</b>	<b>– Vice Chair</b>
	<b>Ms Susan Ally</b>	<b>- Treasurer</b>
	<b>Ms Susan Whiteley</b>	<b>- Secretary</b>
	<b>Mr George Freeman</b>	<b>- Director</b>
	<b>Ms Sally Czabaniuk</b>	<b>- Director</b>
	<b>Ms Sarah J Johnson</b>	<b>- Director</b>

SENIOR MANAGER Ms. Rae Twidale

**REGISTERED OFFICE &  
OPERATIONAL ADDRESS**

7 Newbolt Avenue  
Westcliffe  
Scunthorpe  
North Lincolnshire  
DN17 1PE

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 1SI

**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 2022, 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: 18/04/2023

**Report of the Board of Directors for the year ended 30 June 2022****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 retirement of the Managers of Westcliff Community Centre at the end of March 2022 we decided it would be an ideal opportunity for Westcliff Community Works to move back to more independence and to maintain our support to the community by continuing to provide the activities already available in the Centre and enable us to increase our offer alongside what we were providing from within the Arc.

Change can be difficult to deal with but Westcliff Community Works has met the challenges of moving to another building and supporting the members and volunteers to continue the work in place. As a result of taking over from a Community Association we are in the process of changing our legal entity from a Registered Charity and Company Ltd by Guarantee to become an associated Charitable Incorporated Organisation.

**What we will be doing over the next year:**

- Our Ways to Wellness project, funded by Big Lottery from April 2017 ended in April 2022 and we are looking to continue the project by seeking further funding. The aims of this project were 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 continued to perform well and we were 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. As a result of Covid we were able to secure funding to add a Mental Health Support Worker to the staff team to support the increased number of people presenting with mental health issues and the need to apply for subsequent benefits. Due We will be looking to secure additional funding to recruit another staff member to support the Mental Health worker with the welfare benefits work which has increased over the last year.
- We were successful in securing continuation funding from Children In Need for our BeApt project for another 3 years up until July 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.

**Report of the Board of Directors for the year ended 30 June 2022 (Cont'd)**

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 considering 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.

During the year the charity Westcliff Community Association (charity number 510288) closed and transferred all its assets to Westcliff Community Works.

**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.

**Report of the Board of Directors for the year ended 30 June 2022 (Cont'd)****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.

**WESTCLIFF COMMUNITY WORKS LTD**

**Company No: 07656435 (England & Wales)**

**Registered Charity No: 1143693**

**Report of the Board of Directors for the year ended 30 June 2022 (Cont'd)**

**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 18/4/23

A handwritten signature in black ink, appearing to read 'Armitage' with a small flourish above the 'i'.

**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 2022**

	Notes	2022 £	2021 £
<b>INCOME</b>		109,087	150,488
<b>EXPENDITURE</b>		(181,573)	(134,907)
<b>OPERATING SURPLUS / DEFICIT</b>	13	(72,486)	15,581
Profit/(Loss) on disposal of fixed asset		Nil	Nil
Interest receivable and similar income	14	Nil	Nil
<b>SURPLUS/(DEFICIT) FOR THE YEAR</b>		(72,486)	15,581
<b>RESERVES BROUGHT FORWARD</b>	19	226,653	211,072
<b>TRANSFERS FROM WESTCLIFF COMMUNITY ASSOCIATION:</b>			
<b>BANK</b>	19	31,566	-
<b>FIXED ASSETS</b>		11,250	-
<b>RESERVES CARRIED FORWARD</b>		196,983	226,653

Total income comprises £14,483 (2021 - £105) for unrestricted funds and £94,602 (2021 - £150,383) 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 2022 comprises of £41,003 (2021 - £27,790) for unrestricted funds, £5,076 (2021 £171) for Fixed Asset Fund and £150,904 (2021 - £198,692) 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 2022

	Notes	Unrestricted Funds Asset Fund	Unrestricted Funds General	Restricted Funds	Total 2022 Funds	Unrestricted Funds Asset Fund	Unrestricted Funds General	Restricted Funds	Total 2021 Funds
		£	£	£	£	£	£	£	£
<b>Income and Endowments</b>									
Donations & legacies	6	-	-	91,956	94,602	-	-	150,083	150,083
Income from Charitable activities:									
Other income	7	-	14,483	2,646	14,483	-	105	300	405
Total income and endowments		-	14,483	94,602	109,085	-	105	150,383	150,488
<b>Expenditure on</b>									
Charitable activities	8	(6,346)	(24,982)	(150,245)	(181,573)	(72)	(3,295)	(131,540)	(134,907)
Total expenditure	8	(6,346)	(24,982)	(150,245)	(181,573)	(72)	(3,295)	(131,540)	(134,907)
<b>Net Income/(Expenditure)</b>									
Transfers between Funds									
Funds Transfers		-	(7,855)	7,855	-	-	(2,353)	2,353	-
<b>Net movement in funds</b>									
Reconciliation of Funds									
Fund balances brought forward at 1 July 2021		171	27,790	198,692	226,653	243	33,333	177,496	211,072
Transfers from Westcliff Community Association		11,250	31,566	-	42,817				
Total funds carried forward at 30 June 2022	19	5,076	41,003	150,904	196,983	171	27,790	198,692	226,653

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

## Balance Sheet as at 30 June 2022

		2022	2021
	Notes	£	£
<b>Fixed Assets</b>			
Tangible Assets	14	5,076	171
<b>Current Assets</b>			
Debtors	15	-	169
Cash at bank and in hand		192,407	226,813
		<u>192,407</u>	<u>226,982</u>
<b>Creditors:</b>	16	(500)	(500)
<b>Amounts falling due within one year</b>			
<b>Net Current Assets</b>		191,907	226,482
<b>Total Assets less Current Liabilities</b>		<u>196,983</u>	<u>226,653</u>
<b>Financed by:</b>			
Restricted funds	17	150,904	198,692
Unrestricted funds:			
General purpose fund	18	41,003	27,790
Asset Fund	18	5,076	171
	18	<u>196,983</u>	<u>226,653</u>

For the year ending 30 June 2022 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 18/4/23

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 2022****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 1<sup>st</sup> 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 2022**

**6. Grants received**

	<b>Funds £</b>
BBC CIN	22,218
Football Foundation	1,040
North Lincolnshire Council	12,665
Active Humber	3,630
Main Grants	52,403
	<u>91,956</u>

**7. Other Income**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Sundry	57	2,646	2,703	105
Various	2,494	-	2,494	300
Hall income	11,932	-	11,932	-
	<u>14,483</u>	<u>2,646</u>	<u>5,140</u>	<u>405</u>

**8. Total resources expended**

	<b>Asset Fund</b>	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Staff Costs	-	14,427	114,706	129,133	108,902
Training & Activities	-	-	14,622	14,622	6,702
Premises Expenses	-	126	3,374	3,500	776
Admin Expenses	-	1,087	3,249	4,336	2,309
Rent Rates & Utilities	-	5,663	2,209	7,872	2,857
Professional fees	-	171	7,921	8,092	10,637
Repairs and renewals	-	3,150	50	3,200	-
Staff & Volunteer Expense	-	70	3,457	3,527	2,652
Sundry expenses	-	288	657	945	-
Depreciation	6,346	-	-	6,346	72
	<u>6,346</u>	<u>24,982</u>	<u>150,245</u>	<u>181,573</u>	<u>134,907</u>

**Notes to the Financial Statements  
for the year ended 30 June 2022**

**9. Staff Costs**

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Wages and salaries	125,673	106,332
Employers Pension	124	-
Employers NI	3,336	2,570
	<b>129,133</b>	<b>108,902</b>

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

	<b>Total 2022</b>	<b>Total 2021</b>
Projects	5	5
Management and administration of the charity	2	1
	<b>6</b>	<b>6</b>

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:

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Depreciation – owned assets	6,346	72
Directors' emoluments	-	-
Directors' travelling expenses	-	-
Independent Examination	500	500

**12. Interest receivable and similar income**

	<b>Total 2022</b>	<b>Total 2021</b>
	<b>£</b>	<b>£</b>
Bank interest	Nil	Nil

**13. Taxation**

As a charity the company is exempt from Corporation Tax.

**Notes to the Financial Statements  
for the year ended 30 June 2022**

**14. Tangible Fixed Assets**

	<b>Kitchen Equipment</b>	<b>Fixtures &amp; Fittings</b>	<b>I T Equipment £</b>	<b>Office Equip £</b>	<b>Total £</b>
<b>Cost</b>					
At 1 July 2021	-	-	2,562	720	3,282
Additions	-	-	-	-	-
Transfer from Westcliff Community Association	8,812	53,928	-	-	62,740
At 30 June 2022	8,812	53,928	2,562	720	66,022
<b>Depreciation</b>					
At 1 July 2021			2,562	549	3,111
Charge for the year	881	5,393	-	72	6,346
Transfer from Westcliff Community Association	4,519	46,970	-	-	51,489
At 30 June 2022	5,400	52,363	2,562	621	60,946
<b>Net Book Value</b>					
At 30 June 2021	-	-	-	171	171
At 30 June 2022	3,412	1,565	-	99	5,076

**15. Debtors**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Prepayments and accrued income	-	169
	-	169

**16. Creditors: Amounts falling due within one year**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Creditors and accruals	500	500
	500	500

**Notes to the Financial Statements  
for the year ended 30 June 2022**

**18. Accumulated funds**

	<b>Asset Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Balance at 01 July 2021	171	27,790	198,692	226,653
Movement in funds during the year	(6,346)	(10,499)	(55,643)	(72,487)
Funds Transfers	-	(7,855)	7,855	-
Transfer from Westcliff Community Association	11,250	31,566		42,817
Balance as at 30 June 2022	5,076	41,003	150,904	196,983

**19. Analysis of net assets between funds**

	<b>Asset Funds</b>	<b>Unrestricted funds General Funds</b>	<b>Restricted Funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	5,076	-	-	5,076
Current assets	-	41,503	150,904	192,407
Current liabilities	-	(500)	-	(500)
	5,076	41,003	150,904	196,983

**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 2022**

**22. Restricted Funds**

Restricted Funds	Balance 01-Jul-21	Movement in Resources Incoming	Movement in Resources Outgoings	Transfer	Balance 30-Jun-22
Reserve	49,711	-	-	(7,759)	41,952
Mini Bus	-	-	0	-	-
Big L F LIBerator	-	-	-	-	-
Westcliff Warriors	493	7,215	(7,708)	-	-
University of Hull - HOP	126	-	(115)	-	11
Healthwins	-	-	-	-	-
Ongo Community Grant	-	-	-	-	-
Pocket Park	7,305	-	(1,165)	-	6,140
Ways to Wellness	75,141	52,936	(89,156)	15,759	54,680
Children in Need	36,064	22,218	(34,499)	-	23,783
Youth Centre	7,222	2,646	(4,248)	-	5,620
HLC Community Grant	-	-	-	-	-
Lincolnshire	8,021	-	(3,437)	-	4,584
Community Women's Health	-	-	-	-	-
COVID 19 Fund	415	-	-	-	415
Coronavirus Job Retention Scheme	-	-	(-)	-	-
Fuelled	-	990	(845)	(145)	-
Lottery Covid 19	9,218	-	(351)	-	8,867
Humber Sports Activity	1,933	-	(1,032)	-	901
DCMA Fund	1,074	-	-	-	1,074
Kickstart	969	8,597	(7,140)	-	2,426
Neighbourly	1,000	-	(549)	-	451
<b>TOTAL</b>	<b>198,692</b>	<b>94,602</b>	<b>(150,245)</b>	<b>7,855</b>	<b>150,904</b>

**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.

**24. Westcliff Community Association**

During the year the charity Westcliff Community Association (charity number 510288) closed and transferred all its assets to Westcliff Community Works.