

Company registration number: 07747757

Charity registration number: 1144741

# Building Bridges Pendle

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

KM  
Chartered Accountants  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

# **Building Bridges Pendle**

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## **Building Bridges Pendle**

### **Reference and Administrative Details**

<b>Trustees</b>	Mr M J Gildea
	Mrs S Godfrey
	Mr M A Khan
	Mrs A J Kroukamp
	Mr M Latif
	Dr R I Malik
	Mrs K M Mason
	Mrs H M Noonan
	Reverend E A Saville
<b>Charity Registration Number</b>	1144741
<b>Company Registration Number</b>	07747757
<b>Registered Office</b>	20 Scotland Road Nelson Lancashire BB9 7UU
<b>Independent Examiner</b>	KM Chartered Accountants 1st Floor, Block C The Wharf Manchester Road Burnley Lancashire BB11 1JG
<b>Bankers</b>	Barclays Bank Nelson 28-34 Manchester Rd Nelson Lancs

# **Building Bridges Pendle**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

Our Board of Directors for BBPendle has been consistent over the past few years in its member and reliability for organisation purposes. Visioning workshops have taken place but progress was effectively halted by the impact of the Pandemic.

Now that we are in the final term of our funding period. Organisation development plans will be reviewed and new targets created, in-line with the outcome of grant funding applications that have been submitted.

### **STRUCTURE**

The Board of Directors have the primary role in development and decision-making processes for the fulfilment of the aims and objectives of the organisation.

Three community forums - the Community Cohesion Action Network (CCAN), the Pendle Forum of Faiths (PFF), the Pendle Schools Linking Network (PSLN) and a volunteer's forum still continue to remain in our structure and continue to provide a secondary and independent influence on the direction of our community development strategy. There is a current need to re-invest in the Pendle Forum of Faiths to restart networking and collaboration between Faith communities.

### **GOVERNANCE**

The charity is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 1st April 2012.

### **MANAGEMENT**

Management systems are in place to ensure all aspects of the running of the organisation are transparent and accounted for. The Board of Directors meet on a six-week basis to manage the organisation direction, development and performance of operational activities. The organisation manager and staff meet on a weekly basis via 'Planning and Development meetings' to ensure work delivery plans are delivered and that activities are relevant to local community agendas.

### **ACHIEVEMENTS AND PERFORMANCE**

Work has continued to be delivered and developed within our five key categories;

#### **1 - Pendle Schools Linking Network:**

Working with local Primary and Secondary Schools in geographical locations across Pendle which will allow for pupils from a mainly mono-cultural environment to come together for cross-cultural learning and engagement. A bespoke programme will be devised which will involve full class groups at Primary level and a select number of pupils at Secondary level.

#### **2 - Community Conversations:**

Developing a range of creative approaches which will facilitate conversations at 3 levels; borough-wide, town and at a neighbourhood level. The spectrum of conversations facilitated will touch upon matters which are positive within the demographics of Pendle, but also address topical questions which impact on degrees of intolerance and hatred.

## **Building Bridges Pendle**

### **Trustees' Report**

#### **3 - Connecting Communities:**

Our project will create opportunities for people to attend events in a social setting. Within the context of a 'family unit,' people will be paired together on the basis of difference in race, faith or cultural background and partake in a mixture of shared activities. All social events will have common themes and help people to break-down barriers and realise commonalities. Built into the design of events will be a task to get involved in the organisation and delivery of a community project based on a local need identified by families in attendance.

#### **4 - The Good Neighbours Week:**

The concept of a Pendle wide 'Good Neighbours Week' (GNW) is an initiative which will bring the agenda of community cohesion to a personal space, stressing the importance of a message that community starts from home and in your neighbourhood.

The 'GND' will take place on a fix date in the summer-term and run a series of borough-wide coordinated events at the same time. Beneficiaries from across age, class, faith, race will engage in a process to personalise a local project / event based on common ground. These events could be a street party or cleaning the local area or campaign, the possibilities are many.

#### **5 – Peace Walks and Pendle Festival of Culture;**

Take place in the summer and are major events that bring the Pendle Community together in a spirit of shared identity and a celebration of Cultural contribution to local diversity and heritage. In all aspects of the Festival, contributors are individuals, groups, organisations and their project outcomes linked to this proposal and from partners.

#### **6 – Strategic Networks:**

(Community Cohesion Action Network and the Pendle Forum of Faiths)

Agencies and Organisations forming a strategic platform where grassroots communities being engaged via the Good Neighbours Project can connect into a larger partnership-based networks.

7 – Additional work has taken place in response to local needs on the Food Poverty Agenda (Pendle Food Alliance) and the impact of the Coronavirus via a range of public engagement/community engagements projects; funded by Pendle Council, Lancashire County Council and Central Government.

Primary Partners include:

- InSitu
- Pendle Borough Council
- Uclan - A developmental collaboration that has established self-evaluation systems and independent external evaluation.

## **FINANCIAL REVIEW**

### **Policy on reserves**

The financial statements are set out on pages 6 to 12 in this report.

The total free reserves at the year end stand at £27,509 and restricted reserves at £115,658. The charity's reserves policy is to maintain three months expenditure, which equates to approximately £44,000. At the year end the reserves are less than this target amount.

# **Building Bridges Pendle**

## **Trustees' Report**

### **PLANS FOR FUTURE PERIODS**

- A great deal of investment has taken place this year to create and implement of new funding strategy that will provide finances for organisation sustainability post January 2022.  
This process includes a third-term application to the Big Lottery Community Fund which is central and critical to the supporting match-funding sources that have been targeted, including Pendle Borough Council.
- If successful, BBPendle will acquire resources to sustain a core team of x3 full-time staff and borough-wide Community Cohesion project for a further period of 4-years.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Nature of governing document**

The charity is a company limited by guarantee, governed by its Memorandum and Articles of Association dated 1st April 2012.

#### **Organisational structure**

Our Board of Directors for BBPendle has been consistent over the past few years in its member and reliability for organisation purposes. Alongside some recent organisation visioning workshops, there is a balanced focus towards increasing the skills capacity at a Board level.

The Board of Directors have the primary role in development and decision-making processes for the fulfilment of the aims and objectives of the organisation.

Three community forums - the Community Cohesion Action Network (CCAN), the Pendle Forum of Faiths (PFF), the Pendle Schools Linking Network (PSLN) and a volunteer's forum remain in our structure and continue to provide a secondary and independent influence on the direction of our community development strategy.

#### **Management**

Management systems are in place to ensure all aspects of the running of the organisation are transparent and accounted for. The Board of Directors meet on a six-week basis to manage the organisation direction, development and performance of operational activities. The organisation manager and staff meet on a weekly basis via 'Planning and Development meetings' to ensure work delivery plans are delivered and that activities are relevant to local community agendas.

#### **Risk management**

The Trustees have examined the major strategic, business and operational risks that the Charity faces and confirm that systems have been established to enable regular reviews to be carried out so that necessary steps can be taken to lessen these risks.

#### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 14 December 2021 and signed on its behalf by:

.....  
Mrs S Godfrey  
Trustee

## **Building Bridges Pendle**

### **Independent Examiner's Report to the trustees of Building Bridges Pendle ("the Company")**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

#### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of Building Bridges Pendle are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the 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 The Association of Independent Examiners, which is one of the listed bodies.

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

1. accounting records were not kept in respect of Building Bridges Pendle 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.

.....  
Mark Heaton FCCA FCIE DChA  
KM  
1st Floor, Block C  
The Wharf  
Manchester Road  
Burnley  
Lancashire  
BB11 1JG

14 December 2021

## Building Bridges Pendle

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted £	Restricted £	Total 2021 £	Unrestricted £	Restricted £	Total 2020 £
<b>Income:</b>							
Charitable activities	3	-	235,304	235,304	-	177,434	177,434
Investment income	4	-	-	-	14	-	14
Other income	5	87,054	4,000	91,054	-	3,000	3,000
Total income		<u>87,054</u>	<u>239,304</u>	<u>326,358</u>	<u>14</u>	<u>180,434</u>	<u>180,448</u>
<b>Expenditure on:</b>							
Charitable activities		<u>(60,165)</u>	<u>(164,617)</u>	<u>(224,782)</u>	<u>-</u>	<u>(177,372)</u>	<u>(177,372)</u>
Total expenditure		<u>(60,165)</u>	<u>(164,617)</u>	<u>(224,782)</u>	<u>-</u>	<u>(177,372)</u>	<u>(177,372)</u>
Net income		26,889	74,687	101,576	14	3,062	3,076
Transfers between funds		<u>606</u>	<u>(606)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net movement in funds		27,495	74,081	101,576	14	3,062	3,076
<b>Reconciliation of funds</b>							
Total funds brought forward		<u>14</u>	<u>41,577</u>	<u>41,591</u>	<u>-</u>	<u>38,515</u>	<u>38,515</u>
Total funds carried forward	11	<u><u>27,509</u></u>	<u><u>115,658</u></u>	<u><u>143,167</u></u>	<u><u>14</u></u>	<u><u>41,577</u></u>	<u><u>41,591</u></u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2020 is shown in note 11.

The notes on pages 8 to 12 form an integral part of these financial statements.



**Building Bridges Pendle**  
**(Registration number: 07747757)**  
**Balance Sheet as at 31 March 2021**

	Note	2021 £	2020 £
<b>Current assets</b>			
Cash at bank and in hand		144,307	42,731
<b>Creditors: Amounts falling due within one year</b>	10	<u>(1,140)</u>	<u>(1,140)</u>
<b>Net assets</b>		<u>143,167</u>	<u>41,591</u>
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds		115,658	41,577
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>27,509</u>	<u>14</u>
<b>Total funds</b>	11	<u>143,167</u>	<u>41,591</u>

For the financial year ending 31 March 2021 the charity 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 charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 6 to 12 were approved by the trustees, and authorised for issue on 14 December 2021 and signed on their behalf by:

.....  
Mrs S Godfrey  
Trustee

The notes on pages 8 to 12 form an integral part of these financial statements.

# **Building Bridges Pendle**

## **Notes to the Financial Statements for the Year Ended 31 March 2021**

### **1 Charity status**

The charity is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

20 Scotland Road

Nelson

Lancashire

BB9 7UU

These financial statements were authorised for issue by the trustees on 14 December 2021.

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

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)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

#### **Basis of preparation**

Building Bridges Pendle 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 notes.

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

#### **Exemption from preparing a cash flow statement**

The charity is exempt from preparing a cash flow statement.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

## Building Bridges Pendle

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and trustee's meetings and reimbursed expenses.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

### 3 Income from charitable activities

	Restricted £	Total 2021 £	Total 2020 £
Big Lottery	122,099	122,099	111,992
Bowland Trust	8,715	8,715	25,000
Church Urban Fund	2,982	2,982	-
Pendle Borough Council	-	-	7,500
The Linking Network	7,000	7,000	12,000
Insitu	-	-	926
Lancashire Together	-	-	200
Lancashire County Council	38,267	38,267	11,000
Nelson & Colne College	-	-	500
Pendle Borough Council - Ann Grant	31,424	31,424	3,750
Together Housing	-	-	1,000
Others	1,700	1,700	3,566
Pendle Food Alliance	23,117	23,117	-
	<u>235,304</u>	<u>235,304</u>	<u>177,434</u>

### 4 Investment income

	Total 2021 £	Total 2020 £
Bank interest receivable	<u>-</u>	<u>14</u>

## Building Bridges Pendle

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 5 Other income

	Unrestricted		Total 2021	Total 2020
	General £	Restricted £	£	£
Employment Allowance	-	4,000	4,000	3,000
Reserves	800	-	800	-
Government Grants - Job Retention Scheme	20,796	-	20,796	-
Pendle Borough Council - Covid 19 grants	65,458	-	65,458	-
	<u>87,054</u>	<u>4,000</u>	<u>91,054</u>	<u>3,000</u>

#### 6 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 7 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	93,828	87,108
Social security costs	<u>8,923</u>	<u>7,533</u>
	<u>102,751</u>	<u>94,641</u>

The monthly average number of persons employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Charitable activities	<u>5</u>	<u>5</u>

No employee received emoluments of more than £60,000 during the year.

#### 8 Independent examiner's remuneration

	2021 £	2020 £
Examination of the financial statements	<u>1,296</u>	<u>1,296</u>

## Building Bridges Pendle

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 9 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 10 Creditors: amounts falling due within one year

	2021 £	2020 £
Accruals	1,140	1,140

#### 11 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2021 £
<b>Unrestricted</b>					
General Funds	14	87,054	(60,165)	606	27,509
<b>Restricted</b>					
Big Lottery	12,774	122,099	(101,020)	-	33,853
Bowland Trust	6,563	8,715	(9,687)	-	5,591
Church Urban Fund	358	2,982	-	-	3,340
Pendle Borough Council	4,567	-	-	-	4,567
The Linking Network	12,450	7,000	(4,214)	-	15,236
Insitu	(94)	-	-	94	-
Lancashire Together	200	-	-	(200)	-
Lancashire County Council	584	38,267	(20,898)	-	17,953
Nelson & Colne College	500	-	-	(500)	-
Pendle Borough Council - Annual Grant	3,750	31,424	(7,568)	-	27,606
Others	(75)	5,700	(1,647)	-	3,978
Pendle Food Alliance	-	23,117	(19,583)	-	3,534
	<u>41,577</u>	<u>239,304</u>	<u>(164,617)</u>	<u>(606)</u>	<u>115,658</u>
<b>Total funds</b>	<u><u>41,591</u></u>	<u><u>326,358</u></u>	<u><u>(224,782)</u></u>	<u><u>-</u></u>	<u><u>143,167</u></u>

## Building Bridges Pendle

### Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
<b>Unrestricted</b>				
General Funds	-	14	-	14
<b>Restricted</b>				
Big Lottery	13,658	111,992	(112,876)	12,774
Bowland Trust	7,007	25,000	(25,444)	6,563
Church Urban Fund	4,659	-	(4,301)	358
Pendle Borough Council	2,692	7,500	(5,625)	4,567
The Linking Network	10,719	12,000	(10,269)	12,450
Insitu	(220)	926	(800)	(94)
Lancashire Together	-	200	-	200
Lancashire County Council	-	11,000	(10,416)	584
Nelson & Colne College	-	500	-	500
Pendle Borough Council - Annual Grant	-	3,750	-	3,750
Together Housing	-	1,000	(1,000)	-
Others	-	6,566	(6,641)	(75)
	<u>38,515</u>	<u>180,434</u>	<u>(177,372)</u>	<u>41,577</u>
<b>Total funds</b>	<u><u>38,515</u></u>	<u><u>180,448</u></u>	<u><u>(177,372)</u></u>	<u><u>41,591</u></u>