

Annual Report for the year ending March 31st 2021

The Burnside Centre, 36 Burnside Crescent, Langley, Middleton, M24 5NN (registered and correspondence address) is a registered charity with the Charity Commissioners (No. 1145309) and a company limited by guarantee (No. 07536820) with Companies House. The Burnside Centre is constituted by a Memorandum and Articles Incorporated 21st February 2011.

Banking is done through Barclays Bank. Middleton Branch, 27/29 Long Street, Middleton, M24 3TE.

Legal advice is delivered by Mrs Jane Monks. The Registry, Church House, 90 Deansgate, Manchester, M3 2QH.

Independent examination of accounts is undertaken by Community Accountancy Service, The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ.

The Centre and its adjacent accommodation are owed by the Diocese of Manchester and leased to the parochial church council of All Saints and Martyrs, Langley. It is administered by a management committee whose members are appointed by the PCC.

Names of the Directors for the Year Ending March 31st 2021 are to be found on Page 4 of the accompanying Financial Statements.

DURING THE YEAR THERE WAS NO PAYMENT MADE OR REMUNERATION GIVEN TO ANY MANAGER OR TRUSTEE.

The objects of the Burnside Centre is to maintain a well used community hub for the benefit of the local neighbourhood, aiming to provide a quality environment to stage a wide range of community activities (recreational and educational) across the age groups, from young children to retired adults.

Burnside Centre Treasurer's Finance Report 2021

I would like to take this opportunity to present to you a summary of Burnside Centre's Financial Statements, full details of which can be found in the Financial Statement for the Year ended 31st March 2021.

Income to note		Expenditure to note	
Charitable activities	£217,139	Employment costs	£130,507
Donations	£3,445		
Room Rental	£6,982	Charitable activities	£183,406
Total:		Total:	
£221,325		£186,692	

This shows that there has been a net income surplus for the year of £34,633, when added to the balances brought forward and funds currently held by the organisation, this meant that Burnside Centre at the YE was holding funds of £141,789 (of this £123,106 was unrestricted). This level of reserves is adequate to support the work of Burnside Centre in the medium term and is in line with the organisations Reserve Policy. This policy requires that there are sufficient funds to provide for 6 months running costs in the event of adverse conditions. The reserve funds also include funds set aside for redundancies, which are calculated on an annual basis by the Centre Manager.

The Trustees of Burnside Centre are indebted to the organisation's local and national funding bodies, staff and volunteers. The continuing effort to improve the physical space, develop relevant projects, foster collaborative working relationships and attract room hire income will play an important part in the generating of new income streams and maintaining current levels for the coming year.

As the report covers the period up to the 31st March 2021 the impact of COVID-19 has now been realised with a severe decline in room hire income. However, with the diligence, hard work and bid writing skills within the staffing team has ensured that this financial loss and its impact on the organisation, has been mitigated.

I am pleased to report to the Board and key stakeholders that this finance year is our highest annual income recorded since the organisation began in 1969. A helpful indication and sign of confidence in our future financial sustainability and current capacity to overcome challenging times.

Mr Philip Hamnett - Treasurer of Burnside Centre. September 2021



Burnside Centre Chair's Annual Report 2021

The Burnside Directors have met virtually seven times in the year and although we were unable (because of the pandemic) to hold our regular annual 'awayday', members have maintained a keen interest in the work of the Centre, supporting its staff wherever possible and encouraging the various initiatives which have sought to address the needs of local people at a time of unprecedented need. It is with great pride in our organisation that I can report that the doors of Burnside centre have remained open throughout the past year and that Burnside has continued to be a place of welcome and of loving service to its community.

At our meeting in December 2020 Kerry Edwards was able to report to the Directors that so far in the pandemic Burnside had been able to distribute over 1 tonne of food, over 1300 hot meals had been prepared on the premises, we had received referrals from the local authority, schools and health visitors and ourselves had referred people on to other caring agencies. We were delighted to note that work with partner agencies was going well and that together with FareShare, Middleton in Action, the Lighthouse Project, Moston Miners and others, our capacity to make a difference was increased and enriched. Similarly, our links with Cartwheel Arts, RMBC, Age UK and local businesses enabled us to disseminate *their* information and mental health packs to the people within our projects.

Each of our meetings has had similar reports which demonstrated to Directors that we continue to meet our strategic aims of delivering high quality services to the local community and that we are recognised as worthy partners in doing this with other organisations of repute; this work and our partnership with others continues to be very important to us. This ethos permeates all our undertakings and was recognised for example, by the local four-form entry primary school which often compliments us on the way in which our pre-school children are outstandingly prepared for their school careers in terms of their learning and behaviour. Lisa Laryea and her team are at the heart of Burnside's ongoing success and are true professionals.



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Kerry Edwards, Burnside Centre Manager, continues to encourage significant growth within the organisation. This year, as well as responding to the circumstances created by the pandemic with her team of Trisha Hayes, Kaireen McDonald and Tracey Szymanek, she has put in place a regime for genuinely supporting and caring for staff that will take Burnside Centre to the forefront of those organisations which see their staff as their greatest resource. This year also saw us becoming a 'Living Wage' employer - something that was readily agreed to by all Directors. I hope to comment more on this aspect of Burnside in my report next year but in the meantime, Kerry Edwards particularly deserves our thanks for this and all her other invaluable work for the Centre.

Figures provided by our Treasurer and Accountant will confirm that the organisation is financially sound. We continue to be grateful to the Lottery and other funders for their help and support; their money is being well used to bring enrichment to the life of our local community and I hope this report confirms this. Our building is looking good and is a bright, warm, welcoming place where a dazzling array of services can be accessed. We have proved that despite the unprecedented circumstances of a worldwide pandemic, we have been able to face the challenge imaginatively and consistently in service gladly, freely and lovingly given by the Burnside family.

Philip Miller, Chair of Burnside Centre Directors, September 2021



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Burnside Centre Manager's Annual Report 2021

It is with great pride that I reflect upon the 2020-2021 period, Burnside's 51st year; the incredible challenges we collectively overcame and the VUCA environment we still very much thrived within.

Never in my 16 years here at Burnside Centre, have we been so threatened by global events and had to navigate through such uncertainty, high-risk factors and collective fear whilst striving to provide leadership, support, and a beacon of hope to our community.

The COVID-19 pandemic presented challenges to everyone and disturbed the social, political, and economic connections which make up our wider concepts of society. Our community of Langley was no different in dealing with the multi-layered impact of the pandemic, experienced on personal levels with the sad passing of local people from the virus and the already sick and terminally ill now isolated from loved ones. The pandemic impacted on our usual routines, habits, and way of life. All aspects were harshly disrupted with no assurances of when 'normal' would return.

However, what the pandemic also presented was opportunity, for meaningful social and people-focused advocacy which I believe Burnside Centre not only achieved but excelled at. From the work undertaken by our small organisation throughout the national lockdowns, social restrictions, and public health concerns - we set a leading example within our sector of what can be achieved. Throughout this year we maintained strategic organisational objectives such as: the implementation of the Living Wage, engagement with the GM Good Employment Charter, and internal Performance Management frameworks.

The credit must go to our staff members and their commitment as Key Workers to be selfless, compassionate, and dedicated to providing community support, whilst still driving forward organisational growth through new ways of working, in the most challenging of times. I give special thanks to Burnside's Management Committee for the support given and their flexibility to enable meetings to move online providing much needed continuity.



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The ethos of Burnside Centre and its strong organisational culture enabled quality people-focused work to continue in new ways. This was supported on a practical level from funding by the National Lottery and others which was crucial in enabling us to end the year in a stronger, reputable, financially sound, and central position. Very much uplifted, ready, and eager for the year ahead as we support each other, our community, and the wider society.

Kerry A. Edwards *MSc, Assoc CIPD.*
Burnside Centre Manager



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Burnside Centre is a charity registered in England and Wales (Registration number 1145309)
Company limited by guarantee registered in England (Registration number 07536820)

BURNSIDE CENTRE

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

Registered Charity No. 1145309
Company Registration No. 7536820

BURNSIDE CENTRE

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BURNSIDE CENTRE

Report of the trustees for the year ended 31st March 2021

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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).

Objectives and activities

The purposes of the charity are to promote the benefit of the inhabitants of Langley Estate and the wider Middleton area without distinction of sex, sexual orientation, race or of political religious or other opinions by association together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants. To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in co-operation with any local authority or other person or body in furtherance of these objects. The main activities support services, training, workshops, fitness, counselling, childcare and providing well-rounded advice, information, and guidance.

The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the Charity's aims and objectives, in planning future activities, and setting the policies for the year.

The charity furthers its charitable purposes for the public benefit through providing grass root community led services to real grass root needs. We constantly aim to deliver relevant, open access and beneficial services to the most in need within the community of Langley Estate and the wider Middleton area.

Over an average week the centre has over 600 service users using a wide variety of services. However, 2020/21 brought challenges to our provision with the national lockdown restrictions and limitations to our traditional rollout of services. Despite this we were able to move our services online and provide door-step provision to those most at risk and in need. This year we have been able to provide the following:

- Burnside's community food project launched as our core response to the pandemic, funded significantly by The National Lottery, with additional funds secured by Action Together, Food for Life, Forever Manchester, and the Asda Foundation. Strengthened further from partnership with local initiatives Fareshare GM, Middleton in Action, The Lighthouse Project, and the Moston Miners. Our community food project achieved the following over 40 consecutive weeks of grass roots support:
 1. Over 2 tonne of food distributed,
 2. Over 1,700 hot meals prepared, cooked, and delivered,
 3. Over 1,200 cold food parcels distributed.
- Registered Pre-School facility for key worker children and then the full registered list from September 2020.
- Drop-in support, Toy Bank, Food Bank and crisis referrals.

BURNSIDE CENTRE

- Health & Well-being activities online and within the centre – our dance classes and walking group.
- Community Afternoon Tea events were held remotely and delivered to people's doorstep.
- Family support services/toolkits in partnership with Cartwheel Arts, GMCA and Rochdale Council.

We typically have many external organisations that provide sessions in the centre who run varied activities such as careers advice, family engagement, faith-based services, one to one counselling, and large community engagement events. Again, this was disrupted with the national lockdowns and COVID-19 restrictions however, we have been able to be home to the following support services:

- 'Everyone Matters' weekly sessions were able to run and offer small group conversational sessions.
- Interactive mother and baby exercise sessions launched and are now well established.
- The Training Brokers provided several accredited based training courses i.e., Teacher Training and Introduction to Youth Work.
- Karate and self-defence classes were provided for children, adults, and family members.

A review of our achievements and performance

Burnside Centre promotes healthy options, well-being, and active lifestyles within all sessions. We are in our third and final year of the 'Trusted Charity' quality assurance mark, awarded by NCVO which continues to demonstrate our commitment to quality and professional standards of best practice. We support families most in need by offering low cost, high quality childcare in an Ofsted graded 'Outstanding' provision. We do a lot of project work around families, community, diversity and being an individual to give people a sense of belonging, community focus and empowerment. Within our services we aim to inspire change by:

- Improving confidence, self-esteem, and self-worth
- Creating opportunities and improving prospects
- Recognising negative patterns of behaviour and supporting people to overcome them
- Increasing a sense of belonging to their community and cohesion among different groups
- Increasing social, recreational, digital, and educational engagement

This financial year, the global COVID-19 pandemic became a critical factor for small charities such as ours. We feel we rose to the challenges; adapting our services, understanding our strengths, and utilising key competencies to still make this year an operational and financial success. Many of our fellow community centres and like-minded services face an uncertain future with a further community centre closing in the Rochdale Borough. However, underpinned by the key qualities and strategic planning already highlighted - the Burnside Centre moves forward throughout this difficult time with resilience, strong leadership, sound financial management, adaptability, and a continued Vision to put the most vulnerable and in need at the forefront of our charitable aims and objectives.

OUR VALUES

- We are an organisation which welcomes all people and what they can achieve.
- We have a proven reputation for honesty and integrity in all our relationships.
- We are committed to Langley - especially to all those who might need help and support.
- We want the work of Burnside Centre to make a positive difference in the local community.

OUR ETHOS

All our values are underpinned by our Christian ethos.

BURNSIDE CENTRE

OUR STRATEGIC AIMS

- We plan to maintain the high quality of services we deliver in the local community with a focus participation, progression, and inspiration.
- We will work together with other organisations for the benefit of the community.
- We will continue to grow as an organisation with increasing financial independence.

OUR OBJECTIVES TO 31st MARCH 2021

Maintain and increase the services the Burnside Centre delivers in the local community with a focus on the well-being of local people:

1. Develop and promote activities and groups which encourage physical, mental, and environmental well-being to the community.
2. Maintain high quality governance and develop our strategic structures, which is supported through the Trusted Charity accreditation.
3. Maintain our commitment to work towards providing the Living Wage as a minimum to all staff.
4. Identify the needs of local people through outreach and consultation.
5. Make clear what services we have to offer at the Burnside Centre through our publicity, networking, and social media.

Working collaboratively:

1. Establish relationships with other providers in the neighbourhood and take our services to them.
2. Maintain and promote initiatives which involve and increase joint working with other bodies.
3. Work collaboratively and strategically to engage with other funding opportunities to deliver services.
4. To recruit, develop and nurture volunteers to support the delivery of our services.

Growing as an organisation with increasing financial independence and sustainability:

1. Develop a fundraising plan which will seek to deliver diversity of income sources.
2. Secure ongoing income sources for the future of the organisation.
3. Promote greater use of the Burnside Centre and offer quality provision and facilities that will encourage other people to use us.

Financial review

Burnside Centre has well established and consistent income streams from room hire and fees however, more income streams need to be developed and most importantly, sustained. The 295k investment from the National Lottery has enabled the organisation to have a firm foundation on which to grow and develop financial independence and viability within the 5-year timeframe 2020-2024.

Investment powers and policy

The trustees, having regard to the liquidity requirements of operating the charity, have kept available funds in an interest bearing deposit account.

Reserves policy and going concern

The balance held in unrestricted reserves at 31st March 2021 was £101,791 of which £95,676 are free reserves, after allowing for funds tied up in tangible fixed assets.

BURNSIDE CENTRE

The trustees aim to maintain free reserves in unrestricted funds at a level which equates to approximately 6 months of unrestricted charitable expenditure. The trustees consider that this level will provide sufficient funds to respond to applications for grants and ensure that support and governance costs are covered.

The Charity's main source of income is grants, fees and room hire income. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The trustees have conducted a review via a Risk Register, of the major risks to which the charity is exposed and systems have been established to mitigate those risks.

Plans for future periods

1. Burnside Manager Kerry Edwards will focus on the mid to long-term strategy to secure the organisation, its growth capacity, and develop new ways of working in a changing environment which is very much within a context of change.
2. Burnside Manager Kerry Edwards will develop the training workshops (possibly in partnership with Action Together) to deliver a key objective within the National Lottery project. This will position the organisation as a lead within the local sector for best practice, encourage others to undertake quality assurance activities with the vision to strengthen the local voluntary sector.
3. Local demographic changes, including the high volume of new builds within the Middleton area will be supported by community cohesion activities, advice sessions and project work to reflect and meet the needs of local people.
4. Burnside Centre to continue to be a centre of excellence by providing quality, meaningful community provision. This will be done by enhanced opportunities, joint working, and organisational development.

Structure, governance and management

Burnside Centre is a company limited by guarantee governed by its Memorandum and Articles of Association dated 21st February 2011. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 6th January 2012.

Appointment of trustees

As set out in the Articles of Association trustees are elected annually by the members of the charitable company attending the Annual General meeting and serve for a period of 12 months.

Trustee induction and training

Most trustees are already familiar with the work of the charity because of being local people and due to their involvement in the charity. Additionally, new trustees are invited and encouraged to attend induction and training in relevant policies and procedures as and when necessary.

Organisation

The board of trustees administers the charity. The board normally meets every 8 weeks. Senior managers are appointed by the trustees to manage the day-to-day operations of the charity.

BURNSIDE CENTRE

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Reference and administrative information

Charity Name: Burnside Centre

Charity Number: 1145309

Company Registration Number: 7536820

Directors and Trustees

The directors of the charitable company (the charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Rev. Philip Miller	Chair of Trustees	
Mrs Anne Hayward	Secretary	(resigned November 2020)
Dr Jacqueline Broxton		
Mr Philip Hamnett	Treasurer	
Mrs Rachel Judge		
Rev Susan Morgan		
Mrs Hilary Savage		
Mrs Sharon Thomas		
Mrs Karen Tyner		
Mrs Jacqueline Mansey		
Mr Andrew Watson		(appointed June 2021)

Senior Managers

Miss Kerry Edwards
Mrs Lisa Laryea

Registered Office

36 Burnside Crescent
Langley
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Independent Examiners

Community Accountancy Service Limited
The Grange
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BURNSIDE CENTRE

Bankers

Barclays Bank PLC
27/29 Long Street
Middleton
Manchester
M24 3TE

Solicitors

Ms Jane Monks
The Registry
Church House
90 Deansgate
Manchester
M3 2GH

Trustees responsibilities in relation to the financial statements

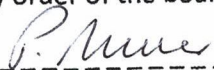
The charity trustees (who are also the directors of Burnside Centre for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each year which 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the board of trustees on 2nd September 2021



Rev Philip Miller

Chair

Independent examiner's report to the trustees of BURNSIDE CENTRE

I report on the accounts of the company for the year ended 31st March 2021, which are set out on pages 8 to 20.

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. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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(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.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

A.M. King

AM King FCCA

Community Accountancy Service Ltd

The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 2nd September 2021

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021
(Including Income and Expenditure Account)

		Unrestricted Funds	Restricted Funds	Total Funds Year Ended 31 March 2021	Total Funds Year Ended 31 March 2020
	Further Details	£	£	£	£
Income from:					
Donations and legacies	(3)	3,445	-	3,445	-
Charitable Activities	(4)	44,787	172,352	217,139	181,270
Other Trading Activities	(5)	710	-	710	52
Bank Interest		31	-	31	87
Other		-	-	-	58
Total		48,973	172,352	221,325	181,467
Expenditure on:					
Raising Funds	(6)	241	45	286	8,735
Charitable Activities	(6)	19,903	166,503	186,406	183,036
Total		20,144	166,548	186,692	191,771
Net income/(expenditure)		28,829	5,804	34,633	(10,304)
Transfers between funds	(17)	(1,043)	1,043	-	-
Net movement in funds		27,786	6,847	34,633	(10,304)
Reconciliation of funds					
Total funds brought forward	(17)	95,320	11,836	107,156	117,460
Total funds carried forward	(17)	123,106	18,683	141,789	107,156

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

The notes on pages 11 to 20 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2021

Company registration number 07536820

	Notes	2021 £	2020 £
Fixed assets:			
Tangible assets	(11)	10,284	13,235
Total fixed assets		<u>10,284</u>	<u>13,235</u>
Current assets:			
Stocks	(12)	-	-
Debtors	(13)	8,744	15,755
Cash at Bank & in Hand		146,302	100,775
Total current assets		<u>155,046</u>	<u>116,530</u>
Liabilities:			
Creditors: Amounts falling due within one year	(15)	23,541	22,609
Net current assets or liabilities		<u>131,505</u>	<u>93,921</u>
Total assets less current liabilities		141,789	107,156
Creditors: Amounts falling due after more than one year	(16)	-	-
Provisions for liabilities		-	-
Total net assets or liabilities		<u>141,789</u>	<u>107,156</u>
The funds of the charity:			
Restricted income funds	(17)	18,683	11,836
Unrestricted income funds	(17)	123,106	95,320
Total charity funds		<u>141,789</u>	<u>107,156</u>

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

For the period in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006, and that no notice has been deposited under section 476 in relation to its accounts for the financial year; and the directors acknowledge their responsibilities for:

- complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the trustees on

P. Miller

Rev Philip Miller Chair

The notes on pages 11 to 20 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2021

	Year Ended 31 March 2021 £	Year Ended 31 March 2020 £
Net cash used in operating activities	48,826	(4,250)
Cash flows from investment activities:		
Interest	-	-
Purchase of fixed assets	(3,299)	(8,032)
Net cash provided by investing activities	<u>(3,299)</u>	<u>(8,032)</u>
Increase/(decrease) in cash and cash equivalents during the year	45,527	(12,282)
Cash and cash equivalents brought forward	100,775	113,057
Cash and cash equivalents carried forward	<u>146,302</u>	<u>100,775</u>

Notes to the accounts

1. Accounting policies**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements 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) issued on 16th July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 17 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 17.

(c) Income recognition

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

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (f) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of advertising, website costs, registration fees and room rental.

(h) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computers	33.33% on cost
Fixtures and Fittings	20% on cost
Office Equipment	20% on cost
Building Refurbishment	20% on cost

(j) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions

The trustees implemented an auto enrolment pension scheme from May 2017. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(l) Debtors

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

(m) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2020: £nil). Expenses paid to the trustees in the year totalled £nil (2020: £nil).

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2021 £	Restricted Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Donations and Gift Aid	3,445	-	3,445	-
	3,445	-	3,445	-
Previous reporting period	-	-	-	-

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2021 £	Restricted Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Room Rental	6,982	-	6,982	26,963
Parental Fees	11,569	-	11,569	7,749
Unrestricted grants:				
RMBC	12,000	-	12,000	13,100
RMBC Covid Fund	10,000	-	10,000	-
Rochdale Training Association	500	-	500	1,000
RMBC Playgroup Covid Grant	3,736	-	3,736	-
Restricted grants:				
Action Together	-	130	130	449
Link for Life	-	-	-	1,737
Ambition for Ageing	-	-	-	907
Awards for All	-	-	-	9,730
Big Life Group	-	-	-	3,686
Big Lottery Fund	-	59,000	59,000	14,750
Big Lottery Fund Covid Project	-	15,000	15,000	-
RMBC DAF	-	-	-	1,230
Forever Manchester Middleton in Action	-	500	500	200
Forever Manchester Community Food Project	-	100	100	-
GMCVO	-	-	-	1,000
RMBC Transition Fund	-	-	-	8,689
Soil Association	-	980	980	-
RMBC Early Years	-	88,491	88,491	81,387
RMBC DAF Funding	-	615	615	-
RMBC Early Years Inclusion Fund	-	420	420	1,440
RMBC EYPP	-	2,003	2,003	1,813
RMBC GLF	-	2,000	2,000	2,000
Sport England	-	2,513	2,513	-
Asda	-	600	600	-
Skylight Circus	-	-	-	144
Riverside	-	-	-	3,296
	<u>44,787</u>	<u>172,352</u>	<u>217,139</u>	<u>181,270</u>
Previous reporting period	<u>48,956</u>	<u>132,314</u>	<u>181,270</u>	

5. Income from other trading activities

	Unrestricted Year Ended 31 March 2021 £	Restricted Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2021 £	Total Funds Year Ended 31 March 2020 £
Fundraising events	710	-	710	52
	<u>710</u>	<u>-</u>	<u>710</u>	<u>52</u>
Previous reporting period	<u>52</u>	<u>-</u>	<u>52</u>	

6. Expenditure

	Activities £	Year Ended 31 March 2021 £	Year Ended 31 March 2020 £
Expenditure on raising funds:			
Room Rental	-	-	4,239
Advertising and marketing	251	251	4,461
Registration fees	35	35	35
	<u>286</u>	<u>286</u>	<u>8,735</u>
Expenditure on charitable activities:			
Employment Costs	130,507	130,507	96,243
Recruitment	-	-	797
Training	1,515	1,515	4,167
Supply Staff	-	-	175
Playgroup Administration	2,400	2,400	2,000
Resource Materials	10,985	10,985	16,584
Caretaking and Gardening	330	330	420
Activities	615	615	7,520
Volunteer Expenses	-	-	70
Travel Expenses	403	403	1,715
Software	720	720	690
DBS Fees	170	170	155
Bad Debts	(1,082)	(1,082)	700
Repairs and Maintenance	11,747	11,747	24,743
Refreshments	2,891	2,891	3,788
Heat, Light & Water	4,798	4,798	4,131
Subscriptions	2,425	2,425	777
Donations Paid	735	735	494
Cleaning	1,185	1,185	2,789
Telephone & Internet	2,997	2,997	2,469
Rent and Rates	757	757	897
Bank Charges	365	365	600
Insurance	3,765	3,765	3,139
Governance Costs	1,645	1,645	1,483
Post, Printing & Stationery	283	283	723
Depreciation	6,250	6,250	5,767
	<u>186,406</u>	<u>186,406</u>	<u>183,036</u>
Total Expenditure	<u>186,692</u>	<u>186,692</u>	<u>191,771</u>
Unrestricted funds		20,144	48,486
Restricted funds		<u>166,548</u>	<u>143,285</u>
		<u>186,692</u>	<u>191,771</u>

7. Analysis of expenditure on charitable activities

	Playgroup Activities £	Community Centre Activities	Total 2021 £
Advertising and marketing	-	251	251
Registration fees	35	-	35
Employment Costs	62,187	68,320	130,507
Training	1,464	51	1,515
Playgroup Administration	2,400	-	2,400
Resource Materials	4,664	6,321	10,985
Caretaking and Gardening Activities	330	-	330
Travel Expenses	590	25	615
Software	47	356	403
DBS Fees	-	720	720
Bad Debts	-	170	170
Repairs and Maintenance	-	(1,082)	(1,082)
Refreshments	5,039	6,708	11,747
Heat, Light & Water	446	2,445	2,891
Subscriptions	-	4,798	4,798
Donations Paid	189	2,236	2,425
Cleaning	-	735	735
Telephone & Internet	-	1,185	1,185
Rent and Rates	-	2,997	2,997
Bank Charges	-	757	757
Insurance	159	206	365
Governance Costs	231	3,534	3,765
Post, Printing & Stationery	-	1,645	1,645
Depreciation	2	281	283
	4,441	1,809	6,250
	82,224	104,468	186,692
Previous reporting period	75,770	90,058	165,828

8. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total	Basis of apportionment
Accountancy Fees	-	894	894	type of expense
Payroll Bureau Charges	751	-	751	type of expense
	751	894	1,645	

9. Analysis of staff costs

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Wages and Salaries	125,399	92,420
Redundancy	-	-
Social Security Costs	2,214	1,636
Pension Costs	2,894	2,187
	<u>130,507</u>	<u>96,243</u>
Charitable activities	130,507	96,243
Support costs	-	-
	<u>130,507</u>	<u>96,243</u>

The average number of employees during the year was 9 (previous year: 8).

The charity considers its key management personnel comprises the trustees and senior managers. The total employment benefits, including employer pension contributions of the key management personnel were £28,082 (previous year: £25,602), No employee has benefits in excess of £60,000 (previous year: none).

10. Independent Examiner Fees

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Independent examination fees	894	894
	<u>894</u>	<u>894</u>

11. Tangible Fixed Assets

	Building Refurbishments	Fixtures and Fittings	Computer Equipment	Office Equipment	Total
Cost	£	£	£	£	£
At 1 April 2020	65,316	33,489	15,149	12,569	126,523
Additions	-	1,134	1,205	960	3,299
At 31 March 2021	<u>65,316</u>	<u>34,623</u>	<u>16,354</u>	<u>13,529</u>	<u>129,822</u>
Depreciation					
At 1 April 2020	52,918	33,305	15,149	11,916	113,288
Charge for Year	4,592	411	402	845	6,250
At 31 March 2021	<u>57,510</u>	<u>33,716</u>	<u>15,551</u>	<u>12,761</u>	<u>119,538</u>
NET BOOK VALUE					
At 31 March 2021	<u>7,806</u>	<u>907</u>	<u>803</u>	<u>768</u>	<u>10,284</u>
At 31 March 2020	<u>12,398</u>	<u>184</u>	<u>-</u>	<u>653</u>	<u>13,235</u>

12. Stocks

The organisation does not hold stocks of any items.

13. Analysis of debtors

	2021	2020
	£	£
Debtors	4,329	10,231
Prepayments	4,415	5,524
	<u>8,744</u>	<u>15,755</u>

Debtors and prepayments related to unrestricted funds £8,040 and restricted funds £704 (2018: £14,822/£933).

14. Creditors: amounts falling due within one year

	2021	2020
	£	£
Creditors	1,032	736
Overspent Petty Cash	37	35
Short-term compensated absences (holiday pay)	213	-
Other creditors and accruals	978	1,088
Deferred income	21,281	20,750
	<u>23,541</u>	<u>22,609</u>

15. Deferred income

Deferred income comprises grants received in advance for the next financial year

Balance as at 1 April 2020	20,750
Amount released to income earned from charitable activities	(20,750)
Amount deferred in year	21,281
Balance at 31 March 2021	<u>21,281</u>

16. Creditors: amounts falling due after more than one year

	2021	2020
	£	£
Provisions for liabilities	-	-
	<u>-</u>	<u>-</u>

17. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
General Fund	77,209	48,973	(20,144)	(4,247)	101,791
Designated Fund	18,111	-	-	3,204	21,315
	<u>95,320</u>	<u>48,973</u>	<u>(20,144)</u>	<u>(1,043)</u>	<u>123,106</u>

Previous reporting period

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
General Fund	80,658	49,153	(48,486)	(4,116)	77,209
Designated Fund	16,565	-	-	1,546	18,111
	<u>97,223</u>	<u>49,153</u>	<u>(48,486)</u>	<u>(2,570)</u>	<u>95,320</u>

Name of unrestricted fund:

General Fund

Designated Fund

Description, nature and purpose of the fund

The "free reserves" after allowing for all designated funds

To ensure statutory costs can be met

Analysis of movements in restricted funds

	Balance at 1 April 2020	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2021
	£	£	£	£	£
RMBC Early Years	1,370	88,491	(78,948)	-	10,913
RMBC DAF Funding	-	615	(615)	-	-
RMBC Early Years Inclusion Fund	-	420	(420)	-	-
RMBC EYPP	(43)	2,003	(1,135)	43	868
RMBC GLF	659	2,000	(2,659)	-	-
Sport England	-	2,513	(2,513)	-	-
Asda	-	600	(600)	-	-
Big Lottery Fund Covid Project	-	15,000	(15,000)	-	-
Forever Manchester Community Food Project	-	100	(100)	-	-
Soil Association	-	980	(980)	-	-
Action Together	-	130	(130)	1,000	1,000
Big Life Group	2,866	-	(2,020)	-	846
Big Lottery Fund	5,377	59,000	(60,113)	-	4,264
Forever Manchester Middleton in Action	-	500	(500)	-	-
GMCVO	1,000	-	(500)	-	500
Hopwood Hall College	292	-	-	-	292
Church of England MDF	315	-	(315)	-	-
	<u>11,836</u>	<u>172,352</u>	<u>(166,548)</u>	<u>1,043</u>	<u>18,683</u>

Analysis of movements in restricted funds

Previous reporting period

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
RMBC Early Years	14,915	81,387	(94,946)	14	1,370
RMBC Early Years Inclusion Fund	-	1,440	(1,440)	-	-
RMBC EYPP	-	1,813	(1,856)	-	(43)
RMBC GLF	-	2,000	(1,341)	-	659
RMBC GLF Sustaining Quality	(140)	-	-	140	-
Riverside	2,600	3,296	(6,146)	250	-
RMBC Middleton Township Fund	(92)	-	-	92	-
RMBC Middleton Holiday at Home	(23)	-	-	23	-
RMBC Transition Fund	-	8,689	(8,689)	-	-
Action Together	-	449	(449)	-	-
Link for Life	-	1,737	(1,737)	-	-
Ambition for Ageing	(2,048)	907	(907)	2,048	-
Awards for All	-	9,730	(9,730)	-	-
Big Life Group	1,180	3,686	(2,000)	-	2,866
Big Lottery Fund	-	14,750	(9,373)	-	5,377
RMBC DAF	-	1,230	(1,230)	-	-
Forever Manchester Middleton in Action	-	200	(203)	3	-
GMCVO	-	1,000	-	-	1,000
Groundwork	2,000	-	(2,000)	-	-
Hopwood Hall College	585	-	(293)	-	292
Church of England MDF	1,260	-	(945)	-	315
	20,237	132,314	(143,285)	2,570	11,836

17. Analysis of charitable funds

Name of restricted fund:

RMBC Early Years
 RMBC DAF Funding
 RMBC Early Years Inclusion Fund
 RMBC EYPP
 RMBC GLF
 Sport England
 Asda
 Big Lottery Fund Covid Project
 Forever Manchester Community Food Project
 Soil Association
 Action Together
 Big Life Group
 Big Lottery Fund
 Forever Manchester Middleton in Action
 GMCVO
 Hopwood Hall College
 Church of England MDF

Description, nature and purpose of the fund

To pay for educational and activity costs
 Disability Support Fund
 Additional funding to support children
 Pupil premium fund
 Graduate Leader Fund - Development
 To provide Covid support
 Community Outreach Food Project
 To provide Community Outreach Food Project
 Community Outreach Food Project
 Community Food Project
 For Volunteer Week activities and booklet
 Social Engagement Fund for various projects
 For core funding for staff costs and development
 For community engagement activities
 For Adult Wellbeing Group Project
 For weekly community based I.T. counselling and well-being support
 For staff costs for Co-ordinator

18. Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2021
	£	£	£	£
Tangible fixed assets	6,115	-	4,169	10,284
Cash at bank and in hand	96,427	21,315	28,560	146,302
Other net current assets/(liabilities)	(751)	-	(14,046)	(14,797)
Creditors of more than one year	-	-	-	-
Total	101,791	21,315	18,683	141,789

Previous reporting period

	Unrestricted funds	Designated funds	Restricted funds	Total 2020
	£	£	£	£
Tangible fixed assets	9,094	-	4,141	13,235
Cash at bank and in hand	61,152	18,111	21,512	100,775
Other net current assets/(liabilities)	6,963	-	(13,817)	(6,854)
Creditors of more than one year	-	-	-	-
Total	77,209	18,111	11,836	107,156

19. Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

20. Reconciliation of net movement in funds to net cash flow from operating activities

	Year Ended 31 March 2021	Year Ended 31 March 2020
	£	£
Net movement in funds	34,633	(10,304)
Add back depreciation	6,250	5,767
Deduct investment income	-	-
Decrease/(increase) in stocks	-	-
Decrease/(increase) in debtors	7,011	(4,023)
Increase/(decrease) in creditors	932	4,310
Net cash used in operating activities	48,826	(4,250)