

THE BROOMHALL CENTRE

England & Wales · Charity number 1148348

Details

Status	Registered
Legal form	Charitable company
Company number	08111343
Registered	2012-07-30
Register	View on the Charity Commission register

Contact

Address	Broomhall Centre Broomspring Lane Sheffield S10 2FD
Phone	01142729105
Email	secretary@broomhallcentre.com
Website	www.broomhallcentre.com

Activities

Objects: TO PROMOTE THE BENEFIT OF THE INHABITANTS OF THE BROOMHALL DISTRICT IN THE CITY OF SHEFFIELD WITHOUT DISTINCTION OF SEX OR POLITICAL, RELIGIOUS OR OTHER OPINIONS BY ASSOCIATING THE LOCAL AUTHORITIES, VOLUNTARY ORGANISATIONS AND INHABITANTS IN A COMMON EFFORT TO ADVANCE EDUCATION.TO PROVIDE FACILITIES IN THE INTEREST OF SOCIAL WELFARE, OR RECREATION AND LEISURE TIME OCCUPATION WITH THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE SAID INHABITANTS. TO ESTABLISH OR TO SECURE THE ESTABLISHMENT OF A COMMUNITY CENTRE.

Activities: We run a community centre and activities that benefit the residents of the area of Broomhall in Sheffield, through education, social activities, health and well-being, youth provision and any other identified need.

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Arts/culture/heritage/science, Environment/conservation/heritage, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- Sheffield City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£132,979	£115,570	-	-
2024-03-31	£140,251	£125,706	-	-
2023-03-31	£98,631	£83,967	-	-
2022-03-31	£89,986	£50,214	-	-
2021-03-31	£44,717	£34,527	-	-

Trustees

Name	Role	Appointed
Dr Md Muminul Haque Munna	Chair	2025-11-18
Amanda Hamilton		2021-11-02
Dr MAGGIE WYKES		2012-07-13
Duncan Lennox		2017-09-05
Imran Ahmed		2020-11-03
MYRTLE MAY HAMILTON		2012-07-13
Margaret Phipps		2020-01-29
Pete Sacker		2016-10-18
Tesfa Teferi		2023-12-14

THE BROOMHALL CENTRE

England & Wales - Charity number 1148348

Accounts

Company registration number: 08111343

Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2025

The Broomhall Centre

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The Broomhall Centre

Legal and administrative information For the year ended 31 March 2025

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy	Chair
Peter Sacker	Secretary
Margaret Phipps	Treasurer
Dr Maggie Wykes	
Myrtle Hamilton	
Duncan Lennox	
Imran Ahmed	
Amanda Hamilton	
Tesfa Teferi	

Registered Office

The Broomhall Centre
Broomspring Lane
Sheffield
S10 2FD

Accountants

Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2025 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 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.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012 and revised again on 7th November 2017. The company is limited by guarantee and therefore has no share capital.

Following a "special" board meeting in May 2024 to review our structure, the full Board of Trustees and the Funding & Finance Group (FFG) reduced the frequency of meetings to two-monthly, with the option of email contact and extra meetings if needed. A Buildings and IT Group (chaired by Imran Ahmed) was set up and there were also separate meetings (led by Maggie Wykes) to liaise with Cadent and supervise the Support@Broomhall project staff. This has devolved more hands-on responsibility to Board members other than chair, secretary and treasurer.

We held our AGM in October 2024. Board Members, partner organisations, user groups, staff, volunteers and local people attended. As well as the annual report and election of Board Members, we gave awards to over a dozen volunteers nominated by user-groups. We ended with a rice-and-curry meal so people could network over food.

In March 2025 the Board began to consider succession planning as the Chair will stand down in October 2025. We aim to recruit a part-time Business Development Manager who will do much of the hands-on executive work currently shouldered by the Chair and other Board members, meaning that the new chair will have a more strategic role.

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document. Potential Board members observe meetings prior to joining. New Board members receive a comprehensive induction pack and individual support as needed from existing Board members.

During the year, several people attending/volunteering centre-run groups expressed interest in becoming board members. One of these, Leilah Hammoudi, has begun to observe meetings with a view to joining the Board. Others have attended a new Community Reference Group, organised by the Activities Manager, with the aim of collecting views about the Centre from users and local people.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants.
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by groups and individuals. It also applies for grants and raises funds to run its own activities.

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

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women, men and children. The Centre's facilities are also used by others for a range of public and private activities, with hundreds of beneficiaries a year. Once again, during the year ending March 2025, our provided activities and the number of external bookings have increased: year on year, we are serving a greater number and wider range of people.

The Centre is a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. Women's Health sessions, the Homework Club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

Achievements during the year 2024 - 25

The building

The Broomhall Centre is far more than a building, but we see maintaining a secular space, accessible both physically and financially to local people and others from further afield as a key role. Renting out the building also provides us with our main income. As the Centre has become busier, keeping up with repairs, maintenance, improvements, cleaning and waste removal has become more onerous.

Sheffield City Council (SCC) owns the building and continues to maintain it. They do essential repairs and oversee our health and safety and fire compliance. Our Centre Manager maintains good communication with the community buildings team and individual maintenance officers. SCC is undertaking a city-wide review of community buildings and, until this is completed, will not commit to major improvements or a programme of redecoration. For the moment, we are relying on an existing management agreement, which is renewed annually. SCC have used the Broomhall Centre as a case study (see below) and we hope that we can act as a positive example of how a charity can enhance the Council's work, making their investment in the building worthwhile.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

The building (continued)

Recent improvement projects include:

- Board Member Imran Ahmed, worked with All Seasons Energy to apply for the SCC-administered Low Carbon grant which would enable us to install solar panels (with battery storage).
- We repaired and improved our audio-visual equipment
- We replaced the black-out roller blinds in the hall including more robust handles
- SCC repaired the fob system & moved the software onto the office computer
- SCC repaired the fire-safety kitchen hatch roller blind, damaged by Rafik's fall (see below)
- SCC replastered the cellar walls in an attempt to exclude damp (but have not tackled the ingress or egress of water flowing across the floor)
- We bought new desk-top computers for the office to create three workstations
- We had the website redesigned to make it more attractive and easier for staff to update
- The Centre Manager, Rafik Al-Sakkaf, sanded down and repainted large sections of the dado panelling in the hall where the old colour was showing through more recent paint.

Bookings

The lifeblood of the Broomhall Centre – and our main source of unrestricted income - is booking it out to individuals and groups. Many of these events are open to the public and run by organisations who have become partners. We run some activities ourselves, but by providing an affordable, accessible community space we enable others to add to a very full programme.

In summary, during the year ending March 2025, we had **about 35 sessions of regular/repeat activities booked into the weekly calendar**. The average weekly usage for the hall is 59 hours a week and for the classroom 22 hours a week, giving a total of well over 300 hours a month. (This compares to between 0 – 205 hours per month for other council-owned community buildings.) There were also **block bookings** fitted around or replacing regular activities, notably Healthy Holiday sessions run by Link Learning. We also accommodated **68 once-off bookings**, of which 52 were parties/cultural events (usually on Saturday or Sunday evenings). This is a fall from the previous year (90 once-off bookings) but reflects the fact that, due to regular bookings, there are less slots for once-off bookings. For example, we now have a SCC-run youth club on Friday evenings. We continue to **rent the upstairs office** to Link Learning, a Community Interest Company, who run creative activities in schools, hospitals and communities and our own homework club.

All this happens when the rentable space consists of just one medium size hall, three smaller rooms (including the upstairs office) and a kitchen. We do not have a caretaker: users let themselves in and out with a fob, taking responsibility for removing waste, cleaning and locking up after themselves. Juggling so many bookings and keeping the Centre in good working order with such heavy usage is a huge job and our success is testament to our Centre Manager, Rafik Al Sakkaf and our cleaner, Patrick McLeod. It also reflects the willingness of user groups to care for Centre (leaving it as they found it) and to be tolerant of overlaps and occasional error/misuse.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Current Weekly Calendar

(BHC-run activities in *italics*)

Day	Morning	Afternoon	Evening
Monday	S6 Foodbank <i>Citizen's Advice</i>	<i>Funding & Finance Group (bimonthly)</i>	Hatha Yoga B&SV action (monthly)
Tuesday	<i>Women's sewing/knitting</i>	Target Housing	Girl's Youth Group Samba band <i>Board (bi-monthly)</i>
Wednesday	Foodcycle lunch <i>Citizen's Advice</i>	<i>Welcome space</i>	Sahaja yoga meditation Samba band
Thursday	<i>Employment advice</i> Target Housing (monthly)	SCRAP (monthly) <i>Advice drop-in</i>	<i>Homework club</i> Labour party
Friday	<i>English conversation</i> <i>Zumba</i> <i>HERB</i>	Friday prayers	Universal youth club
Saturday	Habla Espanol	Farsi school	PRIVATE PARTIES
Sunday	Hong Kong church Crown for Life church	CGMI church	<i>Broomhall film club</i> Home grown Ceilidh FILMS/FUNDRAISERS

Activities run by Broomhall Centre

Support@BroomhallCentre

We continue our relationship, begun in July 2023, with Cadent Gas, who administer a network of Centres for Warmth funded by Ofgem. This was initially a two-year project but has been extended to March 2026. Ofgem has indicated that the Vulnerability and Carbon Monoxide Allowance (VCMA) will continue beyond that date and we will be bidding to continue our contract with Cadent.

During the year ending March 2025, Maggie Wykes, supported by Pete Sacker, negotiated an increase in our annual funding with higher targets and extending the Employment Advice project (previously funded via Hanover TARA). This is provided by one of our Support Workers, Abdi Ahmed who runs advice sessions at the Broomhall Centre and the TARA office. Meanwhile the other Support Worker, Kate Hobbs, has combined her role with that of Activities Manager. She runs two "drop-ins" for social and welfare support and has developed an extensive network of links to local providers so is able to assist and signpost users across a wide range of issues.

The headline statistics for the year ending June 2025 are as follows:

- Referrals for Citizen's Advice (289)
- Income and energy advice (487)
- Priority Service Register conversations (413)
- Carbon Monoxide alarms distributed (117)
- Slow cookers given out with advice on how to use (45)
- Referrals for local support i.e. at BHC or nearby (244)

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Support@BroomhallCentre (continued)

Citizen's Advice calculate that the total income gained (or repay rescheduled) for the year was £138,595. The most common issues requiring referral were money, housing and immigration. The majority of Support@BHC clients come from local postcodes (S3 and S10) and are from ethnic minorities.

Other projects run by the Broomhall Centre

The Board raises funds and takes responsibility for providing some sessions of its own:

- **Women's Health Sessions** – Tuesday sewing/knitting group, Friday English conversation club and women's Zumba. The Tuesday group is the largest with 65 people attending in the quarter ending March 2025. The women are typically middle aged or older, of very mixed ethnicities and generally unemployed or retired. They tend to come from further afield than those seeking welfare advice.
- **Welcome Space** – Wednesday afternoon social session (after the Freecycle lunch). The numbers attending have increased, now up to 20 in any one session. A survey in January 2025 showed that the majority are men, mostly over 45, on very low incomes (half on less than £10k a year). They reported impressive improvements in their health and wellbeing and in their sense of inclusion and agency (see full report on website).
- **Thursday drop-in** – The focus is on providing informal welfare and IT advice. It is led by Kate Hobbs, our Activities Manager but supported by volunteers who can help with form-filling or accessing a computer or phone.
- **Homework Club** – Our very long-standing Thursday evening Homework Club continues, run via a contract with Link Learning. Paid co-ordinators work with volunteers, including many university students. They have successfully navigated a shift to working with a younger age-group and partnering with parents to tackle some anti-social behaviour. The average attendance for the summer term (2025) was 35.
- **HERB** – Helping Environment and Regeneration in Broomhall partnered with the Biodiversity Action Group from the University's Change Lab to create a "green corridor" linking sites across the area.
- **Broomhall Film Nights** – the monthly film on Sunday evenings continued to be beset by technical problems. Hopefully it will restart in autumn 2025 using the refurbished A-V system. It is self-funding, with any profits from the café and donations going to the Broomhall Centre.
- **Our Broomhall archive TAP project** – in summer 2024, the University of Sheffield Arts and Humanities Action Internship Scheme funded an undergraduate, Rebekah Perry, to organise the Our Broomhall archive. This is the physical material (reports, photos, maps etc) left from the Our Broomhall project, whose other legacies were a book and a website. Rebekah, studying for a BA in history, rationalised and labelled the many boxes and created a logical list for future users. We put the best photos on display in the classroom, with explanatory captions and we hope to run "living archive"/creative writing sessions in the future.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Sessions run by partners

We welcome a great range of bookings but some regular users provide services open to the public and we have formed partnerships with them so that people attending the Broomhall Centre can enjoy a much wider range of activities than those run directly by the Board of Trustees:

- **Foodcycle lunch club** – the numbers attending for a free meal has climbed to 40 a week. Some attendees stay on to the Wednesday Welcome Space and other links around food are developing (sharing left-over supplies, setting up a food co-op).
- **S6 Foodbank** – the number attending on Monday mornings continues to grow and many clients also access our other services (Abdi Ahmed, our support worker supervises a Citizen's Advice session on the same morning).
- **Girls Group** – now run under the auspices of Unity Gym. The numbers, particularly of younger girls, has increased.
- **SCC Universal Youth Club** – a mixed group meeting on Friday evenings. They are happy for us to share their pool table.
- **Healthy Holiday sessions** – run by Link Learning, government-funded sessions providing lunch and activities for children otherwise having free-school meals.
- **Homegrown Ceilidh** – a two-monthly ceilidh run by the Well Dressed Band in partnership with local charities to help raise money for them

Paid workers and volunteers

We employ four members of staff on long-term contracts:

- Rafik Al-Sakkaf, Centre Manager
- Kate Hobbs, Activities Manager & Support & Outreach worker
- Abdi Ahmed, Support & Outreach Manager
- Patrick McLeod, cleaner

Based on appraisals and while developing our plan to employ a Business Development Manager we have rationalised their job descriptions and promoted Kate and Abdi to being "managers" of their areas of responsibility.

We subcontract or use sessional workers:

- Citizen's Advice Sheffield provides 2 sessions a week of welfare advice via a video link (Community Access Point, CAP) as part of the Cadent-funded Support@Broomhallcentre project.
- Link Learning runs the weekly Homework Club
- Maryam Sharpouri supports the Tuesday women's sewing session
- Anett Ignacz runs the Friday Zumba session (replaced Shahina Hanif)

Volunteers supporting Broomhall Centre-run activities (total over 80):

- **Board Members** (currently 9), as listed above, are volunteers and all contribute over and above the time spent in Board Meetings.
- **Finance & Admin volunteer** Sam Finnegan assists the treasurer with billing regular users and attends our monthly Finance and Funding Group.
- **Women's Health Tuesday group (sewing & knitting)**. Rosie Chitty, Lois Herring, Annette Whitely and Karen Oakland are the core volunteers assisting the paid sessional worker.
- **English Conversation group** is led by Jim Cowley and Vic Lyne assisted by Ikra Bi.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Paid workers and volunteers (continued)

- **Welcome Space** is led by the paid Activities Manager, assisted by Pauline Norton, Shaheen Akhtar and Matt. This is a group in which users often develop their involvement, starting by perhaps putting out the tables and chairs and making tea for themselves and others and gradually moving to more responsible roles. The Activities Manager is leading a Community Reference Group including some of these people to generate ideas for further involvement.
- **Thursday advice drop-in** also led by the Activities Manager assisted by Leilah Hammoudi and (when required) Duncan Lennox
- **Homework Club** has a paid co-ordinator but relies heavily on volunteers. There are about 10 core volunteers (some long-term residents) and about 10 more casual volunteers (mostly university students). Link Learning wishes to commend Pip Fisher, Rosanna Richardson, Fraser Mcinally, Polly Clifton and Amelia Burrell who have attended consistently and made a huge difference to the children they've worked with.
- **HERB** (Helping Environmental Regeneration in Broomhall) is led by Tony Cornah and Polly Blacker and has worked with 41 different people over the year.
- **Film nights** Vic Lynne assisted by Tony Cornah

Volunteers supporting activities run by partners (about 24):

- **Foodcycle** free lunch. There is a regular lead cook and lead host, assisted by about 10 additional volunteers who sign up week by week (though some are very regular).
- **S6 Foodbank**. About 6 volunteers making up and distributing food bags and providing advice and support
- **Well Dressed Band**. About 6 volunteers drawn from the band set up the two-monthly fund-raising ceilidh (that's not counting the band itself which numbers about 20 players!)

Volunteers involved in regular groups and other bookings (total many dozens). The vast majority of bookings are made by individuals and groups who are non-profit, whether gathering for fund-raising, sporting, musical, cultural, religious or political purposes or just for fun. All these have at least one, often a band of volunteers, advertising, setting up and running the activity. Examples of regular groups are:

- Hatha Yoga – volunteer leader
- Samba Band – volunteer leaders
- Habla Espagnol – volunteer teachers and play leaders
- Persian school – volunteer teachers
- Church groups – Hong Kong church, Crown of Life, Church of God Mission International (Nigerian), all have volunteer leaders, performers and helpers

Critical Incidents

It is inevitable that with so much activity – our own and our partners' projects as well as dozens of regular and occasional bookings - and the number of staff, volunteers and users there will be some accidents, complaints and safeguarding issues. We use the Board meetings, staff supervision and appraisals to review these issues, agree how to react, identify learning and check that action has been taken.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Serious accident

In October, our Centre Manager fell from a ladder in the Centre, breaking both his wrists and requiring hospital admission. This led us to review reporting procedures (use of the accident book and RIDDOR), job descriptions (he was working outside his remit), training (working at height and first aid), insurance (we were covered), sick pay and contracts (we wanted to pay more than statutory sick pay) and how to manage the absence of a key worker within a small team. The latter was particularly challenging but other staff and volunteers stepped up to cover reception. Luckily he made a quick and good recovery and was able to start a phased return within a matter of weeks. We are still working on writing up protocols and instructions in case of other disruptions.

Complaints

During the year, we had two complaints from a neighbour about noise from loud parties. One was made to the Council and relayed to us for comment/action, the other directly to the Chair. We also dealt with two complaints from users, one relating to our attempts to prevent noise nuisance, the other relating to staff behaviour. Board members came forward to investigate and respond to the complaints. The main learning points were to try to make our lettings agreement even clearer and to arrange training for customer-facing staff. Conversely, we had to deal with an incident of unacceptable behaviour by a user towards staff and volunteers. This led to us introducing an Acceptable Behaviour policy to clarify expectations for staff, volunteers and users.

Safeguarding issues

There were no instances of complaints or concerns relating to staff, but one user complained about having been intimidated by another user. This incident actually happened during one of our partner's sessions and we referred the user to them. Our Activities Manager interacts with many vulnerable adults in the sessions she runs or oversees, often hearing about concerning situations. She discussed these with myself (as her supervisor) and/or with Duncan Lennox our safeguarding officer. We were able to help her decide how to respond and whether and where to report/refer. She has had appropriate training and developed contacts with statutory and voluntary agencies.

Community Buildings Case Study

As stated in the introduction, Sheffield City Council is in the process of reviewing its community buildings. As part of this, they undertook a case study of the Broomhall Centre to give decision-makers an insight into an exemplar partnership. This was led by Sue Herrick who worked with us to gather and analyse data about the roles and relationship between SCC and ourselves, a charity managing the lettings and activities. This resulted in two documents. The first is an infographic describing our delivery model, our nine-year journey from near closure to well-used, sustainable community centre and pointers for the way forward. The second is a 9-page case study showing how our management agreement with SCC works in practice and setting our successes and challenges. These documents are available on our website. We were also asked to calculate how many hours per month the building is rented out and were told this was higher than any other council-owned community buildings surveyed. We are described as a "community beacon". One spin-off from this process was that Sue Herrick's analysis and informal support assisted the Board in thinking about succession planning and advertising for a new chair and Business Development Manager.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Funding and support

In very general terms, our rental income continues to cover the salaries of our Centre Manager and Cleaner and our utility bills. We are clear that activities – such as Support@BroomhallCentre advice sessions, Homework Club, Women's Health sessions and Welcome space, cannot happen without additional funding (and that funding should include rent for use of the Centre). Our donors this year:

- Cadent Gas (Centres for Warmth)
- National Lottery (Awards for All)
- Shipshape (Keeping People Well)
- Ward Pot
- Local Area Committee
- St Mark's church
- Individual donations, once-off and regular giving

We are also supported by Sheffield City Council who maintain the building, carry out repairs and some refurbishment, provide partial funding for our cleaner and janitorial supplies and carry out fire and other health and safety checks and advice.

Going Concern Review

This year has once again seen increased centre usage. Centre managed projects are all fully funded and contribute appropriately to centre running costs (through rent). We have made a profit from rental income from outside bookings which we have ploughed back into maintaining and improving the building and equipment and expanding/upgrading our staff. Even with this investment, we have still built up our reserves.

The two-year contract with Cadent Gas, which pays for welfare advice and support, has been extended, both in terms of the annual grant and for an additional nine months through to March 2026. This is ring-fenced money, but the project is extensive enough to contribute to rental income and core staff and to increase activity levels in the Centre which in turn brings in more bookings and funding.

We have felt sufficiently confident to consider employing a Business Development Manager, who we hope will relieve Board members of some of the hands-on work and allow them to be more strategic. We have enough reserves to guarantee the part time post for two years, which should be long enough for them to bring in fresh funding.

Reserves Policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £30,000. As of 31 March 2025 our free reserves (unrestricted current assets) were £41,614 (2024: £62,519). In addition to this £48,186 is designated to employ the Business Development Manager for 2 years and for key building improvements including the installation of photovoltaic roof panels.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2025

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity 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). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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 the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 7 October 2025

Signed on its behalf by:



Dr Jillian Creasy
Board Chair

Independent Examiner’s report to the Trustees of The Broomhall Centre (“the Company”)

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (‘the 2006 Act’).

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company’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

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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a ‘true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations 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.

S Cochrane

Signed:

Susan Cochrane, FCA, DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 13 Oct 2025

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2025

	Notes	Unrestricted funds £	Restricted funds £	Total 2025 £	Unrestricted funds £	Restricted funds £	Total 2024 £
Income from:							
Grants and Donations	2	784	24,204	24,988	755	40,978	41,733
Charitable activities	3	56,233	51,000	107,233	46,174	51,888	98,062
Investments - bank interest		758	-	758	456	-	456
Total income		57,775	75,204	132,979	47,385	92,866	140,251
Expenditure on:							
Charitable activities	4	51,327	64,243	115,570	49,218	76,488	125,706
Total expenditure		51,327	64,243	115,570	49,218	76,488	125,706
Net income/(expenditure)		6,448	10,961	17,409	(1,833)	16,378	14,545
Transfer between funds	13	17,551	(17,551)	-	9,644	(9,644)	-
Net movement on funds		23,999	(6,590)	17,409	7,811	6,734	14,545
Total fund brought forward		69,083	56,371	125,454	61,272	49,637	110,909
Total funds carried forward		93,082	49,781	142,863	69,083	56,371	125,454

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Balance Sheet as at 31 March 2025

	Notes	2025 £	2024 £
Fixed assets			
Tangible fixed assets	9	<u>3,282</u>	<u>6,564</u>
Current assets			
Debtors	10	8,254	6,950
Cash at bank and in hand		<u>139,745</u>	<u>119,115</u>
Total current assets		<u>147,999</u>	<u>126,065</u>
Creditors: amounts falling due within one year	11	(8,418)	(7,175)
Net current assets		<u>139,581</u>	<u>118,890</u>
Total assets less current liabilities		139,581	118,890
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u>142,863</u>	<u>125,454</u>
Funds of the Charity			
General funds		44,896	69,083
Designated funds		<u>48,186</u>	-
Total unrestricted funds	12	93,082	69,083
Restricted funds	13	49,781	56,371
Total funds	14	<u>142,863</u>	<u>125,454</u>

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP

The financial statements were approved and authorised for issue by the Board on 7 October 2025 and signed on its behalf by:



Dr Jillian Creasy
Director

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2025

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Designated funds are funds set aside at the discretion of the trustees for specific projects.

Restricted funds are to be used for specific purposes as laid down by the funder.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2025

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds £	Restricted funds £	Total 2025 £	Unrestricted funds £	Restricted funds £	Total 2024 £
Donations	321	964	1,285	505	7,092	7,597
SY Community Foundation	-	-	-	-	7,368	7,368
Sheffield City Council Ward Pot Grant	463	184	647	-	154	154
Local Area Committee	-	-	-	250	2,864	3,114
National Lottery Community Fund	-	19,028	19,028	-	10,000	10,000
DWP Access to Work	-	528	528	-	-	-
St Mark's Church	-	500	500	-	500	500
Shipshape Community Hub	-	3,000	3,000	-	3,000	3,000
University of Sheffield	-	-	-	-	10,000	10,000
	784	24,204	24,988	755	40,978	41,733

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2025 £	Unrestricted funds £	Restricted funds £	Total 2024 £
Cadent Gas - service agreement	-	51,000	51,000	-	51,888	51,888
Room hire	55,819	-	55,819	45,667	-	45,667
Other income	414	-	414	507	-	507
	56,233	51,000	107,233	46,174	51,888	98,062

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2025

4 Expenditure on Charitable Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2025 £	Unrestricted funds £	Restricted funds £	Total 2024 £
Staff costs	5	29,663	21,541	51,204	24,401	15,850	40,251
Project costs		805	42,296	43,101	90	40,779	40,869
Refreshment and volunteer expenses		-	-	-	-	235	235
Utilities		9,576	-	9,576	11,356	-	11,356
Cleaning		387	-	387	373	-	373
Equipment repairs and renewals		222	222	444	1,332	3,892	5,224
Insurances		1,169	-	1,169	1,018	-	1,018
Licences		812	-	812	1,045	-	1,045
Printing, stationery and photocopying		840	-	840	593	358	951
IT equipment and software		2,448	64	2,512	2,991	38	3,029
Telephone internet and postage		655	120	775	930	189	1,119
Other costs		571	-	571	907	442	1,349
Grant repayment		-	-	-	-	14,705	14,705
Independent examiners fee	8	897	-	897	900	-	900
Depreciation		3,282	-	3,282	3,282	-	3,282
		51,327	64,243	115,570	49,218	76,488	125,706

5 Staff costs

	2025 £	2024 £
Salaries	50,422	39,796
Employer's National Insurance contributions	2,808	1,667
Employer's allowance	(2,808)	(1,667)
Employer's pension contributions	782	455
	51,204	40,251

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2024: 4).

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2024: £nil). No trustees were reimbursed any out of pocket expenses during the year (2024: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel was £nil (2024: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton and Amanda Hamilton, trustees, was an employee of The Broomhall Centre. The total cost to the charity was £5,372 (2024: £3,072). Myrtle and Amanda Hamilton are not involved in the decision making regarding employment or salary pay rates.

There were no other related party transactions during the year.

8 Fees to the independent examiner's organisation

	2025 £	2024 £
Independent examination fee	897	900
Other fees payable to the independent examiner's organisation were:		
Licences	324	270

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2025

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2024	36,650	8,040	44,690
As at 31 March 2025	<u>36,650</u>	<u>8,040</u>	<u>44,690</u>
Depreciation			
As at 1 April 2024	30,086	8,040	38,126
Charge this period	3,282	-	3,282
As at 31 March 2025	<u>33,368</u>	<u>8,040</u>	<u>41,408</u>
Net book value			
As at 31 March 2025	<u>3,282</u>	<u>-</u>	<u>3,282</u>
As at 31 March 2024	<u>6,564</u>	<u>-</u>	<u>6,564</u>

10 Debtors

	2025 £	2024 £
Trade debtors	6,328	6,072
Prepayments	1,926	878
	<u>8,254</u>	<u>6,950</u>

11 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	1,133	1,280
Other creditors	5,536	4,170
Accruals	1,749	1,725
	<u>8,418</u>	<u>7,175</u>

12 Analysis of movement in unrestricted funds

	Balance at 1-Apr-24 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-25 £
Designated funds					
Business development fund	-	-	-	42,000	42,000
Centre improvements fund	-	-	-	6,186	6,186
Total designated funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>48,186</u>	<u>48,186</u>
General funds	69,083	57,775	(51,327)	(30,635)	44,896
Total unrestricted funds	<u>69,083</u>	<u>57,775</u>	<u>(51,327)</u>	<u>17,551</u>	<u>93,082</u>

Business development fund

Funds set aside to support the staff costs of the business development manager and other forthcoming pay awards.

Centre improvements fund

Funds set aside to support centre improvements.

There were no designated funds in the prior year.

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2025

13 Analysis of movement in restricted funds

	Balance at 1-Apr-24 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-25 £
HERB	155	188	(139)	-	204
Cadent Project (Support@BHC)	12,947	51,528	(45,522)	(9,931)	9,022
Women's Health	10,982	12,514	(7,855)	(3,570)	12,071
Homework club	26,902	1,460	(10,603)	(1,568)	16,191
Welcome Place	5,385	9,514	(124)	(2,482)	12,293
	56,371	75,204	(64,243)	(17,551)	49,781

HERB

Helping Environmental Regeneration in Broomhall (HERB). The project supports volunteers doing community gardening throughout Broomhall and at the Centre. This year we got Ward Pot funding for a additional plants and tools.

Cadent Project (Support@BHC)

Major project funded by Cadent to provide access to welfare advice (through our partnership with Sheffield Citizens Advice) and other support with energy costs and other related matters. There are two part time employees who work at the centre and around the district.

Women's Health

This is a constantly expanding group that is now meeting two days a week with activities including cooking, sewing, conversation, IT and chairobics. It is funded by numerous funders. See Directors' report.

Homework club

This club provides regular weekly sessions for homework. It is for 7-18 year olds. It is now run in partnership with Link Learning. They employ sessional workers and have student volunteers.

Welcome Place

Started as part of the City Wide initiative to support people suffering from the cost of living crisis. We provide space with activities every Wednesday afternoon and a linked session on Thursday afternoons.

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2025

13 Restricted funds (continued)

<i>Prior year comparison</i>	<i>Balance at 1-Apr-23</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfer</i>	<i>Balance at 31-Mar-24</i>
	£	£	£	£	£
Digital access	1,923	-	(1,717)	(206)	-
HERB	418	164	(427)	-	155
Cadent Project (Support@BHC)	-	51,888	(36,626)	(2,315)	12,947
Garfield Weston	452	-	-	(452)	-
Women's Health	6,312	15,798	(7,497)	(3,631)	10,982
Homework club	23,909	17,130	(12,919)	(1,218)	26,902
Double glazing CIL	14,705	-	(14,705)	-	-
Welcome Place	1,266	7,886	(2,213)	(1,554)	5,385
HTA Employment project	652	-	(384)	(268)	-
	<u>49,637</u>	<u>92,866</u>	<u>(76,488)</u>	<u>(9,644)</u>	<u>56,371</u>

14 Net assets by fund

	General funds	Designated funds	Restricted funds	2025 Total
	£	£	£	£
Tangible fixed assets	3,282	-	-	3,282
Current assets	50,032	48,186	49,781	147,999
Current liabilities	(8,418)	-	-	(8,418)
	<u>44,896</u>	<u>48,186</u>	<u>49,781</u>	<u>142,863</u>

Net assets by fund - Prior year

	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>2024 Total</i>
	£	£	£
<i>Tangible fixed assets</i>	6,564	-	6,564
<i>Current assets</i>	69,694	56,371	126,065
<i>Current liabilities</i>	(7,175)	-	(7,175)
	<u>69,083</u>	<u>56,371</u>	<u>125,454</u>

15 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2025	2024
	£	£
Operating lease payments:		
Within 1 year	339	339
Within 2 to 5 years	508	1,102
	<u>847</u>	<u>1,441</u>

THE BROOMHALL CENTRE

England & Wales - Charity number 1148348

Accounts

Company registration number: 08111343
Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2024

The Broomhall Centre

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The Broomhall Centre

Legal and administrative information For the year ended 31 March 2024

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy	Chair	
Peter Sacker	Secretary	
Margaret Phipps	Treasurer	
Dr Maggie Wykes		
Myrtle Hamilton		
Professor Ian Cooke		Resigned 25/07/2023
Duncan Lennox		
Andrew Woodhead		Resigned 13/03/2024
Imran Ahmed		
Amanda Hamilton		
Sausan Sawaf		Appointed 10/05/2022, Resigned 25/07/2023
Tesfa Teferi		Appointed 14/12/2023

Registered Office

The Broomhall Centre
Broomspring Lane
Sheffield
S10 2FD

Accountants

Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2024 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 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.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012 and revised again on 7th November 2017. The company is limited by guarantee and therefore has no share capital.

The full Board of Trustees and the Funding & Finance Group (FFG) met monthly throughout the year. We held an AGM in October 2023. Fifty-four people including Board Members, partner organisations, user groups, staff, volunteers and local people attended. Our Christmas outing in December was a chance to thank Board members, volunteers and staff and for fruitful networking.

In January 2024 we began a process of refreshing our structures, embarking on a series of "special" board meetings to discuss how all Board Members – not just the officers - might take a more proactive role. From summer 2024 we will have fewer full Board meetings and more sub-groups overseeing the staff, building, IT and various projects.

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document. Potential Board members observe meetings prior to joining. New Board members receive a comprehensive induction pack and individual support as needed from existing Board members.

During this year, three Board members resigned – Prof Ian Cooke, Sausan Sawaf and Andrew Woodhead. We thank them for their contributions. Our new Board member, Tesfe Teferi, is the buildings manager at St Andrew's church and brings valuable insights and a link to a neighbouring facility. We want to appoint some new members and will identify specific skill sets and reach out to younger people. It is important that our Board is representative of local people and of frequent users of the Centre.

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants.
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by groups and individuals. It also applies for grants and raises funds to run its own activities.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

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

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women and men. The Centre's facilities are also used by others for a range of public and private activities, with hundreds of beneficiaries a year. Over the last year, all our activities and the number of bookings have increased: we are serving a greater number and wider range of people than in previous years.

The Centre is also a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. Women's Health sessions, the Homework Club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

Achievements during the year 2023 - 24

The building

The Broomhall Centre is far more than a building, but we see maintaining a secular space, accessible both physically and financially to local people and others from further afield as a key role. Renting out the building also provides us with our main income. As the Centre has become busier, keeping up with repairs, maintenance, improvements, cleaning and waste removal has become more onerous.

Sheffield City Council (SCC) owns the building and continues to maintain it. They do essential repairs and oversee our health and safety and fire compliance. Our Centre Manager maintains good communication with the community buildings team and individual maintenance officers. SCC is undertaking a city-wide review of community buildings and, until this is completed, will not commit to major improvements or a programme of redecoration. For the moment, we are relying on an existing management agreement. SCC have suggested using the Broomhall Centre as a case study and we hope that we can act as a positive example of how a charity can enhance the Council's work, making their investment in the building worthwhile. Despite the current policy vacuum, senior officers have worked with us to:

- Refurbish windows and install new secondary glazing. We successfully applied for a Community Infrastructure Levy (CIL) grant but it was not enough to cover the work. SCC took over the £24k project and made up the money. The windows have improved the external and internal appearance of the hall and it is better insulated for draughts and noise.
- Reimburse us to employ our existing, very reliable, cleaner for extra hours rather than relying on the council's mobile team. SCC will continue to provide cleaning and janitorial supplies.
- Redecorate some areas, including the stairway, which would have been difficult for us to do ourselves because it involved working at height.

Other improvements to the building during the year included:

- Redecorating and furnishing the classroom, which is now used for Citizen's Advice sessions (as well as being rented out to external groups). A Board member, Maggie Wykes and her partner, Jonathan Bairstow, did the bulk of the work including recovering the frieze and choosing chairs and rug.
- Painting the window-reveals which were not included in the refurbishment described above (thanks to another Board member, Imran Ahmed and our Centre Manager, Rafik Al-Sakkaf).

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

- A new pool table supplied by the SCC-run youth club. This is too big to go in the cupboard but has a protective cover to keep it safe and usable as a table in the side-room (thanks to Rafik for planning and executing the work).

In terms of IT, we continue to update our equipment and software using various gifts and grants (Digital Access and Masons) and unrestricted funds:

- 10 new laptops (needed for the Homework Club)
- A new printer (to supplement the colour photocopier)
- Redesigned and de-bugged website (we employed former Centre manager Jack d'Aguiller to do this work)

Bookings

The lifeblood of the Broomhall Centre is booking it out to individuals and groups. Many of these events are open to the public and run by organisations who have become partners. As stated above, we run some activities ourselves, but by providing an affordable, accessible community space we enable others to add to a very full programme.

In summary, as of March 2024, we had **over 30 sessions of regular activities booked into the weekly calendar**. Some of these are only monthly but there were also other block bookings fitted around them, notably school holiday camps run by Link Learning. Between April 2023 and March 2024, we also accommodated **over 90 once-off events**. Even more impressive than the number of bookings is the **range of activities**, from private parties to religious celebrations and educational/political meetings. Bookings come from local individuals through to charities and businesses and those booking the Centre represent **at least twenty-five different ethnicities**. This is a conservative estimate as we don't insist on recording ethnicity at booking – and of course individual attendees will be even more diverse.

All this happens when the rentable space consists of just one medium size hall, two smaller rooms and a kitchen. We do not have a caretaker: users let themselves in and out with a fob, taking responsibility for removing waste, cleaning and locking up after themselves. Juggling so many bookings and keeping the Centre in good working order with such heavy usage is a huge job and our success is testament to our Centre Manager, Rafik Al Sakkaf and our cleaner, Patrick McLeod. It also reflects the willingness of user groups to care for Centre (leaving it as they found it) and to be tolerant of overlaps and occasional error/misuse.

Repeat (block) bookings

In addition to the weekly/monthly timetable as set out below, there are some frequent users who our manager fits in, sometimes by asking other regular groups to move or cancel their session. During 2023-24, these included:

- Link Learning ran "holiday camp" sessions (with activities and healthy food for school children) for 4 days a week over a couple of weeks in Easter, Summer and Christmas holidays
- Target Housing – runs at least monthly support sessions for homeless people and training for their staff

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

- Iraqi group – a religious/educational group who book a fortnight-long series of prayer meetings every year

Weekly bookings

Day	Morning	Afternoon	Evening
Monday	S6 Foodbank CAP session	Funding & Finance Group (occasional)	Hatha Yoga Friends of Broomhall (occasional)
Tuesday	Women's sewing/knitting	Slow cooker club	Girl's Youth Group (moved from Wed) Samba band Board (monthly)
Wednesday	Foodcycle lunch CAP session	Welcome space	Sahaja yoga meditation Samba band (second session started 2024)
Thursday	Employment advice Target Housing (monthly)	SCRAP (monthly)	Homework club Labour party Viva Voce choir
Friday	English conversation Zumba HERB	Sufi workshop	Universal youth club
Saturday	Habla Espanol		
Sunday	Hong Kong church	Crown for Life CGMI & SEROC churches	Broomhall film club Home grown Ceilidh

Once-off bookings

These include private parties, fundraisers, political, cultural, educational and physical activities. Those categories often overlap and there is a core of users who make serial or frequent bookings so counting is difficult, but the following gives a flavour of the number and range of events and the different ethnicities who use the Centre.

12 Iftah and Eid meals/parties including for Indonesian, Malaysian, Turkish, Eritrean, Asian, Libyan, and a human rights group

6 Christian celebrations (Easter, Christmas, New Year) including for African, Filipino, Indian, Caribbean groups

5 other religious/cultural celebrations including Onam, Diwali, lunar year (Taiwanese & Hong Kongers), Iraqi festival

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

4 wedding and newborn celebrations (Yemeni, Syrian, Bangladeshi, Iraqi)

15 private parties, mostly birthdays (from children to 80th) and a couple for graduation

5 fundraisers including for the University RAG, Hunters Bar School, Moroccan earthquake, Gaza

17 community/cultural events including committee-style meetings for an ethnic minority group to muster support for themselves (we often do not charge for the initial meetings until they have found funding) and whole-day celebratory events such as fashion shows, food bazaars, carnivals. Bookings came from the following ethnicities: Kurdish, Kuwaitee (Bidoun stateless people), Ethiopian, Caribbean, Sudanese, Hong Kongers, Malaysian, Indonesian, Nigerian, White British church groups.

11 Conferences/educational events including launching reports and a book, film-showing/making and covering topics such as immigration, poverty, food, accessing higher education. The bookings were by the hospital trust, the university, employers, SMEs and assorted charities.

3 sport/dance activities (several bookings each): Sabre cats cheerleaders (a university society); Capoeira dance/martial arts (a start-up which sadly didn't become viable); Ceilidhs and dances often with workshops (Eurosession and the Scratch Ceilidh)

12 political events organised by a range of political parties and organisations. An Indonesian group ran a meeting in support of the elections back home and the Hong Kongers campaigned about their situation. There were also meetings organised by local city councillors and officers: the Friends of Broomhall group, the Local Area Committee's roadshow and the use of the hall as a polling station.

1 business start-up: a woman booked the kitchen to make (Nigerian style) ready-meals but the business didn't take off and she only came for a couple of sessions.

Long-term booking

We continue to rent the upstairs room (office) to Link Learning, a small business which delivers music and arts tutoring to schools. They run a regular Healthy Holidays programme and, in December 2022, when Emily Hearne left, we contracted with them to run the Homework Club.

Activities run by Broomhall Centre

Support@BroomhallCentre

Our biggest achievement during 2023-24 was setting up an advice service funded by Cadent Gas. Cadent calls its community partners "Centres for Warmth" and they are funded in turn by Ofgem setting aside money to support people having difficulty with their energy bills. Cadent has clear outcomes relating to advice given and a calculation of money saved/social good accruing but is otherwise very open in the way their projects are run. Following an approach from Cadent in January 2023, we began negotiations and by July we had signed a two-year contract with Cadent, sub-contracted with Citizens Advice Sheffield (CAS) to run two sessions a week and employed two support workers, Kate Hobbs and Abdi Ahmed to act as outreach workers. They facilitate the use of the Community Access Point (CAP), which allows people to meet a dedicated CAS worker via a zoom link.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

Thanks to the generous funding and flexibility from Cadent, the experience and professionalism of CAS and the hard work, enthusiasm and local knowledge and contacts of our outreach workers, the project has been a huge success. We have met Cadent's targets. The headline statistics for the year ending July 2024 are as follows:

- Referrals for Citizen's Advice (298)
- Income and energy advice (468)
- Priority Service Register sign-ups (345)
- Carbon Monoxide alarms distributed (207)
- Slow cookers given out with advice on how to use (73)

Beyond these figures is the way in which the Support@BroomhallCentre project has enhanced and amplified the other activities run by ourselves and our partners, so that the Centre has become a place where people with financial, social and (mental) health needs can find help. There is constant cross-fertilisation between the various projects, for instance:

- Abdi links with the S6 Foodbank so their users can also get Citizen's Advice (and can refer our clients to them).
- Kate links with the Tuesday Women's Health (sewing and knitting) session which provides social support and, via the link with Shipshape's People Keeping Well worker, can signpost people for health advice.
- The Wednesday Foodcycle lunch club, followed by the Welcome Space (now run by Kate) attracts people with a range of needs and generates many referrals to the parallel CAP session.
- Abdi provides the Thursday employment advice session (still funded by Hanover Tenants and Residents Association) and there are frequent cross-referrals between that and Citizen's Advice.

Kate created a newsletter advertising activities at the Centre which we had delivered in the local area and is available for anyone using the Centre. This has led to people attending seemingly unrelated activities, for instance the church groups and yoga meditation, using or even volunteering at our "provided" services.

Other sessions run by the Broomhall Centre

As explained above, the Board raises funds and takes responsibility for providing some sessions of its own employing staff, some of them on a sessional basis and/or supervising volunteers.

- **Women's Health Sessions** – the Tuesday sewing and knitting group, the Friday English conversation club and women's Zumba. In the summer break there were well-attended outings to local parks and the Peak District. **Shipshape** continues to provide financial support and second a worker to do health checks and signposting. Tuesday is the busiest session (over 40 women of diverse ages and backgrounds on the register).
- **Welcome Space** – Wednesday afternoon session. Up to a dozen people stay on after the free lunch or drop in to play pool, watch TV, do games and crafts or just chat over a hot drink. It is part of Sheffield City Council's network of "warm spaces", but the social element means it is equally welcome in the summer.
- **Homework Club** – we continue to contract Link Learning to run the sessions and they have successfully navigated to a point where there is a core of secondary school children benefiting from serious help with homework and a larger group of primary school children doing more craft and creative activities. Attendance in the Spring term (up to March 2024) was in the high 30s.
- **HERB** – Helping Environment and Regeneration in Broomhall – continues to care for green spaces in the local area and to tend the garden round the Centre itself. The leaders, Polly Blacker and Tony Cornah, raise funds and supervise volunteers.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

- **Broomhall Film Nights** – after many technical hitches we now have a monthly film on a Sunday evening. Donations and profits from the café go to the Centre.

Sessions run by outside groups

- **Youth groups.** St Marks Church have transferred the Girls' Group to Unity Gym and it changed from Wednesday to Tuesday evenings, but the group leader, Sahra Ahmed and clientele – a small group of mostly young Somali women – are the same. Since November 2023, the City Council run a mixed youth group (boys and girls) on a Friday evening. There has been a high staff turnover and it has been harder to establish a relationship, though we are grateful for the new pool table they installed in the Centre!
- **Lunch club.** Foodcycle is a national charity running free lunch clubs. The Wednesday lunch club at the Broomhall Centre celebrated its first anniversary in September 2023. Attendance is high – usually over 30 people. We partner very closely particularly around the CAP session and Welcome Space on the same day. There is often spare food which may generate a new project to use/donate it to other Centre users.
- **Healthy holiday sessions.** These are run by Link Learning, who run our Homework club. They are always fully subscribed and offered 4 days a week of craft activities and a lunch.

We have looser relationships with many other users, for instance **Target Housing**, which runs drop-in sessions for homeless people and with open sessions such as Yoga, Samba, fund-raising Ceilidhs and political events. Our hope is that anyone booking or just coming to the Centre will see it not only as a hall but as a doorway to a range of opportunities for engagement. This is enabled by notice boards, leaflets and above all by the inclusive approach of our Centre Manager and availability of our Activities Facilitator and Board members to cement links.

In conclusion, the Broomhall Centre is once again a “community centre” in the wider sense. It has moved from being primarily a place to hire with some additional provided activities, to a place where people with many different needs can find help. This is a source of pride for Board members, staff, volunteers and users but it is challenging. We have had to adjust policies and practices and develop more robust means of communication within and beyond the organisation. The sheer busy-ness and wear and tear on the facilities means constant “housekeeping” in terms of relationships and practical issues. There is a risk that we don't make time to think strategically. It is good that, as we have moved into a new phase, the Board has set about re-organising itself and remains open to new ways of working and fresh ideas.

Paid workers and volunteers

This year has seen an increase in the number and hours of paid workers reflecting the increased complexity of our offer. We have given pay rises to all our paid staff and sessional workers are on at least minimum wage.

- Rafik Al Sakkaf remains as our **Centre Manager**, ably overseeing bookings and building maintenance and improvement. He has risen to the challenge of working in a more complex team, showing the new support workers the ropes and dealing with more people dropping in for advice and sign-posting.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report)

For the year ended 31 March 2024

- Kate Hobbs and Abdi Ahmed started as job-sharing **Outreach workers** for the Support@Broomhallcentre project. Abdi was already doing sessional employment advice (seconded from Hanover TARA) so hit the ground running in terms of his knowledge of the local area and the Broomhall Centre. He is widely known and trusted. Kate quickly took a lead on communications, linking with other projects in the Centre and creating a newsletter and using social media. We increased her hours to include some time as an **assistant to the Centre Manager**, tidying up after groups and responding to booking requests.
- Rosie Chitty, our **Activities Facilitator**, resigned (due to health issues) in February 2024 and we appointed Kate. She now oversees the Women's Health sessions and Welcome Space. The role overlaps with Kate's Outreach (support) work and she has done a lot of liaison with user groups. She oversees volunteers and is starting to take on fundraising and a stronger external and internal communication strategy. We also appointed a long-term volunteer, Maryam Shahpouri, as a **sessional worker for the Tuesday sewing session**. Rosie still comes as a volunteer.
- We pay a **sessional worker to run the Women's Zumba session**.
- Patrick McCleod is our **cleaner**. We have recently increased his hours to cover the three hours previously supplied by Sheffield City Council's (SCC) mobile team. He also does occasional overtime when user groups want to book a cleaner.
- We **contract with Link Learning to run the Homework Club**. They in turn employ sessional workers and oversee volunteers. Our contact is Sam Richardson.
- **Shipshape second a worker**, Nur Ali, to support the Women's Health and Welcome Spaces, funded by SCC via People Keeping Well and Warm Spaces respectively.

We have also had more volunteers than ever contributing to the work of the Broomhall Centre. There have been over 90 individuals in our own projects about 30 in partner projects (Foodcycle and S6 Foodbank). This is without counting the volunteers who contribute to occasional events like fundraisers and political/campaigning meetings booked at the Centre. Many volunteers have made the transition from service user to helper and for some it has been a way into paid work either at the Centre or elsewhere.

- **Board Members** (currently 9), as listed above, are volunteers and all contribute over and above the time spent in Board Meetings.
- Sam Finnegan is our **Finance & Admin volunteer**. She assists the treasurer with billing regular users and attends our monthly Finance and Funding Group.
- In the **Tuesday Women's Health session**, one volunteer, Maryam Sharpouri has been promoted to paid sessional work. Others volunteers include Rosie Chitty (previously the paid Activities Facilitator), Lois, Annette and Karen.
- Volunteers Jim Cowley and Vic Lyne continue to lead the **English Conversation group**, now assisted by Ikra.
- **Welcome Space** is led by the Activities Facilitator assisted by Pauline and Shaheen. Two volunteers, Erika and Kathy, contributed to a filming project ("Biofilms").
- During 2023-24, we partnered with **Sheffield Community Makers** who provided volunteers to assist at the Women's Health sessions and Welcome Space. They shared crafting skills but hopefully gained experience which furthered their confidence and careers. They included Kathy and Priya.
- **Homework Club** relies heavily on volunteers (10 – 12 each week) to assist and mentor children. Many of these are university students who provide an important role model for local children. Of particular note are Tom Dearney (long attendance), Corina Sandu (working with the most difficult children), Katie Burtenshaw (very reliable and wonderful with the children) and Lily Stott (a sixth former). One volunteer, Anais Tokley has moved into paid role.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

- The lead volunteers for **HERB** are Polly Blacker and Tony Cornah who organise a band of local residents and many university students for their weekly environmental work and special projects. Over the year, 61 different people contributed 675 hours of their time. Of particular note were Hanyue Lin, Yuhao Zhang and Shiyu Feng, who have gained 1sts in Accounting and Business from the University of Sheffield and now left. Another volunteer, Lila Peppiatt won a Sheffield Volunteering award.

Our partner **Foodcycle** (free Wednesday lunch) also relies on volunteers. The lead host is Mary Wilton and the lead cooks are Kate Connery and Millie Beck. They are assisted by a dozen volunteers who sign up to slots on a weekly basis. The **S6 Foodbank** also has about fifteen volunteers at each weekly session.

Funding and support

In very general terms, our rental income continues to cover the salaries of our Centre Manager and Cleaner and our utility bills. We are clear that activities – such as Support@BroomhallCentre advice sessions, Homework Club, Women's Health sessions and Welcome space, cannot happen without additional funding (and that funding should include rent for use of the Centre). We don't have enough income to subsidise them. We are therefore grateful for the following grants and donations:

- Individual donations, once off and regular giving
- S Yorkshire Community Fund (Mayoral Fund) for Welcome Space (carried over from 2022-23)
- Free Masons – for IT equipment for Homework Club (carried over from 2022-23)
- Magic Little Grants- for Welcome Space
- National Lottery (Awards for All) – for Women's Health
- University of Sheffield – for Homework Club
- Shipshape – for Women's Health
- Ward Pot – for HERB
- Community Infrastructure Levy - for double glazing
- St Mark's Church – for Women's Health
- Local Area Committee (LAC) grants (SCC) – for Welcome Space & Women's Health
- Cadent – for Support@BroomhallCentre

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

Going Concern Review

This year has seen significantly increased centre usage. Both Broomhall Centre managed projects and independent bookings have been increasing. Centre managed projects are all fully funded and contribute appropriately to centre running costs (through rent). The centre is better off than we have been for many years both with restricted funds and general funds.

We have continued our modernisation, replacing windows and updating our website and increasing use of social media.

During 2023-24 financial year we entered into an initial two-year contract with Cadent to supply welfare advice. This is generating an additional £50k income each year and is attracting many people to the centre.

We can confidently say we are in a very good position to consider The Broomhall Centre is a going concern.

Reserves Policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £30,000. As of 31 March 2024 our free reserves (unrestricted current assets) were £62,519 (2023: £51,426).

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity 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). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

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 the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Broomhall Centre

**Directors' report (incorporating the Trustees' annual report)
For the year ended 31 March 2024**

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 7 Oct 24 and signed on its behalf by:

**Dr Jillian Creasy
Board Chair**



Independent Examiner's report to the Trustees of The Broomhall Centre ("the Company")

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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

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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: S Cochrane
Susan Cochrane, FCA, DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 10/10/2024

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Income from:							
Grants and Donations	2	755	40,978	41,733	2,441	52,011	54,452
Charitable activities	3	46,174	51,888	98,062	44,229	-	44,229
Investments - bank interest		456	-	456	-	-	-
Total income		47,385	92,866	140,251	46,670	52,011	98,681
Expenditure on:							
Charitable activities	4	49,218	76,488	125,706	55,391	27,676	83,067
Total expenditure		49,218	76,488	125,706	55,391	27,676	83,067
Net income/(expenditure)		(1,833)	16,378	14,545	(8,721)	24,335	15,614
Transfer between funds	12	9,644	(9,644)	-	7,694	(7,694)	-
Net movement on funds		7,811	6,734	14,545	(1,027)	16,641	15,614
Total fund brought forward		61,272	49,637	110,909	62,299	32,996	95,295
Total funds carried forward		69,083	56,371	125,454	61,272	49,637	110,909

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible fixed assets	9	<u>6,564</u>	<u>9,846</u>
Current assets			
Debtors	10	6,950	4,309
Cash at bank and in hand		<u>119,115</u>	<u>102,817</u>
Total current assets		<u>126,065</u>	<u>107,126</u>
Creditors: amounts falling due within one year	11	(7,175)	(6,063)
Net current assets		<u>118,890</u>	<u>101,063</u>
Total assets less current liabilities		<u>118,890</u>	<u>101,063</u>
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u><u>125,454</u></u>	<u><u>110,909</u></u>
Funds of the Charity			
Unrestricted funds		69,083	61,272
Restricted funds	12	56,371	49,637
Total funds	13	<u><u>125,454</u></u>	<u><u>110,909</u></u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP

The financial statements were approved and authorised for issue by the Board on 7 Oct 24
and signed on its behalf by:



Dr Jillian Creasy
Director

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2024

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2024

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Donations	505	7,092	7,597	2,441	3,939	6,380
SY Community Foundation	-	7,368	7,368	-	3,471	3,471
Sheffield City Council Ward Pot Grant	-	154	154	-	996	996
Provincial Grand Master's Fund						
Freemasonry in the Community Initiative	-	-	-	-	4,911	4,911
Local Area Committee	250	2,864	3,114	-	1,526	1,526
National Lottery Community Fund	-	10,000	10,000	-	10,000	10,000
Magic Little Grants	-	-	-	-	500	500
The Freshgate Trust Foundation	-	-	-	-	2,000	2,000
Sheffield City Council (CIL)	-	-	-	-	14,705	14,705
St Mark's Church	-	500	500	-	-	-
Shipshape Community Hub	-	3,000	3,000	-	3,000	3,000
University of Sheffield	-	10,000	10,000	-	3,000	3,000
Community Fund (Tara)	-	-	-	-	1,500	1,500
Sheffield City Council Community Fund	-	-	-	-	2,463	2,463
	755	40,978	41,733	2,441	52,011	54,452

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Cadent Gas - service agreement	-	51,888	51,888	-	-	-
Room hire	45,667	-	45,667	44,214	-	44,214
Other income	507	-	507	15	-	15
	46,174	51,888	98,062	44,229	-	44,229

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

4 Expenditure on Charitable Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Staff costs	5	24,401	15,850	40,251	20,039	11,543	31,582
Project costs		90	40,779	40,869	376	4,554	4,930
Refreshment and volunteer expenses		-	235	235	21	479	500
Utilities		11,356	-	11,356	9,704	-	9,704
Cleaning		373	-	373	220	-	220
Equipment repairs and renewals		1,332	3,892	5,224	2,846	630	3,476
Insurances		1,018	-	1,018	1,356	-	1,356
Licences		1,045	-	1,045	1,831	5,250	7,081
Printing, stationery and photocopying		593	358	951	637	140	777
IT equipment and software		2,991	38	3,029	9,580	3,529	13,109
Telephone internet and postage		930	189	1,119	709	-	709
Other costs		907	442	1,349	118	1,551	1,669
Grant repayment		-	14,705	14,705	-	-	-
Independent examiners fee	8	900	-	900	624	-	624
Depreciation		3,282	-	3,282	7,330	-	7,330
		49,218	76,488	125,706	55,391	27,676	83,067

5 Staff costs

	2024 £	2023 £
Salaries	39,796	31,290
Employer's National Insurance contributions	1,667	1,004
Employer's allowance	(1,667)	(1,004)
Employer's pension contributions	455	292
	40,251	31,582

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2023: 4).

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2023: £nil). No trustees were reimbursed any out of pocket expenses during the year (2023: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel was £nil (2023: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton and Amanda Hamilton, trustees, was an employee of The Broomhall Centre. The total cost to the charity was £3,072 (2023: £3,087). Myrtle and Amanda Hamilton are not involved in the decision making regarding employment or salary pay rates.

There were no other related party transactions during the year.

8 Fees to the independent examiner's organisation

	2024 £	2023 £
Independent examination fee	900	624

There were no other fees paid to the independent examiner's organisation during the year.

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2023	36,650	8,040	44,690
As at 31 March 2024	<u>36,650</u>	<u>8,040</u>	<u>44,690</u>
Depreciation			
As at 1 April 2023	26,804	8,040	34,844
Charge this period	3,282	-	3,282
As at 31 March 2024	<u>30,086</u>	<u>8,040</u>	<u>38,126</u>
Net book value			
As at 31 March 2024	<u>6,564</u>	<u>-</u>	<u>6,564</u>
As at 31 March 2023	<u>9,846</u>	<u>-</u>	<u>9,846</u>

10 Debtors

	2024 £	2023 £
Trade debtors	6,072	3,617
Prepayments	878	692
	<u>6,950</u>	<u>4,309</u>

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,280	2,164
Other creditors	4,170	3,275
Accruals	1,725	624
	<u>7,175</u>	<u>6,063</u>

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2024

12 Restricted funds

	Balance at 1-Apr-23 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-24 £
Digital access	1,923	-	(1,717)	(206)	-
HERB	418	164	(427)	-	155
Cadent Project (Support@BHC)	-	51,888	(36,626)	(2,315)	12,947
Garfield Weston	452	-	-	(452)	-
Women's Health	6,312	15,798	(7,497)	(3,631)	10,982
Homework club	23,909	17,130	(12,919)	(1,218)	26,902
Double glazing CIL	14,705	-	(14,705)	-	-
Welcome Place	1,266	7,886	(2,213)	(1,554)	5,385
HTA Employment project	652	-	(384)	(268)	-
	49,637	92,866	(76,488)	(9,644)	56,371

Digital access

Project that provided basic computer use training for local people. This year remaining funds used to get better laptops.

HERB

Helping Environmental Regeneration in Broomhall (HERB). The project supports volunteers doing community gardening throughout Broomhall and at the Centre. This year we got Ward Pot funding for a plum tree sheers and other extras.

Cadent Project (Support@BHC)

Major project funded by Cadent to provide access to welfare advice (through our partnership with Sheffield Citizens Advice) and other support with energy costs and other related matters. There are two part time employees who work at the centre and around the district.

Garfield Weston

This fund was provided to refurbish the centre's main kitchen, main hall, AV system and the outside ball play area.

Women's Health

This is a constantly expanding group that is now meeting two days a week with activities including cooking, sewing, conversation, IT and chairrobics. It is funded by numerous funders. See Directors' report.

Homework club

This club provides regular weekly sessions for homework. It is for 7-18 year olds. It is now run in partnership with Link Learning. They employ sessional workers and have student volunteers. Numbers attending have recovered to more than pre Covid level.

Double glazing CIL

All funding transferred to the Council who took on responsibility for the double glazing work. This is now complete.

Welcome Place

Started as part of the City Wide initiative to support people suffering from the cost of living crisis. We provide space with activities every Wednesday afternoon.

Hanover Tenants (HTA) Employment Project

This is a BHC expansion of the employment advice project that is run by the Hanover TARA. It provides two sessions of advice and support each week.

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

12 Restricted funds (continued)

<i>Prior year comparison</i>	<i>Balance at 1-Apr-22</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfer</i>	<i>Balance at 31-Mar-23</i>
	£	£	£	£	£
<i>Garfield Weston</i>	452	-	-	-	452
<i>Herb Project</i>	-	996	(578)	-	418
<i>Digital access</i>	-	2,463	(60)	(480)	1,923
<i>Women's Health</i>	2,483	19,071	(10,918)	(4,324)	6,312
<i>Broomhall Festival 2020</i>	1,504	-	(1,154)	(350)	-
<i>Homework Club</i>	28,557	10,750	(13,802)	(1,596)	23,909
<i>Double glazing CIL</i>	-	14,705	-	-	14,705
<i>Welcome Place</i>	-	2,526	(588)	(672)	1,266
<i>HTA Employment project</i>	-	1,500	(576)	(272)	652
	<u>32,996</u>	<u>52,011</u>	<u>(27,676)</u>	<u>(7,694)</u>	<u>49,637</u>

13 Net assets by fund

	Unrestricted funds	Restricted funds	2024 Total
	£	£	£
Tangible fixed assets	6,564	-	6,564
Current assets	69,694	56,371	126,065
Current liabilities	(7,175)	-	(7,175)
	<u>69,083</u>	<u>56,371</u>	<u>125,454</u>
<i>Net assets by fund - Prior year</i>	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>2023 Total</i>
	£	£	£
<i>Tangible fixed assets</i>	9,846	-	9,846
<i>Current assets</i>	57,489	49,637	107,126
<i>Current liabilities</i>	(6,063)	-	(6,063)
	<u>61,272</u>	<u>49,637</u>	<u>110,909</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2024	2023
	£	£
Operating lease payments:		
Within 1 year	339	195
Within 2 to 5 years	1,102	-
	<u>1,441</u>	<u>195</u>

THE BROOMHALL CENTRE

England & Wales - Charity number 1148348

Accounts

Company registration number: 08111343
Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2023

The Broomhall Centre

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The Broomhall Centre

**Legal and administrative information
For the year ended 31 March 2023**

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy	Chair
Peter Sacker	Secretary
Margaret Phipps	Treasurer
Dr Maggie Wykes	
Myrtle Hamilton	
Professor Ian Cooke	Resigned 25/07/2023
Duncan Lennox	
Andrew Woodhead	
Imran Ahmed	
Amanda Hamilton	
Sausan Sawaf	Appointed 10/05/2022, Resigned 25/07/2023

Registered Office

The Broomhall Centre
Broomspring Lane
Sheffield
S10 2FD

Independent Examiner (and accountants)

Susan Cochrane, FCA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2023 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 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.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012 and revised again on 7th November 2017. The company is limited by guarantee and therefore has no share capital.

The full Board of Trustees and the Funding & Finance Group (FFG), consisting of the Treasurer, Secretary, Chair and with the Centre Manager and voluntary Finance & Admin assistant in attendance, both meet monthly. Other groups are convened and meet on an ad-hoc basis to deal with particular projects or issues, for instance fundraising and reshaping the Homework Club (HWC), upgrading the IT, redecoration of the Centre and vetting bookings for private parties. A new group was formed in February 2023 to oversee the Cadent Centres for Warmth project, due to start in July 2023. During the last financial year we carried out an extensive review of our policies, with particular focus on safeguarding and risk management.

During the last financial year we carried out an extensive review of our policies, with particular focus on safeguarding and risk management.

Board members (Trustees) are all volunteers. All but one of us lives in the ward (the exception is Ian Cooke who is involved with St Andrew's, a nearby church with strong community links). We have the following roles:

- (a) Jillian Creasy, Chair, line manages the staff and liaises with local and city-wide partners, sits on FFG, Cadent project group and Vetting Sub-group.
- (b) Margaret Phipps, Treasurer, sits on FFG.
- (c) Pete Sacker, Secretary, oversees governance and policies, sits on FFG and HWC sub-group, links with HERB.
- (d) Duncan Lennox, links with St Marks (parish church), safe-guarding officer.
- (e) Imran Ahmed, leads on IT and building maintenance issues, has strong links with Sheffield City Council having worked for them in the past, links with Broomhill Primary School.
- (f) Ian Cooke links us to St Andrew's church and keeps us abreast of Charity Commission regulations (resigned due to ill-health July 2023).
- (g) Maggie Wykes links us to the University of Sheffield and sits on the Cadent project group.
- (h) Andrew Woodhead links us to Hanover TARA and supports the Employment Advice project.
- (i) Mavis (Myrtle) Hamilton, long term stalwart of the board and great advocate for a multicultural, caring Broomhall.
- (j) Amanda Smith-Hamilton, brings professional experience as primary school teacher, supports Mavis' attendance, maintains our links with Broomhall's Afro-Caribbean community.
- (k) Sausan Sawaf (co-opted in May 2022), came via the Women's Health project and liaised with Sheffield Community Makers. Resigned July 2023 due to moving away.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report)

For the year ended 31 March 2023

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document.

We recruit trustees mainly through local contacts and word of mouth. Potential Board members observe meetings prior to joining. New Board members receive a comprehensive induction pack and individual support as needed from existing Board members. Our most recent recruits have made us more ethnically diverse and representative of our local community. We still need to reach out to younger people to shadow and possibly join the Board.

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants.
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by community groups and individuals. It also applies for grants and raises funds to run its own activities.

Public benefit statement

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

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women and men. The Centre's facilities are also used by others for a range of public and private leisure activities, with hundreds of beneficiaries a year. It is also a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. Women's Health sessions, the Homework Club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Achievements during the year 2022 - 23

The building

The Broomhall Centre is far more than a building, but we see maintaining a secular space, accessible both physically and financially to local people and others from further afield as a key role. Renting out the building also provides us with our main income.

Sheffield City Council (SCC) owns the building and continues to maintain it but cannot afford any major improvements or redecoration. They do essential repairs and oversee our health and safety and fire compliance. They also provide some part-time cleaning and cleaning supplies. In the last year, SCC has responded positively to various ad hoc requests, including replacing lights and dealing with a list of repairs and improvements we identified as safety hazards. Our Centre Manager maintains good communication with the community buildings team and individual maintenance officers.

We continue to reap the benefit of previous initiatives: the kitchen (refitted in 2018/19) which has allowed the new lunch club to flourish; the audiovisual system (sound system and projector) which is used for conferences, church services, parties and our own film nights; and the ventilation system (which reduces noise pollution as well as infections). This year we undertook two major infrastructure projects:

- improving our computer system by moving to a cloud-based system and a maintenance contract with local IT firm ESP. We also purchased new lap-tops and a charging trolley for use primarily by the Homework Club. We have begun the process of updating our website.
- We redecorated the main hall and lobbies. One of our Trustees, Imran Ahmed, oversaw the project, meaning that we could use volunteers, including the Centre manager and three trustees and their families, rather than having to pay professionals. We did this over an intense weekend, with wonderful refreshments cooked by another trustee, Sausan Sawaf, and her husband.

SCC carried out an energy audit which we hoped would help us identify the cause of high energy costs (reflecting increased usage as well as prices). The surveyors made various recommendations, including double glazing and solar panels but the pay-back time did not justify the investment required (the associated SCC grant was not large). SCC was able to update some of our lighting to LED bulbs and give us access to data about usage patterns, which indicated that it does follow usage of the hall. They have also granted us substantial Community Infrastructure Levy (CIL) funding for double glazing. We are doing a feasibility exercise and hope to repair existing windows and install better secondary glazing soon.

We also plan to redecorate the classroom ready for the Cadent Centres for Warmth project

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Bookings

Our aim is to maximise the number and variety of bookings, with a good mix of paying (private) events, regular groups (preferably open to the local community and reflecting our charitable aims and diverse population) and activities run by the Centre.

This year, the number of private parties has fallen, but regular bookings have increased. The former is due to changing our policy to restricting parties (which are likely to create more noise and mess than other bookings) to Fridays and Saturdays, and to having a vetting system. The latter is due to a gradual and welcome growth in groups and organisations requesting bookings and to the Broomhall Centre raising funds and running our own activities. New daytime activities include the Foodcycle lunch club and the Welcome space, the employment advice service (a collaboration between the Broomhall Centre and Hanover TARA) and more church groups.

Weekly bookings

Day	Morning	Afternoon	Evening
Monday	S6 Foodbank		Hatha Yoga
Tuesday	Women's sewing/knitting		Greta's yoga (ended) Samba band
Wednesday	Foodcycle lunch	Welcome space	Girl's Youth Group
Thursday	Employment advice		Homework club Labour party Viva Voce choir
Friday	English conversation Zumba	Sufi workshop	
Saturday	Habla Espanol		
Sunday	Hong Kong church	Crown for Life CGMI & SEROC churches	

Once-off/occasional users

Cultural/religious groups

Malaysian, Turkish, Hong Kongers, Nigerian, Saudi, Caribbean, Iraqi

Indian (Marathi) New Year

Amal group, Eritrean women (monthly)

European night

Eid parties (3)

Church services (2)

Christmas

Father's Day

International Women's Day

Sheffield Uni International Women's club (weekly for 3 months)

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Other social/art/music/dance/sport

Drama, Filming (2)
Ceilidhs (4), Dance classes (3)
Roller-skating, cricket club, cycling project meeting (2)
Steel city band practice
Painting, Life Drawing, Exhibitions (2)

Health

Maternity/baby group x 2
Counselling training event
Hanover/Dev Green medical centre away-day
Healthy holidays programme (activities & food for school children, 4 days a week in holidays)

Political/community

Friends of Broomhall (monthly)
Board Meetings (monthly)
Socialist worker, Green Party
Landworkers' alliance, Palestine action, Medact
Family support group
Postal voting workshop (Malaysian)
Transgender awareness
Creative Action for Peace (fortnightly)

Private parties (total 30)

Birthdays (including children's, 18th & 60th)
Private ceilidh
Wedding/henna
Wakes (2)
Christening
Graduation
Golden wedding
Men-only dinners
Game-show party

Long-term booking

We continue to rent the upstairs room (office) to Link Learning, a small business which delivers music and arts tutoring to schools. They run a regular Healthy Holidays programme and, in December 2022, when Emily Hearne left, we contracted with them to run the Homework Club.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Activities run by Broomhall Centre

We continue to expand the activities run by the Broomhall Centre, i.e. those where we raise funds and coordinate the activity ourselves. These help to fill weekday daytime slots at the Centre, so benefiting our rental income stream as well as serving the local community.

- **Women's Health Sessions.** Rosie Chitty continues as our paid Activities Facilitator, supported by Nur Ali who is seconded from Shipshape, a well-being project based in Sharrow. The main session is sewing/crochet/crafts on Tuesday mornings. The English conversation club continues on Friday mornings, run by volunteers Jim Cowley and Vic Lyn. It is followed by women-only Zumba, led by the ever-popular Shahina Hanif. In the quarter ending March 2023, we engaged with 57 individuals across the three sessions (249 attendances in all). Ages range from under 25 to over 80. The group is ethnically very mixed with Arab, African, Asian and non-British white being commonest. Most live in S10, S3 and S2, i.e. postcodes near the Centre. There are currently 8 volunteers drawn from the group members. Many of them attended a series of training sessions run by Rosie. During the summer break, we took the women on family outings – to the Peak District, to Millhouses Park and to the seaside. The Women's Health sessions have been funded by Awards for All, Shipshape, the Freshgate and Graves trusts, Magic Little grants and an individual donation (which paid for the coach to Scarborough).
- **Welcome (warm) space** was a new initiative from October of 2022, providing a place for company and warmth after the Wednesday lunch club has ended (see below). Initially we simply opened the Centre in response to the cost of living/energy crisis. Since then, it has been recognised by SCC, funded through the Local Area Committee (LAC) and we have employed Rosie Chitty for an additional 2 hours to run it. We have recruited a volunteer through the Community Makers project, who offers craft activities (currently embroidery). The most popular activities are men's sewing (help with mending clothes), pool and watching TV.
- **Homework Club (HWC).** Having raised substantial funding to continue the HWC and reinstate Coding Club, we faced some challenges. We ran coding club sessions over summer 2022 but could not find anyone to continue it long-term. A cohort of older children left school and attendance shifted to primary school children, which in turn made the sessions less suitable for doing secondary school homework. In December, Emily Hearne, the HWC coordinator left to pursue other employment opportunities. We engaged Link Learning to take over, including recruiting volunteers. They have capacity to do this with less week-to-week support from Board members and have excellent resources and contacts. The number of older children – and volunteers who can assist with individual subjects – has started to climb again and they now meet in a side room so as not to be distracted by the younger children doing more informal/creative activities. Other successes have been upgrading the IT – we now have laptops (donated via the David and Jane Richards Foundation) in a recharging trolley; and making a film with funding and student engagement from the University of Sheffield. We are still relying on funds raised during the crowd-funding push of 2021 – 2. The Free Masons made a substantial donation which paid for new IT (laptops and a charging trolley). They have shown ongoing interest and have promised further support. We are also liaising with the University for new sources of funding.
- **HERB (Helping Environmental Regeneration in Broomhall)** continues its work around Broomhall, including looking after the small garden at the Centre. In the wider Broomhall area, they have planted trees and hedging and involve many student volunteers.
- **Broomhall Community Cinema,** restarted in May 2022, but faltered when the organisers, Sarah Christie and Emily Hearne left for personal reasons. Vic Lyn restarted it in February 2023, with monthly films and a café/bar.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Activities run by Broomhall Centre (continued)

- **Platinum Jubilee event.** SCC (Ward pot) gave us money in 2020 to fund a festival. We could not do so due to the Covid pandemic. But we used the funds to run a celebration for the Queen's Platinum Jubilee, with many user groups running stalls, helping with decoration and food. The weather was beautiful and we enjoyed music, dance, sport, stalls in the basketball court. In all, there were 50 stall holders and volunteers and 300 attendees.

Partnership working

Partnerships help us fulfil our aims and provide public benefit:

- After wondering how we might run/fund a lunch club, the national charity **Foodcycle** approached us to do just that and started sessions in October 2022. They provide food and volunteers (cooks and hosts) and feed about 30 people a week. They even pay us rent! We have reciprocated by clearing storage space and starting the **Welcome/warm space** (see above) which follows the lunch. Foodcycle tell us that their diners benefit from this – even if they don't stay for the full session, they don't have to be shooed out as soon as lunch is over, making the session more relaxed.
- We have strengthened our relationship with **Link Learning**, our upstairs tenants. They have become a Community Interest Company and asked us to be their Asset Lock Body. We contracted with them to coordinate the Homework Club (see above).
- **Hanover TARA** – linked to us via a Board Member, Andrew Woodhead – made a successful bid to extend their employment advice project to the Broomhall Centre.
- **S6 Foodbank** continue to use the whole hall on Monday mornings. This allows them to provide a more holistic service (and gives us a small income).
- **Shipshape** has provided a seconded worker to support the Women's Health sessions and, from January 2022 given us a small funding stream (from SCC's People Keeping Well project). This requires us to monitor attendance and benefits to users, which has been a good discipline. We benefit from an exchange of ideas and resources.
- **Broomhall Group of Groups (GoGs)**. This is a loose association of groups and venues based in Broomhall which meets to share information, concerns and ideas. **St Andrew's church**, who are stalwart attenders, supported the Platinum Jubilee event.
- **St Marks Church** is our local parish church. It runs the Girls Youth Group and provides occasional grants and volunteer support. We keep in touch directly and via GoGs.
- **Sheffield City Council** owns the building and is responsible for repairs and safety inspections. We have good contact and support from the community buildings team. The local area officers and city councillors take an interest and have provided funding (though the ward pot, Local Area Committee and Community Infrastructure Levy).
- **Cadent Gas** approached us in January 2023 to invite us to become a Centre for Warmth. This involves them funding us to provide welfare advice (which we will do via a contract with **Citizen's Advice Sheffield**) and energy-saving and safety advice. At the time of writing (June 2023) we have just signed the contracts and the project will go live in July.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Paid workers and volunteers

We are immensely grateful to all our workers and volunteers.

Paid workers

- Rafik Al Sakkaf goes from strength to strength as Centre Manager. He continues to manage bookings with efficiency, enthusiasm and helpfulness, often juggling potential clashes in order to accommodate as many groups and events as possible. Thanks to him, the calendar is fuller than ever and the income from rent sustained. He has kept tabs on the endless repairs and improvements to the building, contacting SCC or other agencies, or doing DIY jobs himself. He has also kept abreast of changes and challenges in our IT and audio-visual system. We increased Rafik's hours to 30/week during 2022.
- Rosie Chitty continues as Activities Facilitator, providing a warm welcome and support to many users of the Centre, especially through the Women's Health and Welcome Space sessions. She has a knack of spotting those who need help and those who can develop themselves as volunteers. We increased her hours to 12/week to cover the Welcome Space from December 2022.
- Patrick McCleod is our part-time cleaner, coming in every weekday evening (or early the following morning) to clean the hall and offices. He has also covered for the council cleaner and done overtime to clear up after parties who choose not to do it themselves.
- Emily Hearne, the Homework Club coordinator has developed the project and adapted to Covid, a change in the ages of children attending and various ad-hoc projects such as filming the club. She left in December 2022, passing the role to Link Learning.
- Sam Richardson and Rebecca, from Link Learning, are the main tutors for the Homework club.
- Sheffield City Council (SCC) provides a part-time cleaner for the kitchen, toilets and crèche who comes in two mornings a week.
- Nur Ali is seconded to the Tuesday Women's Health session by Shipshape, a public-health provider based in neighbouring Sharrow. Her knowledge of local resources is very valuable.

Volunteers

- **Board Members**, as listed above, are volunteers and all contribute over and above the time spent in Board Meetings.
- Sam Finnegan is our new **Finance & Admin volunteer**. She assists the treasurer with billing regular users and attends our monthly Finance and Funding Group where an extra pair of eyes and fresh ideas have proved very useful.
- As set out above, there are half a dozen regular volunteers helping to run the **Women's Health** sessions (sewing, Zumba and English conversation).
- A new volunteer, Priya Bhargava, has been recruited through Sheffield Community Makers project and does craft work at the **Welcome Space**.
- The **Homework Club** went through a quiet period in the autumn of 2022, but Chris Thornton, a full time professional at Aviva continued to attend, providing valuable continuity between Emily leaving and Link Learning taking over. The HWC is now beginning to expand the number of volunteers who are crucial to helping with subject -specialist homework.
- The lead volunteers for **HERB** are Polly Blacker and Tony Cornah who organise a small band of local residents and many university students for their weekly environmental work and special projects.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Funding and support

In very general terms, our rental income continues to cover the salaries of our Centre Manager and Cleaner and our utility bills. We are clear that activities – such as Women's Health sessions and Welcome space, cannot happen without additional funding (and that funding should include rent for use of the Centre). We don't have enough income to subsidise them. We are therefore grateful for the following grants and donations:

- Individual donations, once off and regular giving
- Community Fund (SCC residual levy funds) – for digital access project & employment advice project
- South Yorkshire Community Fund (Mayoral Fund) – for Women's Health
- Freshgate – for Women's Health
- Free Masons – for IT equipment for Homework Club
- Magic Little Grants- for Welcome Space
- National Lottery (Awards for All) – for Women's Health
- University of Sheffield – for Homework Club
- Shipshape – for Women's Health
- Ward Pot – for HERB
- Community Infrastructure Levy - for double glazing
- David and Jane Richards Foundation – donation in kind of computers for HWC
- St Mark's Church – for Welcome Space

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2023

Going Concern Review

The centre survived the Covid lockdowns with furlough support and an emergency running cost grant from Garfield Weston. This was followed by a rush of bookings for private parties, which increased our income. In the year ending March 2023, the pattern has changed again, with more occasional daytime bookings (e.g. conferences) and regular groups. We have also been successful with grant applications and have been able to continue and expand the Centre-run activities. As we go into 2023/24, we will become a Cadent Centre for Warmth, with income for running a contract to provide general and energy-related advice. This shifts us from being predominantly a Centre for hire, with added "projects", to offering a service within the community. Our income and expenditure will be substantially higher. This is a two-year contract, with a strong possibility of being continued. We can confidently say the Broomhall Centre is a going concern, adequately funded and expanding its activities.

Reserves Policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £15,000. As of 31 March 2023, our free reserves (unrestricted current assets) were £51,426 (2022: £45,123). We are now considering using some for improving the centre IT and doing some major redecoration.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 19 Sept 23 and signed on its behalf by:

Dr Jillian Creasy
Board Chair



Independent Examiner's report to the Trustees of The Broomhall Centre ("the Company")

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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

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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: 
Susan Cochrane, FCA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: 02/10/2023

The Broomhall Centre

Balance Sheet as at 31 March 2023

	Notes	2023 £	2022 £
Fixed assets			
Tangible fixed assets	9	<u>9,846</u>	<u>17,176</u>
Current assets			
Debtors	10	4,309	5,419
Cash at bank and in hand		<u>102,817</u>	<u>78,719</u>
Total current assets		<u>107,126</u>	<u>84,138</u>
Creditors: amounts falling due within one year	11	(6,063)	(6,019)
Net current assets		<u>101,063</u>	<u>78,119</u>
Total assets less current liabilities		<u>101,063</u>	<u>78,119</u>
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u><u>110,909</u></u>	<u><u>95,295</u></u>
Funds of the Charity			
Unrestricted funds		61,272	62,299
Restricted funds	12	49,637	32,996
Total funds	13	<u><u>110,909</u></u>	<u><u>95,295</u></u>

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP

The financial statements were approved and authorised for issue by the Board on 19 Sept 23
and signed on its behalf by:



Dr Jillian Creasy
Director

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Income from:							
Grants and Donations	2	2,391	52,011	54,402	2,286	47,531	49,817
Charitable activities	3	44,229	-	44,229	40,169	-	40,169
Total income		46,670	52,011	98,681	42,455	47,531	89,986
Expenditure on:							
Charitable activities	4	55,391	27,676	83,067	32,289	17,925	50,214
Total expenditure		55,391	27,676	83,067	32,289	17,925	50,214
Net income/(expenditure)		(8,721)	24,335	15,614	10,166	29,606	39,772
Transfer between funds	12	7,694	(7,694)	-	23,684	(23,684)	-
Net movement on funds		(1,027)	16,641	15,614	33,850	5,922	39,772
Total fund brought forward		62,299	32,996	95,295	28,449	27,074	55,523
Total funds carried forward		61,272	49,637	110,909	62,299	32,996	95,295

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2023

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Notes to the Accounts - continued
for the year ended 31 March 2023

(i) **Defined contribution pension scheme**

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) **Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

(k) **Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Donations	2,391	3,939	6,330	1,313	16,422	17,735
SY Community Foundation Mayor's Fund	-	3,471	3,471	-	-	-
Sheffield City Council Ward Pot Grant	-	996	996	-	3,613	3,613
Provincial Grand Master's Fund						
Freemasonry in the Community Initiative	-	4,911	4,911	-	-	-
LAC Central	-	1,526	1,526	-	-	-
National Lottery Community Fund	-	10,000	10,000	-	2,500	2,500
Magic Little Grants	-	500	500	-	500	500
The Freshgate Trust Foundation	-	2,000	2,000	-	-	-
Sheffield City Council (CIL)	-	14,705	14,705	-	3,962	3,962
Veolia Environmental Trust	-	-	-	-	13,469	13,469
W F Southall Trust	-	-	-	-	4,315	4,315
Shipsape Community Hub	-	3,000	3,000	-	750	750
J G Graves Charitable Trust	-	-	-	-	2,000	2,000
University of Sheffield	-	3,000	3,000	-	-	-
Community Fund (Tara)	-	1,500	1,500	-	-	-
Sheffield City Council Community Fund	-	2,463	2,463	-	-	-
Coronavirus Job Retention Scheme grant	-	-	-	973	-	973
	2,391	52,011	54,402	2,286	47,531	49,817

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Room hire	44,214	-	44,214	40,126	-	40,126
Other income	15	-	15	43	-	43
	44,229	-	44,229	40,169	-	40,169

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2023

4 Expenditure on Charitable Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £	Unrestricted funds £	Restricted funds £	Total 2022 £
Staff costs	5	20,039	11,543	31,582	14,309	9,005	23,314
Project costs		376	4,554	4,930	-	2,143	2,143
Refreshment and volunteer expenses		21	479	500	-	1,147	1,147
Utilities		9,704	-	9,704	4,875	-	4,875
Cleaning		220	-	220	433	-	433
Equipment repairs and renewals		2,846	630	3,476	536	1,128	1,664
Insurances		1,356	-	1,356	1,052	-	1,052
Licences		1,831	5,250	7,081	1,170	2,314	3,484
Printing, stationery and photocopying		637	140	777	236	-	236
IT equipment and software		9,580	3,529	13,109	432	-	432
Professional fees		-	-	-	-	-	-
Telephone internet and postage		709	-	709	683	-	683
Other costs		118	1,551	1,669	469	841	1,310
Bad debts		-	-	-	140	-	140
Independent examiners fee	8	624	-	624	624	-	624
Landfill Communities Fund contribution		-	-	-	-	1,347	1,347
Depreciation		7,330	-	7,330	7,330	-	7,330
		55,391	27,676	83,067	32,289	17,925	50,214

5 Staff costs

	2023 £	2022 £
Salaries	31,290	23,139
Employer's National Insurance contributions	1,004	491
Employer's allowance	(1,004)	(491)
Employer's pension contributions	292	175
	31,582	23,314

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2022: 4).

Notes to the Accounts - continued
for the year ended 31 March 2023

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2022: £nil). No trustees were reimbursed any out of pocket expenses during the year (2022: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees . The total employee benefits of the key management personnel was £nil (2022: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton and Amanda Hamilton, trustees, was an employee of The Broomhall Centre. The total cost to the charity was £3,087 (2022: £2,643). Myrtle and Amanda Hamilton are not involved in the decision making regarding employment or salary pay rates.

There were no other related party transactions during the year.

8 Fees to the independent examiner's organisation

2023
£

Independent examination fee

624

There were no other fees paid to the independent examiner's organisation during the year.

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2023

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2022	36,650	8,040	44,690
As at 31 March 2023	<u>36,650</u>	<u>8,040</u>	<u>44,690</u>
Depreciation			
As at 1 April 2022	19,474	8,040	27,514
Charge this period	7,330	-	7,330
As at 31 March 2023	<u>26,804</u>	<u>8,040</u>	<u>34,844</u>
Net book value			
As at 31 March 2023	<u>9,846</u>	-	<u>9,846</u>
As at 31 March 2022	<u>17,176</u>	-	<u>17,176</u>

10 Debtors

	2023 £	2022 £
Trade debtors	3,617	4,727
Prepayments	692	692
	<u>4,309</u>	<u>5,419</u>

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	2,164	350
Other creditors	3,275	5,045
Accruals	624	624
	<u>6,063</u>	<u>6,019</u>

Notes to the Accounts - continued
for the year ended 31 March 2023

12 Restricted funds

	Balance at 1-Apr-22 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-23 £
Garfield Weston	452	-	-	-	452
Herb Project	-	996	(578)	-	418
Digital access	-	2,463	(60)	(480)	1,923
Women's Health	2,483	19,071	(10,918)	(4,324)	6,312
Broomhall Festival 2020	1,504	-	(1,154)	(350)	-
Homework Club	28,557	10,750	(13,802)	(1,596)	23,909
Double glazing CIL	-	14,705	-	-	14,705
Welcome Place	-	2,526	(588)	(672)	1,266
HTA Employment project	-	1,500	(576)	(272)	652
	32,996	52,011	(27,676)	(7,694)	49,637

Garfield Weston

This fund was provided in the previous year to refurbish the centre's kitchen, main hall, AV system and the outside ball play area. The amounts shown here are the small amount remaining to be used.

Herb Project

Helping Environmental Regeneration in Broomhall (HERB) - the charity received funds from the Sheffield City Council Small grants fund towards gardening and other work in the Broomhall area.

Digital access

Funding provided to support basic computer use training for local people.

Women's Health

Project funded by National Lottery Community Fund, South Yorkshire Community Foundation, Shipshape Community Hub and The Freshgate Trust Foundation. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by this grant, which is represented by the transfer from restricted funds to unrestricted funds.

Broomhall Festival

Funding received from Sheffield City Council Ward Pot to support the Broomhall Festival 2020. Because of Covid this did not happen. The funds will now be used for a Broomhall Jubilee celebration.

Homework Club

The Homework Club is supported by the Provincial Grand Master's Fund Freemasonry in the Community Initiative, The University of Sheffield and restricted donations generated by fundraising appeals. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by the grant, which is represented by the transfer from restricted funds to unrestricted funds.

Double glazing CIL

Funding received to contribute towards the costs of replacement double glazed and sound restricted windows.

Welcome Place

Funding received from LAC Central and Magic Little Grants to support the City wide initiative of providing support to people suffering from the cost of living crisis.

Hanover Tenants (HTA) Employment Project

Funding to support a BHC expansion of the employment advice project that is run by the Hanover TARA. It provides two sessions of advice and support each week.

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2023

12 Restricted funds (continued)

<i>Prior year comparison</i>	<i>Balance at 1-Apr-21</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfer</i>	<i>Balance at 31-Mar-22</i>
	£	£	£	£	£
<i>Garfield Weston</i>	452	-	-	-	452
<i>Herb Project</i>	4	364	(410)	42	-
<i>Hunger Project</i>	-	-	-	-	-
<i>SheffFood - Bean growing</i>	750	500	(972)	(278)	-
<i>Women's Health</i>	8,235	10,565	(10,241)	(6,076)	2,483
<i>Broomhall Festival 2020</i>	1,504	-	-	-	1,504
<i>Homework Club</i>	16,129	18,671	(4,955)	(1,288)	28,557
<i>Ventilation Project</i>	-	17,431	(1,347)	(16,084)	-
	<u>27,074</u>	<u>47,531</u>	<u>(17,925)</u>	<u>(23,684)</u>	<u>32,996</u>

13 Net assets by fund

	Unrestricted funds	Restricted funds	2023 Total
	£	£	£
Tangible fixed assets	9,846	-	9,846
Current assets	57,489	49,637	107,126
Current liabilities	(6,063)	-	(6,063)
	<u>61,272</u>	<u>49,637</u>	<u>110,909</u>
<i>Net assets by fund - Prior year</i>	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>2022 Total</i>
	£	£	£
<i>Tangible fixed assets</i>	17,176	-	17,176
<i>Current assets</i>	51,142	32,996	84,138
<i>Current liabilities</i>	(6,019)	-	(6,019)
	<u>62,299</u>	<u>32,996</u>	<u>95,295</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2023	2022
	£	£
Operating lease payments:		
Within 1 year	195	389
Within 2 to 5 years	-	195
	<u>195</u>	<u>584</u>

THE BROOMHALL CENTRE

England & Wales - Charity number 1148348

Accounts

Company registration number: 08111343
Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2022

The Broomhall Centre

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The Broomhall Centre

**Legal and administrative information
For the year ended 31 March 2022**

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy

Chair

Peter Sacker

Secretary

Margaret Phipps

Treasurer

Dr Maggie Wykes

Myrtle Hamilton

Professor Ian Cooke

Duncan Lennox

Andrew Woodhead

Imran Ahmed

Amanda Hamilton

Appointed on 2 November 2021

Sausan Sawaf

Appointed on 10 May 2022

Registered Office

The Broomhall Centre

Broomspring Lane

Sheffield

S102FD

Independent Examiner

Susan Cochrane, FCA

Employee of:

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2022 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 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.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012. The company is limited by guarantee and therefore has no share capital.

The full Board of Trustees and the Finance and Funding Group (FFG) (consisting of the Treasurer, Secretary, Chair and with the Centre Manager in attendance) both meet monthly. Other groups are convened and meet on an ad-hoc basis to deal with particular projects or issues, for instance fundraising for the Homework Club (HWC) and restarting the Coding Club, upgrading the IT, redecoration of the Centre and vetting bookings for private parties.

Board members (Trustees) are all volunteers. All but one of us lives in the ward (the exception is Ian Cooke who is involved with St Andrew's church, a nearby church with strong community links). We have the following roles:

- (a) Jillian Creasy, Chair, line manages the staff and liaises with many local and city-wide partners, sits on FFG and Vetting Sub-group.
- (b) Margaret Phipps, Treasurer, sits on FFG.
- (c) Pete Sacker, Secretary, oversees governance and policies, sits on FFG and HWC sub-group, links with HERB.
- (d) Duncan Lennox, safe-guarding officer, sits on the HWC subgroup and liaises with the Youth Club Committee at St Mark's church (which runs the Girls Group at the Centre)
- (e) Imran Ahmed, leads on IT and building maintenance issues, has strong links with Sheffield City Council having worked for them in the past, links with Broomhill Primary School.
- (f) Ian Cooke, Andrew Woodhead, Maggie Wykes, attend Board meetings and provide wise heads/link us (respectively) to St Andrew's church, Hanover TARA and Sheffield University.
- (g) Mavis (Myrtle) Hamilton, long term stalwart of the board and great advocate for a multicultural, caring Broomhall.
- (h) Amanda Smith-Hamilton, brings professional experience as primary school teacher, supports Mavis' attendance and maintains our links with Broomhall's Jamaican community.
- (i) Sausan Sawaf (joined the Board in May 2022), has close links with the Women's Health project and represents us on the Board of Sheffield Community Makers (a city-wide project run by Ignite Imaginations on behalf of Voluntary Action Sheffield).

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document.

We recruit trustees mainly through local contacts and word of mouth. Potential Board members observe meetings prior to joining. New Board members receive a comprehensive induction pack and individual support as needed from the Chair. Our most recent recruits have made us more ethnically diverse and representative of our local community. We still need to reach out to younger people to shadow and possibly join the Board.

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by community groups and individuals. It also applies for grants and raises funds to run its own activities.

Public benefit statement

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

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women. But the space is used by others for a range of public and private leisure activities, with literally hundreds of beneficiaries a year. It is also a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have over a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. the homework club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Achievements during the year 2021 - 22

The building

The Broomhall Centre is far more than a building, but maintaining a secular space, accessible both physically and financially to local people and others from further afield is very important. Renting out the building also provides us with an income.

We received a large capital grant from the Garfield Weston Foundation in 2018/19, enabling us to install a new kitchen and audio-visual equipment and to gate the basketball court. We hoped this would lead to a substantial increase in rental income but the Covid-19 pandemic severely limited bookings during 2020/21. We began to reap the expected benefit from mid-2021 onwards.

We recognised early in the pandemic that good ventilation of public buildings was important for reducing the spread of Covid and successfully applied to the Veolia Environmental Trust (Landfill Tax) for a grant for a ventilation system, which was installed in the summer of 2021. This makes us more Covid-safe but also saves on heating bills because it incorporates heat reclamation. The basic system can be supplemented with a powerful extractor fan for large gatherings such as parties and dances. The latter incorporates noise attenuation, so is better for our neighbours than opening windows and doors. We hope that in due course agencies running groups for vulnerable people will want to book the Centre as a venue which is protected from air-borne diseases and that this will further increase our weekday daytime bookings.

The shipping container installed in the yard in January 2021 is still used for storage by the S6 Foodbank. They now also rent the hall on a regular basis allowing them to provide a more holistic service to their clients than when they were working from a side-entrance during lock-down.

Sheffield City Council (SCC) owns the building and continues to maintain it, but cannot afford any major improvements, such as replacing the windows. They do repairs on an ad hoc basis, for instance dealing with leaks from the roof or plumbing, rather than overhauling them. They do not do any re-decoration and internal and external paintwork is now in a poor condition. They did however move the controls for the door-fob system and the entry intercom from the classroom (previously the office) into the current office. This has improved efficiency and safety for our Centre manager. They continue to oversee our health and safety and fire compliance.

We have embarked on a European-funded project in association with SCC and The University of Sheffield to explore improving our energy efficiency. So far, they are gathering baseline information but we hope their analysis will point to useful improvements.

We have plans in hand to improve our IT (moving to a cloud-based system rather than servers) and to redecorate the hall, corridors and classroom.

We are conscious that the building and its facilities are a great asset – for the use of the community and as a source of income for us as an organisation. It behoves us to keep it in good condition and to be constantly considering improvements.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Bookings

Our aim is to maximise the number and variety of bookings, with a good mix of paying (private) events, regular groups (preferably open to the local community and reflecting our charitable aims and diverse population) and activities run by the Centre. In normal times, the bulk of our non-ring-fenced income comes from renting out the building. Bookings were severely impacted by the Covid-19 lockdowns of March to June 2020, September 2020 and January to June 2021. When restrictions were lifted in June 2021, bookings increased dramatically.

Juggling bookings to maximize use of the space and accommodate a very wide range of users and activities requires a high level of organisational skill, imagination and tact. Our current Centre Manager joined us just as the pandemic began and spent his first eighteen months overseeing a largely empty building. Since June 2021 he has managed the growing number and complexity of bookings and it is largely thanks to him that centre activity and income from bookings has risen to its highest ever level.

The Board made a decision to increase rents from April 2022 onwards. This consisted of raising the price for private parties and reducing the subsidy for regular bookings – though the Centre Manager is able to use his discretion to help genuine community/charitable groups.

During the pandemic (up to June 2021)

Except during the most extreme lockdowns, certain events were permissible:

Educational - Woodspeen (training for employment), Learn for Life digital access, Habla Espanol (Spanish language group), Iraqi cultural group, Amal cultural group, Homework Club

Support for vulnerable groups - Food bank, Girls Youth Group, Women's Health (sewing at first, then English conversation and finally Zumba/chairobics).

Current weekly bookings

We are well used on weekday evenings and at weekends. Fridays and Saturdays are available for private parties, commercial dances and fundraisers. People often hire the hall from the afternoon in order to decorate it ready for the evening. We do not allow private parties on Sunday evenings, but it can be hired for well-controlled private or fund-raising events such as dances. Our main "gaps" are weekday day-times, though these are often filled by once-off or short-series events.

Monday	morning: S6 Foodbank	evening: Hatha Yoga
Tuesday	morning: Women's sewing/knitting	evening: Greta's yoga, Samba band
Wednesday		evening: Girl's Youth Group
Thursday	morning: digital access drop-in	evening: Homework Club, Labour Party or Viva Voce choir
Friday	morning: English conversation, Zumba, Sufi worship	
Saturday	morning: Habla Espanol	
Sunday	Hong Kong church (8am), Crown for Life (lunch), CGMI & MFM churches (pm)	

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Frequent/occasional users during year ending March 2022

Cultural/religious groups

Iraqi cultural/religious meetings
Amal group (Eritrean women)
Malaysian markets/meals/cultural events
Ersoy meals (Turkish)
AEGEE socials (pan-European group)
Ambola (Nigerian) group
Eid parties

Other social/dance/music/sport

Latin Nights (Saturday night salsa)
Well-dressed band (Sunday night ceilidh)
Sabre Cats (cheerleading, stunts)
Unibrass (brass band society) sleepover
IVFDF (varsity folk dance society) sleepover
Theatre/dance rehearsals
CTC (cycling club) social
Sound equipment test by local DJ

Educational

Premier Education (Healthy Holiday sessions)
Link Learning (Healthy Holiday sessions)
Asiana Self Defence (South Asian women support)
YFL (training for employment)
MA Sanctuary (Domestic Violence support)

Health

Vaccinations (flu vaccine for children)
Weight Loss sessions (run by Shipshape as part of Women's Health)
Maternity support
Lunar sisters (feminist support for menstrual problems)

Political/community

Community meeting with local councillors
Council – for Area meetings & Elections
Volunteer training sessions
Board meetings/AGM

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Private parties (total 65)

Adult with music/dance (evenings)	33
Family/children (mostly daytime)	6
Baptisms	7
Funerals	5
Weddings	8
Henna/bridal shower	6

Even during the pandemic, except during the strictest lockdown periods, we were able to host small gatherings such as weddings and wakes. After restrictions were completely lifted, bookings for parties rapidly resumed. This led to a spate of problems during the summer of 2021 (noise, failure to clean up and remove rubbish), with complaints to the SCC and the police. These included parties for weddings and baptisms, the latter being particularly liable to get out of hand. We decided to limit bookings for private parties to Friday and Saturday nights and instituted a system whereby people could pay extra for us to provide cleaning. We also set up a vetting system, whereby potential bookers provide information which is checked by the Vetting Group. We give preference to people who live locally or have a long-standing connection with the area and decline bookings for events which we suspect will cause trouble. The situation has improved and stabilised.

Long-term booking

We continue to rent the upstairs room (office) to Link Learning, a small business which delivers music and arts tutoring to schools. Giving them a rent-free break during 2020 helped them to survive the pandemic and the business is now thriving. We have done some joint projects with them, for instance they ran a Healthy Holidays programme in the Centre.

Activities run by Broomhall Centre

As stated above, the Covid pandemic severely limited external bookings and hence our non-ringfenced income. This coincided with a greater need to support isolated/vulnerable people and with funding opportunities ("Covid recovery") to do so. We expanded our own activities – particularly the Women's Health Sessions – and this has continued post-pandemic. This has filled empty weekday daytime slots at the Centre, so benefiting our rental income stream as well as providing support for the local community.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Activities run by Broomhall Centre (continued)

- **Women's Health Sessions.** These restarted in September 2020, in the form of a sewing group run by a volunteer, Rosie Chitty (who moved to the Broomhall Centre when the nearby Jesus Centre closed). She was supported by a worker seconded from Shipshape, Nur Ali, who replaced Saima Rehman. We were successful with several grant applications and, as the lockdowns were lifted, we were able to expand the activities, adding in Zumba/Chairobics, an English Conversation club and a vegetable-growing project, "Broomhall Beans". In the autumn of 2021, we had enough funds to appoint Rosie as a paid Activities Facilitator. She has "grown" the Women's Health Sessions in the sense of the numbers attending, the support for vulnerable individuals and for those who want to develop themselves as volunteers. This culminated in her leading training sessions for volunteers in March 2022 and has expanded the core of local people involved in the Centre as a whole, including on the Board. As of March 2022, we have worked with:
55 individual attendees across sewing, Zumba, English conversation
9 volunteers, 7 very regular + 2 who ran a trial café in autumn 2021
13 volunteers trained including some helping at other BHC activities
Ethnic background includes Arab (28), African (25), S Asian (3), Asian (2), British (1)
Ages range from 25 to over 80 years, mostly within bands 40-64 (30) and 26-39 (16)
Postcodes The vast majority of the women are local i.e. from S10 (19) and S3 (21)
- **Homework Club** – Emily Hearne, the HWC coordinator was not furloughed at any point during the pandemic. She continued to provide support for a small number of children on-line. Homework club re-opened in parallel with schools, i.e. from autumn 2021. A new cohort of children signed up, mostly much younger (primary school age) than previously. Emily has adapted the sessions to include more creative activities, although the core model of individual adult volunteers (many of them undergraduates) helping children with their homework continues. In 2021, the University of Sheffield withdrew their long-standing funding and, despite intensive lobbying (they claim to support diversity and volunteering), declined to reinstate it. Emily and her colleagues, supported by our secretary, launched a crowd-funding initiative through Local Giving, which raised an astounding £17k. The high-point of the campaign was a prime-time news item on Look North. This attracted more individual donations and the interest of other funding bodies. We have enough money now to run the HWC for at least three years and to reinstate and equip the Coding Club, i.e., to open another weekly session for children.
- **HERB** (Helping Environmental Regeneration in Broomhall) is now formally part of our organisation. Polly Blacker and Tony Cornah continue to do environmental work in Broomhall with a group of residents and student volunteers. They did a big catch-up following Covid, getting green spaces and pavement planters back into shape. New projects included the "Mary Bed" in the Centre's garden, in memory of one of their volunteers and working with children at Springfield Primary School to sow and plant flowers in a pocket park, where they also ran a street play project in August 2021. They plan walks round the area to encourage local people to enjoy and use the flowers, fruit and herbs.
- **Broomhall Community Cinema**, plans to restart the bi-monthly film-showing were laid, and it restarted in May 2022.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Paid workers and volunteers

We are immensely grateful to all our workers and volunteers. They adapted to the Covid pandemic and have emerged from it with energy and enthusiasm, embracing new initiatives and ways of working.

Paid workers

- Rafik Al Sakkaf took over as Centre Manager in February 2020, and was immediately faced by the challenge of the Covid-19 pandemic. During this time, he managed the building, including chasing up repairs and overseeing the installation of the ventilation system. He kept abreast of ever-changing Covid rules, keeping the Centre as safe and accessible as possible. As the last lockdown came to an end in Spring/Summer of 2021, he dealt with a deluge of requests for bookings. He improved the Lettings Agreement and booking system, which is now running smoothly. He also worked with the treasurer to finesse the financial systems, including a busy turnover of rent/deposits and the petty cash. His IT and engineering knowledge and skills have proved invaluable. He is fluent in Arabic and has enabled many new users to access the Centre. We increased Rafik's hours to 25 per week during 2021.
- Emily Hearne, the Homework Club coordinator has been endlessly adaptable, working remotely, then re-opening face to face and helping to lead the HWC out of a funding crisis towards new horizons. We have increased her hours to reflect setting up and helping to run a second weekly session (the coding club).
- Patrick McCleod is our part-time cleaner, coming in every weekday evening (or early the following morning) to clean the hall and offices. He has also covered for the council cleaner and done deep cleans to prepare us for re-opening after lockdowns.
- Sheffield City Council (SCC) provides a part-time cleaner for the kitchen, toilets and crèche who is supposed to come in three mornings a week. This stopped during the lockdowns and became very erratic. SCC now propose to employ Patrick in this role – on top of the hours paid for by the Centre – which will make the cleaning better, more reliable and easier to manage for all concerned.
- Najma Hashi, our additional "Covid-safe" cleaner, who we employed to clean surfaces and touch points between user groups, ceased to be needed after June 2021. She is still available for occasional post-party cleaning on a zero-hours contact basis.
- Ruth Oxley and Farah Alkhatat, our finance/admin volunteers who helped to input data into our accounting software, both left us during 2021. We are grateful for their work and wish them well in new volunteer and paid roles. We are still seeking another finance volunteer to assist the treasurer with billing regular users.
- Rosie Chitty joined us from the Jesus Centre when it closed to help run the Women's Health sessions. She has progressed from volunteering, to sessional work as a sewing tutor, to contracted hours (now 10 hours a week) as our Activities Facilitator. This relieves the Chair from day-to-day oversight of the projects within the Women's Health remit. Rosie has made successful bids for further funding for Women's Health activities.
- Shipshape, a public-health provider based in neighbouring Sharrow, seconds a worker for a day a week to support the Women's Health Session. Saima Rehman left Shipshape in March 2021 and her role has been taken over by Nur Ali.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Volunteers

Board Members, as listed above, are volunteers and all contribute over and above the time spent in Board Meetings.

As set out above, there are seven regular volunteers helping to run the **Women's Health** sessions (sewing, Zumba and English conversation). Two ran a café during the autumn of 2021 (now stopped), one of whom has joined the Board, the other still bakes cakes on request (e.g. our Annual General Meeting and the Platinum Jubilee festival). Thirteen came to the **volunteer training**, including some involved in other Broomhall Centre projects. Further training, focussed on the Homework Club is planned.

The **Homework Club** has signed up sixteen volunteers in the course of the year. Three of these are University staff including Will Mason, a long-standing supporter who helped with fundraising despite having a new baby, and Cat Oldham who works in the volunteering office. Twelve are students, including PhD students, who tend to come and go according to their other commitments. Molly Matthews has been particularly helpful, contributing to additional activities and engaging the children in ecology. Special mention for Chris Thornton, too, a full time professional at Aviva who attends every Thursday without fail and is well-loved by the children.

The lead volunteers for **HERB** are Polly Blacker and Tony Cornah who organise a small band of local residents for their weekly environmental work and a wider group for special projects.

Partnership working

Partnerships were formed or strengthened during the pandemic and have continued to thrive:

- S6 Foodbank used our premises for free during the pandemic but now rent the hall on Monday mornings. This allows them to provide a more holistic service (and gives us a small income).
- The Jesus Centre closed during the pandemic and we have benefited from Rosie moving to work with us, and bringing some equipment and some users with her.
- Shipshape has provided a seconded worker to support the Women's Health sessions and, from January 2022 given us a small funding stream (from SCC's People Keeping Well project). This requires us to monitor attendance and benefits to users, which has been a good discipline. We benefit from an exchange of ideas and resources.
- Learn for Life have been able to return to their own premises, after using our space for digital inclusion sessions during the pandemic. The legacy has been to build up our own digital inclusion offer, upgrading our IT and starting sessions ourselves.
- Broomhall Group of Groups (GoGs). This is a loose association of groups and venues based in Broomhall which meets to share information, concerns and ideas. We continued to meet by Zoom during the Covid pandemic and have now started face to face meetings again.
- St Marks Church is our local parish church. It runs the Girls Youth Group and provides occasional grants and volunteer support. We keep in touch directly and via GoGs.
- Sheffield City Council owns the building and is responsible for repairs and safety inspections. But we have also liaised effectively around planning and licensing issues and have had good contact and support from the community buildings team.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Funding and support

Our rental income plummeted during Covid and in 2020 we began to focus more strongly on alternative fund-raising by means of grants and donations. Where possible, the applications included an element for rent, which provides non-ringfenced income. Some of the grants were badged as "Covid recovery" funding. Ironically, we were unable to spend all the money received within the expected time-frame as activities were curtailed by ongoing waves of the pandemic. Happily, funders have been generous about extending deadlines.

Since the end of restrictions, rental income has increased, but our run of successful funding applications has also continued and our self-run projects are stronger than ever.

Funding for Women's Health

Three grants from the year ending March 2021 (Awards for All, South Yorkshire Community Fund (SYCF), SCC's Ward Pot and Magic Little Grants) saw us through until the autumn of 2021. These were followed by grants in the year ending March 2022 from:

- **Local Connections (National Lottery)** – enabled us to pay tutors and "grow" the project
- **Southall Trust** – enabled us to employ an Activities Facilitator to build in sustainability
- **SCC Ward pot** – for volunteer training to increase quality and engagement
- **Shipshape** – relatively small quarterly amount, but this longer term (18 months) funding cements our partnership with an "umbrella" service provider and gives us a sense of security; they have required more detailed monitoring which has been a useful exercise for us and will help with future funding bids
- **JG Graves Charitable Trust and Freshgate** (Freshgate was received after the year-end) secure the crucial Activity Facilitator role until at least autumn 2022 and allow her to plan additional activities over the summer

We received a further grant, from the SYCF Mayoral Fund via the Wesleyan Foundation in April 2022 and have applied for another Awards for All grant which, if successful, will come through in autumn 2022. Overall, the Women's Health project is much stronger than before the Covid-19 pandemic in terms of both funding and achievements.

Funding for Homework and Coding Club

This has been an even more powerful instance of difficult times forcing new opportunities. As explained above, the University of Sheffield had given us core funding of nearly £7000 a year, but made it clear that the grant on February 2021 was to be the last. In that year, we had also had £5000 from St Andrew's Church. These sums saw us through until the end of 2021, particularly as we were unable to resume the Coding Club, due to the pandemic. Volunteers and supporters of the Homework Club responded to the looming funding crisis by setting up a crowd-funding appeal. We had already joined Local Giving (arising from a grant from Magic Little Grants) which provided the platform and handled any Gift Aid associated with donations through them. A highlight of the campaign was when a reporter from TV station Look North filmed children and volunteers at the Homework Club and produced a short item which went out in the evening news. The HWC coordinator, Emily Hearne, worked hard to get the necessary permissions from children and parents and appeared in the film herself, speaking passionately about how much children valued a space to do their homework but also to have fun together. The local Police and Crime Commissioner tweeted that this was a shining example of a project tackling inequalities.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Overall, this push brought in:

- Over £17k in donations and Gift Aid, £12.5 via Local Giving and the rest through direct contact
- A SCC Ward pot grant of nearly £2.5k
- Donation in kind (new laptops) from SCC which started arriving in May 2022

As a result, the Homework Club is secure for the next couple of years and we have been able to restart the Coding Club, an additional weekly session for children to learn computer skills and problem solving. As with the Women's Health project, the HWC is a core activity delivered by the Broomhall Centre which acts as a focus for other projects. The HWC has strong links with the Girls Youth Group and reaches families who then engage with the Centre in other ways. The Coding Club makes use of our IT resources and has encouraged us to improve those (new laptops and moving to a cloud-based system). This meshes with projects to improve digital access for adults.

Funding for Digital Access

We used part of the 2020/21 Awards for All and SYCF monies to support digital access during the pandemic. We did this in partnership with Learn for Life, who could not use their own premises (being small and poorly ventilated) so moved sessions to the Broomhall Centre. They paid the tutor (our Centre Manager, Rafik) and encouraged their users to travel to Broomhall. Learn for Life have now reopened, but left us with a legacy of providing digital access. At the end of March 2022, we applied to the SCC Community Fund for money to start our own drop-in sessions. This came through in April and we will run sessions over the summer.

Funding for HERB

HERB (Helping Environmental Regeneration in Broomhall) received a small grant from the Ward Pot for plants and equipment, enabling it to continue maintaining the garden at the Centre and nearby green spaces.

Funding for maintenance and running costs

Garfield Weston gave us an unrestricted grant in March 2021, which helped us weather the drop in rental income due to the pandemic. The grants described above are restricted and, though we allocated a proportion to pay ourselves rent, this could not make up for the losses.

The **Veolia Environmental (Landfill Tax) fund** and match funding from the **SCC Community Infrastructure Levy (CIL)** were approved in 2020/21 but came through and were used to install the ventilation system in summer 2021.

Our energy bills soared after re-opening (and again since energy prices went up dramatically in April 2022). Our Centre Manager attended a European-funded conference on renewable energy, organised by the **Translational Energy Research Centre (TERC)** at the University of Sheffield, in autumn 2021. This has led to arranging an energy audit which we hope will identify ways of saving energy and money.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2022

Funding for maintenance and running costs (continued)

The focus on IT at the Centre – for the Homework Club, Coding Club and adult digital access as well as our increasingly complex internal operations – has forced us to consider revamping our systems. Some of the infrastructure will be paid for via grants and donations in kind (laptops) but some will be out of our own reserves. We intend to move to a cloud-based system, which should be safer and more efficient in all respects than our ancient servers.

The rise in use – particularly for large private parties – has increased wear and tear on the Centre. We will use our own **reserves and volunteers** to redecorate the internal building.

Funding for Broomhall Festival

We received a SCC Ward Pot grant in 2020 to run a Broomhall-wide festival. This could not be used during the pandemic, but after discussion at the Board and with the Broomhall Group of Groups, planning began for a Platinum Jubilee Festival to coincide with the late May/early June bank holiday, so it will be spent in the current financial year (2022-23).

Financial review and reserves policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £15,000. At 31 March 2022 our free reserves (unrestricted current assets) were £45,123 (2021: £20,352). We are now considering using some for improving the centre IT and doing some major redecoration.

Small company provisions:

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 8 Nov 22 and signed on its behalf by:



Dr Jillian Creasy
Board Chair

Independent Examiner's report to the Trustees of The Broomhall Centre ("the Company")

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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

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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: S Cochrane
Susan Cochrane, FCA
Employee of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 09/11/2022

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	Total 2022 £	Unrestricted funds £	Restricted funds £	Total 2021 £
Income from:							
Grants and Donations	2	2,286	47,531	49,817	12,950	26,520	39,470
Charitable activities	3	40,169	-	40,169	5,247	-	5,247
Total income		42,455	47,531	89,986	18,197	26,520	44,717
Expenditure on:							
Charitable activities	4	32,289	17,925	50,214	28,701	5,826	34,527
Total expenditure		32,289	17,925	50,214	28,701	5,826	34,527
Net income/(expenditure)		10,166	29,606	39,772	(10,504)	20,694	10,190
Transfer between funds	12	23,684	(23,684)	-	1,628	(1,628)	-
Net movement on funds		33,850	5,922	39,772	(8,876)	19,066	10,190
Total fund brought forward		28,449	27,074	55,523	37,325	8,008	45,333
Total funds carried forward		62,299	32,996	95,295	28,449	27,074	55,523

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Balance Sheet as at 31 March 2022

	Notes	2022 £	2021 £
Fixed assets			
Tangible fixed assets	9	17,176	8,097
Current assets			
Debtors	10	5,419	2,177
Cash at bank and in hand		78,719	47,207
Total current assets		84,138	49,384
Creditors: amounts falling due within one year	11	(6,019)	(1,958)
Net current assets		78,119	47,426
Total assets less current liabilities		78,119	47,426
Creditors: amounts falling due after more than one year		-	-
Total net assets		95,295	55,523
Funds of the Charity			
Unrestricted funds		62,299	28,449
Restricted funds	12	32,996	27,074
Total funds	13	95,295	55,523

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP

The financial statements were approved and authorised for issue by the Board on 8 March 22
and signed on its behalf by:



Dr Jillian Creasy
Director

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2022

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2022

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
	£	£	£	£	£	£
Donations	1,313	16,422	17,735	1,975	3,268	5,243
ShefFood	-	-	-	-	750	750
Sheffield City Council Ward Pot Grant	-	3,613	3,613	-	860	860
South Yorkshire's Community Foundation	-	-	-	-	1,880	1,880
St Andrew's Church	-	-	-	-	5,000	5,000
National Lottery Community Fund	-	2,500	2,500	-	6,940	6,940
Magic Little Grants	-	500	500	-	500	500
Garfield Weston	-	-	-	5,000	-	5,000
Sheffield City Council (CIL)	-	3,962	3,962	-	-	-
Veolia Environmental Trust	-	13,469	13,469	-	-	-
W F Southall Trust	-	4,315	4,315	-	-	-
Shipsape Community Hub	-	750	750	-	-	-
J G Graves Charitable Trust	-	2,000	2,000	-	-	-
University of Sheffield	-	-	-	-	6,900	6,900
Coronavirus Job Retention Scheme grant	973	-	973	5,975	-	5,975
Other grants	-	-	-	-	422	422
	2,286	47,531	49,817	12,950	26,520	39,470

3 Income from charitable activities

	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
	£	£	£	£	£	£
Room hire	40,126	-	40,126	5,247	-	5,247
Other income	43	-	43	-	-	-
	40,169	-	40,169	5,247	-	5,247

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2022

4 Expenditure on Charitable Activities

	Note	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
		£	£	£	£	£	£
Staff costs	5	14,309	9,005	23,314	13,322	4,206	17,528
Project costs		-	2,143	2,143	1	650	651
Refreshment and volunteer expenses		-	1,147	1,147	-	32	32
Utilities		4,875	-	4,875	2,559	-	2,559
Cleaning		433	-	433	326	-	326
Equipment repairs and renewals		536	1,128	1,664	691	515	1,206
Insurances		1,052	-	1,052	1,077	-	1,077
Licences		1,170	2,314	3,484	1,009	360	1,369
Printing, stationery and photocopying		236	-	236	552	-	552
IT equipment and software		432	-	432	434	-	434
Professional fees		-	-	-	370	-	370
Telephone internet and postage		683	-	683	768	-	768
Other costs		469	841	1,310	99	63	162
Bad debts		140	-	140	285	-	285
Independent examiners fee	8	624	-	624	480	-	480
Landfill Communities Fund contribution		-	1,347	1,347	-	-	-
Depreciation		7,330	-	7,330	6,728	-	6,728
		32,289	17,925	50,214	28,701	5,826	34,527

5 Staff costs

	2022	2021
	£	£
Salaries	23,139	17,409
Employer's National Insurance contributions	491	211
Employer's allowance	(491)	(211)
Employer's pension contributions	175	119
	23,314	17,528

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2021: 4).

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2022

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2021: £nil). No trustees were reimbursed any out of pocket expenses during the year (2021: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel was £nil (2021: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton and Amanda Hamilton, trustees, was an employee of The Broomhall Centre. The total cost to the charity was £2,643 (2021: £2,325). Myrtle and Amanda Hamilton are not involved in the decision making regarding employment or salary pay rates.

There were no other related party transactions during the year.

8 Independent examination fees

	2022	2021
	£	£
Independent examination fee	<u>624</u>	<u>480</u>
Other fees were payable to the independent examiner's organisation were:		
Payroll	393	370
Licences	252	252
	<u>645</u>	<u>622</u>

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2022

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2021	20,241	8,040	28,281
Additions	16,409	-	16,409
Disposals	-	-	-
As at 31 March 2022	<u>36,650</u>	<u>8,040</u>	<u>44,690</u>
Depreciation			
As at 1 April 2021	12,144	8,040	20,184
Charge this period	7,330	-	7,330
As at 31 March 2022	<u>19,474</u>	<u>8,040</u>	<u>27,514</u>
Net book value			
As at 31 March 2022	<u>17,176</u>	<u>-</u>	<u>17,176</u>
As at 31 March 2021	<u>8,097</u>	<u>-</u>	<u>8,097</u>

10 Debtors

	2022 £	2021 £
Trade debtors	4,727	1,410
Prepayments	692	767
	<u>5,419</u>	<u>2,177</u>

11 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	350	290
Other creditors	5,045	970
Accruals	624	698
	<u>6,019</u>	<u>1,958</u>

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2022

12 Restricted funds

	Balance at 1-Apr-21 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-22 £
Garfield Weston	452	-	-	-	452
Herb Project	4	364	(410)	42	-
ShefFood - Bean growing	750	500	(972)	(278)	-
Women's Health	8,235	10,565	(10,241)	(6,076)	2,483
Broomhall Festival 2020	1,504	-	-	-	1,504
Homework Club	16,129	18,671	(4,955)	(1,288)	28,557
Ventilation Project	-	17,431	(1,347)	(16,084)	-
	27,074	47,531	(17,925)	(23,684)	32,996

Garfield Weston

This fund was provided in the previous year to refurbish the centre's kitchen, main hall, AV system and the outside ball play area. The amounts shown here are the small amount remaining to be used.

Herb Project

Helping Environmental Regeneration in Broomhall (HERB) - the charity received funds from the Sheffield City Council Small grants fund towards gardening and other work in the Broomhall area.

ShefFood - Bean growing

Project to get local residents to grow beans in whatever open space they have including flat balconies. The transfer reflects the completion of the project and, with the funders approval, the balance being allocated to unrestricted funds.

Women's Health

Project funded by National Lottery Community Fund, J G Graves Charitable Trust, Sheffield City Council Ward Pot, Shipshape Community Hub and W F Southall Trust. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by this grant, which is represented by the transfer from restricted funds to unrestricted funds.

Broomhall Festival

Funding received from Sheffield City Council Ward Pot to support the Broomhall Festival 2020. Because of Covid this did not happen. The funds will now be used for a Broomhall Jubilee celebration.

Homework Club

The Homework Club is supported by a Sheffield City Council ward pot grant and restricted donations generated by fundraising appeals. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by the grant, which is represented by the transfer from restricted funds to unrestricted funds.

Ventilation Project

Funding received from Veolia Environmental Trust and Sheffield City Council (CIL) to purchase and install mechanical ventilation with heat recovery in the main hall of The Broomhall Centre. As part of the Veolia Environmental Trust funding agreement a contribution of 10% of the grant received is paid to the Landfill Communities Fund. The transfer represents the purchase of the fixed asset which is capitalised in the accounts.

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2022**

12 Restricted funds (continued)

<i>Prior year comparison</i>	<i>Balance at 1-Apr-20</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfer</i>	<i>Balance at 31-Mar-21</i>
	£	£	£	£	£
<i>Garfield Weston</i>	967	-	(515)	-	452
<i>Herb Project</i>	48	422	(466)	-	4
<i>Hunger Project</i>	9	-	-	(9)	-
<i>SheffFood - Bean growing</i>	-	750	-	-	750
<i>Women's Health</i>	-	10,180	(576)	(1,369)	8,235
<i>Broomhall Festival 2020</i>	1,504	-	-	-	1,504
<i>Homework Club</i>	5,480	15,168	(4,269)	(250)	16,129
	<u>8,008</u>	<u>26,520</u>	<u>(5,826)</u>	<u>(1,628)</u>	<u>27,074</u>

13 Net assets by fund

	Unrestricted funds	Restricted funds	2022 Total
	£	£	£
Tangible fixed assets	17,176	-	17,176
Current assets	51,142	32,996	84,138
Current liabilities	(6,019)	-	(6,019)
	<u>62,299</u>	<u>32,996</u>	<u>95,295</u>

Net assets by fund - Prior year

	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>2021 Total</i>
	£	£	£
<i>Tangible fixed assets</i>	8,097	-	8,097
<i>Current assets</i>	22,310	27,074	49,384
<i>Current liabilities</i>	(1,958)	-	(1,958)
	<u>28,449</u>	<u>27,074</u>	<u>55,523</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2022	2021
	£	£
Operating lease payments:		
Within 1 year	389	389
Within 2 to 5 years	195	584
	<u>584</u>	<u>973</u>

THE BROOMHALL CENTRE

England & Wales - Charity number 1148348

Accounts

Company registration number: 08111343

Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2021

The Broomhall Centre

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The Broomhall Centre

**Legal and administrative information
For the year ended 31 March 2021**

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy	Chair
Peter Sacker	Secretary
Dr Jeremy Ritchie	Treasurer until 2 June 2020 Resigned on 3 November 2020
Margaret Phipps	Treasurer from 2 June 2020 Appointed on 23 January 2020
Dr Maggie Wykes	
Myrtle Hamilton	
Professor Ian Cooke	
Duncan Lennox	
Ayan Farrah	Resigned on 23 January 2020
Andrew Woodhead	
Imran Ahmed	Appointed 1 December 2020

Registered Office

The Broomhall Centre
Broomspring Lane
Sheffield
S102FD

Independent Examiner

Susan Cochrane, FCA
On behalf of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 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 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.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012. The company is limited by guarantee and therefore has no share capital.

During 2019 and into 2020 Voluntary Action Sheffield helped us to improve with the way we were keeping our accounts. We have implemented new systems including setting up a finance sub-committee and upgrading our accounting software. We have now separated out the roles of day-to-day financial administration and treasurer, to have proper checks in place. Volunteers and the Facilities and Lettings Manager are taking on more of the former, allowing the Treasurer, Margaret, and the finance sub-committee to spend more time monitoring/analysing. We have organised and upgraded all our policies, with a focus on the process for lettings and our safeguarding arrangements.

The main Board and the Finance Sub Committee meet monthly. The Finance Sub Committee has standing items to review expenditure and monitor grant applications and spending. There are sub-groups for special projects such as particular grant applications, overseeing the refurbishment and appointing a new worker.

Board (committee) members are all volunteers. All but one of us lives in the ward (the exception is Ian Cooke who is closely involved with St Andrew's church, a close neighbour). We have the following roles:

- Jillian Creasy, our chair, is line manager for our workers and liaises with many partners
- Margaret Phipps, new to the board this year and has taken on the role of treasurer.
- Pete Sacker, our secretary, who also sits on the finance and fund-raising subgroups and links with HERB.
- Duncan Lennox who is our safe-guarding officer and liaises with the Homework Club and the Youth Club Committee at St Mark's church
- Ian Cooke, Andrew Woodhead, Maggie Wykes, Imran Ahmed attend all the meetings and provide wise heads/link us (respectively) to St Andrew's church, Hanover TARA, Sheffield University and Broomhill Infants school
- Mavis (Myrtle) Hamilton, long term stalwart of the board and great advocate for a multicultural, caring Broomhall

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document.

We recruit trustees mainly through local contacts and word of mouth. Potential Board members observe meetings prior to joining. We ran an induction/refresher session for existing Board members, the new manager and our finance volunteers in February 2020. The new Board member also received a comprehensive induction pack and attended training on our accounting package. We still need to encourage new, younger and BAME members and will look at a "shadowing" scheme in the future.

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by community groups and individuals. It also applies for grants and raises funds to run its own activities.

Public benefit statement

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

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women. But the space is used by others for a range of public and private leisure activities, with literally hundreds of beneficiaries a year. It is also a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have over a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. the homework club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

Achievements of the year

The building

The Broomhall Centre is far more than a building, but maintaining a secular space, accessible both physically and financially to local people and others from further afield is very important. Renting out the building also provides us with an income.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

We continue to benefit from the improvements made using a large capital grant from the Garfield Weston Foundation in 2018/19 (new kitchen, audio-visual equipment and gating the basketball court). We hoped this would lead to a substantial increase in rental income during 2020 but the Covid-19 pandemic limited bookings.

From March 2020 we hosted the S6 Foodbank, which used the main hall for storage. This was not sustainable when other activities resumed and we got planning permission for and installed a shipping container in the yard (craned into position in January 2021).

The hall has plenty of windows and doors for ventilation and is large enough to accommodate 30 people with social distancing. The City Council advised, supported and awarded us Covid-safe status in September 2020, which meant we were able to accommodate permitted activities (youth, support and educational groups). We employed a Covid-cleaner to clean surfaces and touch points between groups. We recognised early on that good ventilation of public buildings was important and successfully applied for a Veolia Environmental Trust (Landfill Tax) grant to install a ventilation system with heat reclamation, which should be installed this summer ready for the autumn/winter.

Sheffield City Council continues to assist with major repairs. The windows in the main hall were due to be replaced during 2019/20. We met with Cabinet Members who told us that all major investments in Community Buildings have been suspended pending a city-wide review. They did, however, expedite some other long-standing repairs including further attempts to solve leaks into the kitchen and creche (partially successful).

Bookings

In normal times the bulk of our non-ring-fenced income comes from renting out the building. This was severely impacted by the Covid-19 lockdowns of March to June 2020, September 2020 and January to June 2021.

- **Regular bookings** - Normally weekday evenings and weekend daytimes were nearly full, but lockdown rules prevented most bookings. Physical activity including singing (yoga, martial arts, choir and chairbics) had to stop. Youth work (the Girls' Group) continued intermittently until the January 2021 lockdown. Educational activities were allowed but Habla Espanol and the Homework Club erred on the side of caution and ceased face to face meetings. Another barrier was the limit on numbers: some regular groups, for instance Life Drawing, were not viable, even after we offered to reduce the rent. On the other hand, having a certified Covid-safe building meant we were able to accommodate new groups: Learn for Life ran computer courses at the Broomhall Centre (as their own premises were unsuitable). We also hosted the weekly S6 Foodbank and ran a women's support (sewing) group from September – December 2020.
- **Once-off bookings** – All large parties, dances and fundraisers were cancelled from March 2020 onwards. We hosted a couple of small family gatherings – weddings and wakes – over the summer of 2020. We also attracted a new commercial booking from Woodspeen training, which teaches computer and employability skills.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

- **Long-term bookings** – We continued to rent the upstairs room (MR3) to Link Learning, though we gave them a rent-free break during the first (March – June 2020) lockdown.

Activities run by Broomhall Centre

- **Homework Club** – we continued to employ our HWC coordinator, Emily Hearne, but from March 2020 onwards she supported children on-line rather than face-to-face. This drastically reduced the number she was able to support because she could not use volunteers in the same way. She liaised with the Girls Group and ran on-line projects, including a reading/writing group.
- **Women's Health Sessions** – these stopped in March 2020, but restarted in the form of a sewing/support group in September 2020. They were supported by Saima Rehman, seconded from Shipshape and Rosie Chitty, who moved to volunteer at the Broomhall Centre when the Jesus Centre closed (due to Covid and then being sold). We were successful in getting substantial grants for women's health session related activities (which were classed as "covid recovery"). By including rent in these applications, we have ensured a small non-ringfenced income stream.
- **HERB** – long term centre supporters Polly Blacker and Tony Cornah continued to do environmental work in Broomhall with an increasing group of resident and student volunteers as and when Covid rules permitted. They have kept the yard and garden at the Centre tidy.

Activities provided by others which are open to the public. Many of our regular groups fall into this category but, as stated above, they were unable to continue during the pandemic. The main exception was the Girls Group, which continued to provide face-to-face support for much of the year.

Private bookings. Family and religious celebrations and fund-raisers contribute to our role as a community hub as well as providing income for the Centre and have been sorely missed during the pandemic.

Paid workers and volunteers

We are immensely grateful to all our workers and volunteers who have adapted to our needs and limitations during the Covid pandemic.

- **Rafik Al Sakkaf** took over as Centre Manager in February 2020. After a couple of week's working alongside his predecessor, Miriam Schechter, he was plunged into managing the changes necessitated by the Covid pandemic. He brings his background as an engineer and his IT and computer trainer skills as well as being multilingual, well organised, personable and endlessly willing and adaptable. Achievements include rewriting the lettings agreement, finessing and taking responsibility for the petty cash and invoicing systems, updating the website, chasing up repairs and a major contribution to our successful application for funding for a ventilation system. He had pre-existing links as a trainer for Learn for Life and has used them to cement our partnership with them and bring digital skills training into the Broomhall Centre.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

- Emily Hearne has continued to coordinate the Homework Club, adapting to a much more individual, hands-on role when it was forced to work remotely. She is now restarting the face-to-face work and looking to set up additional sessions over the summer in conjunction with a colleague.
- Patrick McCleod is our part-time cleaner, coming in every weekday evening (or early the following morning) to clean the hall and offices. He has also covered for the council cleaner and done deep cleans to prepare us for re-opening after lockdowns.
- Sheffield City Council provides a part-time cleaner for the kitchen, toilets and crèche who comes in three mornings a week, though this stopped during the lockdowns.
- Najma Hashi joined us as an additional "Covid-safe" cleaner, to make sure surfaces and touch points are wiped down between user groups. She has had to be very flexible since starting in August 2020.
- Ruth Oxley and Farah Alkhatat are our finance/admin volunteers who help to input data into our accounting software, in particular raising invoices and chasing payments from regular user-groups. This workstream has been much reduced during Covid, but they continued to attend finance subgroup meetings and contribute to finessing of systems. Farah recently found paid work and left the team. Ruth remains with us.
- Rosie Chitty joined us from the Jesus Centre when it closed to help run the Women's Health sessions. Initially she volunteered her time, but as the sessions developed and we got funding, she been paid as a sessional sewing tutor. She has encouraged vulnerable women including two volunteers to start coming to the Broomhall Centre and provides ongoing support to them between sessions.
- Shipshape, a public-health provider based in neighbouring Sharrow, seconds a worker for a day a week to support the Women's Health Session. Saima Rehman was able to keep in touch by phone and Whatsapp with women when the face-to-face sessions stopped and played an important part in restarting the sessions in a Covid-safe way in September 2020 (keeping a register, checking symptoms and mask-wearing). Her role at Shipshape has changed and, since March, Nur Ali has taken over.

Of our paid workers, Rafik, Patrick and Najma have all been furloughed for substantial parts of the year and have worked flexibly to accommodate this.

Partnership working

Partnership working has been more important than ever during the pandemic. We have benefited from providing space for organisations whose premises were closed or unsuitable. In some cases this has brought in rent, in others we have benefited from workers/volunteers and in all cases we have been able to provide more services to a wider range of people. We have also shared ideas and mutual support with other organisations facing similar challenges.

- Shipshape – has supported the Women's Health sessions, but also linked our users with other services, for instance a Zoom-based digital inclusion course run by Israac (nearby Somali community centre).
- S6 Foodbank – we have allowed them to use our premises rent-free but are pleased to have hosted this service, which continues to expand as the economic effects of the pandemic take their toll.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

- Jesus Centre – the physical building has been sold, but the group who ran it continue to work in the area; Rosie Chitty supports the women's health sessions and is going to start using the hall for worship/lunch on a Sunday.
- Learn for Life – educational and social support for asylum seekers and refugees. They have used our premises, but shifted us towards doing more digital inclusion work.
- Broomhall Group of Groups. This is a loose association of groups and venues based in Broomhall which meets to share information, concerns and ideas. We have continued to meet by Zoom during the Covid pandemic and have an email group list to share announcements and ideas.

Funding and support

As outlined above, our rental income plummeted during Covid and we started alternative fund-raising by means of grants and donations. Some of these grants were badged as "Covid recovery" funding. This has meant additional work for the Board members and existing staff (applying, administering, accounting for the grant and in some cases running or at least supervising the activity itself). Where possible, these grants include an element for rent, which provides non-ringfenced income. Magic Little Grants encouraged us to set up an on-line donation and gift-aid facility, which has brought in more money.

Grants & donations received in 2020/21 (see main accounts for details):

- University of Sheffield for Homework Club
- St Andrews Church for Homework Club/activities for young people's education
- Awards for All for the Making it Through Together (MITT) project i.e. Women's Health Session and related activities (sewing, chairobics, computer skills)
- South Yorkshire Community Foundation also for Women's Health Sessions
- Magic Little Grants for the Chairobics element of Women's Health Sessions
- Ward Pot (City Council) for rental element of sewing, computer café and ESOL classes
- Veg Cities (via ShefFood) for Broomhall Beans project – supporting local people to grow runner beans on balconies, yards of gardens
- Garfield Weston Covid emergency fund to help with shortfall in income during pandemic
- Donations – mostly via Local Giving, the online facility set up by Magic Little Grants
- Gift Aid including retrospective claims.

Grants rolled over from the previous year:

- South Yorkshire Community Foundation for Homework and Coding Club.

Grants received or expected in early 2021/22

- Veolia Environmental Trust - £13,469 for ventilation in main hall
- Community Infrastructure Levy (City Council) match funding for ventilation project (paid just into new financial year, 13.4.21).

Sheffield City Council provides building, repairs and some cleaning.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

Impact of Covid-19

We have had to make adjustments in terms of the **building, bookings, activities** we run ourselves and the **deployment of staff and volunteers**. We have successfully applied for **grant funding** to meet some of the shortfall in rental income and developed and strengthened local **partnerships**. These impacts and responses are described in the sections above. The following is based on the list of issues which government requires charities to consider (see [Coronavirus \(COVID-19\) guidance for the charity sector - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/coronavirus-covid-19-guidance-for-the-charity-sector))

Government financial support for charities

- We benefitted from the furlough scheme. In the first phase (March – August 2020) we furloughed two members of staff (Centre Manager and regular Cleaner) completely and only paid them at 80% (the amount reimbursed). In August 2020, as we looked to re-open in September, we took on an additional zero-hours Covid Cleaner and brought back our other workers. In January 2021, we furloughed all these three workers. We were glad to discover we could pay our zero-hours cleaner on the basis of her average earnings over the preceding six months. By this time we had received some grant funding and were more confident about our financial position, so we paid them at 100%, i.e. making up the non-reimbursed portion. We continued to employ our Homework Club Coordinator throughout as her work with young people was still needed and she is grant-funded.
- We applied for the business support scheme, but Sheffield City Council decided we were not eligible as we do not pay rent or council tax for the building. We argued that we had regular outgoings (utility bills) but they still refused. The problems this would have caused have been mitigated by successful bids for Covid support grants, including from the national lottery, as outlined above.

Board meetings and AGM

- We continued to hold monthly Board and sub-group meetings by Zoom. We had good attendance apart from one elderly member, with whom we kept in touch by hand-delivered agendas and minutes, phone calls and door-step conversations.
- We held our AGM remotely in November 2020. Again, we had good attendance. We posted a power-point summary of the annual report, with illustrations, on our website and are likely to have reached more people than in a normal year.
- We have set up small-meetings using Zoom or telephone to sort out specific problems
- The chair has continued to meet staff, Board members and partners face-to-face as necessary, either in the Centre (with social distancing and masks) or outdoors.

Using reserves and restricted funds

Thanks to Government support through furlough and charitable donations and grants we have been able to continue to run the centre within national guidelines and without recourse to using our reserves.

We have strictly kept to only using restricted funds for the purposes they were granted. As our applications always include the appropriate contributions for each group's centre usage this meant that our directly funded groups have helped the centre to survive.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

Helping with Coronavirus efforts

- We hosted the S6 Foodbank which provides food parcels and financial advice.
- We allowed the local Covid mutual aid group to access printing at the Centre and helped to publicise their work and that of the Foodbank via leaflets to all local households.
- We supported young people by continuing to employ the Homework Club coordinator and giving space for the Girls Group to meet.
- We provided computer skills courses to help alleviate problems with digital access.
- We ran Women's Health sessions to support vulnerable women.
- We continued to support the Broomhall Group of Groups which shared information between partners and disseminated information about Covid-safe behaviour, vaccine uptake etc.

Keeping people safe

- We continued to have regard to our safeguarding responsibilities, for instance making sure that our Homework Club coordinator personally supervised contact between volunteers and young people.
- We followed the government guidelines on the use of the building in terms of opening, types of bookings, numbers of people, distancing, ventilation. We wrote an addendum to our usual lettings agreement to cover Covid safety procedures, such as keeping a register of attendees at events. We also worked with the City Council and were certified by them as Covid-safe.
- We have ensured that our staff have the necessary equipment (gloves, aprons, cleaning materials) for their tasks.
- We have got a grant to install ventilation in the main hall which we believe will make us safer in any new wave/new airborne pandemic.

Fund-raising and Coronavirus appeals

- We were able to benefit from various Covid-response grants without changing our charitable objectives. We focussed on providing face-to-face emotional and educational support as and when the lock-down arrangements allowed it.

Financial review and reserves policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £15,000. At 31 March 2021 our free reserves (unrestricted current assets) were £20,352 (2020: £22,500). We are now closely monitoring income, expenditure and cash flow as we will need to make early decisions if our confidence is not born out over the next few months.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2021

Future viability

Ultimately, the Broomhall Centre's purpose is to provide a physical community hall for rent by local individuals or groups. We have always provided some activities ourselves and, during the pandemic, this has become a more significant strand of income (as the grants included an element for rent). Bookings for regular groups and once-off events are now starting to come in again. We hope that, because we are a large, Covid-safe hall we will have more bookings than before. Options to bolster this position include:

- Installing mechanical ventilation with heat reclamation in the main hall (funding granted, work expected to be completed during summer 2021)
- Building on the digital access work we have started, either running courses ourselves (which would need to be grant-funded) or attracting rent-paying organisations to do so
- Expanding activities such as the Women's Health sessions. Grant funding is available and includes a rental element, but it takes considerable work on the part of Board members and the Centre manager to coordinate them. One option is to apply for a larger grant which would cover an element of community development. This would have the advantage of bringing in more people from the local community and increasing the diversity of users.

Small company provisions:

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 3 Aug 21 and signed on its behalf by:

Dr Jillian Creasy
Board Chair



Independent Examiner's report to the Trustees of The Broomhall Centre ("the Company")

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

Responsibilities and basis of report

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company'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

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 the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to organisations preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Signed:

Susan Cochrane, FCA
On behalf of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield
S1 4FW

Date: 3 August 2021

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Income from:							
Grants and Donations	2	12,950	26,520	39,470	1,717	15,171	16,888
Charitable activities	3	5,247	-	5,247	23,014	-	23,014
Investments - bank interest		-	-	-	-	-	-
Total income		18,197	26,520	44,717	24,731	15,171	39,902
Expenditure on:							
Charitable activities	4	28,701	5,826	34,527	33,869	10,342	44,211
Total expenditure		28,701	5,826	34,527	33,869	10,342	44,211
Net Income/(expenditure)		(10,504)	20,694	10,190	(9,138)	4,829	(4,309)
Transfer between funds	12	1,628	(1,628)	-	23,681	(23,681)	-
Net movement on funds		(8,876)	19,066	10,190	14,543	(18,852)	(4,309)
Total fund brought forward		37,325	8,008	45,333	22,782	26,860	49,642
Total funds carried forward		28,449	27,074	55,523	37,325	8,008	45,333

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Balance Sheet as at 31 March 2021

	Notes	2021 £	2020 £
Fixed assets			
Tangible fixed assets	9	<u>8,097</u>	<u>14,825</u>
Current assets			
Debtors	10	2,177	4,611
Cash at bank and in hand		<u>47,207</u>	<u>27,939</u>
Total current assets		<u>49,384</u>	<u>32,550</u>
Creditors: amounts falling due within one year	11	(1,958)	(2,042)
Net current assets		<u>47,426</u>	<u>30,508</u>
Total assets less current liabilities		<u>47,426</u>	<u>30,508</u>
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u>55,523</u>	<u>45,333</u>
Funds of the Charity			
Unrestricted funds		28,449	37,325
Restricted funds	12	27,074	8,008
Total funds	13	<u>55,523</u>	<u>45,333</u>

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP

The financial statements were approved and authorised for issue by the Board on 3 Aug 21 and signed on its behalf by:



Dr Jillian Creasy
Director

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2021

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2021

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. Accordingly, there is no taxation charge in these accounts.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Donations	1,975	3,268	5,243	1,717	355	2,072
ShefFood	-	750	750	-	-	-
Sheffield City Council Ward Pot Grant	-	860	860	-	2,484	2,484
South Yorkshire's Community Foundation	-	1,880	1,880	-	5,000	5,000
St Andrew's Church	-	5,000	5,000	-	-	-
National Lottery Community Fund	-	6,940	6,940	-	-	-
Magic Little Grants	-	500	500	-	-	-
Garfield Weston	5,000	-	5,000	-	-	-
University of Sheffield	-	6,900	6,900	-	6,700	6,700
Coronavirus Job Retention Scheme grant	5,975	-	5,975	-	-	-
Other grants	-	422	422	-	632	632
	12,950	26,520	39,470	1,717	15,171	16,888

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Room hire	5,247	-	5,247	23,014	-	23,014
	5,247	-	5,247	23,014	-	23,014

4 Expenditure on Charitable Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Staff costs	5	13,322	4,206	17,528	15,706	4,775	20,481
Project costs		1	650	651	531	1,617	2,148
Refreshment and volunteer expenses		-	32	32	21	35	56
Utilities		2,559	-	2,559	4,848	-	4,848
Cleaning		326	-	326	195	-	195
Equipment repairs and renewals		691	515	1,206	173	3,764	3,937
Insurances		1,077	-	1,077	998	-	998
Licences		1,009	360	1,369	1,375	-	1,375
Printing, stationery and photocopying		552	-	552	713	40	753
IT equipment and software		434	-	434	19	-	19
Professional fees		370	-	370	479	-	479
Telephone internet and postage		768	-	768	802	-	802
Other costs		99	63	162	565	111	676
Bad debts		285	-	285	236	-	236
Independent examiners fee	8	480	-	480	480	-	480
Depreciation		6,728	-	6,728	6,728	-	6,728
		28,701	5,826	34,527	33,869	10,342	44,211

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2021**

5 Staff costs

	2021	2020
	£	£
Salaries	17,409	20,319
Employer's National Insurance contributions	211	744
Employer's allowance	(211)	(744)
Employer's pension contributions	119	162
	<u>17,528</u>	<u>20,481</u>

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2020: 3).

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2020: £nil). No trustees were reimbursed any out of pocket expenses during the year (2020: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel was £nil (2020: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton, trustee, was an employee of The Broomhall Centre. The total cost to the charity was £2,325 (2020: £2,441). Myrtle Hamilton was not involved in the decision making regarding employment or salary level.

There were no other related party transactions during the year.

8 Independent examination fees

	2021	2020
	£	£
Independent examination fee	<u>480</u>	<u>480</u>
Other fees were payable to the Independent examiner's organisation were:		
Payroll	370	323
Licences	252	105
Training	-	156
	<u>622</u>	<u>584</u>

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2021

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2020	20,241	8,040	28,281
As at 31 March 2021	20,241	8,040	28,281
Depreciation			
As at 1 April 2020	8,096	5,360	13,456
Charge this period	4,048	2,680	6,728
As at 31 March 2021	12,144	8,040	20,184
Net book value			
As at 31 March 2021	8,097	-	8,097
As at 31 March 2020	12,145	2,680	14,825

10 Debtors

	2021 £	2020 £
Trade debtors	1,410	3,753
Prepayments	767	858
	2,177	4,611

11 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	290	421
Other creditors	970	770
Accruals	698	851
	1,958	2,042

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2021

12 Restricted funds

	Balance at 1-Apr-20 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-21 £
Garfield Weston	967	-	(515)	-	452
Herb Project	48	422	(466)	-	4
Hunger Project	9	-	-	(9)	-
SheffFood - Bean growing	-	750	-	-	750
Women's Health	-	10,180	(576)	(1,369)	8,235
Broomhall Festival 2020	1,504	-	-	-	1,504
Homework Club	5,480	15,168	(4,269)	(250)	16,129
	8,008	26,520	(5,826)	(1,628)	27,074

Garfield Weston

This fund was provided in the previous year to refurbish the centre's kitchen, main hall, AV system and the outside ball play area. The amounts shown here are the small amount remaining to be used.

Herb Project

Helping Environmental Regeneration in Broomhall (HERB) - the charity received funds from the Sheffield City Council Small grants fund towards gardening and other work in the Broomhall area.

Hunger Project

Grant received to run the Hunger Project in the previous year. Remaining £9 transferred to unrestricted funds.

SheffFood - Bean growing

Project to get local residents to grow beans in whatever open space they have including flat balconies.

Women's Health

Project funded by National Lottery Community Fund, South Yorkshire Community Fund, Sheffield City Council Ward Pot and Magic Little Grants. The Magic Little grant was awarded to support the Women's Health group to do chairbics, the remaining funding was provided to support The Broomhall Centre during the Covid 19 pandemic. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by this grant, which is represented by the transfer from restricted funds to unrestricted funds.

Broomhall Festival

Funding received from Sheffield City Council Ward Pot to support the Broomhall Festival 2020. Because of Covid this did not happen. The Broomhall Centre is currently in discussion with the funder and the original organisers (Group of Groups) as to how best use this grant.

Homework Club

The Homework Club is supported by the University of Sheffield, St Andrews Church and Sheffield City Council ward pot. In addition to the direct costs, treated as expenditure, the rooms used within the Centre were funded by this grant, which is represented by the transfer from restricted funds to unrestricted funds.

Prior year comparison

	Balance at 1-Apr-19 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-20 £
W F Southall Trust	513	-	(513)	-	-
Garfield Weston	26,284	-	(3,764)	(21,553)	967
Herb Project	63	500	(515)	-	48
Coding Club	-	5,480	-	-	5,480
Hunger Project	-	200	(111)	(80)	9
No Planet B - BSA	-	432	(432)	-	-
Broomhall Festival 2020	-	1,504	-	-	1,504
Homework Club	-	7,055	(5,007)	(2,048)	-
	26,860	15,171	(10,342)	(23,681)	8,008

The Broomhall Centre

Notes to the Accounts - continued
for the year ended 31 March 2021

13 Net assets by fund

	Unrestricted funds £	Restricted funds £	2021 Total £
Tangible fixed assets	8,097	-	8,097
Current assets	22,310	27,074	49,384
Current liabilities	(1,958)	-	(1,958)
	<u>28,449</u>	<u>27,074</u>	<u>55,523</u>

Net assets by fund - Prior year

	Unrestricted funds £	Restricted funds £	2020 Total £
Tangible fixed assets	14,825	-	14,825
Current assets	24,542	8,008	32,550
Current liabilities	(2,042)	-	(2,042)
	<u>37,325</u>	<u>8,008</u>	<u>45,333</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2021 £	2020 £
Operating lease payments:		
Within 1 year	389	389
Within 2 to 5 years	584	973
	<u>973</u>	<u>1,362</u>

15 Funds received as an agent

During the year The Broomhall Centre received two separate grants on behalf of other organisations, the grant income was then distributed to them. In accordance with the accounting treatment set out in the Charities SORP FRS102, the funds received were not recognised as an asset within the accounts of The Broomhall Centre and accordingly the receipt of the funds was not recognised as income nor the distribution recognised as expenditure.

	Balance b/fwd £	Income £	Expenditure £	Balance c/fwd £
Sheffield City Council Ward Pot Grant - Writing through Lockdown	-	740	(740)	-
Shpshape for Healthy Holidays - Broomhall Girls Group	-	1,000	-	1,000
	<u>-</u>	<u>1,740</u>	<u>(740)</u>	<u>1,000</u>

The balance was paid over to The Broomhall Girls Group during April 2021.