

**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	
Sausan Sawaf	

Appointed on 2 November 2021

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/Chairbics, 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 Alkhayat, 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 £
<b>Income from:</b>							
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
<b>Total income</b>		<b>42,455</b>	<b>47,531</b>	<b>89,986</b>	<b>18,197</b>	<b>26,520</b>	<b>44,717</b>
<b>Expenditure on:</b>							
Charitable activities	4	32,289	17,925	50,214	28,701	5,826	34,527
<b>Total expenditure</b>		<b>32,289</b>	<b>17,925</b>	<b>50,214</b>	<b>28,701</b>	<b>5,826</b>	<b>34,527</b>
<b>Net income/(expenditure)</b>		<b>10,166</b>	<b>29,606</b>	<b>39,772</b>	<b>(10,504)</b>	<b>20,694</b>	<b>10,190</b>
<b>Transfer between funds</b>	12	23,684	(23,684)	-	1,628	(1,628)	-
<b>Net movement on funds</b>		<b>33,850</b>	<b>5,922</b>	<b>39,772</b>	<b>(8,876)</b>	<b>19,066</b>	<b>10,190</b>
<b>Total fund brought forward</b>		<b>28,449</b>	<b>27,074</b>	<b>55,523</b>	<b>37,325</b>	<b>8,008</b>	<b>45,333</b>
<b>Total funds carried forward</b>		<b>62,299</b>	<b>32,996</b>	<b>95,295</b>	<b>28,449</b>	<b>27,074</b>	<b>55,523</b>

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 £
<b>Fixed assets</b>			
Tangible fixed assets	9	17,176	8,097
<b>Current assets</b>			
Debtors	10	5,419	2,177
Cash at bank and in hand		78,719	47,207
<b>Total current assets</b>		84,138	49,384
Creditors: amounts falling due within one year	11	(6,019)	(1,958)
<b>Net current assets</b>		78,119	47,426
<b>Total assets less current liabilities</b>		78,119	47,426
Creditors: amounts falling due after more than one year			
<b>Total net assets</b>		95,295	55,523
<b>Funds of the Charity</b>			
Unrestricted funds		62,299	28,449
Restricted funds	12	32,996	27,074
<b>Total funds</b>	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 Nov 22  
and signed on its behalf by:



Dr Jillian Creasy  
Director

**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.

**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	-	-	-
Shipshape 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
	<b>2,286</b>	<b>47,531</b>	<b>49,817</b>	<b>12,950</b>	<b>26,520</b>	<b>39,470</b>

**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	-	-	-
	<b>40,169</b>	<b>-</b>	<b>40,169</b>	<b>5,247</b>	<b>-</b>	<b>5,247</b>

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
		<b>32,289</b>	<b>17,925</b>	<b>50,214</b>	<b>28,701</b>	<b>5,826</b>	<b>34,527</b>

## 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
	<b>23,314</b>	<b>17,528</b>

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	624	480
Other fees were payable to the independent examiner's organisation were:		
Payroll	393	370
Licences	252	252
	645	622

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)	-
	<b>27,074</b>	<b>47,531</b>	<b>(17,925)</b>	<b>(23,684)</b>	<b>32,996</b>

#### 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)

Prior year comparison	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
	<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

	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>

### 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>