



We are pleased to enclose your annual accounts.



REGISTERED COMPANY NUMBER: 08227390 (England and Wales)
REGISTERED CHARITY NUMBER: 1150892

Lightwaves Community Trust

**Report of the Trustees and
Financial Statements**

Year Ended 30 September 2023

SMH Jolliffe Cork Ltd
Chartered Accountants
33 George Street
Wakefield
West Yorkshire
WF1 1LX

Lightwaves Community Trust

**Contents of the Financial Statements
for the year ended 30 September 2023**

	Page
Report of the Trustees	1 to 7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10 to 11
Notes to the Financial Statements	12 to 18

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The aim of the charity is to provide the residents of Wakefield district and the neighbourhood of College Grove and Pinderfields with a thriving community-run facility for sport, leisure, social and community activities to advance their well-being, health and prospects and to promote cohesion within the community.

Charitable object

The objects of the charity as outlined in the articles of association are "to further benefit the residents of Wakefield and elsewhere, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together said residents and the local authorities, voluntary and other organisations in a common effort to relieve poverty, advance education and to provide facilities in the interests of social welfare and for recreation and leisure time occupation with the object of improving conditions of life for the residents"

Public benefit aims and intended impact

The key benefit for the public has been that Lightwaves Leisure and Community Centre has been sustained and remained open and in business for the public and local community following the major challenges of the pandemic. The return to 'normal' has been a gradual process but the resumption of the full range of activities has underlined the centre's importance as a community anchor providing services and support for local people. At this point in time, we are still not at pre-Covid levels of income, nor opening hours.

However, in this period the Trust bounced back to providing a full range of services and renewing its reputation as a thriving community-run facility that hosts education and learning activities, social and leisure pursuits as well as welfare services that support the most vulnerable and deprived citizens and families in the community. As people have emerged from the pandemic's impacts and deep social and economic needs have been revealed, the Lightwaves Centre has proven itself a vital facility for assisting families to navigate their way through the impacts of the cost-of-living crisis.

Significant activities

This period marked a continuing return to normal patterns of activity following the period of transition from Covid-related activities and funding via Wakefield Council and the voluntary and community sector. Centre usage normalised and returned to pre-pandemic levels. Lightwaves Trust returned to searching out funding for the Centre's core and additional activities.

With a return to normality came a return to large event bookings and progression to pre-pandemic centre use and revenue levels. In the previous year Sunday opening was considered but demand for weekend usage remained confined and focussed on large event bookings. Thus, for the time being the Trust believe that the case for opening all weekend remains weak albeit the hope is that the normal bookings will rise to make this a viable option.

During the Covid crisis Lightwaves Centre became part of a system of local hubs delivering services to local communities experiencing challenges to their physical, emotional and financial well-being. In this period we built on the legacy of what we learned and what was needed by local residents, and focussed on services tackling:

- Money concerns (budgeting, benefits, vouchers)
- Energy worries (help with utilities)
- Housing related concerns (rent and accommodation)
- Jobs and related issues (training opportunities, CV help with job applications)
- Health & family concerns.

Our approachable and friendly staff and volunteers at the hubs help people look at their situation and work with them to find solutions and take steps to improve things. A range of services and partners deepen and this is recounted below.

**Report of the Trustees
for the year ended 30 September 2023**

Core requests have been for printing food vouchers for families which help release extra money for individuals and families to pay their utilities bills. Indeed, higher energy bills are something that the Trust has also faced, with this period seeing an almost £50,000 increase in heating and lighting costs (see page 19).

Below details of the Citizens Advice Bureau and the Food Pantry are described. Additionally, the Trust has worked with:

- Live Well team and their services for the older people services,
- Step Up organisation for employment help (Providence Street/Town Hall),
- Adult Education for training opportunities/ESOL (Manygates Centre),
- Wakefield College for adult & young people ESOL training,
- City of Sanctuary Foodbank & services (St Michaels Church),
- Art House Projects for refugees and asylum seekers,
- Hepworth Gallery Projects for refugees and asylum seekers, and
- Age UK Wakefield District (Castleford) for pension help and older people services.

During this year we were successful in gaining funding to provide a Warm Space for the community over the winter period. Our Warm Space provision not only allowed a warm and welcoming space but held the potential to contribute to significant changes in people's quality of life and support positive social interactions. The Warm Space project demonstrated a mixture of young people and adults accessing our Centre. Especially on Fridays, we have seen an increase in numbers attending the centre on using the sporting activities. Plus, this project created the opportunity for our Centre Staff to tell individuals about services on offer as well as signposting them to organisations in the community, and perhaps most important of all, providing a listening ear for the adults who live on their own.

One challenge in this period has been discovery of evidence of fraud which is currently being investigated by the authorities and has been reported to the Charity Commission. On advice and response from the Charity Commission the Trust has tightened up its governance and control procedures. We are also working with partners such as NOVA to review and strengthen our governance and administrative procedures to prevent this ever recurring. The Trust will pursue any losses resulting from this incident.

The post Covid return to Feel Good Fridays became normalised and continues to be well-received by all: staff, volunteers and the local community. This initiative has been very positively received and helps make the centre even more accessible to all the community, where we provide a free lunch for the elderly, and with sports activities free for the over 60-year-olds and local unemployed, as well as asylum seekers and the refugee community. Activities are half price for everybody and activities such table tennis have proven popular. The emphasis is on making the Centre welcoming and tea and cake made by local volunteers plays its part in providing a home-from-home feel to the Centre on Feel Good Fridays.

In 2022 the pandemic initiative of the Lightwaves Foodbank had successfully evolved into a Lightwaves Food Pantry operation and where local citizens pay a £5 weekly subscription to gain approximately £40 worth of food and other household essentials (toiletries, etc.) Initially the Community Panty was open on Fridays and fortnightly on Saturdays to accommodate working members of the community however we since July 2023 the Food Pantry is open every Friday.

On average we attract 3 to 4 volunteers supporting the Community Food Pantry Co-ordinator on Fridays, which is especially helpful for the service's functioning as well as appreciated by the Food Pantry members for the kindness, checking in and discussions about cooking the various items at the sessions. Each session attracts 10 to 15 members attending for food and signposting to services. Families attend weekly and individuals fortnightly.

The pantry is laid out like a shop, and members choose their own items from a wide selection, including fresh, refrigerated, frozen and long-life foods. (The latter depends on what is received from FayreShare plus donations.) Our Community Pantry Co-ordinator attends the Wakefield & District Food Aid Network and Household Funding Meetings. We believe that the Food Pantry has broader benefits, notably:

- Enhancing mental and physical health of the pantry members,
- Reducing feelings of isolation with the contact,
- Enabling them to form new friendships via signposting to community organisations,
- Encourages local volunteering opportunities,

**Report of the Trustees
for the year ended 30 September 2023**

- Improve health & well-being as the members choose your food,
- Prevents food and other waste via Fayre Share pantry and donations,
- Prevent hunger,
- Helps rebuilds dignity,
- Renews and deepens connections between families & individuals in crisis and their local community.

Sustaining supplies for the Food Pantry has been a major pressure as the cost of living crisis has affected so many people increasing demand for help as donations have fallen. The work of the Food Pantry is complemented support from the Citizens Advice Bureau which runs a drop in every Wednesday, from 10am till 12pm as well as pre-planned appointments from 1pm to 3pm. Demand for the Food Pantry has remained fairly constant and this service has become a core support for some of the local community's most vulnerable families and individuals.

A previous grant of £11,000 Prosper Together Fund saw us set up as a decision panel Trust composed of 3 Lightwaves Trust members who consider applications via referrals to help families experiencing exceptional hardship and emergencies, for example, such as a broken fridge, need for clothing for school, bedding and such like. The scheme has continued into this year providing a vital tool to help families and individuals in desperate circumstances.

Lightwaves is one of 20 organisations who have been identified as closest to the households that need support. Prosper Together Fund is helping to support families and individuals that due to unexpected circumstances find themselves in crisis especially due to no savings and living month to month (lack of financial resilience) then struggle to meet their responsibilities and can lead to a decline in mental and physical health.

Referrals for support come via a series of local organisations such as: Wakefield District Housing Tenants' Officers, WDH Cashwise Team, Parents' Liaison Officers from local schools, WDDAS, Turning Point and Social Workers from the Early Help Hub @ Thornhill Street and via our Food Pantry.

During this period the fund has supported the following:

Vouchers	Food (release money for utility bills)	12 families
Vouchers	Food (release money to help with transport to hospital)	2 families
Vouchers	Clothing (Domestic Abuse)	5 families
Utilities bills	Electricity	2 individuals
Utilities bills	Gas	2 individuals
Utilities bills	Rent	1 individual
Furniture	Beds (baby cot, children and adults)	6 families
Furniture	Fridge freezer	1 family
Furniture	Tumble dryer	1 family
Cooking	Multi-cooker and fryer	1 individual

Of equal and continuing importance is the work undertaken via the Wakefield Connect Café which is focussed on supporting children, teenagers, young adults as well as adults. This is also paralleled and complemented by funding from the Happy Healthy Holiday clubs that operate in school holiday periods and which finances sports and leisure activities as well as food for the school children.

In Easter 2023, working with 60 young people (including 25 from Next Generation Youth & Community Project) we employed and engaged a local community drama artist (Gemma W) and the young people explored what Easter and Ramadan means to them and their local community. Working with both groups the young people wrote and created a play where everyone had a part to play. At the end of the week, we invited the parents & carers to attend and watch the performance. During the week we also provided sporting activities with the 5-Sports team and certificates and medals were handed out to the young people who had demonstrated positive problem solving, resilience, good teamwork, and encouraging communication skills during the week.

**Report of the Trustees
for the year ended 30 September 2023**

In Summer 2023 the main theme for the 4 weeks project was 'Come and Join the Circus'. During this over 166 young people (including 69 from Next Generation Youth & Community Project) tried a diverse range of entertainment skills including being a clown, hula hooping, dancing, stilt walking, juggling, unicycling and tight rope walking. The young people performed their skills they developed during the 3 weeks for their parents and carers called 'The Greatest Circus Show in Wakefield on Thursday 24 August. During the 3 weeks, the young people kept fit with games and sports delivered by the 5Sport team.

We also held our 2nd Free Garden Fun Day with staff from Hepworth Gallery on Wednesday 9 August in Stanley Royd Playing Fields. Parents and young people were invited to bring a picnic and join in with the range of activities provided such as games with 5 Sports Team, circus related skills with Debbie & Ably and creative play from the Hepworth Team. Over 250 people attended the day and it was a great success for everyone.

One of the requirements of the funding was providing the young people a trip out. We provided 3 days of fun and games at the Calderdrift Scout Camp on Denby Dale Road. 105 young people took part in a range of activities: the assault course, rock climbing, archery, foot golf, horse shoe throwing, football Frisbee, grass sledging and the water slide. We used the Lightwaves Minibus and a minibus from the Swafia Mosque to transport the young people to and from the site. This was a great success with local young people who said that they can't wait to visit again!

During the 4 weeks of the Healthy Happy Holiday project we also delivered sports session to Swafia Mosque for boys and girls aged 8 years to 16 years from 5pm to 7.30pm. The sports that the young people enjoy playing include: cricket, football, dodgeball, archery and badminton.

The threads running through these activities are that Lightwaves maintained a strong leadership role in promoting and sustaining community cohesion and inclusion. The Centre still hosts six different faith and religious groups and plays a key role as facilitator for local faith groups providing a safe, multi-cultural and open environment for all communities.

As we noted in last year's annual report this a reflection of Lightwaves deep involvement in a wide pattern of strong partnership relations. The Trust has built a strong and successful record of partnership working with major local partners such as: Next Generation, The City of Sanctuary, the local councillors, Wakefield College, Wakefield Council, Public Health, Young Lives, NOVA, National Education Union, We Are Wakefield, the Wakefield Bid, Wakefield Hospice, WDH Hatfield Court, Create Café, and Amnesty International.

The relationship with, and presence of Wakefield College and its staff and students gives a great buzz to the Centre and over the course of the past year Lightwaves has worked hard at making them feel safe and valued guests and partners. In the year ahead we will work closely with Wakefield College staff to continue providing a secure and safe environment for staff and students.

ACHIEVEMENT AND PERFORMANCE

Trust Development

Trust governance was sustained throughout this period with physical meetings re-instated although this return to "normal" meeting practice has proven challenging but did improve as the year proceeded. Indeed, this the tenth year of the Trust's operations and whilst sustaining the centre and its services remained challenging it has also been a strongly positive period as we re-established our "normal" working patterns and opening hours.

In this period our previous focus on major development work continued but proved quite frustrating as capacity issues within Wakefield Council stalled making practical progress on moving to actually procuring the capital works needed on the building. This difficulty has been further compounded by a general crisis in funding in the UK for local government and Wakefield Council having to cope with major constraints to moving projects forward.

The Trust persists in its efforts to search out alternative capital investment options with Wakefield Council which hopefully will make significant progress on in the year ahead.

FINANCIAL REVIEW

Overview

In this period Lightwaves Community Trust moved from managing a reduced range of community activities to gradually scaling up opening hours and services to "normal" pre-Covid patterns. Provision of community anchor facilities was particularly challenging throughout the pandemic period and emergence from it has been also challenging. Maintaining sound financial management and support from local organisations and both staff and volunteers have helped Lightwaves return to almost normal levels of service. Various support and financial grants from Wakefield MDC, National Lottery and NOVA ensured the organisation's financial viability and sustainability from the Covid period and have provided a platform helping the Centre bounce back in this period.

Principal Funding

Lightwaves continued last year's return to pre-pandemic patterns of income generation activities via trading activities, notably and chiefly sports facilities income, and events income. The Trust is also seeking out and applying to funding opportunities as and when these arise and appropriate to the Trust's strengths and priorities. Over the year head a major priority will be accessing grant and other financial resources to upgrade and refresh the building and its facilities.

The capital investment owed to Next Generation is being steadily and systematically reduced. Trustees recognise the need to maintain its efforts to build up reserves and to pro-actively seek out further capital investment in developing the Centre's facilities as a means to enhance the sustainability of our operations as well as boost income generation.

Reserves' Policy

The aims and objectives of our Reserves Policy are to:

- a. Ensure a level of working capital to sustain the Centre and the ability to perform its charitable objectives.
- b. Ensure a level of funding to undertake new challenges and opportunities as they arise.
- c. Ensure availability of funding to cover extraordinary expenditure and loss of revenue as a consequence of matters arising beyond the Trust normal day to day operations.

Underpinning these aims and objectives the Trust seeks to build up and hold a level of free reserves equivalent to two years' annual expenditure. The Trustees realise that this continues to be a long-term but necessary challenge that the Board must pursue. Sport facilities income is seasonal and fluctuates in comparison to rental income which has remained regular and helped sustain our working capital funds as well as fund staff wages and other fixed costs.

The Board of Trustees and staff continually seek to promote and implement creative and interesting income initiatives, grant applications and donations (both individual and corporate). The Funding Strategy document and the revised three-to-five year Business Plan have had to be delayed in terms of implementation but various grant aid to deal with the Covid crisis has helped to maintain the Trust's reserves.

Investment powers, policy and performance

The trustees having regard to the liquidity requirements of operating the centre and to the Reserves Policy have maintained a policy of keeping available funds in an interest earning deposit account allowing immediate access as necessary.

Looking ahead

The Trust's overall strategy of enhancing income generation and improving sustainability remains a key priority and specifically to seek major investment to enhance and up-grade the Centre's facilities continues. Lightwaves Trust continue exploring major capital investment options with Wakefield Council to bring the building up to modern standards and sustainable energy usage.

**Report of the Trustees
for the year ended 30 September 2023**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The company was formed in 2012 and is limited by guarantee. It is registered with Companies House under company registration number 08227390. The charity was formed in 2013 and is registered with the Charity Commission under charity number 1150892.

Governing document

The charity is governed by its Memorandum and Articles of Association.

Recruitment and appointment of new trustees

Members of the board of trustees are appointed to represent Next Generation (2), Wakefield College (1), local community (4) and users of Lightwaves Leisure Centre (2).

Organisation, governance and management

The board of trustees, which can have up to twelve members (eight trustees and four Board advisors), who are committed to making a success of the community management of Lightwaves, administer the charity. The board normally meets monthly with sub committees covering finance and audit, community fundraising, marketing and promotion and operational management meeting as appropriate and reporting to the full board. A general manager is appointed by the trustees to manage the day to day operations of the charity. To allow effective management, the general manager has delegated authority, within terms of delegation approved by the trustees, for operational matters including finance and employment.

We have reviewed our governance and control arrangements via participation in a programme provided by NOVA, the charity that supports Voluntary, Community and Social Enterprise (VCSE) organisations in Wakefield District to thrive and the methodology of which echoes the best practice governance assessment template of the Charity Commission.

The charity also has a number of volunteer helpers who assist the paid staff with running the centre and an apprenticeship scheme operated in conjunction with Wakefield College which provides local young people with an opportunity to work at the centre for a period of twelve months.

The strong partnership relations with Next Generation CIC, have continued on a day-to-day basis with both parties benefitting from collaboration on projects and services whether jointly run, or managed in the Centre. A core mission of Lightwaves Community Trust is a commitment to sustaining deep and strong community involvement and to build on our track record of an excellent working relationship with Next Generation.

Induction and training of new trustees

Induction into the workings of the charity is carried out by trustees and senior managers already serving on the board with ongoing training being undertaken in house and by external visits to events and similar organisations.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees have approved a risk management strategy which comprises:

- a. an annual review of the risks the charity may face
- b. the establishment of systems and procedures to mitigate those risks identified in the plan, and
- c. the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

This work identified financial sustainability of the building and its facilities as the continuing major financial risk for the charity. Development work in this period focussed on efforts to secure significant investments in addressing the building's sustainability.

Lightwaves Community Trust

**Report of the Trustees
for the year ended 30 September 2023**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
08227390 (England and Wales)

Registered Charity number
1150892

Registered office
Lightwaves Leisure Centre
Lower York Street
Wakefield
West Yorkshire
WF1 3LJ

Trustees

Ms I G M Van Rijn (Community Centre Manager)
Mr M Ayub (Community Centre Manager)
Mr J Howard (FE College Director of Estates)
Ms D Bracewell (Owner of a Tutoring Company)
Mr J Coulton (Sports Facility Manager)
Mr M McKigney (Economic Development Consultant)
Ms S Bedford (Social Worker)
Ms H Grocock (CEO Sight Aid)

Company Secretary
Ms I G M Van Rijn

Independent Examiner
Claire Lawton FCA DChA
SMH Jolliffe Cork Ltd
Chartered Accountants
33 George Street
Wakefield
West Yorkshire
WF1 1LX

Approved by order of the board of trustees on 26 June 2024 and signed on its behalf by:


Mr M G McKigney - Trustee

**Independent Examiner's Report to the Trustees of
Lightwaves Community Trust**

Independent examiner's report to the trustees of Lightwaves Community Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2023.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of 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 charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of 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 charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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



Claire Lawton FCA DChA
The Institute of Chartered Accountants in England and Wales

SMH Jolliffe Cork Ltd
Chartered Accountants
33 George Street
Wakefield
West Yorkshire
WF1 1LX

Date: 27 June 2024 .
Date:

Lightwaves Community Trust

**Statement of Financial Activities
(Incorporating an Income and Expenditure Account)
for the year ended 30 September 2023**

		Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies		-	53,438	53,438	37,992
Charitable activities					
Sports facilities income		53,490	-	53,490	70,279
Other trading activities	2	225,048	-	225,048	185,555
Investment income	3	<u>795</u>	<u>-</u>	<u>795</u>	<u>38</u>
Total		<u>279,333</u>	<u>53,438</u>	<u>332,771</u>	<u>293,864</u>
EXPENDITURE ON					
Charitable activities					
Management and administration		82,347	45,113	127,460	85,274
Events		43,044	-	43,044	10,805
Publicity and promotion		1,159	-	1,159	150
Premises		<u>176,504</u>	<u>-</u>	<u>176,504</u>	<u>132,853</u>
Total		<u>303,054</u>	<u>45,113</u>	<u>348,167</u>	<u>229,082</u>
NET INCOME/(EXPENDITURE)		(23,721)	8,325	(15,396)	64,782
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>138,577</u>	<u>51,680</u>	<u>190,257</u>	<u>125,475</u>
TOTAL FUNDS CARRIED FORWARD		<u>114,856</u>	<u>60,005</u>	<u>174,861</u>	<u>190,257</u>

The notes form part of these financial statements

Lightwaves Community Trust

Balance Sheet
30 September 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
FIXED ASSETS					
Tangible assets	8	-	18,545	18,545	23,181
CURRENT ASSETS					
Debtors	9	37,066	-	37,066	34,822
Cash at bank and in hand		<u>140,585</u>	<u>48,934</u>	<u>189,519</u>	<u>202,605</u>
		177,651	48,934	226,585	237,427
CREDITORS					
Amounts falling due within one year	10	(62,795)	(7,474)	(70,269)	(70,351)
NET CURRENT ASSETS		<u>114,856</u>	<u>41,460</u>	<u>156,316</u>	<u>167,076</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>114,856</u>	<u>60,005</u>	<u>174,861</u>	<u>190,257</u>
NET ASSETS		<u>114,856</u>	<u>60,005</u>	<u>174,861</u>	<u>190,257</u>
FUNDS	11				
Unrestricted funds				114,856	138,577
Restricted funds				<u>60,005</u>	<u>51,680</u>
TOTAL FUNDS				<u>174,861</u>	<u>190,257</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Lightwaves Community Trust

Balance Sheet - continued
30 September 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 26 June 2024 and were signed on its behalf by:



Mr M Ayub - Trustee



Mr M G McKigney - Trustee

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Going concern

The financial statements are drawn up on the going concern basis which assumes the Trust will continue in operational existence for the foreseeable future.

The Trust's principal sources of income are from the trading activities, sports events and event income. New income streams are continually being evaluated and initiatives sought to balance against any future disruptions to the usual trading pattern.

The Trustees monitor cash flow and the budget forecast on a regular basis taking into consideration the changing economic and social climate, along with public sector finance availability.

The Trustees budgets indicate that the Trust will be able to maintain liquidity for a period of at least one year following the date of signing these financial statements and sustain its operational existence during the next twelve months and accordingly, the Trust accounts are appropriately prepared under the going concern basis.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Sports equipment	- 25% on cost
Fixtures and fittings	- 20% on cost

No depreciation is charged in the year of acquisition and a full years depreciation is charged in the year of disposal.

Tangible fixed assets are initially recorded at cost and the charity does not capitalise fixed assets which cost less than £1,000.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. General fund balances are comprised of centre income and fundraising income for the general purposes of the centre.

Restricted fund balances are comprised of grants and donations from individual donors. The terms and conditions of the funds relate to specific requests at the time of receipt by the Trust. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

1. ACCOUNTING POLICIES - continued

Fees and other income

Fees receivable and charges made for services and use of premises are accounted for in the period in which the service is provided.

Grants and donations

Donations are accounted for in the period in which they are received or the amount receivable is known with certainty. Grants are reflected in proportion to the expenditure to which it relates. Grants and donations given for the general purposes of the centre are included in unrestricted funds

2. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Events catering income	49,575	28,769
Miscellaneous income	15	28
Rents receivable	<u>175,458</u>	<u>156,758</u>
	<u>225,048</u>	<u>185,555</u>

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	<u>795</u>	<u>38</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	<u>4,636</u>	<u>5,795</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

No Trustee received remuneration or other benefits for their work as a Trustee during the year ended 30 September 2023. However, as disclosed in note 13, one of the community centre managers was remunerated for their service as an employee, in accordance with the Memorandum and Articles of Association.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2023 nor for the year ended 30 September 2022.

6. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2023	2022
Management and administration	2	2
Premises	6	4
	<u>8</u>	<u>6</u>

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	37,992	37,992
Charitable activities			
Sports facilities income	70,279	-	70,279
Other trading activities	185,555	-	185,555
Investment income	38	-	38
Total	<u>255,872</u>	<u>37,992</u>	<u>293,864</u>
EXPENDITURE ON			
Charitable activities			
Management and administration	68,270	17,004	85,274
Events	10,805	-	10,805
Publicity and promotion	150	-	150
Premises	127,058	5,795	132,853
Total	<u>206,283</u>	<u>22,799</u>	<u>229,082</u>
NET INCOME	49,589	15,193	64,782
RECONCILIATION OF FUNDS			
Total funds brought forward	88,989	36,486	125,475
TOTAL FUNDS CARRIED FORWARD	<u>138,578</u>	<u>51,679</u>	<u>190,257</u>

Notes to the Financial Statements - continued
for the year ended 30 September 2023

8. TANGIBLE FIXED ASSETS

	Sports equipment £	Fixtures and fittings £	Totals £
COST			
At 1 October 2022 and 30 September 2023	<u>3,469</u>	<u>30,119</u>	<u>33,588</u>
DEPRECIATION			
At 1 October 2022	3,469	6,938	10,407
Charge for year	<u>-</u>	<u>4,636</u>	<u>4,636</u>
At 30 September 2023	<u>3,469</u>	<u>11,574</u>	<u>15,043</u>
NET BOOK VALUE			
At 30 September 2023	<u>-</u>	<u>18,545</u>	<u>18,545</u>
At 30 September 2022	<u>-</u>	<u>23,181</u>	<u>23,181</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	35,242	33,288
Prepayments and accrued income	<u>1,824</u>	<u>1,534</u>
	<u>37,066</u>	<u>34,822</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	12,731	30,847
Other creditors	17,250	23,250
Accruals and deferred income	<u>40,288</u>	<u>16,254</u>
	<u>70,269</u>	<u>70,351</u>

11. MOVEMENT IN FUNDS

	At 1.10.22 £	Net movement in funds £	At 30.9.23 £
Unrestricted funds			
General fund	138,577	(23,721)	114,856
Restricted funds			
Grants	51,680	6,934	58,614
Donations	<u>-</u>	<u>1,391</u>	<u>1,391</u>
	<u>51,680</u>	<u>8,325</u>	<u>60,005</u>
TOTAL FUNDS	<u>190,257</u>	<u>(15,396)</u>	<u>174,861</u>

Notes to the Financial Statements - continued
for the year ended 30 September 2023

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	279,333	(303,054)	(23,721)
Restricted funds			
Grants	50,364	(43,430)	6,934
Donations	<u>3,074</u>	<u>(1,683)</u>	<u>1,391</u>
	<u>53,438</u>	<u>(45,113)</u>	<u>8,325</u>
TOTAL FUNDS	<u>332,771</u>	<u>(348,167)</u>	<u>(15,396)</u>

Comparatives for movement in funds

	At 1.10.21 £	Net movement in funds £	At 30.9.22 £
Unrestricted funds			
General fund	88,989	49,588	138,577
Restricted funds			
Grants	33,636	18,044	51,680
Donations	<u>2,850</u>	<u>(2,850)</u>	<u>-</u>
	<u>36,486</u>	<u>15,194</u>	<u>51,680</u>
TOTAL FUNDS	<u>125,475</u>	<u>64,782</u>	<u>190,257</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	255,872	(206,284)	49,588
Restricted funds			
Grants	35,417	(17,373)	18,044
Donations	<u>2,575</u>	<u>(5,425)</u>	<u>(2,850)</u>
	<u>37,992</u>	<u>(22,798)</u>	<u>15,194</u>
TOTAL FUNDS	<u>293,864</u>	<u>(229,082)</u>	<u>64,782</u>

11. MOVEMENT IN FUNDS - continued

RESTRICTED FUNDS

Foodbank/ Food Pantry Service

The period of the pandemic saw Lightwaves become a vital community hub to help local people negatively impacted socially and economically by the health crisis. Thankfully the major health impacts of Covid-19 have receded but the economic and social effects have continued alongside worsening economic conditions. The development and growth of the Lightwaves food bank service showed this and as knowledge and experience of providing such support deepened other models and approaches to dealing with food poverty were examined and discussed with partners such as Next Generation, the local mosques and Wakefield Council. A move to a food pantry service was developed, where users subscribe for £5 per week and can then select from a range of foodstuffs and household supplies, as well as personal hygiene and other cleaning products to the value of £40.

The transition to a food pantry service took a lot of work in terms of a different set-up as well as fit-out to a another space and with new administrative arrangements but it all went very smoothly and successfully. Overall it has been a smooth and effective change with volunteers and users of the service seeing it as a very positive development in efforts to support families and individuals experiencing need. Clearly the consultation with users as well as the development of the service from others' best practice and experience certainly helped.

Families and individuals continue to be referred to the Food Pantry via Wakefield Council's Welfare Team or via the Citizens Advice Bureau. Demand for support for deprived families has remained high and as the cost of living crisis was compounded by severe energy cost rises it has become a key pillar of what Lightwaves is able to offer the local community.

The energy crisis and its impacts on vulnerable families has seen the development of "warm Spaces" initiatives. Lightwaves made successful grant applications to the "Warm Spaces" and the Prosper Together Funds which will allow us to provide warm space as well as provide a hardship grant to poor families experiencing financial emergencies.

A £11,000 grant from the Prosper Together Fund was received during the year which complements the food pantry work. . In this we established a decision panel Trust composed of 3 Lightwaves Trust members who consider applications via referrals to help families experiencing exceptional hardship and emergencies. These applications for support typically include provision of vouchers to replace a broken fridge, or provide a bed or bedding, clothing for school, etc. The scheme will continue into 2024 and beyond providing a vital form of support helping families out in crisis or desperate circumstances.

Fund balance £9,460 (£8,069 Grant/£1,391 Donations) at 30 September 2023

Power to Change

The Power to Change grant was for a part share of the capital works on the building to make it safe for the public to come into the centre and then feel safe once they were using the building. We had newly fitted automated entrance doors, a new internal and external modern digital CCTV system, and cleaning products/equipment that could deal with the COVID-19 virus.

Fund balance £9,600 at 30 September 2023 (held as tangible fixed assets).

NOVA Support Fund

During the pandemic Lightwaves has been a lifeline for many communities; many within our local community had experienced significant difficulties which meant that we needed to adjust our activities to support them. The NOVA fund has helped Lightwaves to develop and the setting up of the foodbank for those experiencing financial hardship, including food deliveries for vulnerable residents and those isolating. Some of the funding has also gone towards match funding with the other pots to complete capital works.

Fund balance £8,945 at 30 September 2023 (held as tangible fixed assets).

11. MOVEMENT IN FUNDS - continued

Wakefield Happy, Healthy Holidays

The Happy Healthy Holidays scheme has been continued with funding allowing sports, learning and social activities for 8-16 year olds. Each child participating gets a healthy meal each day during the scheme. The scheme is inclusive and created and operated to help improve fitness levels, sustain creativity and encourage healthy eating.

Fund balance £20,805 at 30 September 2023.

Emergency Assistance

The Emergency Assistance grant continued to help Lightwaves foodbank restock much needed food supplies so we could continue supporting our local community.

Fund balance £1,500 at 30 September 2023.

WF Connect Cafés

The WF Connect Cafés grant was received from Wakefield Council, to provide IT and internet access and support members of the community and public, to help with education, employment and other online services.

Fund balance £7,000 at 30 September 2023.

Warm Spaces

A successful funding application allowed continuation of the Warm Space initiative for the community over the winter period. This provided a warm and welcoming space as well as contributing to people's quality of life and supporting positive social interactions.

Fund balance £1,695 at 30 September 2023.

Household Support Fund

Funding continued into this year providing a vital tool to help families and individuals in desperate circumstances.

Fund balance £1,000 at 30 September 2023.

Transfers between funds

Transfers are made from the restricted fund when expenditure has been incurred on items the grants and donations were intended to cover.

The resulted unrestricted general fund has arisen primarily from rentals derived from the use of the centre and all future resources earned will be for the purpose of the continuing use of the centre.

12. RELATED PARTY DISCLOSURES

During the year, remuneration of £22,743 (2022: £22,847) was paid to one of the community centre managers, who is also a trustee. No trustee received any remuneration in their capacity as trustee.

No trustee claimed out of pocket expenses for travelling to meetings (2022: £nil)

The Trust has arranged Charity Trust Assurance at a cost of £266 (2022: £266)

In 2020 Next Generation provided an interest free loan with no specific repayment terms. The balance of this is shown in creditors; amounts falling due in less than one year - £17,250 (2022: £23,250).



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