

Charity Registration No. 1150969

Company Registration No. 07527344

CHAIN LANE COMMUNITY HUB
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

CHAIN LANE COMMUNITY HUB

LEGAL AND ADMINISTRATIVE INFORMATION

Directors	Leon Fijalkowski	(appointed 8 July 2015)
	Sam Alexander	(appointed 25 May 2016)
	Lizzie Medwell	(appointed 27 April 2017 resigned 26 September 2020)
	Julie Bradbury-Sharp	(appointed 11 April 2018 resigned 26 September 2020)
	John Gray	(appointed 1 August 2019)
	Wendy Hunwick-Brown	(appointed 1 August 2019)
	Sarah Sturgeon	(appointed 23 October 2019)
	Nick Garrett	(appointed 22 April 2020)
	Sue Vasey	(appointed 9 December 2020)
	Hannah Gostlow	(appointed 9 December 2020)

Registered Office	Chain Lane Community Centre Chain Lane Knaresborough North Yorkshire HG5 0AS
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Charity Number	1150969
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Company Number	07527344
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Independent Examiner	White Rose Accounting Cobdale Cottage Cobdale Lane Warter York YO42 1XD
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Bankers	HSBC Bank Plc 7 Prospect Crescent Harrogate HG1 1RN
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CHAIN LANE COMMUNITY HUB

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CHAIN LANE COMMUNITY HUB

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2020

The Directors present their report and accounts for the year ended 31 December 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charitable company's governing document, the Companies Act 2006 and the Statement of Recommended Practice, "Accounting and Reporting by Charities in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) (effective 01/01/15).

Objectives and activities

The Trustees confirm that they have complied with the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning for future activities. In particular, we have considered how planned activities will contribute to the aims and objectives that have been set.

The charity's aims and objectives are:

"To further of benefit the residents of Knaresborough, North Yorkshire and the Harrogate district, without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents".

As such, Chain Lane Community Hub is a multi-purpose community resource with the primary purpose of providing social, recreational, educational and entertainment facilities to the inhabitants of Knaresborough and surrounding areas that also acts in a community anchor role, supporting a range of partner organisations to work collectively toward the same goal of improving the life conditions of local residents.

Activities provided during 2020 included the following, despite the impact of Covid:

- Venue hire for statutory organisations, business, social, community and cultural activities
- Provision of office space for Your Consortium, Forest Cleaning
- Provision of office space for Woof Cutz (Until June 2020)
- Activities for elderly people
- Activities for families, children and young people
- Arts & Culture
- Education & Training
- Employment support
- Sport

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charitable company should undertake.

The charitable company's policy is to consult with stakeholders over matters likely to affect their interests.

Information of matters of concern to stakeholders is given through information bulletins and reports which seek to achieve a common awareness on the part of all stakeholders of the financial and economic factors affecting the charity's performance.

Applications for employment by disabled persons will always be fully considered, bearing in mind the aptitudes of the applicant concerned. In the event of members of staff becoming disabled, every effort will be made to ensure that their employment within the charitable company continues and that the appropriate training is arranged. It is the policy of the charitable company that the training, career development and promotion of disabled persons should, as far as possible, be identical to that of any other employee.

Achievements and performance

2020 was significantly disrupted by the impact of the Covid 19 pandemic, forcing the Hub to close temporarily in April, seeing it lose the majority of its income streams overnight and resulting in both its staff being put on furlough. Nevertheless, through a combination of furlough support, a loan repayment holiday from the Social Investment Business, and successful applications for emergency funding, Chain Lane was able to re-open in the summer, bring back staff and re-purpose its provision in the light of changing need and varying restrictions. This meant that in cash flow terms, Chain Lane ended the year with an in-year deficit of only £3,471 and £47,089 cash in hand and at bank, significantly above the £21,000 reserve to cover three month's running costs as agreed by the Board of Trustees. This meant that Chain Lane was able to enter the 2021 financial year in a robust position, with full staffing.

Despite the disruption caused by Covid, 2020 was the year where Chain Lane Community Hub fully came into its own as an independent organisation disaggregated from the operational support of Your Consortium Ltd (YCL) which had been crucial during the charity's formative stages. Development of the Board continued with the arrival of Nick Garrett, a health data consultant, Sue Vasey, a consultant with significant skills in the third sector especially around community development, and Hannah Gostlow, a Town Councillor. The Board now contains a range of highly skilled individuals, with great local knowledge and a real commitment to supporting the development of the charity and the local community. This was seen in their response to Covid, meeting monthly rather than quarterly, keeping the organisation going during the staff furlough period and providing significant ongoing support to them upon their return. The staff team also put in a significant amount of work once back in place to ensure that the Hub was able to operate flexibly and effectively in very challenging circumstances. This involved helping existing groups continue to run where possible, fund raise, and support the development of new group activity in response to new need brought on by the pandemic.

Covid 19 has actually served to focus the charity's development with the Board and staff responding to the crisis by re-envisioning its role within Knaresborough and re-connecting with its core vision of being a community anchor organisation rather than just being a community hub/facility. This saw significant funds sourced from the National Lottery, Power to Change and the Two Ridings Foundation that allowed it to offer subsidised room hire for new groups responding to the challenges of Covid and for groups bouncing back after Covid. Not only did this allow Chain Lane to replace lost income streams, but also saw it helping to respond directly to new community need. This process is helping further the Board's decision to diversify the organisation's delivery and income streams by increasing income from grant funding to compliment the earned income from room hire. Though not in the remit of this report, in the subsequent financial year this process is continuing with the centre operating as the local Vaccination Hub, an offer it made at the start of the 2020 pandemic but had not originally been taken up on.

Chain Lane Community Hub continues to recognise the value and importance of working with the local community and the team of volunteers is continuing to grow. Connections have been re-enforced with local volunteer organisation Knaresborough Connectors who are now working with Chain Lane to connect local people with their support and services.

Financial Performance

Though income for the year reduced from £96,338 to £67,743 due to the impact of closure on room hire income, this was offset by significantly reduced expenditure servicing the Social Investment Business loan meaning that cash in hand and at bank was only down £3,471 on 2019 with £47,089 in place at year end. This is significantly more than the £21,000 required for operational reserves and put the charity on a strong financial footing for 2021.

Forward Planning

The Trustees continue to assess the major risks to which the charitable company is exposed and have worked with the management team to establish an up-to-date Risk Register which is assessed and updated on an annual basis with systems and procedures in place to ensure risks are avoided and/or mitigated.

They continue to meet on an increased monthly basis to address the ongoing issues posed by the pandemic in 2021.

Planning is in place to ensure the return of normal income streams from room rental paused by pandemic restrictions, development of new income streams from room rental in the light of new community need, and the ongoing application for additional grant funding both to cover emergency response and the development of new activity. The charity is also working closely with the Social Investment Business who are being flexible with the charity in regards to its loan repayments. This also involves a monthly support meeting between the Social Investment Business, the Chair of Trustees and the Centre Manager. As it stands the charity is expecting to make an in-year surplus for the 2021 financial year and is not anticipating any existential threats as a result of the current operating environment.

Structure, governance and management

The company became a registered charity on 26 February 2013 and is governed by its Memorandum and Articles of Association. Its principal activity is the management of a community centre in Knaresborough, North Yorkshire.

The Trustees, who are also the directors for the purpose of company law and who are current directors or who served during the year were:

Leon Fijalkowski (appointed 8 July 2015)
Sam Alexander (appointed 25 May 2016)
Lizzie Medwell (appointed 27 April 2017 resigned 26 September 2020)
Julie Bradbury-Sharp (appointed 11 April 2018 resigned 26 September 2020)
John Gray (appointed 01 August 2019)
Wendy Hunwick-Brown (appointed 01 August 2019)
Sarah Sturgeon (appointed 23 October 2019)
Nick Garrett (appointed 22 April 2020)
Sue Vasey (appointed 9 December 2020)
Hannah Gostlow (appointed 9 December 2020)

Trustee Selection Method

There must be a minimum of 6 Trustees on the Board at one time, with persons being elected for a five-year term. The incumbent Trustees may recruit new Trustees at any time.

None of the Trustees has any beneficial interest in the company.

The Trustees give their time voluntary and receive reimbursements for expenses only.

Organisational Structure

As of the end of 2020 the charity had a board of Trustees of 8 members responsible for the strategic direction and policy of the charity. The current members of the committee are from a variety of professional backgrounds.

The board is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

The report was approved by the Board of Trustees.

A handwritten signature in black ink, appearing to read 'L Fijalkowski', written in a cursive style.

L Fijalkowski

Chair of the Board

Dated 15th September 2020

CHAIN LANE COMMUNITY HUB

STATEMENT OF DIRECTORS' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

The directors, who also act as trustees for the charitable activities of Chain Lane Community Hub, are responsible for preparing the Directors' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the directors are required to:

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

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

CHAIN LANE COMMUNITY HUB

Independent Examiner's report to the trustees.

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below

Independent examiner's statement

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

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and

- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Zillah Hopps FMAAT
White Rose Accounting
13th September 2021

CHAIN LANE COMMUNITY HUB

STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted funds £	Designated funds £	Total 2020 £	Total 2019 £
Income and endowments from:					
Donations and legacies	2	82	-	82	31
Charitable activities	3	42,056	-	42,056	92,524
Other income	4	20,640	4,964	25,605	3,783
Total income and endowments		<u>62,779</u>	<u>4,964</u>	<u>67,743</u>	<u>96,338</u>
Expenditure on:					
Charitable activities	5	<u>91,212</u>	<u>6,248</u>	<u>97,460</u>	<u>102,654</u>
Net income for the year		<u>(28,433)</u>	<u>(1,284)</u>	<u>(29,717)</u>	<u>(6,316)</u>
Transfers between funds	15	1,266	(1,266)		
Net movement in funds		<u>(27,167)</u>	<u>(2,550)</u>	<u>(29,717)</u>	<u>(6,316)</u>
Prior year adjustment to fund balance	17	-	-	-	0
Fund balances at 1 January 2019		<u>217,921</u>	<u>2,994</u>	<u>220,915</u>	<u>227,231</u>
Fund balances at 31 December 2020		<u><u>190,754</u></u>	<u><u>444</u></u>	<u><u>191,198</u></u>	<u><u>220,915</u></u>

**CHAIN LANE COMMUNITY HUB
BALANCE SHEET
AS AT 31 DECEMBER 2020**

	Notes	£	2020	£	2019	£
Fixed assets						
Tangible assets	9			577,068		609,526
Current assets						
Debtors	10		2,893		6,488	
Cash at bank and in hand			47,089		50,560	
			<u>49,983</u>		<u>57,048</u>	
Liabilities						
Creditors: amounts falling due within one year	11		(1,130)		(11,189)	
Net current assets				48,853		45,859
Total assets less current liabilities				<u>625,921</u>		<u>655,385</u>
Creditors: amounts falling due after more than one year	12			(244,927)		(232,164)
Deferred income	13			(189,797)		(202,306)
Net assets				<u>191,198</u>		<u>220,915</u>
The funds of the charity						
Designated funds				444		2,994
Unrestricted funds	16			190,754		217,921
				<u>191,198</u>		<u>220,915</u>

The Trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors (Trustees) acknowledge their responsibilities for:

- i) ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss 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 company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standards for Smaller Entities (effective April 2008).

The accounts were approved by the Directors on 27th September 2021



Leon Fijalkowski
Chair of the Board of Trustees

Company Registration No. 07527344

**CHAIN LANE COMMUNITY HUB
STATEMENT OF CASH FLOWS
AS AT 31 DECEMBER 2020**

	Notes	2020 £	2019 £
Net cash provided by/(used in) operating activities	16	(2,510)	2,221
Cashflows from investing activities:			
Purchase of property, plant & equipment		(961)	-
Proceeds from the sale of investments		-	-
Net cash used in financing activities		(961)	-
Change in cash and cash equivalents in the year		(3,471)	2,221
Cash and cash equivalents at the start of the year		50,560	48,338
Total cash and cash equivalents at the end of the year		47,089	50,560
Analysis of cash and cash equivalents			
Cash at bank and in hand		47,089	50,560

**CHAIN LANE COMMUNITY HUB
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

1. Accounting policies

1.1 Accounting convention

The financial statements are prepared under the historical cost convention in accordance with the applicable U.K Accounting Standards (U.K. Generally Accepted Accounting Practice) and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities in accordance with the Financial Reporting Standard for Smaller Entities (FRSSE) (effective 01/01/05) and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the directors have a reasonable expectation that the charitable company has adequate resources to continue in operational existence for the foreseeable future. Thus the directors' continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the directors in furtherance of their charitable objectives unless the funds have been designated for other purposes. Designated funds have been approved by the directors for a specific purpose.

1.4 Incoming resources

Donations and gifts comprise amounts received in the year.

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings which aggregate all costs related to that category.

No allocation of costs between different activity categories has been deemed appropriate as they are not considered material.

1.6 Tangible fixed assets

Tangible fixed assets are measured at cost, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	4% straight line on buildings
Plant and machinery	33.3% straight line
Fixtures, fittings and equipment	25% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income (expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its fixed assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

The directors consider that no such loss has been incurred.

1.8 Grants

Grants towards capital expenditure are released to the Statement Of Financial Activities over the expected useful life of the assets. Grants towards revenue expenditure are released to the Statement Of Financial Activities as the related expenditure is incurred.

2 Donations and legacies

	2020 £	2019 £
Donations and gifts	82	31

3 Charitable activities

	Rent received £	Hire of rooms and facilities £	Release of grant income £	Total 2020 £	Total 2019 £
Income from charitable activities	10,779	18,768	12,509	42,056	92,524

4 Other income

	Unrestricted funds £	Designated funds £	2020 £	2019 £
Grants				
NYCC	-	805	805	-
Harrogate Borough Council	11,334	-	11,334	250
Community Grant 5	-	4,159	4,159	2,912
Covid-19 JRS grants	9,306	-	9,306	-
Other income	-	-	-	621
	20,640	4,964	25,605	3,783

5 Resources expended

	Unrestricted funds £	Designated funds £	2020 £	2019 £
Staff and payroll costs	28,439	2,630	31,069	27,810
Your Consortium Professional Services	-	-	-	560
Depreciation and impairment	33,419	-	33,419	33,129
Insurance	2,787	-	2,787	3,212
Light and heat	3,938	-	3,938	4,162
Professional fees	3,738	2,477	6,215	-
Sundry expenses	149	90	239	1,904
Print, post, stationery	458	1,051	1,509	1,383
Data and telecoms	740	-	740	905
Cleaning	1,979	-	1,979	2,565
Repairs and maintenance	5,278	-	5,278	14,116
	80,924	6,248	87,172	89,746
Support costs (see Note 6)	-	-	-	128
Governance costs (see Note 6)	480	-	480	480
Finance costs (see Note 6)	9,807	-	9,807	12,301
	91,212	6,248	97,460	102,654

6 Support costs

Support costs £	Governance costs £	Finance costs £	2020 £	2019 £	Basis of allocation
Subscriptions	-	-	-	-	128 Support
Accountancy and audit fees	480	-	480	-	480 Governance
Loan interest current year	-	9,807	9,807	-	12,301 Finance
	480	9,807	10,287	-	12,909

7 Staff Costs and emoluments

	2020 £	2019 £
Gross salaries	29,599	26,472
Employer's National Insurance	-	-
Employer's pension contributions	1,470	1,338
	31,069	27,810
Average number of employees (full time equivalent)	2	2
No employees received remuneration in excess of £60,000		

8 Taxation

Chain Lane Community Hub is a registered charity and its primary activities are not subject to Corporation Tax.

9 Tangible fixed assets

	Land and buildings	Plant and machinery	Fixtures, fittings & equipment	Total
	£	£	£	£
Cost				
At 1 January 2020	853,216	714	8,722	862,652
Additions	-	600	361	961
At 31 December 2020	853,216	1,314	9,083	863,613
Depreciation and impairment				
At 1 January 2020	243,690	714	8,722	253,126
Depreciation charged in the year	33,129	200	90	33,419
At 31 December 2020	276,819	914	8,812	286,545
Carrying amount				
At 31 December 2020	576,397	400	271	577,068
At 31 December 2019	609,526	-	-	609,526

Land and buildings are subject to security on charges registered by third parties.

10 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Trade debtors	2,407	6,221
Prepayments and accrued income	486	267
	<u>2,893</u>	<u>6,488</u>

11 Creditors

Amounts falling due within one year:

	2020 £	2019 £
Trade creditors	-	-
Loans < 1 yr	-	9,867
HMRC PAYE/NICs	-	233
Accruals	1,130	1,089
	<u>1,130</u>	<u>11,189</u>

12 Creditors

Amounts falling due after more than one year

	2020 £	2019 £
Loans > 1 yr	244,927	232,164
	<u>244,927</u>	<u>232,164</u>

13 Deferred income

	2020 £	2019 £
Total deferred income at 1 January 2020	202,306	214,815
Amounts credited to statement of financial activities	(12,509)	(12,509)
	<u>189,797</u>	<u>202,306</u>

14 Share Capital

The charity is limited by guarantee and has no share capital. In the event of the charity being wound up the members are required to contribute an amount not exceeding £1.

15 Analysis of funds

15.1 Funds held

Fund name	Type	Purpose and restrictions
NYCC	Designated	To fund community consultation work to inform future service development and business planning.
Community Grant 5	Designated	A project working with unemployed people to support them to get ready for work or training.

15.2 Movement of major funds

Fund name	Balance b/fwd	Incoming resources	Outgoing resources	Transfers	Balance c/fwd
General unrestricted funds	217,921	62,779	(91,212)	1,266	190,754
	217,921	62,779	(91,212)	1,266	190,754
Designated funds					
NYCC	82	805	(82)	(361)	444
Community Grant 5	2,912	4,159	(6,166)	(905)	-
	2,994	4,964	(6,248)	(1,266)	444

15.3 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Total £
Tangible fixed assets	577,068	-	577,068
Current assets	49,539	444	49,983
Creditors: amounts falling due within one year	(1,130)	-	(1,130)
Creditors: amounts falling due after more than one year	(244,927)	-	(244,927)
Deferred income	(189,797)	-	(189,797)
	190,754	444	191,198

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

	2020 £	2019 £
Net movement in funds	(29,717)	(6,316)
Adjustments for:		
Depreciation charges	33,419	33,129
Decrease/(increase) in debtors	3,595	(1,320)
Increase/(decrease) in creditors	2,703	(10,763)
Increase/(decrease) in deferred income	(12,509)	(12,509)
Net cash provided by/(used in) operating activities	(2,510)	2,221