

HILL STREET YOUTH AND COMMUNITY CENTRE

TRUSTEES ANNUAL REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31st MARCH 2023

**Charitable Incorporated Organisation
Registered number: 1156128**

HILL STREET YOUTH AND COMMUNITY CENTRE

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

	<u>Page</u>
Charity Information	1
Report of the Trustees	2 -3
Report of independent examiner	4
Statement of Financial Activities	5
Balance Sheet	6
Notes to the Financial Statements	7 - 11

HILL STREET YOUTH AND COMMUNITY CENTRE

CHARITY INFORMATION

TRUSTEES:

Ian Bentlett
Jan Bowden
Rob Brock
Ian Davis
Claire Edwards (Secretary)
Mark Gore
Stephen Richards (Chair and Treasurer)
Sarah Thompson

CONTACT ADDRESS:

Hill Street
Rugby
CV21 2NB

WEBSITE:

www.hillstreetcentre.org

CHARITY REGISTERED NUMBER:

1156128

BANKERS:

Barclays Bank Plc
North Street
Rugby

OBJECTS: To further or benefit the residents of the Borough of Rugby, without distinction of age, sex, sexual orientation, race or of 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 leisure time occupation with the objective of improving the conditions of life for the residents.

ACTIVITY: In furtherance of these objects but not otherwise, the trustees shall have power to establish or secure the establishment of a youth and community centre and to maintain or manage or co-operate with any statutory authority in the maintenance of such a centre for activities promoted by the charity in furtherance of the above objects.

HILL STREET YOUTH AND COMMUNITY CENTRE

Trustees' Annual Report for the year ended 31st March 2023

The financial year reflected the recovery from the Covid-19 disruption with a 47% increase in hire and salary recovery. The financial results for the year show a surplus on unrestricted operations of £5,626. As part of our capital development known as 'The Legacy Project' the charity had designated £50,000 from the reserves to fund fees and upfront costs of the project. £28,617 was spent in the year which created a loss of £22,991.

Having completed the purchase of the freehold and land of the Hill Street Centre from Warwickshire County Council in 2022 planning permission was granted for the construction of a separate child and youth hub on the front car park. The hub will provide support, education, engagement and guidance to our younger community. The building is self contained to provide a modern and safe environment. Construction started in January 2023 with completion in August 2023 and official opening 11th September 2023.

The Charity is very grateful for the generous grants from our sponsors which, together with our own reserve contribution, has funded 100% of the construction, equipment and furnishings.

The funders were:

The National Lottery Community Fund, The Norton Foundation, Edward Cadbury Trust, Heart of England Community Foundation, The Clothworkers' Foundation, Soroptomist International of Rugby Charitable Trust and Access Reach Fund.

We also thank our staff and users for coping with the disruption and noise during construction.

The current year will be focussed on the promotion of the new child and youth hub. The building of the hub will allow us to better focus the old centre for the rest of the community. In doing so more useable space will be freed up as, being independent of the new hub, we will be able to manage child protection and safeguarding in such a way to provide more space for users and commissioned services for more of the available time.

The trustees have met on a monthly basis and regularly review the risks facing the Charity, identifying the types of risk present and the mitigating actions required to minimise them. Internal controls and policies have been established and are subject to amendment as and when necessary. Individual trustees are designated specific roles associated with their individual skills and experience.

The Trustees consider the reserves are sufficient to ensure the charity is able to meet the funding required to operate the Centre on a day to day basis for the foreseeable future. Unrestricted Contingency Reserve Funds have been established to ensure sufficient funds are available to cover fluctuations in income, unexpected property maintenance costs, continuation of youth commissioned services and the capital development of the Centre. Grants and donations which have been received for specified purposes are designated 'Restricted' and are identified as a separate reserve on the balance sheet and full details of these are provided in the report.

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the affairs of the charity at the end of the year and of the incoming and outgoing resources for the year. In preparing the financial statements the Trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent.

The Trustees must also prepare the financial statement on an ongoing basis unless it is inappropriate to presume the charity will continue its activities. The Trustees are responsible for keeping records which disclose with reasonable accuracy the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps to prevent and detect fraud and other irregularities.

I would like to express my thanks to the trustees and advisors who have supported and contributed to the work of the charity. Also, I express my appreciation to the staff, under the guidance of Chris Maddox our Director of Operations and Development, and to volunteers for their support for the charity during busy couple of years.

A handwritten signature in dark ink, appearing to read 'Stephen Richards', with a horizontal line extending from the end of the signature.

Stephen Richards
Chair of Trustees
18th August 2023

HILL STREET YOUTH AND COMMUNITY CENTRE
CHARITABLE INCORPORATED ORGANISATION REGISTERED NUMBER No. 1156128
Independent Examiner's Report to the Trustees

I report on the accounts of the Hill Street Youth and Community Centre for the year ended 31st March 2023.

Respective Responsibilities of Trustees and Examiners

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the Charities Act 2011 (the Act). The Charity's Trustees consider that an audit is not required for this year under section 144(2) of the Act and that an independent examination is required. I am qualified to undertake the examination by virtue of being a practising member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility as Examiner :

To examine the accounts under Section 145 of the 2011 Act;
To follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145 (5) (b) of the 2011 Act and
To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report


My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 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 which gives me reasonable cause to believe that in any material respect:

- a) The accounting records were not kept in accordance with section 130 of the 2011 Act; or
- b) The accounts did not accord with the accounting records; or
- c) The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008, 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.

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


T. J. ABREY FCA
Chartered Accountant
2 Swallow Close
Stratford upon Avon
CV37 6TT

Dated 16th October 2023

HILL STREET YOUTH AND COMMUNITY CENTRE**Charity No. 1156128****ANNUAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2023****STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds	Restricted funds	Total funds	Prior year funds
	£	£	£	£
Incoming resources (Note 1)				
Income and endowments from:				
Donations and grants	339	213,268	213,607	163,046
Charitable activities	-	-	-	-
Hire of facilities	59,892	-	59,892	41,351
Salary recovery	16,871	-	16,871	10,703
Investments	1,692	-	1,692	346
Other	-	-	-	1
Total	78,794	213,268	292,062	215,447
Resources expended				
Expenditure on:				
Raising funds	251	-	251	251
Charitable activities (Note 4/14)	-	138,436	138,436	18,292
Salaries and wages (Note 5/14)	43,113	42,000	85,113	84,521
Centre running costs (Note 6)	17,035		17,035	13,043
Administrative expenses Note 7)	6,629		6,629	6,858
New youth hub build costs	28,617	7,500	36,117	11,327
Mortgage interest payable	6,140		6,140	786
Total	101,785	187,936	289,721	135,078
Net income before investment gains	(22,991)	25,332	2,341	80,639
Net gains/(losses) on investments	-	-	-	-
Net income	(22,991)	25,332	2,341	80,369
Extraordinary items	-	-	-	-
Other recognised gains/(losses):				
Other gains/(losses)	-	-	-	-
Net movement in funds	(22,991)	25,332	2,341	80,369
Reconciliation of funds:				
Total funds brought forward	118,562	84,921	203,483	123,114
Total funds carried forward	95,571	110,253	205,824	203,483

HILL STREET YOUTH AND COMMUNITY CENTRE

Charity No. 1156128

ANNUAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2023

BALANCE SHEET 31st MARCH 2023

	<u>Unrestricted</u> <u>funds</u> £	<u>Restricted</u> <u>funds</u> £	<u>Total this</u> <u>year</u> £	<u>Total prior</u> <u>year</u> £
<u>Fixed assets</u>				
Tangible assets (Note 3)	135,712	-	135,712	135,712
Investments (Note 3)	-	-	-	-
<u>Total fixed assets</u>	135,712	-	135,712	135,712
<u>Current assets</u>				
Debtors (Note 11)	10,113	-	10,113	11,340
Cash at bank and in hand (Note 12)	73,618	161,228	234,846	184,389
<u>Total current assets</u>	83,731	161,228	244,959	195,729
<u>Creditors: amounts falling due within one year</u> (Note 13)	10,911	50,976	61,887	12,385
<u>Net current assets</u>	72,820	110,252	183,072	183,344
<u>Total assets less current liabilities</u>	208,532	110,252	318,784	319,056
<u>Creditors: amounts falling due after one year</u>	-	-	-	-
Preferential creditor - Mortgage (Note 3)	112,960	-	112,960	115,573
<u>TOTAL NET ASSETS</u>	95,572	110,252	205,824	203,483
<u>Funds of the Charity</u>				
Restricted funds (Note 14)		110,252	110,252	84,921
Unrestricted funds	34,189		34,189	28,562
Unrestricted contingency reserve	61,383		61,383	90,000
<u>TOTAL FUNDS</u>	95,572	110,252	205,824	203,483



Signed by Stephen Richards
on behalf of all the trustees

Date: 18th August 2023

NOTES TO THE ACCOUNTS

Basis of preparation

- These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.
- The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the UK and Republic of Ireland (FRS 102) issued on 16th July 2014. And with the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.
- The accounts present a true and fair view and are in accordance with the accounting policies adopted.
- No changes to accounting estimates have occurred in the reporting period.
- No material prior year error has been identified in the reporting period.

1. Income

- Income is included in the Statement of Financial Affairs when the charity is entitled to the resources and the monetary value can be measured with sufficient reliability.
- There has been no offsetting of assets and liabilities or income and expenditure.
- Grants and donations are only included SoFA when the income recognition criteria are met.
- The charity received no Government grants in the reporting period other than Covid-19 support.
- Gift Aid receivable is included in income when there is a valid declaration from the donor.
- The value of voluntary help received is not included in the accounts but is described in the Trustees Annual Report.

2. Expenditure and Liabilities

- Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.
- A mortgage secured on the freehold property was utilised to purchase the freehold. This is stated in the accounts as a preferential liability.
- Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.
- No material item of deferred income has been included in the accounts.
- A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate to settle the obligation at the reporting date.
- The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS 102 SORP.

3 Assets

- The charity is the registered owner of the freehold of the centre and land.
The cost of acquisition was £135,712. A mortgage from The Charity Bank is secured on the freehold property. For the purposes of the mortgage lender a valuation of the freehold was undertaken by George and Company (Surveyors) Limited. The valuation with vacant possession was £430,000.
- The charity holds no investments other than bank and building society deposit accounts.
- The charity has no stocks or work in progress.
- Debtors are measured on initial recognition or invoicing at the settlement amount.

4 Expenditure on charitable activities

	<u>Unrestricted</u> <u>funds</u>	<u>Restricted</u> <u>funds</u>	<u>Prior</u> <u>year</u>
	<u>£</u>	<u>£</u>	<u>£</u>
As per note 14	0	138,436	18,292

	<u>Year</u>	<u>Prior</u> <u>year</u>
5a <u>Expenditure on salaries and wages</u>		
Salaries and wages	81,495	81,624
Social security costs	2,266	2,784
Pension costs	1,352	113
Other employee benefits	0	0
	<u>85,113</u>	<u>84,521</u>

5b <u>Average head count</u>		
Charitable activities- full time staff	2	2
Centre running costs - part time staff	3	3
	<u>5</u>	<u>5</u>

6 <u>Expenditure on centre running costs</u>		
Cleaning	89	128
Property and ground maintenance	15	312
Equipment maintenance and replacement	1,330	1,321
Security	2,496	2,418
Health & safety and Covid precautions	210	210
Light, heat and water	8,354	4,930
Waste	1,240	704
Insurance	3,301	3,020
	<u>17,035</u>	<u>13,043</u>

7 Expenditure on administrative expenses

Professional fees	236	481
Accountant review	620	440
Website	211	106
Printing postage and stationery	343	177
Travel	627	267
Telephone and broadband	1,590	1,517
IT support	135	524
Training	136	0
Catering	30	95
Licences	474	423
Equipment rental	1,381	1,346
Bank charges	199	183
Miscellaneous	647	1,299
	<u>6,629</u>	<u>6,858</u>

8 Fees for examining the accounts

Independent examiner's fee for the year was £620

No other fees were paid to the independent examiner of the accounts

9 Transactions with Trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

	<u>Year</u>	<u>Prior year</u>
Trustees were reimbursed expenses:	560	0

10 Transactions with related parties

There have been no related party transactions

11 Debtors and prepayments

Debtors for hire of the centre	9,075	6,698
Grant claim	0	0
Restricted expenditure in advance	0	0
Prepayments and accrued income	1,038	4,642
	<u>10,113</u>	<u>11,340</u>

12 Cash at bank and in hand

Barclays bank deposit account	57,157	37,129
Barclays bank current account	5,449	11,701
Barclays Bank Big Lottery account	0	0
The Charity Bank	86,474	85,505
Hinkley and Rugby Building Society	85,748	50,053
Petty cash	17	1
	<u>234,846</u>	<u>184,389</u>

13 Creditors and accruals

Creditors - restricted expenditure	48,635	816
Centre hire in advance	0	0
Creditors	1,307	99
Accrued expenditure	850	1,455
Social security and pensions - restricted	2,342	1,261
Preferential creditor - Mortgage payments within one year	2,729	2,613
	<u>55,863</u>	<u>6,244</u>

14 Movement in charity restricted funds

<u>Fund name</u>	<u>Funder</u>	<u>Brought forward</u>	<u>Received</u>	<u>Costs</u>	<u>Carried forward</u>
Positive Pathways 2021/22	Police & Crime Commissioner	2,331		2,331	0
Engage 2021/22	Police & Crime Commissioner	1,152	0	1,152	0
Engage 2022/23	Police & Crime Commissioner	0	8,498	8,492	6
Futures Bright	County Councillors	1,200		560	640
Together Fitter	County Councillors	1,710	2,310	2,777	1,243
Salary funding	The Big lottery/ Furlough scheme	0	42,000	42,000	0
RISE/HYPE	Rugby Group Benevolent Fund	10,000	500	6,492	4,008
Youth services	Sundry funders	4,185		2,358	1,828
X Roads Open Access	Severn Trent	9,436		3,099	6,337
Choices Drop in Youth Club	Warwickshire County Council	4,907		3,255	1,652
Warm Hub	Warwickshire County Council	0	500	154	346
Homes For Ukraine	Warwickshire County Council	0	2,152	1,680	472
Music Studio	County Councillors	0	555		555
Legacy 3 - new build fees	Access Reach Fund	0	7,500	7,500	0
	Heart of England/Edward Cadbury/Norton				
Legacy 3 - new build construction	Foundation/National Lottery	50,000	151,750	108,585	93,165
		84,921	215,765	190,434	110,252
		Per SOFA	213,268	187,936	
		Transfers	2,497	2,498	
			215,765	190,434	