

**HILL STREET YOUTH AND COMMUNITY CENTRE**

**TRUSTEES ANNUAL REPORT AND ACCOUNTS**

**FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2024**

**Charitable Incorporated Organisation  
Registered number: 1156128**

# **HILL STREET YOUTH AND COMMUNITY CENTRE**

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# **HILL STREET YOUTH AND COMMUNITY CENTRE**

## **CHARITY INFORMATION**

**TRUSTEES:** Jan Bowden (Chair)  
Rob Brock  
Ian Davis  
Claire Edwards (Secretary)  
Mark Gore  
Stephen Richards (Treasurer)  
Sarah Thompson

**CONTACT ADDRESS:** Hill Street  
Rugby  
CV21 2NB

**WEBSITE:** [www.hillstreetcentre.org](http://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 31<sup>st</sup> March 2024**

The year saw significant changes in the Trustee group, Ian Bentlett, a founder member, retired as a Trustee but retains an advisory role. Ian has worked continuously with our Chairman and Treasurer since 2011 to develop the Hill Street Centre and played a major part in raising funds for its future success. Stephen Richards resigned as Chair but continues as Treasurer. The Trustees would like to express their gratitude for the years of voluntary service and commitment both Trustees have given in their respective roles to The Hill Street Centre and its community. Jan Bowden, formerly Deputy Chair, has been appointed as Chair of Trustees and is responsible for this report.

The Trustees are delighted to report the successful build and completion of the new child and youth hub which has been named "The Hive". It was officially opened on September 11th 2023 by the Rugby Mayor, Maggie O' Rourke and the event was attended by representatives from all the funders, user groups and Trustees.

Whilst there was some disruption to our scheduled activities as building work was taking place, there was no significant impact due to the positive and supportive relationship forged between our Centre's Director of Operations and the builders, Trendgrey Construction Limited.

"The Hive" is a large, inviting and welcoming space. The primary use is for young people and parents; it has proved to be very popular as a meeting venue for a variety of community groups and charities during the day time and at weekends. The focus for the year has been getting the usage of "The Hive" up to capacity and expanding our provision to reflect the increasingly diverse nature of our local community. "The Hive" is now providing support, education, engagement and guidance to our younger community. To give a few examples, our own centre staff are delivering weekly youth clubs to children and young people from the ages of 4-16 and we have secured a full year's funding from Warwickshire CC for the HAF holiday support programme so that we can provide food and social activities for underprivileged children. The Tamil Community Group hire the space to provide family social activities but also engage their own tutors to provide coaching for GCSE English, maths and science. The Gujarati Cultural Association hire the classrooms and provide tutors to ensure their children retain the Gujarati language as well as using English. 'Community Welcome', a charity which supports refugees from several countries and their families, hires "The Hive" weekly to meet, prepare and share food. Pottershouse Church hires the whole venue for their weekend social activities. The trustees are pleased to report that we believe the hard work and years of commitment to securing a separate youth hub have been worthwhile and exceeded our expectations

Usage of "The Hive" has opened up additional rental hire potential in the Adult Community Centre and has also allowed us secure new users. Long term agreements are in place for office and training space from Warwickshire CAVA and office space for Compass who provide a support service for children and young people for substance, drug and alcohol. Our overall Centre hire has increased by 37% and there are over 50 user groups using the Hill Street Centre.

There was an operating loss of £9,600 in the year. This was as a result of the disruption of the new build which impacted on commissioned services and an increase of 144% in energy costs. During the year we have identified significant funding opportunities and we are now working on applications for funding for 2024-25. In particular there is a need to focus on the funding of commissioned services. We are awaiting the results of our bid from Social Fabric funding. This would secure funding for staffing the development of the "Legacy Project", This is a planned programme of activities for young people central to our Five Year Plan; encompassing their social, educational, arts, sports, mental health and well-being needs, which have been funded through commissioned services in the past.

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. One of our trustees has spearheaded the development of our five year business plan which will take us to 2029 and we have engaged in three workshops as part of the process. Individual trustees are designated lead roles based on 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 and continuation of youth commissioned services. 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, advisors and in particular, the staff led by Chris Maddox, Director of Operations and Development, who have all supported and contributed to the work of the charity. I would also like to thank the Trustees for the opportunity to serve as Chair.

**Jan Bowden**  
Chair of Trustees



22<sup>nd</sup> August 2024

**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 31<sup>st</sup> March 2024.

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 7<sup>th</sup> November 2024**

**HILL STREET YOUTH AND COMMUNITY CENTRE****Charity No. 1156128****ANNUAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2024****STATEMENT OF FINANCIAL ACTIVITIES**

	<b><u>Unrestricted funds</u></b>	<b><u>Restricted funds</u></b>	<b><u>Total funds</u></b>	<b><u>Prior year funds</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b><u>Incoming resources (Note 1)</u></b>				
<b>Income and endowments from:</b>				
Donations and grants	1,161	489,125	490,286	213,607
Charitable activities	-	-	-	-
Hire of facilities	82,203	-	82,203	59,892
Salary recovery	18,493	-	18,493	16,871
Investments	3,777	-	3,777	1,692
Other	140	-	140	-
<b>Total</b>	<b>105,774</b>	<b>489,125</b>	<b>594,899</b>	<b>292,062</b>
<b><u>Resources expended</u></b>				
<b>Expenditure on:</b>				
Raising funds	269	-	269	251
Charitable activities (Note 4/14)	444	566,351	566,795	138,436
Salaries and wages (Note 5/14)	71,947	30,000	101,947	85,113
Centre running costs (Note 6)	29,538		29,538	17,035
Administrative expenses Note 7)	7,635		7,635	6,629
New youth hub build costs	12,919	-	12,919	36,117
Mortgage interest payable	6,024		6,024	6,140
<b>Total</b>	<b>128,776</b>	<b>596,351</b>	<b>725,127</b>	<b>289,721</b>
<b>Net income before investment gains</b>	<b>(23,001)</b>	<b>(107,226)</b>	<b>(130,227)</b>	<b>2,341</b>
Net gains/(losses) on investments	-	-	-	
<b>Net income</b>	<b>(23,001)</b>	<b>(107,226)</b>	<b>(130,227)</b>	<b>2,341</b>
Extraordinary items	-	-	-	-
<b>Other recognised gains/(losses):</b>				
Other gains/(losses)	-	-	-	-
<b>Net movement in funds</b>	<b>(23,001)</b>	<b>(107,226)</b>	<b>(130,227)</b>	<b>2,341</b>
<b>Reconciliation of funds:</b>				
Total funds brought forward	95,571	110,253	205,824	203,483
<b><u>Total funds carried forward</u></b>	<b>72,571</b>	<b>3,026</b>	<b>75,597</b>	<b>205,824</b>

**HILL STREET YOUTH AND COMMUNITY CENTRE**

**Charity No. 1156128**

**ANNUAL ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2024**

**BALANCE SHEET 31st MARCH 2024**

	<b><u>Unrestricted</u></b> <b><u>funds</u></b> £	<b><u>Restricted</u></b> <b><u>funds</u></b> £	<b><u>Total this</u></b> <b><u>year</u></b> £	<b><u>Total prior</u></b> <b><u>year</u></b> £
<b><u>Fixed assets</u></b>				
Tangible assets (Note 3)	135,712	-	135,712	135,712
Investments (Note 3)	-	-	-	-
<b><u>Total fixed assets</u></b>	<b>135,712</b>	<b>-</b>	<b>135,712</b>	<b>135,712</b>
<b><u>Current assets</u></b>				
Debtors (Note 11)	12,796	2,540	15,336	10,113
Cash at bank and in hand (Note 12)	50,713	17,506	68,219	234,846
<b><u>Total current assets</u></b>	<b>63,509</b>	<b>20,046</b>	<b>83,555</b>	<b>244,959</b>
<b><u>Creditors: amounts falling due within one year</u></b> (Note 13)	<b>10,534</b>	<b>17,020</b>	<b>27,554</b>	<b>61,887</b>
<b><u>Net current assets</u></b>	<b>52,975</b>	<b>3,026</b>	<b>56,001</b>	<b>183,072</b>
<b><u>Total assets less current liabilities</u></b>	<b>188,687</b>	<b>3,026</b>	<b>191,713</b>	<b>318,784</b>
<b><u>Creditors: amounts falling due after one year</u></b>	-	-	-	-
Preferential creditor - Mortgage (Note 3)	116,116	-	116,116	112,960
<b><u>TOTAL NET ASSETS</u></b>	<b>72,571</b>	<b>3,026</b>	<b>75,597</b>	<b>205,824</b>
<b><u>Funds of the Charity</u></b>				
Restricted funds (Note 14)		3,026	3,026	110,252
Unrestricted funds	33,015		33,015	34,189
Unrestricted contingency reserve	39,556		39,556	61,383
<b><u>TOTAL FUNDS</u></b>	<b>72,571</b>	<b>3,026</b>	<b>75,597</b>	<b>205,824</b>



Signed by Stephen Richards  
on behalf of all the trustees

Date: 22nd August 2024



## **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 16<sup>th</sup> 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.  
During the year the charity completed the construction of a dedicated youth hub. The cost, including furnishings, equipment and fees was £692,845. Grants received were £645,400 the balance of £47,445 being met from reserves.  
A mortgage from The Charity Bank is secured on the freehold property.
- 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	596,795	138,436

	<u>Year</u>	<u>Prior</u> <u>year</u>
<b>5a <u>Expenditure on salaries and wages</u></b>		
Salaries and wages	96,444	81,495
Social security costs	3,416	2,266
Pension costs	2,087	1,352
Other employee benefits	0	0
	<u>101,947</u>	<u>85,113</u>
<b>5b <u>Average head count</u></b>		
Charitable activities- full time staff	2	2
Centre running costs - part time staff	3	3
	<u>5</u>	<u>5</u>

**6 Expenditure on centre running costs**

Cleaning	197	89
Property and ground maintenance	541	15
Equipment maintenance and replacement	1,357	1,330
Security	2,065	2,496
Health & safety and Covid precautions	210	210
Light, heat and water	19,751	8,354
Waste	1,735	1,240
Insurance	3,682	3,301
	<u>29,538</u>	<u>17,035</u>

**7 Expenditure on administrative expenses**

Professional fees	293	236
Accountant review	650	620
Website	171	211
Printing postage and stationery	293	343
Travel	827	627
Telephone and broadband	1,947	1,590
IT support	130	135
Training	25	136
Catering	124	30
Licences	394	474
Equipment rental	1,381	1,381
Bank charges	208	199
Miscellaneous	1,192	647
	<u>7,635</u>	<u>6,629</u>

**8 Fees for examining the accounts**

Independent examiner's fee for the year was £650

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:	880	560

**10 Transactions with related parties**

There have been no related party transactions

**11 Debtors and prepayments**

Debtors for hire of the centre	11,833	9,075
Grant claim	2,540	0
Restricted expenditure in advance	0	0
Prepayments and accrued income	963	1,038
	<u>15,336</u>	<u>10,113</u>

**12 Cash at bank and in hand**

Barclays bank deposit account	756	57,157
Barclays bank current account	3,918	5,449
Barclays Bank Big Lottery account	0	0
The Charity Bank	63,511	86,474
Hinkley and Rugby Building Society	0	85,748
Petty cash	35	17
	<u>68,219</u>	<u>234,846</u>

**13 Creditors and accruals**

Creditors - restricted expenditure	17,020	48,635
Centre hire in advance	0	0
Creditors	4,245	1,307
Accrued expenditure	1,135	850
Social security and pensions - restricted	2,286	2,342
Preferential creditor - Mortgage		
payments within one year	2,868	2,729
	<u>27,554</u>	<u>55,863</u>

**14 Movement in charity restricted funds**

<b><u>Fund name</u></b>	<b><u>Funder</u></b>	<b><u>Brought forward</u></b>	<b><u>Received</u></b>	<b><u>Costs</u></b>	<b><u>Carried forward</u></b>
Engage 2022/23	Police & Crime Commissioner	6	0	6	0
Futures Bright	County Councillors	640		640	0
Together Fitter	County Councillors	1,243	1,167	2,410	0
Together active	National Grid		5,306	4,485	821
Salary funding	The Big lottery	0	30,000	30,000	0
RISE/HYPE	Rugby Group Benevolent Fund	4,008	4,027	8,035	0
Youth services	Sundry funders	1,828	930	2,758	0
X Roads Open Access	Severn Trent	6,337		6,337	0
Choices Drop in Youth Club	Warwickshire County Council	1,652	10,636	11,891	397
Warm Hub	Police & Crime Commissioner				
Homes For Ukraine	Warwickshire County Council	346	0	346	0
HAF Easter programme	Warwickshire County Council	472	1,373	1,845	0
HAF Summer programme	Holiday activities	0	836	836	0
HAF Winter	Holiday activities	0	2,967	2,967	0
Music Studio	Holiday activities	0	1,299	1,299	0
Wifi upgrade	County Councillors	555		555	0
	County Councillors	0	200	200	0
Legacy 3 - new build construction	Heart of England/Edward Cadbury/Norton Foundation/Natonal Lottery Soroptomists/Clothworkers	93,165	436,150	527,507	1,808
		<b>110,252</b>	<b>494,890</b>	<b>602,116</b>	<b>3,026</b>
		Per SOFA	<b>489,125</b>	<b>596,351</b>	
		Transfers	5,765	5,765	
			<b>494,890</b>	<b>602,116</b>	