

Horbury Community Centre Trust

Charity number 1158258

Annual Report and Financial Statements

for the year ended 30 June 2024



Horbury Community Centre Trust

Annual Report and Financial Statements for the year ended 30 June 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

Horbury Community Centre Trust

Trustees' report for the year ended 30 June 2024

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
John Aspinall	Chair	
Neil Thomas	Vice-chair	
Lynne Aspinall		
Chris Lloyd		
Lindsey Martin		
Deborah Adams		Appointed 10 September 2024
Frances Carey		Appointed 13 August 2024
Sara Williamson		Appointed 14 May 2024
Fiona Southby		
Catherine Clarke		Resigned 8 August 2023
Gail Gillespie		Resigned 15 October 2023

Charity number 1158258 Registered in England and Wales

Registered and principal address	Bankers	
The Cluntergate Centre	The Co-operative Bank Plc	Santander UK Plc
Horbury	PO Box 250	2 Triton Square
Wakefield	Skelmersdale	London
WF4 5DA	WN8 6WT	NW1 3AN

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) governed by a Foundation constitution adopted on 15 August 2014 as amended on 7th November 2017 and 26 March 2019.

Method of recruitment and appointment of trustees

Trustees must be appointed for a term of three years by a resolution passed at properly convened meeting of the charity trustees.

Horbury Community Centre Trust

Trustees' report (continued) for the year ended 30 June 2024

Objectives and activities

The charity's objects

(a) Further or benefit the residents of Horbury and the immediately surrounding district being part of the area designated by Wakefield Council as Horbury and South Ossett Ward in 2014, without distinction of 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; and

(b) To establish or to secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the CIO in furtherance of these objects.

The charity's main activities

The Trust's priorities are to manage and maintain a public building in the centre of Horbury. The trustees all have regard to the public benefit and strive to meet the charitable objects as stated above.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

We at the Horbury Community Centre Trust are committed to supporting local charities and the wider community in increasing and maintaining their quality of life. Despite massive Increases in heating and lighting costs incurred we have kept prices at an affordable level. Below is a summary of our achievements throughout the reporting year.

Stay and Play

One objective of Horbury Community Centre Trust is to enhance the lives of residents in Horbury and South Ossett.

The Stay and Play initiative started in January 2024 and provides volunteer-led playgroup activities for pre-school children and meets for two hours on a Monday afternoon during term time and for which there is a voluntary charge of £2 per family. The first few months the initiative was supported by Wakefield Council's Community Team who provided toys and learning equipment and helpers. Since then volunteers, supported by Cluntergate Centre trustees and staff have risen to the challenge of managing the initiative. We have been fortunate to be awarded a grant of £400 by Warburtons Community Grants in July 2024, which has allowed us to purchase our own toys, books etc. and to return those loaned to us by Wakefield Council.

Live Theatre Productions

One objective of the Horbury Community Centre Trust is to support cultural activities and recreational programs that enrich our community.

This has been achieved in part with a partnership with Red Ladder Theatre Company (<https://www.redladder.co.uk>) who enable their own and independent productions to be performed at centres such as ours. Red Ladder schedule productions, arrange the setting-up of stages, sound and lighting and manage front-of-house activities leaving us to oversee health and safety and run the café and bar. We are fortunate that we can call on Wakefield Theatre Royal to manage ticket sales through their telephone and online portals on our behalf.

We also have an agreement with a second theatre company, Mikron Theatre (<https://mikron.org.uk>) to perform their own productions at least twice per year.

Horbury Community Centre Trust

Trustees' report (continued) for the year ended 30 June 2024

Achievements and performance (continued)

Charity and community involvement

One objective of the Horbury Community Centre Trust is to ensure that all community members feel welcome and valued.

We provide facilities for a number of local charities: Wakefield Sight Aid, Wheelers and Wobblers and the Alzheimer's Society. Furthermore we host the Wakefield District Citizens Advice Bureau twice monthly for drop-in sessions for those needing advice.

As well as supporting charities no less than 20 groups including Horbury Walkers, table tennis, aerobics in many forms, baby massage, theatre and dance groups and art classes use the Centre weekly. At weekend the Centre is used for children and adult birthday parties and so on.

Increasing the number of Trustees

We at the Horbury Community Centre Trust have recognised that the numbers of Trustees should be increased.

From a base of seven at the start of the current financial year we have recruited another two, one with accountancy skills that we have recognised we have lacked. We have a further application in progress and expect to appoint that person bringing the total to ten.

Financial review

The net expenditure for the year was £8,686, including net expenditure of £11,681 on unrestricted funds and net receipts of £2,995 on restricted funds after transfers.

The total receipts for the year were £91,470 and total payments £100,156. Total payments included net payments of £2,874 on restricted funds and net payments of £97,282 on unrestricted funds. Approximately £12,000 of payments relate to delayed bills for gas consumption relating to previous financial years from our energy supplier. Total receipts include £2,273 from Wakefield Council Capital Grants scheme towards the cost of replacement fencing and a noticeboard, £742 from Horbury Common Lands Trust towards our running costs and £3,596 from the Co-op for the provision of a bike rack and a buggy park.

The three offices have been fully let throughout the year. Room hire income is considerably increased from the previous year. The café space continues to be let on two days per week.

The billing problems around our energy supplies have been concluded. Our electricity is already with a different supplier and gas will follow in August 2024. The new contract rates, whilst remaining high are significantly reduced and the strain on the Trust's finances eased.

Reserves policy

The charity's free reserves, at the year end were £31,714.

The usual level of reserves is between 3 and 6 months' running costs, plus any extra which might be required to ensure the smooth running or orderly closure of the trust.

Given the current high expenditure on repairs it is proposed that the reserves should be at least 3 months' running costs and in addition £1,000 be held for unplanned repairs and maintenance costs. Legal fees and early termination penalties for contractual items are also required. It has been assumed that two months' average costs for contractual items will cover most liabilities.

Based on the 2024/25 budget this equates to a minimum of £31,000.

Approved by the board of trustees on 10/12/2024

Neil Thomas (Trustee)

Horbury Community Centre Trust

Independent examiner's report to the trustees of Horbury Community Centre Trust

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 June 2024, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

E J Beverley FCCA

18/12/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Horbury Community Centre Trust
Receipts and payments account
for the year ended 30 June 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Receipts					
Grants and donations	(2)	2,901	5,869	8,770	56,454
Rent income		71,889	-	71,889	62,422
Fundraising income		5,798	-	5,798	8,466
Café and bar		4,775	-	4,775	2,665
Bank interest		238	-	238	115
Other income		-	-	-	176
Total receipts		85,601	5,869	91,470	130,298
Payments					
Staff costs		36,414	-	36,414	28,454
Café and bar		2,690	-	2,690	1,435
Utilities		27,436	-	27,436	2,075
Insurance		1,722	-	1,722	1,633
Cleaning and consumables		3,091	-	3,091	2,591
Repairs, renewals and refurbishment		17,996	2,874	20,870	62,549
Printing, postage and stationery		464	-	464	478
Marketing		305	-	305	195
Telephone and internet		965	-	965	1,321
Training		248	-	248	71
Refreshments		413	-	413	275
Professional fees		283	-	283	216
Furniture and equipment		3,203	-	3,203	6,163
Activities		420	-	420	16,779
Accountancy and independent examination		1,028	-	1,028	960
Bad debt write off		171	-	171	-
Miscellaneous expenses		218	-	218	563
Licences		215	-	215	447
Total payments		97,282	2,874	100,156	126,205
Net receipts / (payments)		(11,681)	2,995	(8,686)	4,093
Fund balances brought forward		43,395	400	43,795	39,702
Fund balances carried forward	(3)	31,714	3,395	35,109	43,795

Horbury Community Centre Trust
Statement of assets and liabilities
as at 30 June 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	31,675	3,395	35,070	42,187
Cash in hand	39	-	39	1,608
Total cash funds	<u>31,714</u>	<u>3,395</u>	<u>35,109</u>	<u>43,795</u>

Debtors and prepayments

	2024
	£
Debtors	5,929
HMRC	100
	<u>6,029</u>

Assets retained for the charity's own use

Office furniture
Studio tables
Chairs
Hall tables
Sculpture
Laptop
Printer
Hall sound, lighting and projection equipment
Kitchen, bar and cafe equipment
Water heaters
3 x table tennis tables

Liabilities

	2024
	£
Creditors	919
Accounts payable	1,373
Rents received in advance	1,188
Accruals	124
Independent examination	<u>3,603</u>
Other creditors	
Pension	

The financial statements were approved by the board of trustees on 10/12/2024

Neil Thomas (Trustee)

Horbury Community Centre Trust

Notes to the accounts

for the year ended 30 June 2024

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Horbury Community Centre Trust **Notes to the accounts continued** **for the year ended 30 June 2024**

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Co-op	-	3,596	3,596	-
Horbury Common Lands Trust (HCLT)	742	-	742	7,275
Wakefield Metropolitan District Council	-	2,273	2,273	38,331
B&Q (The Neighbourly)	-	-	-	952
Bernard Sunley Foundation	-	-	-	5,000
Department for Work and Pensions	-	-	-	3,394
Neighbourhood Development Fund	-	-	-	500
Rotary Clubs	-	-	-	400
Women's Institute (WI) donation	-	-	-	250
Other donations	2,159	-	2,159	352
	<u>2,901</u>	<u>5,869</u>	<u>8,770</u>	<u>56,454</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
WMDC - Capital Grant Fund	-	2,273	2,273	-	-
Co-op grant	-	3,596	201	-	3,395
Rotary fund	400	-	400	-	-
	<u>400</u>	<u>5,869</u>	<u>2,874</u>	<u>-</u>	<u>3,395</u>

Fund name

WMDC - Capital Grant Fund
Co-op grant
Rotary fund

Purpose of restriction

Repairs to fence and provision of external noticeboard
External noticeboard
Bicycle rack and buggy park

Related party transactions

4 Trustee expenses

During the year 1 trustee was paid a total of £11 in respect of travel (previous year: £0).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

5 Lease

The charity has a 30 year lease on the Community Centre at a peppercorn rent and a joint working agreement with The Council of the City of Wakefield which commenced in 2015.