

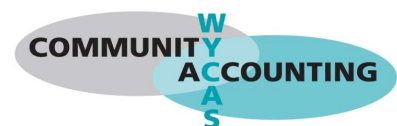
Batley Community Outreach Centre

Charity number 1160587

Annual Report and Financial Statements for the year ended 31 January 2022



**BATLEY COMMUNITY
OUTREACH CENTRE**



West Yorkshire Community Accounting Service

Batley Community Outreach Centre

Annual Report and Financial Statements for the year ended 31 January 2022

Contents	Page
Trustees' report	2 to 3
Examiner's report	4
Receipts and payments account	5
Statement of assets and liabilities	6
Notes to the accounts	7 to 9

Prepared by West Yorkshire Community Accountancy Service CIO

Batley Community Outreach Centre

Trustees' report for the year ended 31 January 2022

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
Hazel Wrigley	Chair	
Denise Fotherby		
Neil Fotherby	Secretary	Deceased August 2021
Andrew Dalton		
Debbie White		Appointed December 2021
Charity number	1160587	Registered in England and Wales

Registered and principal address

88 Wellington Street
Batley
WF17 5QL

Bankers

Virgin Money
46 Market Place
Dewsbury
WF13 1DN

Independent examiner

Stephen Procter

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) foundation formed on 23 February 2015.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed at a properly convened meeting of the trustees.

Batley Community Outreach Centre

Trustees' report (continued) for the year ended 31 January 2022

Objectives and activities

The charity's objects

The object of the CIO is the relief of those in need by reason of youth, age, ill health, disability, financial hardship or other social or economic disadvantage living in Batley, West Yorkshire, in particular but not exclusively by running a drop-in service providing hot food, signposting to other services and basic counselling.

The charity's main activities

We want to engage with our community, meet local needs and care for those who are lonely and isolated. Through our drop in sessions we welcome up to 60 people a week with a freshly prepared hot meal and opportunities to make friends and learn new skills.

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 and in particular the prevention or relief of poverty.

Achievements and performance

BCOC were quick to respond to the effects to the changes brought about by the pandemic with all sessions moving online via Zoom and Covid safe measures were taken to provide the following;

- Hot nutritious meal take away meals – 50 to 70 meals per week
- Emergency food parcels – 750 parcels
- Hygiene / Care packages – containing toiletries and every day essentials – socks and gloves in poor weather to keep warm
- Telephone / Zoom calls – one to one emotional support to avoid social isolation providing a listening ear from someone who cares. Through this contact we could also signpost beneficiaries to other agencies, partners and support groups
- Christmas Care packages handed out
- Raise & Shine – online singing lessons

The demand for support is as high now, sometimes higher, than at any point during the crisis. Our community has come to appreciate us as an integral part of their lives. Batley Community Outreach Centre was proud to serve our community in this way enabling us to alleviate loneliness so people could grow in hope and confidence.

Throughout the pandemic the charity continued to provide food and provisions to the most vulnerable in the community. Grants were received for this provision so because of this the charity was not affected financially by the crisis. The charity has also received multiple year grants which has helped cashflow and projection of expenditure.

Financial review

The net receipts for the year were £7,037, including net receipts of £1,527 on unrestricted funds and net receipts of £5,510 on restricted funds after transfers.

Reserves policy

The charity's free reserves at year end were £10,420.

The Trustees understand the need for a reserve policy and aim to maintain the equivalent of 3 months' expenditure costs.

Signed on behalf of the board of trustees on 26/04/2022

Denise Fotherby (Trustee)

Batley Community Outreach Centre

Independent examiner's report to the trustees of Batley Community Outreach Centre

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 January 2022, which are set out on pages 5 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 CIO as required by section 130 of the Act; or
- 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.

Stephen Procter

03/05/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Batley Community Outreach Centre
Receipts and payments account
for the year ended 31 January 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	20	40,430	40,450	47,367
Sales and fees		1,507	-	1,507	1,077
Total receipts		<u>1,527</u>	<u>40,430</u>	<u>41,957</u>	<u>48,444</u>
Payments					
Materials and resources		-	2,294	2,294	1,475
Activity expenses		-	728	728	1,029
Volunteer expenses		-	671	671	878
Rent		-	7,200	7,200	7,200
Sessional staff		-	8,916	8,916	8,919
Meals		-	2,568	2,568	2,101
Project development and administration		-	5,866	5,866	6,700
Independent examination		-	396	396	396
Insurance		-	378	378	365
IT support and equipment		-	649	649	748
Essentials shop		-	527	527	-
Building expenses and waste collection		-	4,727	4,727	1,163
Total payments		<u>-</u>	<u>34,920</u>	<u>34,920</u>	<u>30,974</u>
Net income		1,527	5,510	7,037	17,470
Fund balances brought forward		8,893	26,081	34,974	17,504
Fund balances carried forward	(3)	<u>10,420</u>	<u>31,591</u>	<u>42,011</u>	<u>34,974</u>

Batley Community Outreach Centre

Statement of assets and liabilities

as at 31 January 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Virgin Money	10,420	31,591	42,011	34,974
Total cash funds	<u>10,420</u>	<u>31,591</u>	<u>42,011</u>	<u>34,974</u>

Assets retained for the charity's own use

2 x laptops and various items of kitchen equipment and utensils.

Liabilities

	£
Independent examination	396
	<u>396</u>

The financial statements were approved by the board of trustees on 26/04/2022

Denise Fotherby (Trustee)

Batley Community Outreach Centre

Notes to the accounts

for the year ended 31 January 2022

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 relates.

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.

Batley Community Outreach Centre

Notes to the accounts continued

for the year ended 31 January 2022

2 Grants and donations

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Lottery Community Fund	-	11,068	11,068	11,047
Garfield Weston	-	-	-	15,000
George Moore	-	-	-	500
Henry Smith	-	20,000	20,000	-
Liz and Terry Bramhall	-	-	-	5,000
Locala Community Fund	-	-	-	1,500
More in Common (Jo Cox Foundation)	-	-	-	1,000
One Community	-	-	-	5,820
Peoples Health Trust	-	9,362	9,362	-
Scurrah Wainwright	-	-	-	5,000
Souter Charitable Trust	-	-	-	2,000
Tesco	-	-	-	500
Other donations	20	-	20	-
	<u>20</u>	<u>40,430</u>	<u>40,450</u>	<u>47,367</u>

3 Restricted funds

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Lottery Community Fund	8,324	11,068	17,570	1,822
Garfield Weston	5,485	-	5,485	-
Henry Smith	-	20,000	190	19,810
Liz and Terry Bramhall	5,000	-	5,000	-
Locala Community Fund	1,500	-	1,500	-
More in Common	1,000	-	403	597
One Community	2,505	-	2,505	-
Peoples Health Trust	-	9,362	-	9,362
Scurrah Wainwright	2,267	-	2,267	-
	<u>26,081</u>	<u>40,430</u>	<u>34,920</u>	<u>31,591</u>

Fund name

Purpose of restriction

Lottery Community Fund

Session costs for children's work and administration costs for all projects.

Garfield Weston

Towards general running costs.

Henry Smith

Towards general running costs.

Liz and Terry Bramhall

Towards general running costs.

Locala Community Fund

For the Covid-19 foodbank.

More in Common

For purchase of a fridge/freezer.

One Community

For Covid-19 response, foodbank and hot meal takeaway.

Peoples Health Trust

All costs for Wellspring Over 55's Community Social Club.

Scurrah Wainwright

Towards general running costs.

Batley Community Outreach Centre

Notes to the accounts continued

for the year ended 31 January 2022

4 Related party transactions

Trustee expenses

During the year 2 trustees were paid a total of £374 in respect of travel (previous year: 4 trustees and £824).

Trustee remuneration and benefits

Details of remuneration and benefits

		2022	2021
		£	£
Denise Fotherby	Gross pay	6,008	6,735
Hazel Wrigley	Gross pay	135	-
		<u>6,143</u>	<u>6,735</u>

Reason for remuneration

The trustees were employed in the role of sessional cook.

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.