

Thornton Lodge Action Group  
Report and Accounts  
for the year ended 31 March 2022



**Thornton Lodge Action Group**  
**Report and accounts**  
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## **Thornton Lodge Action Group Information Sheet**

### **Trustees**

Ibrar Hussain  
Shahana Ali  
Naeem Jamil  
Waqas Bajwa

### **Accountants**

Yorkshire Accountants  
Park House  
Wilmington Street  
Leeds  
West Yorkshire  
LS7 2BP

### **Bankers**

HSBC  
2 Cloth Hall Street  
Huddersfield  
West Yorkshire  
HD1 2ES

### **Principle address**

125 Saint John's Road,  
Huddersfield  
West Yorkshire  
HD1 5EY

## **Thornton Lodge Action Group Trustees Report**

### **Trustees**

The members of the Management Committee during the year were:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Ibrar Hussain	Chair	Elected 24 September 2018
Shahana Ali	Secretary	Elected 24 September 2018
Naeem Jamil	Treasurer	Elected 23 September 2019
Waqas Bajwa	Member	Elected 23 September 2020

### **Method of appointment**

Committee members are elected by the members at the AGM.

### **Structure, governance and management**

The charity is a charitable incorporated organisation (CIO) and was formed on 21st April 2015 and was entered on the Charity Commission register on 13th May 2015 (CIO No: 1161661). It is governed by a constitution of Charitable Incorporated Organisation. There is no liability of the trustee in the event of the charity being wound up.

### **Objects of the organisation**

The charity's objects are:

- 1) to help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society;
- 2) To preserve and protect the environment;
- 3) To relieve sickness and to preserve and protect good health;
- 4) To advance education; and
- 5) To promote for the benefit of the inhabitants in Thornton Lodge and surrounding areas of Huddersfield without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants 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 other leisure time occupations with the objects of improving the conditions of life of the said inhabitants and in furtherance of this to establish or secure the establishment of a community centre (hereinafter called 'the centre') and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects."

### **Change of structure**

The Association changed its legal structure by resolution on 21st April 2015 from an association to a charitable incorporated organisation (CIO). On this date the Association assets comprising of laptops, sewing machines and sport equipment were transferred.

### **Financial review**

The net receipts for the year were £222,335.00 including net receipts of £32,807.00 on unrestricted funds and net receipts of £189,528.00 on restricted funds.

### **Reserves policy**

The charity's free cash reserves at the year end were £45,660.00

The trustees have adopted a formal reserves policy of 6 months running costs

**Thornton Lodge Action Group  
Trustees Report**

**Chairperson Report - 2021-2022**

We have all continued to move through unprecedented times, when face masks became the norm and words such as lockdown and social distancing fell into common use. When putting this report together, it gave me time to reflect on what we as a community achieved, it was tremendous, so much goodwill and practical help was offered to those most needing it, well done Thornton Lodge!

Amid all the challenges, the charity continued its work for the community making sure the most vulnerable were being supported with several focused projects.

- Community Champions (COVID) - a team of 6 Community Champions worked hard to tackle the high COVID infections in the BAME community. Champions were deployed in the community to raise the positive message of taking the vaccine and the benefits it has in keeping the community safe. Trained Champions were at hand to support any concerns the community had.
- Community Champions (Health) - Just after the recovery of Covid we were blighted with a tough winter with NHS services stretched and seasonal sickness levels at an all-time high. Community Champions were once again deployed in the heart of the community to educate, raise profile, and divert away small-scale symptoms reports from emergency services 999 to the 111 service. Social media campaigns, classroom sessions, coffee morning and visits to places of worship were some of the methods used to increase awareness.

Temporary government legislation led to our adult community learning provision to be delivered remotely until 6 May 2021 with many participants joining us on Zoom to complete their learning. Again, this was a learning experience and a challenge. We underestimated the sheer volume of residents who lack digital skills and financial means to pay for monthly internet/broadband costs. This area of work has been set as a priority for 2022-2023.

June 2021 saw the return of face-to-face services, activities and learning provision with a back log of contracts and grants to fulfil in the limited community centre space which was in demand by many other providers and services.

As an Action Group we focused ahead on the recovery phase and by late summer this resulted in some positive news. The charity was successful in a four-year grant supported by the Big Lottery to address the skills deficit including IT and digital skills, the growing financial worries and debt our community is facing and the under representation of women playing their part in community life.

This funding will offer the Charity some stability and an opportunity to draw down additional inward investment into the community.

This post-pandemic year has been especially busy. Many people have worked closely with us to restore community life to its former glory, not that the spirit of the Community was diminished! We have seen a gradual return to social interaction, and it has been fantastic to welcome many residents back into the community centre.

Our community depends on a great team of staff and volunteers who run the organisation. A huge thank you to our Management Team and Operational Staff Team who work so hard to ensure the Action Group is responding to community needs. The Operational Staff Team have worked their socks off to provide a programme of events, activities, and courses for the local community to enjoy. This group of people are amazing to work with and often go far beyond than what their role entails.

I also want to thank all our funders and supporters who have helped us through this difficult year.



Ibrar Hussain  
on behalf of the Management Committee

## **Thornton Lodge Action Group Independent Examiner's Report**

I report on the accounts of the charity for the year ended 31<sup>st</sup> March 2022.

### **Respective responsibilities of trustees and examiner**

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.

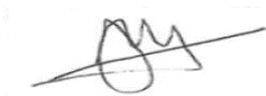
### **Independent examiner's statement**

In the course of 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 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations 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.



Furqan Ahmed (AFA)  
HCA Accountants

Park House  
Wilmington Street  
Leeds  
West Yorkshire  
LS7 2BP

2 November 2022

**Thornton Lodge Action Group**  
**Receipts and payments account**  
**for the year ended 31 March 2022**

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Receipts</b>					
Grants and donations	2	32,807	189,528	222,335	239,229
<b>Payments</b>					
Venue/ Office hire		-	15,089	15,089	9,512
Marketing-Producing Information		-	1,429	1,429	2,811
Postage & Photocopier		-	386	386	175
Stationery		-	691	691	848
Telephone and fax		-	814	814	612
Insurance		-	263	263	546
Sundry expenses		-	41	41	478
IT Hardware & Software		-	729	729	-
Office Equipment		-	1,493	1,493	2,581
Payroll		-	534	534	690
Professional Fees		-	6,481	6,481	8,026
Project Equipment		-	8,543	8,543	6,396
Food/Refreshments		-	6,595	6,595	13,783
Subscriptions & Fees		-	72	72	184
Other Capital Expenses		-	3,246	3,246	858
<b>Salaries &amp; NI</b>					
HMRC			4,967	4,967	4,796
IAG			8,978	8,978	6,552
Outreach Worker			16,507	16,507	17,031
Pension			1,365	1,365	1,585
PAYE		-	-	-	876
Benefits and Welfare Advice		-	18,197	18,197	16,754
Project Manager		-	11,297	11,297	12,266
Skills and Training Officer		-	2,880	2,880	1,190
Childcare Creche		-	15,829	15,829	2,660
Freelance Facilitator-Champions		-	29,356	29,356	22,986
Freelance Tutors		-	17,708	17,708	10,705
Training		-	246	246	1,444
Travel and subsistence		-	485	485	941
Volunteer Expenses			195	195	-
<b>Total Payments</b>		-	174,416	174,416	147,286
<b>Net Receipts / (Payments)</b>		32,807	15,112	47,919	91,943
<b>Cash fund balances brought forward</b>		59,328	210,827	270,155	178,212
<b>Funds transfers</b>		-	-	-	-
<b>Cash fund balances carried forward</b>		92,135	225,939	318,074	270,155

**Thornton Lodge Action Group**  
**Statement of assets and liabilities**  
**as at 31 March 2022**

	Notes	2022 Unrestricted £	2022 Restricted £	2022 Total £	2021 Total £
<b>Fixed assets</b>					
Tangible assets	4			1,146	1,432
<b>Current assets</b>					
Cash at bank and in hand	3	92,135	225,939	318,074	270,155
		92,135	225,939	318,074	270,155
<b>Liabilities: amounts falling due within one year</b>	6			(18,606)	(15,793)
<b>Net current assets</b>				299,468	254,362

I have prepared these accounts in accordance with the books, records, information and explanations supplied to me by Thornton Lodge Action Group. I have not carried out an audit or independent examination on these accounts.



Syed Fahad Hashmi  
Accountant

**Approval of the accounts**

The annual report and accounts were approved at a meeting of the Management Committee held on:

Date: 02-Nov-22



Ibrar Hussain  
on behalf of the Management Committee

**Thornton Lodge Action Group**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**1 Accounting policies**

**a Basis of preparation**

The Management Committee have opted to prepare these accounts on a receipt and payments basis.

**b Funds accounting**

Funds held by the organisation are either:

**Unrestricted general funds**

These are funds which can be used in accordance with the organisation's objects at the discretion of the Management Committee.

**Restricted funds**

These are funds that can only be used for a particular restricted purpose within the objects of the organisation. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

**Reserve Funds**

These are funds set aside by the Management Committee out of unrestricted general funds for specific future purposes or projects.

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

**Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Plant and machinery 20% straight line

**2 Grants and donations**

	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Miscellaneous	-	-	-	2,654
KMC	-	31,196	31,196	39,203
Return2Learn	-	-	-	1,059
Big Lottery	-	45,445	45,445	45,095
One Community Foundation	-	-	-	7,445
Awards for All	-	-	-	10,000
Third Sector Leaders (TSL)	-	17,412	17,412	-
Census 2021	-	2,450	2,450	3,366
Children In Need	-	15,796	15,796	2,900
KMC -School Out	-	5,322	5,322	-
Comic Relief	-	2,000	2,000	2,000
Area Committee	-	-	-	-
Capital (Lottery)	-	3,000	3,000	-
Local Giving	-	-	-	2,000
Groundwork Tesco	-	-	-	500
Brelms Trust	-	-	-	3,321
Charities Aid Fondation	-	-	-	20,828
Good Things Foundation	-	-	-	2,500
Community Learning Works	-	1,260	1,260	3,610
Thomas Wall Trust	-	-	-	4,997
Paddock Community Trust	-	5,057	5,057	9,388
Halifax Opp Trust	-	-	-	6,285
Active Communities (Mix & Fit)	-	-	-	1,931
Misc Grants	-	2,534	2,534	-
Peoples Postcode	-	-	-	13,214
Sports England	-	-	-	9,982
Community Foundation -E-Click	-	-	-	6,835
ESF Groundworks	-	39,994	39,994	27,999
Halifax Opp Trust	-	6,683	6,683	-
HMRC	128	11,379	11,507	-
Clothworkers Foundation	-	-	-	1,980
Swimming Session Fees	9,051	-	9,051	237
West Yorkshire Police	-	-	-	4,800
Venue Income	23,628	-	23,628	5,100
	<u>32,807</u>	<u>189,528</u>	<u>222,335</u>	<u>239,229</u>

**Thornton Lodge Action Group**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**3 Restricted funds summary**

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Miscellaneous	7,557	-	7,557	-
KMC	39,490	31,196	20,450	50,236
Return2Learn	7,807	-	-	7,807
Big Lottery	-	45,445	36,848	8,597
One Community Foundation	7,445	-	-	7,445
Awards for All	7,428	-	7,428	-
Third Sector Leaders (TSL)	-	17,412	6,170	11,242
Census 2021	1,510	2,450	3,960	-
Children In Need	4,057	15,796	9,970	9,883
KMC -School Out	-	5,322	-	5,322
Comic Relief	2,000	2,000	1,500	2,500
Capital (Lottery)	-	3,000	650	2,350
Local Giving	1,797	-	1,797	-
Groundwork Tesco	470	-	470	-
INGEUS UK	6,285	-	-	6,285
Brelms Trust	3,648	-	1,335	2,313
Ur Weekend Ur Choice	13,957	-	2,500	11,457
Good Things Foundation	2,500	-	2,500	-
Community Learning Works	6,275	1,260	2,000	5,535
Thomas Wall Trust	4,997	-	-	4,997
Paddock Community Trust	20,155	5,057	3,681	21,531
Halifax Opp Trust	9,212	-	-	9,212
(KYA) Kirklees Youth Alliance	437	-	437	-
Grants - Others	2,011	-	-	2,011
Misc Grants	-	2,534	2,534	-
Peoples Postcode	9,112	-	9,112	-
Community Foundation -E-Click	6,835	-	-	6,835
Creche Fees (ESBM)	5,154	-	-	5,154
Sir George Martin Trust	1,880	-	-	1,880
ESF Groundworks	7,100	39,994	46,058	1,036
Halifax Opp Trust	-	6,683	1,209	5,474
HMRC	-	11,379	6,250	5,129
West Yorkshire Police	9,786	-	-	9,786
Youth Intervention Fund	1,680	-	-	1,680
	<u>190,585</u>	<u>189,528</u>	<u>174,416</u>	<u>205,697</u>

**Purpose of restricted funds**

<b>Awards for All</b>	Extension of Warm meals project
<b>Big Lottery</b>	COVID 19 Emergency support offer with partners Crosland Moor and CUP
<b>Children In Need</b>	To set up a games library for the community to loan out games
<b>Kirklees Council</b>	Various Community Led Services
<b>People Health Trust</b>	Offering integration support for new arrivals
<b>ESF Community Grants</b>	Providing community based provision to unemployed participants.

**Thornton Lodge Action Group**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**4 Tangible fixed assets**

	<b>equipment and £</b>
<b>Cost</b>	
At 1 April 2021	30,744
Additions	-
At 31 March 2022	<u>30,744</u>
<b>Depreciation</b>	
At 1 April 2021	29,312
Charge for the year	286
At 31 March 2022	<u>29,598</u>
<b>Net book value</b>	
At 31 March 2022	<u>1,146</u>
At 31 March 2021	<u>1,432</u>

**Debtors**

<b>2022</b>	<b>2021</b>
<b>£</b>	<b>£</b>

**5 Liabilities: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Marketing	540	540
Sessional Workers	3,400	3,600
Venue Hire	1,200	1,200
Accountancy/ Professional Fees	1,500	1,500
Professional Fees	800	600
Salaries	7,625	5,625
Office Rent	1,300	1,200
Payroll	216	191
Tax & NI	1,400	1,012
Sundry expenses	625	325
	<u>18,606</u>	<u>15,793</u>

**6**

	<b>£</b>	<b>£</b>
Reserves based on 6 months running costs.		
Wages	28,200	27,400
Sessional Tutors/Workers	8,300	7,200
Office Rent	2,860	2,460
Community Centre Hire	4,100	4,100
7 Mobile	700	700
Professional Fees	1,500	1,300
	<u>45,660</u>	<u>43,160</u>

**Management Committee remuneration and expenses**

- 8** No management committee member received any remuneration but did receive expenses during the