

The Queensbury Community Programme Limited

Charity number 1165411

A company limited by guarantee number 06962253

Annual Report and Financial Statements for the year ended 31 March 2025



Queensbury Community Programme



The Queensbury Community Programme Limited

Annual Report and Financial Statements for the year ended 31 March 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

The Queensbury Community Programme Limited

Trustees' report for the year ended 31 March 2025

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
Andrew Senior	Chair	
Martin Walker	Treasurer	
Veronica Hall		
John Thompson		
Michael Tomkinson		
Judith Acton		
Luke Majkowski		Appointed 26 July 2024
Charity number	1165411	Registered in England and Wales
Company number	06962253	Registered in England and Wales
Registered and principal address	Bankers	
36 High Street	Yorkshire Bank	
Queensbury	7 Waterhouse Street	
Bradford	Halifax	
BD13 2PA	HX1 1XZ	

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The company is a charity limited by guarantee and was formed on the 14 July 2009. It is governed by a memorandum and articles of association as amended by special resolutions dated 17 December 2015 as amended 28 September 2022. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £1.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

The Queensbury Community Programme Limited

Trustees' report (continued) for the year ended 31 March 2025

Objectives and activities

The charity's objects

To further or benefit the residents of Queensbury and surrounding areas, without distinction of sex, sexual orientation, age, 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 and leisure time occupation with the objectives of educating and improving the conditions of life for the residents.

The charity's main activities

QCP offers an extensive non-accredited Adult Learning Programme in creative arts, crafts, and languages along with employability focussed courses. QCP also offers support to the elderly by facilitating three Well Being Café's, Coffee mornings, a Mancave and Exercise Classes in the local area, as well as a Community Managed Library and a Job Club. QCP has recently extended its provision of luncheon clubs and is now delivering twice weekly to residents in Queensbury and the surrounding areas. In recent years QCP has also extended its provision to young people offering activities in the school holidays.

All of our work is greatly assisted by an extensive team of volunteers and local partnerships.

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 advancement of education.

Achievements and performance

In a climate presenting increasingly challenging demands on the public purse, QCP continues to identify and deliver learning and engagement programmes to meet local need.

A range of partners in the national and local context continue to underwrite our core and delivery costs as we continue to develop and evolve an independent and sustainable model.

Analysis of Management Accounts for the period ending 31 March 2025 stands the test of deep scrutiny at Board Level and although comparative data shows some anomalies these can be explained by the comparison of the previous 7/12 months, reported last, against the current year; the vast majority of QCP's income and expenditure is attributable to the period of 7/12 months (+ 3 months) in any given year and not for the whole 12 month period, reported on now to bring QCP's financial year in line with the national context.. Pro-rata comparative data on QCP's normal business model lie within levels acceptable to the Board.

Within this reporting period QCP was successful in securing a 2-year lease from CBMDC for a local property, Victoria Hall (Queensbury), to realise QCP's vision in ensuring this public asset remains open for local, and surrounding, community use, rather than being sold off in an attempt to 'balance the books' by the local authority. The success of QCP's financial planning and modelling in recent years enabled the Board to underwrite associated costs in this venture which will continue to be the case for the foreseeable future if supported by CBMDC with an extension to the 2-year period, with the same break clauses favouring both parties.

This lease has already enabled current users of the facility to be able to operate as they had previously, without threat or compromise to QCP and its functions, and serves to encourage the Board safe in the knowledge that astute planning and clear financial management supported by the will of CBMDC, QCP's paid employees and the raft of volunteers and networks supporting the venture should realise the vision.

The Queensbury Community Programme Limited

Trustees' report (continued) for the year ended 31 March 2025

Financial review

The net expenditure for the year was £2,396, including net expenditure of £4,783 on unrestricted funds and net income of £2,387 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £69,004.

The trustees have adopted a policy to retain a minimum of 3 months annual budgeted expenditure in order to ensure the smooth running of charity in the event of a short term loss of funding and to allow for an orderly winding up if the charity had to close. Based on actual 2024/2025 expenditure and estimated redundancy costs the minimum level of reserves would be £47,300.

In reviewing the end of year financial statement trustees continue to support a balance in excess of QCP's reserves policy; given their intention to invest resources into Victoria Hall following the agreement of a two year lease for this community asset.

The Queensbury Community Programme Limited

Trustees' report (continued) for the year ended 31 March 2025

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 9/7/2025

John Thompson (Trustee)

The Queensbury Community Programme Limited

Independent examiner's report to the trustees of The Queensbury Community Programme Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2025, which are set out on pages 7 to 14.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

Rhys North ACA

10/7/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Queensbury Community Programme Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	1.9.23 - 31.3.24 2024 Total funds £
Income from:					
Grants and donations	(2)	1,927	49,125	51,052	28,422
Course fees		25,734	-	25,734	17,832
Library		2,500	-	2,500	1,250
Luncheon club		10,608	-	10,608	7,901
Victoria Hall rental income		21,358	-	21,358	9,617
Other income and fundraising		5,719	300	6,019	6,063
Total income		67,846	49,425	117,271	71,085
Expenditure on:					
Salaries NI and pensions	(3)	25,476	15,531	41,007	24,503
Tutor costs		12,501	7,010	19,511	13,151
Repairs, cleaning and maintenance		5,141	85	5,226	3,545
Subscriptions and licences		555	-	555	263
Rents - Victoria Hall		1,443	-	1,443	5,195
Rent and rates		1,338	9,223	10,561	5,693
Utilities		7,712	4,220	11,932	2,455
Food and luncheon club		3,520	1,918	5,438	5,285
Well Being Café expenses		2,232	97	2,329	1,049
Activity costs		590	5,085	5,675	2,973
Insurance		2,265	340	2,605	586
Equipment and equipment rental		3,076	225	3,301	5,349
Telephone and broadband		915	182	1,097	1,508
Office and administration		805	166	971	1,195
Independent examination		1,464	-	1,464	1,320
Volunteer expenses		408	576	984	810
Bad Debts		149	-	149	400
Legal and professional fees		3,090	-	3,090	-
Other expenditure		438	-	438	-
Travel expenses		529	450	979	-
Depreciation		468	-	468	-
Advertising and promotion		384	60	444	-
Total expenditure		74,499	45,168	119,667	75,280
Net income / (expenditure)		(6,653)	4,257	(2,396)	(4,195)
Transfers between funds	(4)	1,870	(1,870)	-	-
Net movement in funds		(4,783)	2,387	(2,396)	(4,195)
Fund balances brought forward		75,189	4,556	79,745	83,940
Fund balances carried forward	(4)	70,406	6,943	77,349	79,745

All incoming resources and resources expended derive from continuing activities.

The Queensbury Community Programme Limited
Balance sheet
as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	1,402	-	1,402	-
Total fixed assets		<u>1,402</u>	<u>-</u>	<u>1,402</u>	<u>-</u>
Current assets					
Debtors and prepayments	(6)	5,727	-	5,727	8,293
Cash at bank and in hand	(7)	71,534	6,943	78,477	92,554
Total current assets		<u>77,261</u>	<u>6,943</u>	<u>84,204</u>	<u>100,847</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	8,257	-	8,257	21,102
Total current liabilities		<u>8,257</u>	<u>-</u>	<u>8,257</u>	<u>21,102</u>
Net current assets / (liabilities)		<u>69,004</u>	<u>6,943</u>	<u>75,947</u>	<u>79,745</u>
Net assets		<u>70,406</u>	<u>6,943</u>	<u>77,349</u>	<u>79,745</u>
Funds					
Unrestricted funds					
General unrestricted funds		69,238	-	69,238	73,199
Designated funds	(9)	1,168	-	1,168	1,990
Unrestricted funds		<u>70,406</u>	<u>-</u>	<u>70,406</u>	<u>75,189</u>
Restricted funds		<u>-</u>	<u>6,943</u>	<u>6,943</u>	<u>4,556</u>
Total funds		<u>70,406</u>	<u>6,943</u>	<u>77,349</u>	<u>79,745</u>

For the year ending 31 March 2025 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who are also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 9/7/2025

John Thompson (Trustee)

The Queensbury Community Programme Limited

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements 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 in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

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

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

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

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.

Tangible fixed assets

Tangible fixed assets costing more than £1,000 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

IT equipment: over 3 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

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.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

The Queensbury Community Programme Limited
Notes to the accounts continued
for the year ended 31 March 2025

2 Grants and donations	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Arnold Clarke	-	1,000	1,000	-
Bradford Metropolitan District Council (BMDC)	-	38,570	38,570	20,991
Co-op Local Community Fund	-	1,753	1,753	1,066
InCommunities	650	-	650	650
Tesco Groundwork	-	1,125	1,125	-
Weetabix	-	1,000	1,000	-
WOW Community Partnership	-	4,677	4,677	2,390
Affinity Care	-	-	-	2,761
Other donations	1,277	1,000	2,277	564
	<u>1,927</u>	<u>49,125</u>	<u>51,052</u>	<u>28,422</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	40,433	24,163
Social security costs	1,385	1,148
Employment allowance	(1,385)	(1,148)
Pensions	574	340
	<u>41,007</u>	<u>24,503</u>

The average number of employees during the year was 4, being an average of 1.6 full time equivalent (2024: 4, 1.9 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2025	2024
	£	£
Costs of the scheme to the charity for the year	574	340
Amount of any contributions prepaid at the year end	128	-

The Queensbury Community Programme Limited
Notes to the accounts continued
for the year ended 31 March 2025

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
ABCD Family	-	1,557	1,557	-	-
BMDC Active Queensbury	-	11,917	11,917	-	-
Affinity Care Allotment	1,500	-	-	(1,500)	-
Affinity Care Thornton Café	1,134	-	1,134	-	-
BMDC Queensbury Café	-	424	-	-	424
ABCD Queensbury Café	-	3,120	244	-	2,876
Co-op Local Community Fund	-	1,753	1,753	-	-
BDMC Core costs	-	12,359	12,359	-	-
FOQHS Gardening	162	1,300	732	-	730
Tesco Groundwork FOQHS	-	1,125	678	(370)	77
Weetabix FOQHS	-	1,000	924	-	76
BMDC Lunches	-	1,917	1,917	-	-
West Yorkshire Prepared	1,760	-	-	-	1,760
BMDC Queensbury Café	-	5,000	5,000	-	-
Vic Hall Donation	-	1,000	-	-	1,000
BMDC Warm Space	-	1,653	1,653	-	-
BMDC Wibsey Café	-	5,000	5,000	-	-
BMDC Community Chest FOQHS	-	300	300	-	-
	<u>4,556</u>	<u>49,425</u>	<u>45,168</u>	<u>(1,870)</u>	<u>6,943</u>

Fund name	Purpose of restriction
ABCD Family	To support family, social and craft sessions.
BMDC Active Queensbury	To support the provision of a Learning Programme.
Affinity Care Allotment	To support the provision of a community allotment. The transfer relates to the capitalisation of project equipment.
Affinity Care Thornton Café	To support the provision of a wellbeing café at Thornton.
BMDC Queensbury Café	For Wellbeing café costs.
ABCD Queensbury Café	For Wellbeing café costs.
Co-op Local Community Fund	To support walking group facilitators.
BDMC Core costs	To contribute towards premises costs.
FOQHS Gardening	To support gardening project and allotment costs.
Tesco Groundwork FOQHS	To support gardening and allotment costs. The transfer relates to the capitalisation of project equipment.
Weetabix FOQHS	To support gardening and allotment costs.
BMDC Lunches	For costs associated with running Wellbeing Cafes.
West Yorkshire Prepared	To contribute towards refurbishment kitchen costs.
BMDC Queensbury Café	For Wellbeing café costs.
Vic Hall Donation	To support activities at Victoria Hall.
BMDC Warm Space	To support the provision of a warm space for community use.
BMDC Wibsey Café	For Wellbeing café costs.
BMDC Community Chest FOQHS	To support gardening and allotment costs.

The Queensbury Community Programme Limited
Notes to the accounts continued
for the year ended 31 March 2025

5 Tangible assets	Project equipment	IT Equipment	Building refurbishment	Total
<u>Cost</u>	£	£	£	£
At 1 April 2024	-	2,314	25,227	27,541
Additions	1,870	-	-	1,870
Disposals	-	-	-	-
At 31 March 2025	1,870	2,314	25,227	29,411
<u>Depreciation</u>				
At 1 April 2024	-	2,314	25,227	27,541
Charge for year	468	-	-	468
At 31 March 2025	468	2,314	25,227	28,009
<u>Net book value</u>				
At 31 March 2025	1,402	-	-	1,402
At 31 March 2024	-	-	-	-

6 Debtors and prepayments	2025 £	2024 £
Debtors	4,232	7,032
Prepayments	1,367	1,261
Other debtors	128	-
	<u>5,727</u>	<u>8,293</u>

7 Cash at bank and in hand	2025 £	2024 £
Cash at bank	78,220	92,230
Cash in hand	257	324
	<u>78,477</u>	<u>92,554</u>

8 Creditors and accruals	2025 £	2024 £
Creditors	6,793	14,803
Accruals	1,464	2,640
Taxation and social security	-	299
Other creditors	-	3,360
	<u>8,257</u>	<u>21,102</u>

The Queensbury Community Programme Limited
Notes to the accounts continued
for the year ended 31 March 2025

9 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
FOQHS Flowers	380	-	380	-	-
FOQHS Christmas Fund	1,610	2,617	3,059	-	1,168
	<u>1,990</u>	<u>2,617</u>	<u>3,439</u>	<u>-</u>	<u>1,168</u>

Fund name	Reason for designation
FOQHS Flowers	Funds set aside for improvements to Queensbury High Street.
FOQHS Christmas Fund	Funds set aside for the cost of the annual Christmas lights in Queensbury.

10 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

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

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £21,093 (previous year: £12,519).

11 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2025	2024
	£	£
Within one year	2,110	2,110
In the second to fifth years inclusive	810	1,170
	<u>2,920</u>	<u>3,280</u>

The Queensbury Community Programme Limited
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Grants and donations	1,927	5,068	49,125	23,354	51,052	28,422
Course fees	25,734	17,832	-	-	25,734	17,832
Library	2,500	1,250	-	-	2,500	1,250
Luncheon club	10,608	7,901	-	-	10,608	7,901
Victoria Hall rental income	21,358	9,617	-	-	21,358	9,617
Other income and fundraising	5,719	3,275	300	2,788	6,019	6,063
Total income	67,846	44,943	49,425	26,142	117,271	71,085
Expenditure						
Salaries NI and pensions	25,476	15,591	15,531	8,912	41,007	24,503
Tutor costs	12,501	5,795	7,010	7,356	19,511	13,151
Repairs, cleaning and maintenance	5,141	3,387	85	158	5,226	3,545
Subscriptions and licences	555	263	-	-	555	263
Rents - Victoria Hall	1,443	5,195	-	-	1,443	5,195
Rent and rates	1,338	3,576	9,223	2,117	10,561	5,693
Utilities	7,712	2,455	4,220	-	11,932	2,455
Food and luncheon club	3,520	2,460	1,918	2,825	5,438	5,285
Well Being Café expenses	2,232	305	97	744	2,329	1,049
Activity costs	590	1,278	5,085	1,695	5,675	2,973
Insurance	2,265	216	340	370	2,605	586
Equipment and equipment rental	3,076	3,986	225	1,363	3,301	5,349
Telephone and broadband	915	1,172	182	336	1,097	1,508
Office and administration	805	1,007	166	188	971	1,195
Independent examination	1,464	1,320	-	-	1,464	1,320
Volunteer expenses	408	212	576	598	984	810
Bad Debts	149	400	-	-	149	400
Legal and professional fees	3,090	-	-	-	3,090	-
Other expenditure	438	-	-	-	438	-
Travel expenses	529	-	450	-	979	-
Depreciation	468	-	-	-	468	-
Advertising and promotion	384	-	60	-	444	-
Total expenditure	74,499	48,618	45,168	26,662	119,667	75,280
Net income / (expenditure)	(6,653)	(3,675)	4,257	(520)	(2,396)	(4,195)
Transfers between funds	1,870	-	(1,870)	-	-	-
Net movement in funds	(4,783)	(3,675)	2,387	(520)	(2,396)	(4,195)
Fund balances brought forward	75,189	78,864	4,556	5,076	79,745	83,940
Fund balances carried forward	70,406	75,189	6,943	4,556	77,349	79,745