

WOMENZONE

England & Wales · Charity number 1170163

Details

Other names	WOMENZONE CC
Status	Registered
Legal form	CIO
Registered	2016-11-14
Register	View on the Charity Commission register

Contact

Address	Womens Zone 19-21 Hubert Street Bradford BD3 9TE
Phone	01274665270
Email	info@womenzonecc.co.uk
Website	www.womenzonecc.co.uk

Activities

Objects: 1) TO FURTHER OR BENEFIT THE FEMALE RESIDENTS AND THEIR FAMILIES OF BRADFORD, WITHOUT DISTINCTION OF 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 AND LEISURE TIME OCCUPATION WITH THE OBJECTIVE OF IMPROVING THE CONDITIONS OF LIFE FOR THE SAID RESIDENTS. IN FURTHERANCE OF THESE OBJECTS BUT NOT OTHERWISE, THE TRUSTEES SHALL HAVE POWER: TO ESTABLISH OR 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 CHARITY IN FURTHERANCE OF THE ABOVE OBJECTS. 2) TO PROMOTE SOCIAL INCLUSION FOR THE PUBLIC BENEFIT AMONG WOMEN RESIDENTS IN BRADFORD BY PREVENTING WOMEN FROM BECOMING SOCIALLY EXCLUDED, RELIEVING THE NEEDS OF WOMEN WHO ARE SOCIALLY EXCLUDED AND ASSISTING THEM TO INTEGRATE INTO SOCIETY. FOR THE PURPOSE OF THIS CLAUSE 'SOCIALLY EXCLUDED' MEANS BEING EXCLUDED FROM SOCIETY, OR PART OF SOCIETY, AS A RESULT OF BEING A WOMAN FROM A SOCIALLY AND ECONOMICALLY DEPRIVED COMMUNITY.

Activities: Womenzone uses a holistic approach to deliver community based health improvement activities in Bradford East and surrounding areas. We work with women of all ages, concentrating our efforts in the areas of deprivation and health inequalities where there is greatest need, and working around the key themes of Physical Health, Mental Health, Training, Nutrition and Wellbeing.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Arts/culture/heritage/science, Economic/community Development/employment, Recreation
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin

Geography

- **Area of benefit:** LOCAL
- Bradford City
- Leeds City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£491,263	£505,660	-	-
2024-03-31	£493,233	£510,101	-	-
2023-03-31	£443,358	£430,123	-	-
2022-03-31	£454,149	£396,594	-	-
2021-03-31	£552,380	£317,558	£384,303	8

Trustees

Name	Role	Appointed
Rizwana Jamil	Chair	2014-06-01
Lorna James		2014-06-01
Marcia Marczynski		2019-04-25
Tahera Kacholia		2019-11-21

WOMENZONE

England & Wales - Charity number 1170163

Accounts

WomenZone

Charity number 1170163

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



WomenZone
empowering women

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

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Prepared by West Yorkshire Community Accountancy Service CIO

WomenZone

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
Rizwana Jamil	Chair	
Tahera Kocholia	Vice Chair	
Marcia Marczynski	Treasurer	
Lorna James		

Charity number 1170163 Registered in England and Wales

Registered and principal address	Bankers
19-21 Hubert Street Bradford BD3 9TE	Virgin Money Jubilee House Gosforth, Newcastle upon Tyne NE3 4PL

Independent examiner

Simon Bostrom FCIE

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) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016, 9 August 2021 and 9 September 2021.

Method of recruitment and appointment of trustees

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

WomenZone

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

Objectives and activities

The charity's objects

1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.

2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

The charity's main activities

WomenZone provides a range of the following activities and services to promote education and support health and wellbeing:

- **Mental wellbeing:** Talking therapies, Happy Women's Group- an opportunity for women to develop new initiatives
- **Youth provision:** to support Young people's mental health post pandemic
- **PlayGym;** Family services – Art attack, parenting groups
- **Physical health:** HerGym, Exercise classes- steam room, weight management support, healthy eating sessions
- **Older women:** Wellbeing Group
- **Training and employment:** ESOL, Digital Literacy to support women find employment and financial security; IT, soft skills
- **Learning difficulties:** MySpace engages women with additional needs in health & wellbeing activities;
- **Heritage and culture:** we host events to celebrate cultural holidays and weekly Sufi music sessions
- **Warm/Welcoming Spaces:** where people can gather in a safe, friendly place and enjoy some refreshments and company
- **Health and Wellbeing** – Support groups for senior citizen women to participate in relaxation activities, arts and crafts and healthy lifestyle activities
- **Holiday Activities & Food Programme - Play Scheme** to provide nutritious meals and enrichment activities to children in receipt of free school meals
- Food parcels, hot meals, Tea, coffee and activities as part of welcome spaces
- **Social events.**

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.

WomenZone

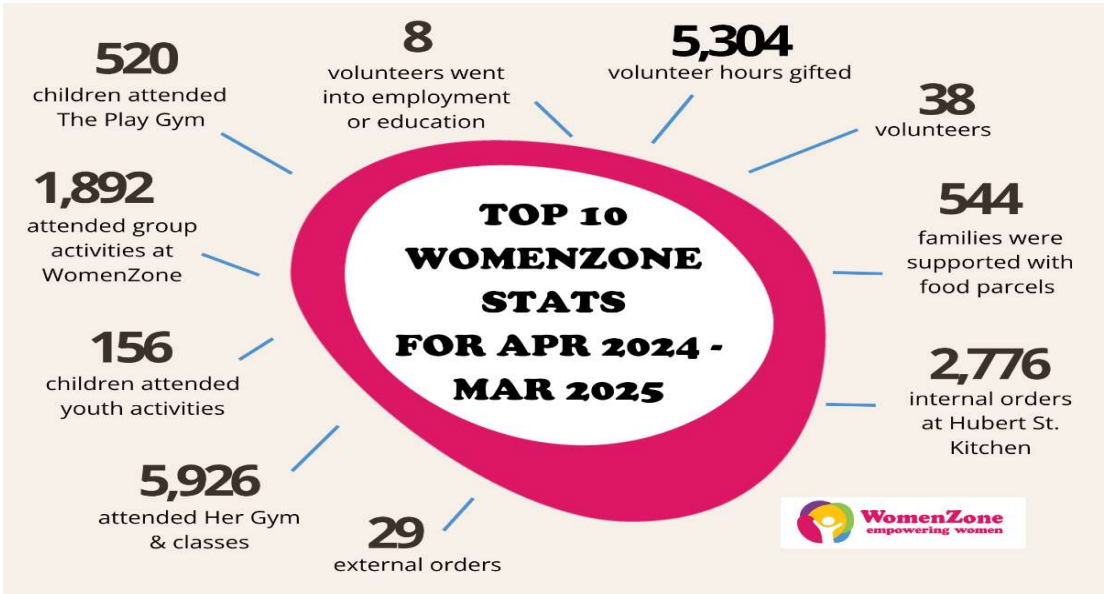
Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance

From April 2024 to March 2025, our focus has been on promoting health and wellbeing — not just through physical and mental health services, but by also taking into account the wider factors that impact people’s lives and contribute to the deep-rooted health inequalities we see in our local community.

The rising cost of living has had a stark impact on local women and families, with our communities being disproportionately affected due to the entrenched inequalities that persist in society. Over the next five years, our priority will be to support local women and their families in recovering from the financial hardship they have endured and to help them build resilience against future challenges.

At WomenZone the following number of attendees have been served.



WomenZone

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

Financial review

The net expenditure for the year was £14,397, including net expenditure of £33,510 on unrestricted funds and net income of £19,113 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £367,015.

Included within this balance, the trustees have designated £250,000 of these free reserves to a building fund.

WomenZone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

WomenZone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around cost of living pressures on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2024/2025 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £238,200 and £555,900, based on budgeted 2024/2025 expenditure. As noted above actual reserves are currently £366,837.

Approved by the board of trustees on 7/10/2025

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2025, which are set out on pages 7 to 16.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

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; or
- 3 the accounts do 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 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.

Simon Bostrom FCIE

8/10/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

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 £	2024 Total funds £
Income from:					
Grants and donations	(2)	1,782	332,345	334,127	365,261
Contracts		71,533	-	71,533	66,821
Room hire and office services		11,018	-	11,018	9,217
Café sales and gym fees		33,777	-	33,777	30,169
Trips and activity contributions		4,267	200	4,467	3,281
Other service fee income		25,636	-	25,636	6,184
Bank interest		10,705	-	10,705	12,300
Total income		158,718	332,545	491,263	493,233
Expenditure on:					
Salaries NI and pensions	(3)	175,045	169,079	344,124	300,589
Payroll charges		382	-	382	1,302
Consultancy, freelance and sessional staff		39,478	8,522	48,000	55,914
Travel expenses		968	8,744	9,712	4,134
Training		-	8,090	8,090	496
Volunteer expenses		345	65	410	356
Rent, rates and venue hire		437	-	437	1,428
Utilities		12,815	7,425	20,240	25,157
Telephone, internet and postage		1,455	212	1,667	3,137
Printing and stationery		1,878	442	2,320	2,315
Publicity and marketing		-	41	41	1,765
Computers, maintenance and software		1,673	2,671	4,344	4,990
Insurance		2,237	-	2,237	2,178
Maintenance and cleaning		7,140	-	7,140	9,469
Maintenance contracts		1,473	-	1,473	1,303
Events and activities		13,996	32,096	46,092	78,181
Awards and grants		-	-	-	5,794
Equipment and materials		1,033	-	1,033	5,631
Independent examination		2,400	-	2,400	2,400
Licences and subscriptions		3,162	-	3,162	866
Recruitment and DBS		-	124	124	481
Bad debts		305	-	305	-
Depreciation		1,292	-	1,292	1,628
Bank charges		635	-	635	587
Total expenditure		268,149	237,511	505,660	510,101
Net income / (expenditure)		(109,431)	95,034	(14,397)	(16,868)
Transfers between funds	(4)	75,921	(75,921)	-	-
Net movement in funds		(33,510)	19,113	(14,397)	(16,868)
Fund balances brought forward		400,525	37,700	438,225	455,093
Fund balances carried forward	(4)	367,015	56,813	423,828	438,225

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	-	-	-	1,292
Total fixed assets		-	-	-	1,292
Current assets					
Debtors and prepayments	(6)	26,675	951	27,626	16,503
Cash at bank and in hand	(7)	345,847	55,862	401,709	430,302
Total current assets		372,522	56,813	429,335	446,805
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	5,507	-	5,507	9,872
Total current liabilities		5,507	-	5,507	9,872
Net current assets / (liabilities)		367,015	56,813	423,828	436,933
Net assets		367,015	56,813	423,828	438,225
Funds					
Unrestricted funds					
General unrestricted funds		117,015	-	117,015	150,525
Designated funds	(9)	250,000	-	250,000	250,000
Unrestricted funds		367,015	-	367,015	400,525
Restricted funds		-	56,813	56,813	37,700
Total funds		367,015	56,813	423,828	438,225

The financial statements were approved by the board of trustees on 7/10/2025

Marcia Marczynski (Trustee)

WomenZone

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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer equipment - over 3 years

WomenZone

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies continued

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.

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

2 Grants and donations	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
BBC Children in Need	-	33,154	33,154	29,132
Bradford District Metropolitan Council (BDMC)	-	108,936	108,936	122,117
Department of Work and Pensions (DWP)	-	1,660	1,660	-
Groundwork	-	50,000	50,000	-
Hospice UK	-	3,542	3,542	-
National Citizen Service Trust	-	48,415	48,415	16,665
Smallwood Trust	-	20,000	20,000	20,000
The Charles & Elsie Sykes Trust	-	2,000	2,000	-
The National Lottery Heritage Fund	-	39,975	39,975	49,969
West Yorkshire Combined Authority	-	5,000	5,000	-
Bradford VCS Limited	-	13,333	13,333	25,750
Sport England	-	-	-	2,400
The Keith Howard Foundation	-	-	-	1,500
Street Games UK Ltd	-	-	-	4,702
National Lottery Community Fund (NLCF)	-	-	-	74,992
Amal	-	-	-	15,000
Other donations	1,782	6,330	8,112	3,034
	<u>1,782</u>	<u>332,345</u>	<u>334,127</u>	<u>365,261</u>

3 Staff costs and numbers	2025 £	2024 £
Gross salaries	318,301	280,578
Social security costs	25,240	20,737
Employment allowance	(5,000)	(5,000)
Pensions	5,582	4,274
	<u>344,123</u>	<u>300,589</u>

1

The average number of employees during the year was 15.9, being an average of 10.8 full time equivalent (2024: 14.4, 10.2 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	5,582	4,274
Amount of any contributions outstanding at the year end	1,143	3,851

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC Art & Culture - Kahaani	(3,072)	2,700	3	375	-
BBC Children in Need	(2,213)	33,154	26,783	(4,158)	-
NLCF - Capacity and Resilience	5,085	-	5,085	-	-
BMDC - HAF 2025	-	8,100	38	-	8,062
BMDC - HAF 2024	7,742	31,300	26,216	(12,826)	-
BMDC - HAF 2023	385	-	-	-	385
BMDC - HSF	-	25,774	25,955	181	-
National Lottery Heritage Fund	42,978	39,975	39,545	(9,021)	34,387
WYCA - Active Travel	-	5,000	3,021	-	1,979
BMDC Community Buildings	-	7,425	7,425	-	-
BMDC - Day Opportunities	-	23,837	13,352	(10,485)	-
Groundwork	-	50,000	34,421	(15,579)	-
Hospice UK	-	3,542	86	(3,456)	-
Let's Grow Together	-	8,330	6,330	-	2,000
BMDC - Wellbeing	-	10,000	3,855	(6,145)	-
National Citizen Service Trust	(13,205)	48,415	31,270	(3,940)	-
Smallwood Trust	-	20,000	-	(10,000)	10,000
VCS Alliance Out of Hours	-	13,333	12,466	(867)	-
DWP	-	1,660	1,660	-	-
	<u>37,700</u>	<u>332,545</u>	<u>237,511</u>	<u>(75,921)</u>	<u>56,813</u>

Fund name	Purpose of restriction
BMDC Art & Culture - Kahaani	To use storytelling and performance techniques to enable South Asian women to tell their stories, theatrically, in a new drama which they will co-produce. The transfer is from unrestricted funds.
BBC Children in Need	To support young people living in deprived communities and at risk of mental health issues improve their wellbeing and self-esteem by delivering mental health workshops, physical activities, careers advice and trips. The transfer is for café recharges and for management and administration.
NLCF - Capacity and Resilience	To develop the capacity and resilience of the charity including the delivery of ongoing services including food parcels, a warm space and ongoing services.
BMDC - Healthy Activities Funds	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision. The recharges are for room hire, management and administration plus premises.
BMDC - HSF	To provide food parcels, hot drinks and meals to families. The transfer is from unrestricted funds.
National Lottery Heritage Fund	To support a community project with a focus on learning about Sufi heritage via music. The recharges are for room hire, management and administration plus premises.
WYCA - Active Travel	To engage local women, encouraging them to learn how to cycle and get active.

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

4 Restricted funds

Fund name	Purpose of restriction
BMDC Community Buildings	To contribute towards the running costs of the centre.
BMDC - Day Opportunities	To support older women, participate in health improvement activities to improve their health and wellbeing and reduce social isolation. To support 30 women with learning differences to enable them to be healthier, more active, more independent and socially connected. The transfer is for café and room hire recharges, plus a management and administration recharge.
Groundwork	To engage women 18+ and build their confidence, self-esteem and motivation to look for work, take up a volunteer role or education/training course.
Hospice UK	To connect and convene through Grass-roots Arts, providing equitable support for multiply disadvantaged ethnic minority women facing dying, death and grief in Bradford.
Let's Grow Together	To train staff and volunteers in horticultural therapy as a means of improving the physical, mental and emotional wellbeing of women and children in BD3.
BMDC - Wellbeing	To support the delivery of a programme of wellbeing activities. The recharges are for room hire, management and administration plus premises.
National Citizen Service Trust	To support the provision of targeted community experiences for young people. The transfer is for café recharges.
Smallwood Trust	To enable the provision of a Women's Urgent Support Fund that will help sustain the provision of emergency welfare support. The transfer is for management and administration recharges.
VCS Alliance Out of Hours	To deliver an out of hours service as part of the Wellbeing Network. The transfer is for management and administration recharges.
DWP	Towards equipment under the Access to Work scheme.

Analysis of transfers	Kitchen recharges	Room / gym / other hire	Management and admin	Premises	Unrestricted support
BMDC Art & Culture - Kahaani	-	-	-	-	375
BBC Children in Need	(1,254)	-	(2,904)	-	-
BMDC - HAF 2024	(800)	(4,000)	(4,013)	(4,013)	-
BMDC - HSF	-	-	-	-	181
National Lottery Heritage Fund	(261)	-	(4,618)	(4,142)	-
BMDC - Day Opportunities	(920)	(6,223)	(3,342)	-	-
Groundwork	(4,713)	(4,932)	-	(6,278)	344
Hospice UK	(1,056)	(1,200)	(1,200)	-	-
BMDC - Wellbeing	(2,540)	(2,300)	(1,433)	-	128
National Citizen Service Trust	(292)	-	-	(3,648)	-
Smallwood Trust	-	-	(5,368)	(4,632)	-
VCS Alliance Out of Hours	-	-	(750)	(750)	633
	<u>(11,836)</u>	<u>(18,655)</u>	<u>(23,628)</u>	<u>(23,463)</u>	<u>1,661</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

5 Tangible assets	Computer equipment	Gym and play	Office equipment	Total
Cost	£	£	£	£
At 1 April 2024	3,382	44,916	5,940	54,238
Additions	-	-	-	-
At 31 March 2025	3,382	44,916	5,940	54,238
Depreciation				
At 1 April 2024	3,382	43,624	5,940	52,946
Charge for year	-	1,292	-	1,292
At 31 March 2025	3,382	44,916	5,940	54,238
Net book value				
At 31 March 2025	-	-	-	-
At 31 March 2024	-	1,292	-	1,292

6 Debtors and prepayments	2025	2024
	£	£
Debtors	24,911	9,697
Prepayments	2,715	6,806
	27,626	16,503

7 Cash at bank and in hand	2025	2024
	£	£
Cash at bank	401,707	430,275
Cash in hand	2	27
	401,709	430,302

8 Creditors and accruals	2025	2024
	£	£
Creditors	-	988
Accruals	4,364	5,033
Other creditors	1,143	3,851
	5,507	9,872

9 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Buildings	250,000	-	-	-	250,000
	250,000	-	-	-	250,000

Fund name	Reason for designation
Buildings	To be used for planned building works linked to the planned community

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

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 £93,703 (previous year: £89,842).

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	870	601
In the second to fifth years inclusive	3,261	-
Over five years from the balance sheet date	-	-
	<u>4,131</u>	<u>601</u>

WomenZone

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	1,782	3,034	332,345	362,227	334,127	365,261
Contracts	71,533	66,821	-	-	71,533	66,821
Room hire and office services	11,018	9,217	-	-	11,018	9,217
Café sales and gym fees	33,777	30,169	-	-	33,777	30,169
Trips and activity contributions	4,267	3,281	200	-	4,467	3,281
Other service fee income	25,636	6,184	-	-	25,636	6,184
Bank interest	10,705	12,300	-	-	10,705	12,300
Total income	158,718	131,006	332,545	362,227	491,263	493,233
Expenditure						
Salaries NI and pensions	175,045	95,268	169,079	205,321	344,124	300,589
Payroll charges	382	1,302	-	-	382	1,302
Consultancy and freelance staff	39,478	34,270	8,522	21,644	48,000	55,914
Travel expenses	968	1,032	8,744	3,102	9,712	4,134
Training	-	30	8,090	466	8,090	496
Volunteer expenses	345	(444)	65	800	410	356
Rent, rates and venue hire	437	1,428	-	-	437	1,428
Utilities	12,815	3,657	7,425	21,500	20,240	25,157
Telephone, internet and postage	1,455	2,409	212	728	1,667	3,137
Printing and stationery	1,878	1,788	442	527	2,320	2,315
Publicity and marketing	-	538	41	1,227	41	1,765
Computers, maintenance and software	1,673	1,397	2,671	3,593	4,344	4,990
Insurance	2,237	1,242	-	936	2,237	2,178
Maintenance and cleaning	7,140	5,419	-	4,050	7,140	9,469
Maintenance contracts	1,473	1,303	-	-	1,473	1,303
Events and activities	13,996	9,938	32,096	68,243	46,092	78,181
Awards and grants	-	-	-	5,794	-	5,794
Equipment and materials	1,033	1,054	-	4,577	1,033	5,631
Independent examination	2,400	2,400	-	-	2,400	2,400
Licences and subscriptions	3,162	866	-	-	3,162	866
Recruitment and DBS	-	25	124	456	124	481
Bad debts	305	-	-	-	305	-
Depreciation	1,292	1,628	-	-	1,292	1,628
Bank charges	635	587	-	-	635	587
Total expenditure	268,149	167,137	237,511	342,964	505,660	510,101
Net income / (expenditure)	(109,431)	(36,131)	95,034	19,263	(14,397)	(16,868)
Transfers between funds	75,921	36,853	(75,921)	(36,853)	-	-
Net movement in funds	(33,510)	722	19,113	(17,590)	(14,397)	(16,868)
Fund balances brought forward	400,525	399,803	37,700	55,290	438,225	455,093
Fund balances carried forward	367,015	400,525	56,813	37,700	423,828	438,225

WomenZone

Charity number 1170163

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



WomenZone
empowering women



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

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Prepared by West Yorkshire Community Accountancy Service CIO

WomenZone

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
Rizwana Jamil	Chair	
Tahera Kocholia	Vice Chair	
Marcia Marczynski	Treasurer	
Lorna James		

Charity number 1170163 Registered in England and Wales

Registered and principal address	Bankers
19-21 Hubert Street Bradford BD3 9TE	Virgin Money Jubilee House Gosforth, Newcastle upon Tyne NE3 4PL

Independent examiner

Simon Bostrom FCIE

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) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016, 9 August 2021 and 9 September 2021.

Method of recruitment and appointment of trustees

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

WomenZone

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

Objectives and activities

The charity's objects

1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.

2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

The charity's main activities

WomenZone provides a range of the following activities and services to promote education and support health and wellbeing:

- **Mental wellbeing:** Talking therapies, Happy Women's Group- an opportunity for women to develop new initiatives
- **Youth provision:** to support Young people's mental health post pandemic
- **PlayGym;** Family services – Art attack, parenting groups
- **Physical health:** HerGym, Exercise classes- steam room, weight management support, healthy eating sessions
- **Older women:** Wellbeing Group
- **Training and employment:** ESOL, Digital Literacy to support women find employment and financial security; IT, soft skills
- **Learning difficulties:** MySpace engages women with additional needs in health & wellbeing activities;
- **Heritage and culture:** we host events to celebrate cultural holidays and weekly Sufi music sessions
- **Warm/Welcoming Spaces:** where people can gather in a safe, friendly place and enjoy some refreshments and company
- **Health and Wellbeing** – Support groups for senior citizen women to participate in relaxation activities, arts and crafts and healthy lifestyle activities
- **Holiday Activities & Food Programme - Play Scheme** to provide nutritious meals and enrichment activities to children in receipt of free school meals
- Food parcels, hot meals, Tea, coffee and activities as part of welcome spaces
- **Social events.**

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.

WomenZone

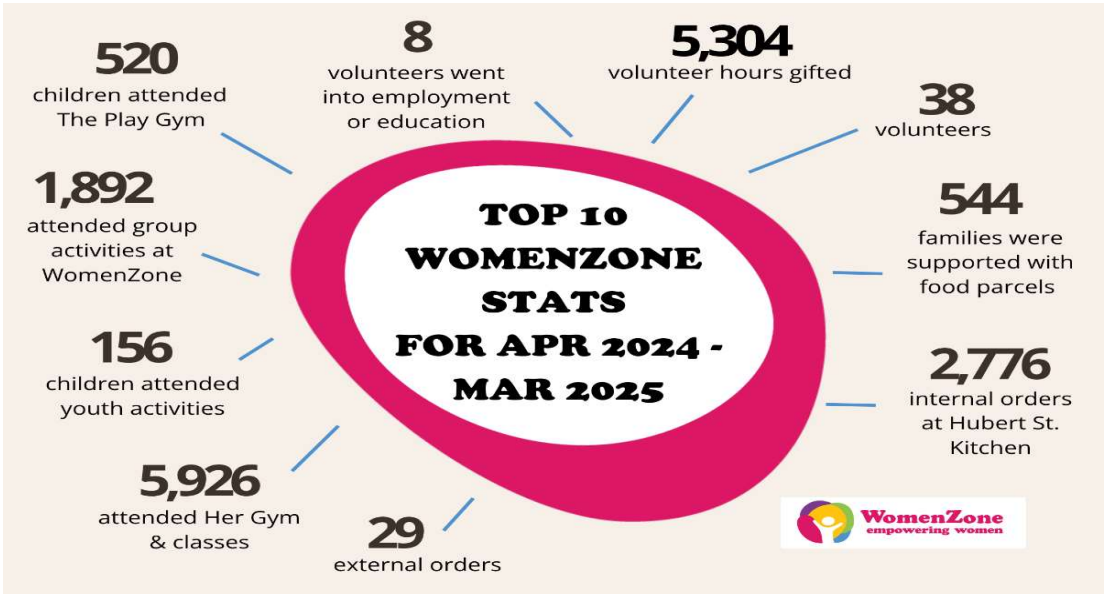
Trustees' report (continued) for the year ended 31 March 2025

Achievements and performance

From April 2024 to March 2025, our focus has been on promoting health and wellbeing — not just through physical and mental health services, but by also taking into account the wider factors that impact people’s lives and contribute to the deep-rooted health inequalities we see in our local community.

The rising cost of living has had a stark impact on local women and families, with our communities being disproportionately affected due to the entrenched inequalities that persist in society. Over the next five years, our priority will be to support local women and their families in recovering from the financial hardship they have endured and to help them build resilience against future challenges.

At WomenZone the following number of attendees have been served.



WomenZone

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

Financial review

The net expenditure for the year was £14,397, including net expenditure of £33,510 on unrestricted funds and net income of £19,113 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £367,015.

Included within this balance, the trustees have designated £250,000 of these free reserves to a building fund.

WomenZone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

WomenZone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around cost of living pressures on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2024/2025 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £238,200 and £555,900, based on budgeted 2024/2025 expenditure. As noted above actual reserves are currently £366,837.

Approved by the board of trustees on 7/10/2025

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2025, which are set out on pages 7 to 16.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

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; or
- 3 the accounts do 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 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.

Simon Bostrom FCIE

8/10/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

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 £	2024 Total funds £
Income from:					
Grants and donations	(2)	1,782	332,345	334,127	365,261
Contracts		71,533	-	71,533	66,821
Room hire and office services		11,018	-	11,018	9,217
Café sales and gym fees		33,777	-	33,777	30,169
Trips and activity contributions		4,267	200	4,467	3,281
Other service fee income		25,636	-	25,636	6,184
Bank interest		10,705	-	10,705	12,300
Total income		158,718	332,545	491,263	493,233
Expenditure on:					
Salaries NI and pensions	(3)	175,045	169,079	344,124	300,589
Payroll charges		382	-	382	1,302
Consultancy, freelance and sessional staff		39,478	8,522	48,000	55,914
Travel expenses		968	8,744	9,712	4,134
Training		-	8,090	8,090	496
Volunteer expenses		345	65	410	356
Rent, rates and venue hire		437	-	437	1,428
Utilities		12,815	7,425	20,240	25,157
Telephone, internet and postage		1,455	212	1,667	3,137
Printing and stationery		1,878	442	2,320	2,315
Publicity and marketing		-	41	41	1,765
Computers, maintenance and software		1,673	2,671	4,344	4,990
Insurance		2,237	-	2,237	2,178
Maintenance and cleaning		7,140	-	7,140	9,469
Maintenance contracts		1,473	-	1,473	1,303
Events and activities		13,996	32,096	46,092	78,181
Awards and grants		-	-	-	5,794
Equipment and materials		1,033	-	1,033	5,631
Independent examination		2,400	-	2,400	2,400
Licences and subscriptions		3,162	-	3,162	866
Recruitment and DBS		-	124	124	481
Bad debts		305	-	305	-
Depreciation		1,292	-	1,292	1,628
Bank charges		635	-	635	587
Total expenditure		268,149	237,511	505,660	510,101
Net income / (expenditure)		(109,431)	95,034	(14,397)	(16,868)
Transfers between funds	(4)	75,921	(75,921)	-	-
Net movement in funds		(33,510)	19,113	(14,397)	(16,868)
Fund balances brought forward		400,525	37,700	438,225	455,093
Fund balances carried forward	(4)	367,015	56,813	423,828	438,225

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2025

		2025	2025	2025	2024
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Fixed assets					
Tangible assets	(5)	-	-	-	1,292
Total fixed assets		-	-	-	1,292
Current assets					
Debtors and prepayments	(6)	26,675	951	27,626	16,503
Cash at bank and in hand	(7)	345,847	55,862	401,709	430,302
Total current assets		372,522	56,813	429,335	446,805
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(8)	5,507	-	5,507	9,872
Total current liabilities		5,507	-	5,507	9,872
Net current assets / (liabilities)		367,015	56,813	423,828	436,933
Net assets		367,015	56,813	423,828	438,225
Funds					
Unrestricted funds					
General unrestricted funds		117,015	-	117,015	150,525
Designated funds	(9)	250,000	-	250,000	250,000
Unrestricted funds		367,015	-	367,015	400,525
Restricted funds		-	56,813	56,813	37,700
Total funds		367,015	56,813	423,828	438,225

The financial statements were approved by the board of trustees on 7/10/2025

Marcia Marczynski (Trustee)

WomenZone

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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer equipment - over 3 years

WomenZone

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies continued

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.

WomenZone

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
	£	£	£	£
BBC Children in Need	-	33,154	33,154	29,132
Bradford District Metropolitan Council (BDMC)	-	108,936	108,936	122,117
Department of Work and Pensions (DWP)	-	1,660	1,660	-
Groundwork	-	50,000	50,000	-
Hospice UK	-	3,542	3,542	-
National Citizen Service Trust	-	48,415	48,415	16,665
Smallwood Trust	-	20,000	20,000	20,000
The Charles & Elsie Sykes Trust	-	2,000	2,000	-
The National Lottery Heritage Fund	-	39,975	39,975	49,969
West Yorkshire Combined Authority	-	5,000	5,000	-
Bradford VCS Limited	-	13,333	13,333	25,750
Sport England	-	-	-	2,400
The Keith Howard Foundation	-	-	-	1,500
Street Games UK Ltd	-	-	-	4,702
National Lottery Community Fund (NLCF)	-	-	-	74,992
Amal	-	-	-	15,000
Other donations	1,782	6,330	8,112	3,034
	<u>1,782</u>	<u>332,345</u>	<u>334,127</u>	<u>365,261</u>

3 Staff costs and numbers

	2025	2024
	£	£
Gross salaries	318,301	280,578
Social security costs	25,240	20,737
Employment allowance	(5,000)	(5,000)
Pensions	5,582	4,274
	<u>344,123</u>	<u>300,589</u>

1

The average number of employees during the year was 15.9, being an average of 10.8 full time equivalent (2024: 14.4, 10.2 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	5,582	4,274
Amount of any contributions outstanding at the year end	1,143	3,851

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
BMDC Art & Culture - Kahaani	(3,072)	2,700	3	375	-
BBC Children in Need	(2,213)	33,154	26,783	(4,158)	-
NLCF - Capacity and Resilience	5,085	-	5,085	-	-
BMDC - HAF 2025	-	8,100	38	-	8,062
BMDC - HAF 2024	7,742	31,300	26,216	(12,826)	-
BMDC - HAF 2023	385	-	-	-	385
BMDC - HSF	-	25,774	25,955	181	-
National Lottery Heritage Fund	42,978	39,975	39,545	(9,021)	34,387
WYCA - Active Travel	-	5,000	3,021	-	1,979
BMDC Community Buildings	-	7,425	7,425	-	-
BMDC - Day Opportunities	-	23,837	13,352	(10,485)	-
Groundwork	-	50,000	34,421	(15,579)	-
Hospice UK	-	3,542	86	(3,456)	-
Let's Grow Together	-	8,330	6,330	-	2,000
BMDC - Wellbeing	-	10,000	3,855	(6,145)	-
National Citizen Service Trust	(13,205)	48,415	31,270	(3,940)	-
Smallwood Trust	-	20,000	-	(10,000)	10,000
VCS Alliance Out of Hours	-	13,333	12,466	(867)	-
DWP	-	1,660	1,660	-	-
	<u>37,700</u>	<u>332,545</u>	<u>237,511</u>	<u>(75,921)</u>	<u>56,813</u>

Fund name	Purpose of restriction
BMDC Art & Culture - Kahaani	To use storytelling and performance techniques to enable South Asian women to tell their stories, theatrically, in a new drama which they will co-produce. The transfer is from unrestricted funds.
BBC Children in Need	To support young people living in deprived communities and at risk of mental health issues improve their wellbeing and self-esteem by delivering mental health workshops, physical activities, careers advice and trips. The transfer is for café recharges and for management and administration.
NLCF - Capacity and Resilience	To develop the capacity and resilience of the charity including the delivery of ongoing services including food parcels, a warm space and ongoing services.
BMDC - Healthy Activities Funds	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision. The recharges are for room hire, management and administration plus premises.
BMDC - HSF	To provide food parcels, hot drinks and meals to families. The transfer is from unrestricted funds.
National Lottery Heritage Fund	To support a community project with a focus on learning about Sufi heritage via music. The recharges are for room hire, management and administration plus premises.
WYCA - Active Travel	To engage local women, encouraging them to learn how to cycle and get active.

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

4 Restricted funds

Fund name	Purpose of restriction
BMDC Community Buildings	To contribute towards the running costs of the centre.
BMDC - Day Opportunities	To support older women, participate in health improvement activities to improve their health and wellbeing and reduce social isolation. To support 30 women with learning differences to enable them to be healthier, more active, more independent and socially connected. The transfer is for café and room hire recharges, plus a management and administration recharge.
Groundwork	To engage women 18+ and build their confidence, self-esteem and motivation to look for work, take up a volunteer role or education/training course.
Hospice UK	To connect and convene through Grass-roots Arts, providing equitable support for multiply disadvantaged ethnic minority women facing dying, death and grief in Bradford.
Let's Grow Together	To train staff and volunteers in horticultural therapy as a means of improving the physical, mental and emotional wellbeing of women and children in BD3.
BMDC - Wellbeing	To support the delivery of a programme of wellbeing activities. The recharges are for room hire, management and administration plus premises.
National Citizen Service Trust	To support the provision of targeted community experiences for young people. The transfer is for café recharges.
Smallwood Trust	To enable the provision of a Women's Urgent Support Fund that will help sustain the provision of emergency welfare support. The transfer is for management and administration recharges.
VCS Alliance Out of Hours	To deliver an out of hours service as part of the Wellbeing Network. The transfer is for management and administration recharges.
DWP	Towards equipment under the Access to Work scheme.

Analysis of transfers	Kitchen recharges	Room / gym / other hire	Management and admin	Premises	Unrestricted support
BMDC Art & Culture - Kahaani	-	-	-	-	375
BBC Children in Need	(1,254)	-	(2,904)	-	-
BMDC - HAF 2024	(800)	(4,000)	(4,013)	(4,013)	-
BMDC - HSF	-	-	-	-	181
National Lottery Heritage Fund	(261)	-	(4,618)	(4,142)	-
BMDC - Day Opportunities	(920)	(6,223)	(3,342)	-	-
Groundwork	(4,713)	(4,932)	-	(6,278)	344
Hospice UK	(1,056)	(1,200)	(1,200)	-	-
BMDC - Wellbeing	(2,540)	(2,300)	(1,433)	-	128
National Citizen Service Trust	(292)	-	-	(3,648)	-
Smallwood Trust	-	-	(5,368)	(4,632)	-
VCS Alliance Out of Hours	-	-	(750)	(750)	633
	<u>(11,836)</u>	<u>(18,655)</u>	<u>(23,628)</u>	<u>(23,463)</u>	<u>1,661</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

5 Tangible assets	Computer equipment	Gym and play	Office equipment	Total
Cost	£	£	£	£
At 1 April 2024	3,382	44,916	5,940	54,238
Additions	-	-	-	-
At 31 March 2025	3,382	44,916	5,940	54,238
Depreciation				
At 1 April 2024	3,382	43,624	5,940	52,946
Charge for year	-	1,292	-	1,292
At 31 March 2025	3,382	44,916	5,940	54,238
Net book value				
At 31 March 2025	-	-	-	-
At 31 March 2024	-	1,292	-	1,292

6 Debtors and prepayments	2025	2024
	£	£
Debtors	24,911	9,697
Prepayments	2,715	6,806
	27,626	16,503

7 Cash at bank and in hand	2025	2024
	£	£
Cash at bank	401,707	430,275
Cash in hand	2	27
	401,709	430,302

8 Creditors and accruals	2025	2024
	£	£
Creditors	-	988
Accruals	4,364	5,033
Other creditors	1,143	3,851
	5,507	9,872

9 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Buildings	250,000	-	-	-	250,000
	250,000	-	-	-	250,000

Fund name	Reason for designation
Buildings	To be used for planned building works linked to the planned community

WomenZone

Notes to the accounts continued for the year ended 31 March 2025

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 £93,703 (previous year: £89,842).

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	870	601
In the second to fifth years inclusive	3,261	-
Over five years from the balance sheet date	-	-
	<u>4,131</u>	<u>601</u>

WomenZone

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	1,782	3,034	332,345	362,227	334,127	365,261
Contracts	71,533	66,821	-	-	71,533	66,821
Room hire and office services	11,018	9,217	-	-	11,018	9,217
Café sales and gym fees	33,777	30,169	-	-	33,777	30,169
Trips and activity contributions	4,267	3,281	200	-	4,467	3,281
Other service fee income	25,636	6,184	-	-	25,636	6,184
Bank interest	10,705	12,300	-	-	10,705	12,300
Total income	158,718	131,006	332,545	362,227	491,263	493,233
Expenditure						
Salaries NI and pensions	175,045	95,268	169,079	205,321	344,124	300,589
Payroll charges	382	1,302	-	-	382	1,302
Consultancy and freelance staff	39,478	34,270	8,522	21,644	48,000	55,914
Travel expenses	968	1,032	8,744	3,102	9,712	4,134
Training	-	30	8,090	466	8,090	496
Volunteer expenses	345	(444)	65	800	410	356
Rent, rates and venue hire	437	1,428	-	-	437	1,428
Utilities	12,815	3,657	7,425	21,500	20,240	25,157
Telephone, internet and postage	1,455	2,409	212	728	1,667	3,137
Printing and stationery	1,878	1,788	442	527	2,320	2,315
Publicity and marketing	-	538	41	1,227	41	1,765
Computers, maintenance and software	1,673	1,397	2,671	3,593	4,344	4,990
Insurance	2,237	1,242	-	936	2,237	2,178
Maintenance and cleaning	7,140	5,419	-	4,050	7,140	9,469
Maintenance contracts	1,473	1,303	-	-	1,473	1,303
Events and activities	13,996	9,938	32,096	68,243	46,092	78,181
Awards and grants	-	-	-	5,794	-	5,794
Equipment and materials	1,033	1,054	-	4,577	1,033	5,631
Independent examination	2,400	2,400	-	-	2,400	2,400
Licences and subscriptions	3,162	866	-	-	3,162	866
Recruitment and DBS	-	25	124	456	124	481
Bad debts	305	-	-	-	305	-
Depreciation	1,292	1,628	-	-	1,292	1,628
Bank charges	635	587	-	-	635	587
Total expenditure	268,149	167,137	237,511	342,964	505,660	510,101
Net income / (expenditure)	(109,431)	(36,131)	95,034	19,263	(14,397)	(16,868)
Transfers between funds	75,921	36,853	(75,921)	(36,853)	-	-
Net movement in funds	(33,510)	722	19,113	(17,590)	(14,397)	(16,868)
Fund balances brought forward	400,525	399,803	37,700	55,290	438,225	455,093
Fund balances carried forward	367,015	400,525	56,813	37,700	423,828	438,225

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2025, which are set out on pages 7 to 16.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

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; or
- 3 the accounts do 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 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.

Signed: 

Name: Simon Bostrom FCIE

8/10/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WOMENZONE

England & Wales - Charity number 1170163

Accounts

WomenZone

Charity number 1170163

Annual Report and Financial Statements
for the year ended 31 March 2024



WYCAS

COMMUNITY ACCOUNTING
WEST YORKSHIRE

**Annual Report and Financial Statements
for the year ended 31 March 2024**

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Prepared by West Yorkshire Community Accountancy Service CIO

WomenZone

Trustees' report for the year ended 31 March 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
Rizwana Jamil	Chair	
Lorna James	Vice Chair	
Marcia Marczynski	Treasurer	
Tahera Kocholia		

Charity number 1170163 Registered in England and Wales

Registered and principal address	Bankers
19-21 Hubert Street	Yorkshire Bank plc
Bradford	14 Broadway
BD3 9TE	Bradford
	BD1 1EZ

Independent examiner

Rhys North ACA

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) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016, 9 August 2021 and 9 September 2021.

Method of recruitment and appointment of trustees

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

WomenZone

Trustees' report (continued) for the year ended 31 March 2024

Objectives and activities

The charity's objects

1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.

2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

The charity's main activities

WomenZone provides a range of the following activities and services to promote education and support health and wellbeing:

- Gym, exercise classes, steam room, weight management support, healthy eating sessions.
- Training programmes – Employability, ESOL, IT, soft skills.
- Health and Wellbeing – Support groups for senior citizen women to participate in relaxation activities, arts and crafts and healthy lifestyle activities.
- Happy Women - an opportunity for women to develop new initiatives.
- "Active Families"- Healthy Life Style - A programme to provide mindfulness, cook & eat and physical fitness sessions.
- Holiday Activities and Food Programme - Play scheme to provide nutritious meals and enrichment activities to children in receipt of free school meals.
- Food parcels, hot meals, tea, coffee and activities as part of Welcome Spaces.
- Mental Wellbeing – Behavioural activation therapy, yoga and mindfulness sessions.
- Family Services – Art attack, parenting groups and coffee mornings at the Play Gym.
- Genetics literacy project to educate Pakistani communities about rare genetic disorders.
- Youth project to support young people's mental health post pandemic.
- Social events.

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 and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

In June 2023, we celebrated WomenZone's 20th anniversary, reflecting on the impactful projects and services delivered to empower local women. Over the past two decades, our organisation has made significant strides towards achieving our goals of supporting women and their families to improve health, wellbeing, education, skills, and access to employment - all with the aim of helping them achieve greater independence. Despite the challenges of securing funding, our dedicated team has risen to the occasion, delivering remarkable results. We are incredibly proud of their hard work and perseverance. We are led by women experiencing racial inequality. 100% of our team are from South Asian and other minoritised communities.

WomenZone

Trustees' report (continued) for the year ended 31 March 2024

Achievements and performance continued

In the period from April 2023 to March 2024, WomenZone has served the following number of attendees:



Financial review

The net expenditure for the year was £16,868, including net income of £722 on unrestricted funds and net expenditure of £17,590 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £399,233.

Included within this balance, the trustees have designated £250,000 of these free reserves to a building fund.

WomenZone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

WomenZone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around cost of living pressures on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2024/2025 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £238,200 and £555,900, based on budgeted 2024/2025 expenditure. As noted above actual reserves are currently £399,233.

Funds or subsidiary undertakings materially in deficit

At 31 March 2024 three funds had deficit balances - BDMC Art & Culture (£3,072), BBC Children in Need (£2,213) and National Citizen Service Trust (£13,205). Note 4 to the accounts provides further information concerning these accounts. These deficit balances have been cleared since the 31 March 2024 following the receipt of further grant funding support.

Approved by the board of trustees on 11/12/2024

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2024, which are set out on pages 6 to 14.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ICAEW which is one of the listed bodies.

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; or
- 3 the accounts do 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 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

12/12/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants and donations	(2)	3,034	362,227	365,261	329,589
Contracts		66,821	-	66,821	67,563
Room hire and services		9,217	-	9,217	13,419
Café sales and gym fees		30,169	-	30,169	21,489
Trips and activity contributions		3,281	-	3,281	6,407
Other		6,184	-	6,184	2,792
Bank interest		12,300	-	12,300	2,099
Total income		131,006	362,227	493,233	443,358
Expenditure on:					
Salaries and NIC	(3)	95,268	205,321	300,589	277,470
Payroll charges		1,302	-	1,302	-
Consultancy, freelance and sessional staff		34,270	21,644	55,914	41,465
Travel expenses		1,032	3,102	4,134	2,076
Training		30	466	496	199
Volunteer expenses		(444)	800	356	150
Rent, rates and venue hire		1,428	-	1,428	1,497
Utilities		3,657	21,500	25,157	22,053
Telephone, internet and postage		2,409	728	3,137	3,283
Printing and stationery		1,788	527	2,315	2,219
Publicity and marketing		538	1,227	1,765	412
Computers, maintenance and software		1,397	3,593	4,990	2,101
Insurance		1,242	936	2,178	2,311
Maintenance and cleaning		5,419	4,050	9,469	6,854
Maintenance contracts		1,303	-	1,303	919
Events and activities		9,938	68,243	78,181	43,414
Awards and grants		-	5,794	5,794	600
Equipment and materials		1,054	4,577	5,631	626
Independent examination		2,400	-	2,400	1,800
Licences and subscriptions		866	-	866	630
Recruitment and DBS		25	456	481	684
Bad debts		-	-	-	4,000
Depreciation		1,628	-	1,628	14,810
Bank charges		587	-	587	550
Total expenditure		167,137	342,964	510,101	430,123
Net income / (expenditure)		(36,131)	19,263	(16,868)	13,235
Transfers between funds		36,853	(36,853)	-	-
Net movement in funds		722	(17,590)	(16,868)	13,235
Fund balances brought forward		399,803	55,290	455,093	441,858
Fund balances carried forward	(4)	400,525	37,700	438,225	455,093

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 1,292	-	1,292	2,920
Total fixed assets	<u>1,292</u>	<u>-</u>	<u>1,292</u>	<u>2,920</u>
Current assets				
Debtors and prepayments	(6) 11,418	5,085	16,503	26,845
Cash at bank and in hand	(7) 397,395	32,907	430,302	441,405
Total current assets	<u>408,813</u>	<u>37,992</u>	<u>446,805</u>	<u>468,250</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 9,580	292	9,872	16,077
Total current liabilities	<u>9,580</u>	<u>292</u>	<u>9,872</u>	<u>16,077</u>
Net current assets / (liabilities)	<u>399,233</u>	<u>37,700</u>	<u>436,933</u>	<u>452,173</u>
Net assets	<u>400,525</u>	<u>37,700</u>	<u>438,225</u>	<u>455,093</u>
Funds				
Unrestricted funds				
General unrestricted funds	150,525	-	150,525	149,803
Designated funds	(11) 250,000	-	250,000	250,000
Unrestricted funds	<u>400,525</u>	<u>-</u>	<u>400,525</u>	<u>399,803</u>
Restricted funds	<u>-</u>	<u>37,700</u>	<u>37,700</u>	<u>55,290</u>
Total funds	<u>400,525</u>	<u>37,700</u>	<u>438,225</u>	<u>455,093</u>

The financial statements were approved by the board of trustees on 11/12/2024

Marcia Marczynski (Trustee)

WomenZone

Notes to the accounts

for the year ended 31 March 2024

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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer 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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

WomenZone
Notes to the accounts continued
for the year ended 31 March 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
BBC Children in Need	-	29,132	29,132	27,395
Better Start Bradford	-	-	-	37,751
Bradford District Metropolitan Council (BDMC)	-	122,117	122,117	118,245
Bradford VCS Limited	-	25,750	25,750	37,500
Charities Aid Foundation	-	-	-	29,202
CNET	-	-	-	3,572
Go Higher West Yorkshire	-	-	-	4,692
Hospice UK	-	-	-	4,020
Sport England	-	2,400	2,400	39,154
The Keith Howard Foundation	-	1,500	1,500	-
Street Games UK Ltd	-	4,702	4,702	14,808
The Leap Bradford	-	-	-	13,250
Smallwood Trust	-	20,000	20,000	-
National Lottery Community Fund (NLCF)	-	74,992	74,992	-
Amal	-	15,000	15,000	-
National Citizen Service Trust	-	16,665	16,665	-
The National Lottery Heritage Fund	-	49,969	49,969	-
Other donations	3,034	-	3,034	-
	<u>3,034</u>	<u>362,227</u>	<u>365,261</u>	<u>329,589</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	280,578	259,721
Social security costs	20,737	19,459
Employment allowance	(5,000)	(5,000)
Pensions	4,274	3,290
	<u>300,589</u>	<u>277,470</u>

The average number of employees during the year was 14.4, being an average of 9.6 full time equivalent (2023: 13.3, 9.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	4,274	3,290
Amount of any contributions outstanding at the year end	3,851	645

WomenZone

Notes to the accounts continued

for the year ended 31 March 2024

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
AMAL - Kahaani	-	15,000	11,720	(3,280)	-
BDMC Art & Culture - Kahaani	6,300	-	6,502	(2,870)	(3,072)
BBC Children in Need	-	29,132	29,497	(1,848)	(2,213)
NLCF - Capacity and Resilience	-	74,992	63,087	(6,820)	5,085
BDMC - Combined Funds	-	10,000	10,000	-	-
BDMC - Coronation	-	200	100	(100)	-
BDMC - Day Opportunities	-	22,308	16,328	(5,980)	-
BDMC - HAF 2024	-	8,100	358	-	7,742
BDMC - HAF 2023	5,420	31,940	26,050	(10,925)	385
BDMC - HSF	925	35,069	35,994	-	-
The Keith Howard Foundation	-	1,500	1,500	-	-
The Leap Bradford	13,168	-	13,168	-	-
BDMC - Wellbeing	-	10,000	10,000	-	-
National Citizen Service Trust	-	16,665	29,360	(510)	(13,205)
National Lottery Heritage Fund	-	49,969	6,946	(45)	42,978
VCS Alliance Out of Hours	12,190	25,750	37,940	-	-
Smallwood Trust	-	20,000	20,000	-	-
Sport England	-	2,400	2,400	-	-
Street Games 2023	11,412	4,000	11,412	(4,000)	-
Street Games Yoga	50	702	277	(475)	-
BDMC UKSPF	3,000	-	3,000	-	-
Charities Aid Foundation	2,825	-	2,825	-	-
BDMC Community Buildings	-	4,500	4,500	-	-
	<u>55,290</u>	<u>362,227</u>	<u>342,964</u>	<u>(36,853)</u>	<u>37,700</u>

Fund name

Purpose of restriction

AMAL - Kahaani	To use storytelling and performance techniques to enable South Asian women to tell their stories, theatrically, in a new drama which they will co-produce. The transfer is for café and room hire recharges.
BDMC Art & Culture - Kahaani	To use storytelling and performance techniques to enable South Asian women to tell their stories, theatrically, in a new drama which they will co-produce. The transfer is for café and room hire recharges.
BBC Children in Need	To support young people living in deprived communities and at risk of mental health issues improve their wellbeing and self-esteem by delivering mental health workshops, physical activities, careers advice and trips. The transfer is for café recharges.
NLCF - Capacity and Resilience	To develop the capacity and resilience of the charity including the delivery of ongoing services including food parcels, a warm space and ongoing services. The transfer is for café and room hire recharges.
BDMC - Combined Funds	To support the provision of food parcels and advice support.
BDMC - Coronation	To support the holding of a Coronation celebration. The transfer is for room hire recharges.
BDMC - Day Opportunities	To support older women, participate in health improvement activities to improve their health and wellbeing and reduce social isolation. To support 30 women with learning differences to enable them to be healthier, more active, more independent and socially connected. The transfer is for café and room hire recharges.

WomenZone

Notes to the accounts continued

for the year ended 31 March 2024

4 Restricted funds continued

BDMC - HAF 2024	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision.
BDMC - HAF 2023	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision. The transfer is for room hire recharges and a contribution to core costs.
BDMC - HSF	To provide food parcels, hot drinks and meals to families.
The Keith Howard Foundation	To provide singing and writing workshops for new mothers.
The Leap Bradford	To develop and deliver an awards and support programme for individuals, groups and organisations with arts and culture ideas/projects that can increase participation in arts and culture.
BDMC - Wellbeing	To support the delivery of a programme of wellbeing activities.
National Citizen Service Trust	To support the provision of targeted community experiences for young people. The transfer is for café recharges.
National Lottery Heritage Fund	To support a community project with a focus on learning about Sufi heritage via music. The transfer is for café recharges.
VCS Alliance Out of Hours	To deliver an out of hours service as part of the Wellbeing Network.
Smallwood Trust	To enable the provision of a Women's Urgent Support Fund that will help sustain the provision of emergency welfare support.
Sport England	To enable the purchase of sports equipment.
Street Games 2023	To recruit 4 young people aged between 16 and 24 years to become trained sport leaders thereby harnessing the power of sport to create positive change in the lives of disadvantaged young people. The transfer is for room hire recharges.
Street Games Yoga	To maximise the contribution yoga and mindfulness can make to support emotional regulation and develop coping skills within young people, aged 13 to 25 years. The transfer is for room hire recharges.
BDMC UKSPF	To alleviate the impact of financial hardship amongst families in Bradford East, by providing food parcels and low cost hot, nutritious meal ideas.
Charities Aid Foundation	To deliver a health and wellbeing programme for women and their families, based in the Play Gym, healthy cafe and Her Gym.
BDMC Community Buildings	To contribute towards the running costs of the centre.

WomenZone
Notes to the accounts continued
for the year ended 31 March 2024

5 Tangible assets	Computer equipment	Gym and play	Office equipment	Total
Cost	£	£	£	£
At 1 April 2023	3,382	44,916	5,940	54,238
Additions	-	-	-	-
At 31 March 2024	3,382	44,916	5,940	54,238
Depreciation				
At 1 April 2023	3,348	42,030	5,940	51,318
Charge for year	34	1,594	-	1,628
At 31 March 2024	3,382	43,624	5,940	52,946
Net book value				
At 31 March 2024	-	1,292	-	1,292
At 31 March 2023	34	2,886	-	2,920

6 Debtors and prepayments	2024	2023
	£	£
Debtors	9,697	18,040
Prepayments	6,806	4,429
Other debtors	-	4,376
	16,503	26,845

7 Cash at bank and in hand	2024	2023
	£	£
Cash at bank	430,275	441,375
Cash in hand	27	30
	430,302	441,405

8 Creditors and accruals	2024	2023
	£	£
Accruals	5,033	4,292
Deferred income (see note below for analysis)	-	11,140
Other creditors	3,851	645
	9,872	16,077

Deferred income	Deferred to next year	Released from last year
	£	£
BMDC Genetics service	-	11,140
	-	11,140

Item name	Reason for deferral
BMDC Genetics service	Being contract income received in advance for the year ending 31 March 2023.

WomenZone

Notes to the accounts continued

for the year ended 31 March 2024

9 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 £89,842 (previous year: £84,379).

Other transactions with trustees or related parties

			2024 £	2023 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Tahera Kocholia	Trustee	Consultancy	975	-
			<u>975</u>	<u>-</u>

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2024 £	2023 £
Within one year	601	792
In the second to fifth years inclusive	-	66
	<u>601</u>	<u>858</u>

11 Designated funds

	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Buildings	250,000	-	-	-	250,000
	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>250,000</u>

Fund name

Buildings

Purpose of restriction

To be used for planned building works linked to the planned community asset transfer.

WomenZone

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Grants and donations	3,034	500	362,227	329,089	365,261	329,589
Contracts	66,821	67,563	-	-	66,821	67,563
Room hire and services	9,217	13,419	-	-	9,217	13,419
Café sales and gym fees	30,169	21,489	-	-	30,169	21,489
Trips and activity contributions	3,281	6,407	-	-	3,281	6,407
Other	6,184	2,792	-	-	6,184	2,792
Bank interest	12,300	2,099	-	-	12,300	2,099
Total income	131,006	114,269	362,227	329,089	493,233	443,358
Expenditure						
Salaries and NIC	95,268	61,026	205,321	216,444	300,589	277,470
Payroll charges	1,302	-	-	-	1,302	-
Consultancy, freelance and sessiona	34,270	18,225	21,644	23,240	55,914	41,465
Travel expenses	1,032	1,041	3,102	1,035	4,134	2,076
Training	30	49	466	150	496	199
Volunteer expenses	(444)	88	800	62	356	150
Rent, rates and venue hire	1,428	1,372	-	125	1,428	1,497
Utilities	3,657	22,053	21,500	-	25,157	22,053
Telephone, internet and postage	2,409	2,096	728	1,187	3,137	3,283
Printing and stationery	1,788	1,733	527	486	2,315	2,219
Publicity and marketing	538	70	1,227	342	1,765	412
Computers, maintenance and softwa	1,397	412	3,593	1,689	4,990	2,101
Insurance	1,242	2,311	936	-	2,178	2,311
Maintenance and cleaning	5,419	6,854	4,050	-	9,469	6,854
Maintenance contracts	1,303	919	-	-	1,303	919
Events and activities	9,938	5,683	68,243	37,731	78,181	43,414
Awards and grants	-	600	5,794	-	5,794	600
Equipment and materials	1,054	230	4,577	396	5,631	626
Independent examination	2,400	1,800	-	-	2,400	1,800
Licences and subscriptions	866	486	-	144	866	630
Recruitment and DBS	25	160	456	524	481	684
Bad debts	-	4,000	-	-	-	4,000
Depreciation	1,628	14,810	-	-	1,628	14,810
Bank charges	587	550	-	-	587	550
Total expenditure	167,137	146,568	342,964	283,555	510,101	430,123
Net income / (expenditure)	(36,131)	(32,299)	19,263	45,534	(16,868)	13,235
Transfers between funds	36,853	83,192	(36,853)	(83,192)	-	-
Net movement in funds	722	50,893	(17,590)	(37,658)	(16,868)	13,235
Fund balances brought forward	399,803	348,910	55,290	92,948	455,093	441,858
Fund balances carried forward	400,525	399,803	37,700	55,290	438,225	455,093

WOMENZONE

England & Wales - Charity number 1170163

Accounts

WomenZone

Charity number 1170163

Annual Report and Financial Statements
for the year ended 31 March 2023



**Annual Report and Financial Statements
for the year ended 31 March 2023**

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Prepared by West Yorkshire Community Accountancy Service CIO

WomenZone

Trustees' report for the year ended 31 March 2023

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
Rizwana Jamil	Chair	
Lorna James	Vice Chair	
Marcia Marczynski	Treasurer	
Tahera Kocholia		

Charity number 1170163 Registered in England and Wales

Registered and principal address 19-21 Hubert Street Bradford BD3 9TE	Bankers Yorkshire Bank plc 14 Broadway Bradford BD1 1EZ
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Independent examiner

Rhys North ACA

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) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016, 9 August 2021 and 9 September 2021.

Method of recruitment and appointment of trustees

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

Objectives and activities

The charity's objects

1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.

2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

WomenZone

Trustees' report (continued) for the year ended 31 March 2023

Objectives and activities

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 and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

The charity's main activities

WomenZone provides a range of activities and services to promote education and support health and wellbeing, which includes:

- Gym, exercise classes, steam room, weight management support, healthy eating sessions.
- Training programme – Employability, ESOL, IT, soft skills.
- Health and Wellbeing – Support groups for women to participate in relaxation activities, arts and crafts and healthy lifestyle activities.
- Happy women - an opportunity for women to develop new initiatives.
- "Active Families"- Healthy Life Style - A programme to provide Mindfulness, cook & eat and physical fitness sessions.
- Holiday Activities & Food Programme - Play Scheme to provide nutritious meals and enrichment activities to children in receipt of free school meals.
- Food parcels, hot meals, tea, coffee and activities as part of welcome spaces.
- Mental wellbeing – Behavioural activation therapy, yoga and mindfulness sessions.
- Family services – Art attack, parenting groups and coffee mornings at the Play Gym.
- Peer support and social action projects.
- Genetics literacy project to educate Pakistani communities about rare genetic disorders.
- Youth Project to support young people's mental health post pandemic.
- Social events.

Over the year we have made some real headway towards achieving our objectives which are to:

- Engage more women in community activities;
- Encourage women to have a voice and have a fresh and varied thinking and perspective;
- Enable women to find their inner confidence; and
- Empower women to start their journey by nurturing their ideas and goals.

Our team has supported a group of 4 young women aged 16 – 25 years train up as Sports Leaders who have gained valuable experience and skills. They have continued to provide sports activities to young children in Bradford. We have seen these young people flourish and improve their confidence as a result of mentoring and 1:1 coaching.

Our volunteers have been paramount during this period and allowed us to deliver much needed services to our communities including but not limited to: ESOL, food parcel packing, cooking hot meals, running social groups, arts and crafts and office admin. Our volunteers have access to a wide range of training to improve their skills, knowledge, and abilities. All our volunteers who work with children or vulnerable adults have appropriate DBS checks.

WomenZone

Trustees' report (continued) for the year ended 31 March 2023

Financial review

The net income for the year was £13,235, including net income of £50,893 on unrestricted funds and net expenditure of £37,658 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £396,883.

Included within this balance, the trustees have designated £250,000 of these free reserves to a building fund.

Womenzone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

Womenzone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around the impact of Covid 19 and cost of living pressures on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2023/2024 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £194,500 and £453,900, based on budgeted 2023/2024 expenditure. As noted above actual reserves are currently £396,883.

Approved by the board of trustees on 13/12/2023

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2023, which are set out on pages 6 to 14.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ICAEW which is one of the listed bodies.

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; or
- 3 the accounts do 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 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

16/1/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Grants and donations	(2)	500	329,089	329,589	375,385
Contracts		67,563	-	67,563	59,126
Room hire and services		17,217	-	17,217	4,671
Café sales and gym fees		17,691	-	17,691	9,863
Fundraising and trips		6,407	-	6,407	5,045
Other		2,792	-	2,792	59
Bank interest		2,099	-	2,099	-
Total income		114,269	329,089	443,358	454,149
Expenditure on:					
Salaries and NIC	(3)	61,026	216,444	277,470	253,373
Payroll charges		-	-	-	480
Consultancy, freelance and sessional staff		18,225	23,240	41,465	34,420
Travel expenses		1,041	1,035	2,076	418
Training		49	150	199	772
Volunteer expenses		88	62	150	55
Rent, rates and venue hire		1,372	125	1,497	537
Utilities		22,053	-	22,053	10,033
Telephone, internet and postage		2,096	1,187	3,283	2,271
Printing and stationery		1,733	486	2,219	1,939
Publicity and marketing		70	342	412	2,037
Computers, maintenance and software		412	1,689	2,101	1,920
Insurance		2,311	-	2,311	1,980
Maintenance and cleaning		6,854	-	6,854	7,129
Maintenance contracts		919	-	919	1,349
Events and activities		5,683	37,731	43,414	34,207
Awards and grants		600	-	600	22,147
Equipment and materials		230	396	626	2,036
Security		-	-	-	1,336
Independent examination		1,800	-	1,800	1,560
Sundries		550	-	550	479
Licences and subscriptions		486	144	630	396
Recruitment and DBS		160	524	684	940
Grant repayment		-	-	-	1,224
Bad debts		4,000	-	4,000	-
Depreciation		14,810	-	14,810	13,556
Total expenditure		146,568	283,555	430,123	396,594
Net income / (expenditure)		(32,299)	45,534	13,235	57,555
Transfers between funds	(4)	83,192	(83,192)	-	-
Net movement in funds		50,893	(37,658)	13,235	57,555
Fund balances brought forward		348,910	92,948	441,858	384,303
Fund balances carried forward	(4)	399,803	55,290	455,093	441,858

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 2,920	-	2,920	13,930
Total fixed assets	<u>2,920</u>	<u>-</u>	<u>2,920</u>	<u>13,930</u>
Current assets				
Debtors and prepayments	(7) 19,644	7,201	26,845	15,859
Cash at bank and in hand	(9) 393,316	48,089	441,405	451,626
Total current assets	<u>412,960</u>	<u>55,290</u>	<u>468,250</u>	<u>467,485</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(10) 16,077	-	16,077	39,557
Total current liabilities	<u>16,077</u>	<u>-</u>	<u>16,077</u>	<u>39,557</u>
Net current assets / (liabilities)	<u>396,883</u>	<u>55,290</u>	<u>452,173</u>	<u>427,928</u>
Net assets	<u>399,803</u>	<u>55,290</u>	<u>455,093</u>	<u>441,858</u>
Funds				
Unrestricted funds				
General unrestricted funds	149,803	-	149,803	148,910
Designated funds	(12) 250,000	-	250,000	200,000
Unrestricted funds	<u>399,803</u>	<u>-</u>	<u>399,803</u>	<u>348,910</u>
Restricted funds	<u>-</u>	<u>55,290</u>	<u>55,290</u>	<u>92,948</u>
Total funds	<u>399,803</u>	<u>55,290</u>	<u>455,093</u>	<u>441,858</u>

The financial statements were approved by the board of trustees on 13/12/2023

Marcia Marczynski (Trustee)

WomenZone

Notes to the accounts

for the year ended 31 March 2023

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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer 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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

WomenZone

Notes to the accounts continued

for the year ended 31 March 2023

1 Accounting policies continued

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.

2 Grants and donations

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
BBC Children in Need	500	26,895	27,395	10,079
Better Start Bradford	-	37,751	37,751	49,861
Bradford District Metropolitan Council (BDMC)	-	118,245	118,245	152,620
Bradford VCS Limited	-	37,500	37,500	-
Charities Aid Foundation	-	29,202	29,202	67,605
CNET	-	3,572	3,572	-
Go Higher West Yorkshire	-	4,692	4,692	308
Hospice UK	-	4,020	4,020	-
Sport England	-	39,154	39,154	70,416
StreetGames UK Ltd	-	14,808	14,808	-
The Leap Bradford	-	13,250	13,250	-
HMRC Job Rention Scheme	-	-	-	10,569
Race Equality Network	-	-	-	1,000
Youth Endowment Fund	-	-	-	12,619
Donation - Northern Power Grid	-	-	-	308
	<u>500</u>	<u>329,089</u>	<u>329,589</u>	<u>375,385</u>

3 Staff costs and numbers

	2023	2022
	£	£
Gross salaries	259,721	238,482
Social security costs	19,459	15,801
Employment allowance	(5,000)	(4,000)
Pensions	3,290	3,090
	<u>277,470</u>	<u>253,373</u>

The average number of employees during the year was 13.8, being an average of 9.6 full time equivalent (2022: 13.9, 9.9 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2023	2022
	£	£
Costs of the scheme to the charity for the year	3,290	3,090
Amount of any contributions outstanding at the year end	645	682

WomenZone
Notes to the accounts continued
for the year ended 31 March 2023

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BDMC ARG	10,651	-	6,052	(4,599)	-
BDMC Art & Culture - Kahaani	-	6,300	-	-	6,300
BBC Children in Need	9,919	26,895	35,758	(1,056)	-
Better Start Bradford	13,353	37,751	46,832	(4,272)	-
Charities Aid Foundation	44,404	29,202	66,533	(4,248)	2,825
CNet Mental Health	-	3,572	2,312	(1,260)	-
BDMC Day Opportunities	-	10,498	5,898	(4,600)	-
Go Higher West Yorkshire	-	4,692	2,947	(1,745)	-
BDMC HAF 2022	14,621	63,987	44,678	(33,930)	-
BDMC HAF 2023	-	5,760	340	-	5,420
Hospice UK	-	4,020	2,860	(1,160)	-
BDMC HSF	-	28,700	19,313	(8,462)	925
The Leap Bradford	-	13,250	82	-	13,168
VCS Alliance Out of Hours	-	37,500	23,227	(2,083)	12,190
Sport England	-	39,154	24,326	(14,828)	-
Street Games 2023	-	12,000	588	-	11,412
Street Games Yoga	-	2,808	1,809	(949)	50
BDMC UKSPF	-	3,000	-	-	3,000
	<u>92,948</u>	<u>329,089</u>	<u>283,555</u>	<u>(83,192)</u>	<u>55,290</u>

Fund name	Purpose of restriction
BDMC ARG	To expand our gym trading activity by developing culturally responsive evening and weekend gym sessions for women predominantly from minority communities. The transfer is for the purchase of gym equipment that has been capitalised and a share of overhead costs.
BDMC Art & Culture - Kahaani	To use storytelling and performance techniques to enable South Asian women to tell their stories, theatrically, in a new drama which they will co-produce.
BBC Children in Need	To support young people living in deprived communities and at risk of mental health issues improve their wellbeing and self-esteem by delivering mental health workshops, physical activities, careers advice and trips. The transfer is for café recharges.
Better Start Bradford	To work with local families who have children under the age of 4 to improve their lives and give them the best possible start in life by launching The Play Gym and Hubert St Kitchen. The transfer is for a share of overhead costs.
Charities Aid Foundation	To deliver a health and wellbeing programme for women and their families, based in the PlayGym, healthy cafe and Her Gym. The transfer is for a share of overhead costs.
CNet Mental Health	To support 48 women to improve their mental health and wellbeing. The transfer is for room hire and café recharges.
BDMC Day Opportunities	To support older women, participate in health improvement activities to improve their health and wellbeing and reduce social isolation. To support 30 women with learning differences to enable them to be healthier, more active, more independent and socially connected. The transfer is for room hire recharges.
Go Higher West Yorkshire	To support young people and their families/carers to make informed decisions about their next steps in education. The transfer is for café recharges.

WomenZone

Notes to the accounts continued

for the year ended 31 March 2023

4 Restricted fund descriptions continued

Fund name	Purpose of restriction
BDMC HAF 2022	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision. The transfer is for recharges for overhead costs, room hire and café services.
BDMC HAF 2023	To provide an Easter, Summer and Christmas holiday activity programme for children, delivering healthy lifestyle messages through fun, creative activities and food provision.
Hospice UK	Uncovering Pakistani women's experience of talking about death, dying, bereavement and caring at the end of life. The transfer is for recharges for overhead costs, room hire and café services.
BDMC HSF	To provide food parcels, hot drinks and meals to families. The transfer is for room hire and café recharges.
The Leap Bradford	To develop and deliver an awards and support programme for individuals, groups and organisations with arts and culture ideas/projects that can increase participation in arts and culture.
VCS Alliance Out of Hours	To deliver an out of hours service as part of the Wellbeing Network. The transfer is for a share of overhead costs.
Sport England	To support low income families from Bradford East, get active together and also alongside other families. This project helps individuals improve their physical and mental health, reduce isolation and promote wellbeing. The transfer is for a share of overhead costs.
Street Games 2023	To recruit 4 young people aged between 16 and 24 years to become trained sport leaders thereby harnessing the power of sport to create positive change in the lives of disadvantaged young people.
Street Games Yoga	To maximise the contribution yoga and mindfulness can make to support emotional regulation and develop coping skills within young people, aged 13 to 25 years. The transfer is for room hire recharges.
BDMC UKSPF	To alleviate the impact of financial hardship amongst families in Bradford East, by providing food parcels and low cost hot, nutritious meal ideas.

4b Designated funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Buildings	200,000	-	-	50,000	250,000
	<u>200,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>250,000</u>

Fund name	Purpose of restriction
Buildings	To be used for planned building works linked to the planned community asset transfer.

WomenZone
Notes to the accounts continued
for the year ended 31 March 2023

5 Tangible assets	Computer equipment	Gym and play	Office equipment	Total
<u>Cost</u>	£	£	£	£
At 1 April 2022	3,382	41,116	5,940	50,438
Additions	-	3,800	-	3,800
At 31 March 2023	<u>3,382</u>	<u>44,916</u>	<u>5,940</u>	<u>54,238</u>
<u>Depreciation</u>				
At 1 April 2022	2,232	29,524	4,752	36,508
Charge for year	1,116	12,506	1,188	14,810
At 31 March 2023	<u>3,348</u>	<u>42,030</u>	<u>5,940</u>	<u>51,318</u>
<u>Net book value</u>				
At 31 March 2023	<u>34</u>	<u>2,886</u>	<u>-</u>	<u>2,920</u>
At 31 March 2022	<u>1,150</u>	<u>11,592</u>	<u>1,188</u>	<u>13,930</u>

6 Debtors and prepayments	2023	2022
	£	£
Debtors	18,040	7,710
Prepayments	4,429	1,472
Other debtors	<u>4,376</u>	<u>6,677</u>
	<u>26,845</u>	<u>15,859</u>

7 Cash at bank and in hand	2023	2022
	£	£
Cash at bank	441,375	451,513
Cash in hand	<u>30</u>	<u>113</u>
	<u>441,405</u>	<u>451,626</u>

WomenZone

Notes to the accounts continued

for the year ended 31 March 2023

8 Creditors and accruals

	2023	2022
	£	£
Creditors	-	13,364
Accruals	4,292	3,335
Deferred income (see note below for analysis)	11,140	22,176
Other creditors	645	682
	<u>16,077</u>	<u>39,557</u>

Deferred income

	Deferred to next year	Released from last year
	£	£
BDCT Culturally adapted behavioural activation therapy	-	22,176
BMDC Genetics service	11,140	-
	<u>11,140</u>	<u>22,176</u>

Item name	Reason for deferral
BDCT Culturally adapted behavioural activation	Being contract income received in advance for the year ending 31 March 2022.
BMDC Genetics service	Being contract income received in advance for the year ending 31 March 2023.

9 Related party transactions

Trustee expenses

During the year no trustees were paid any expenses (previous year: 2022 £50 on travel).

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 £84,379 (previous year: £74,128).

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2023	2022
	£	£
Within one year	792	792
In the second to fifth years inclusive	66	858
	<u>858</u>	<u>1,650</u>

WomenZone

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Grants and donations	500	17,308	329,089	358,077	329,589	375,385
Contracts	67,563	59,126	-	-	67,563	59,126
Room hire and services	17,217	4,671	-	-	17,217	4,671
Café sales and gym fees	17,691	9,863	-	-	17,691	9,863
Fundraising and trips	6,407	5,045	-	-	6,407	5,045
Other	2,792	59	-	-	2,792	59
Bank interest	2,099	-	-	-	2,099	-
Total income	114,269	96,072	329,089	358,077	443,358	454,149
Expenditure						
Salaries and NIC	61,026	29,362	216,444	224,011	277,470	253,373
Payroll charges	-	480	-	-	-	480
Consultancy, freelance and sessional	18,225	22,877	23,240	11,543	41,465	34,420
Travel expenses	1,041	217	1,035	201	2,076	418
Training	49	144	150	628	199	772
Volunteer expenses	88	-	62	55	150	55
Rent, rates and venue hire	1,372	287	125	250	1,497	537
Utilities	22,053	10,033	-	-	22,053	10,033
Telephone, internet and postage	2,096	2,158	1,187	113	3,283	2,271
Printing and stationery	1,733	1,719	486	220	2,219	1,939
Publicity and marketing	70	1,112	342	925	412	2,037
Computers, maint.e and software	412	1,920	1,689	-	2,101	1,920
Insurance	2,311	1,980	-	-	2,311	1,980
Maintenance and cleaning	6,854	6,469	-	660	6,854	7,129
Maintenance contracts	919	1,349	-	-	919	1,349
Events and activities	5,683	4,649	37,731	29,558	43,414	34,207
Awards and grants	600	-	-	22,147	600	22,147
Equipment and materials	230	828	396	1,208	626	2,036
Security	-	1,336	-	-	-	1,336
Independent examination	1,800	1,560	-	-	1,800	1,560
Sundries	550	299	-	180	550	479
Licences and subscriptions	486	260	144	136	630	396
Recruitment and DBS	160	740	524	200	684	940
Grant repayment	-	-	-	1,224	-	1,224
Bad debts	4,000	-	-	-	4,000	-
Depreciation	14,810	13,556	-	-	14,810	13,556
Total expenditure	146,568	103,335	283,555	293,259	430,123	396,594
Net income / (expenditure)	(32,299)	(7,263)	45,534	64,818	13,235	57,555
Transfers between funds	83,192	53,762	(83,192)	(53,762)	-	-
Net movement in funds	50,893	46,499	(37,658)	11,056	13,235	57,555
Fund balances brought forward	348,910	302,411	92,948	81,892	441,858	384,303
Fund balances carried forward	399,803	348,910	55,290	92,948	455,093	441,858

WOMENZONE

England & Wales - Charity number 1170163

Accounts

WomenZone

Charity number 1170163

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



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

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Prepared by West Yorkshire Community Accountancy Service CIO

WomenZone

Trustees' report for the year ended 31 March 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
Rizwana Jamil	Chair	
Lorna James	Vice Chair	
Marcia Marczynski	Treasurer	
Tahera Kocholia	Trustee	
Charity number	1170163	Registered in England and Wales
Registered and principal address	Bankers	
19-21 Hubert Street	Yorkshire Bank plc	
Bradford	14 Broadway	
BD3 9TE	Bradford	
	BD1 1EZ	

Independent examiner

Rhys North ACA

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) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016, 9 August 2021 and 9 September 2021.

Method of recruitment and appointment of trustees

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

Objectives and activities

The charity's objects

1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.

2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

WomenZone

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

Objectives and activities

The charity's main activities

WomenZone provides a range of activities and services to promote education and support health and wellbeing, which includes:

- Gym, exercise classes, steam room, weight management support, healthy eating sessions
- Training programme – Talk English, ESOL, IT, soft skills
- ESF Groundwork Employability Project - employment support and work experience
- Day Opportunity project – A support group for over 50's to participate in relaxation, arts and crafts and healthy life style activities
- Family services – Cook and Eat, Parents in the Lead, drop in and advice sessions
- Happy women - an opportunity for women to develop new initiatives
- "Giving Back" - A peer support and social action projects for older women
- "Active Families" - A project supporting families from lower socio-economic groups living in Bradford to become more physically active as part of their daily routines.
- Healthy Life Style - A programme to provide mindfulness, cook & eat and physical fitness sessions.
- COPD (Chronic Obstructive Pulmonary Disease) - A pilot project funded by CCG and delivered in partnership with Thornbury Centre to establish a Life Style Coach.
- Holiday Hunger Play Scheme to provide a healthy breakfast and lunch to disadvantaged children

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 and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

We have been operationalising WomenZone's 3 years' business plan. 2021-22 was a year of great difficulties due to successive lockdowns. As an organisation we made all necessary arrangements for staff to work remotely. In addition to following social distancing advice and closing the centre we also accessed the Government's Coronavirus Job Retention Scheme Grant which paid 80% of salaries for furloughed workers.

Since June 2021 as Covid restrictions eased, we were able to bring face to face services back ensuring government guidelines were followed. We are encouraging the local community to use services at the premises.

WomenZone

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

Achievements and performance continued

Work Done during the extended Lockdown in April 2021- March 2022

WomenZone agreed to become a reach and Covid 19 response centre and to open on an as and when required basis during lockdown. We had a team of volunteers with remarkable community spirit.

During the lockdown, WomenZone has been very active on social media, i.e. Facebook, Twitter and Instagram with positive messages shared by our volunteers, staff and service users. We have shared a number of short videos within the community on how to stay happy, safe and healthy whilst self-isolating/social distancing during lockdown.

During lockdown social media was our main tool used for sharing information, which was well received by service users and partner organisations. We have kept our service users up to date with Government Guidelines regarding Covid-19 and social distancing measures, in a range of languages. We have been promoting COVID preventive measures along with encouraging people to get the vaccine.

Overall, the delivery of services during the lockdowns continued virtually, over the phone and on doorsteps in line with Government measures. WomenZone remained open throughout, meeting service user needs by delivering hot meals, food parcels and clothes donations to families adversely impacted as a result of the pandemic.

WomenZone carried out a survey with young people during the period in which the Government announced measures to ease restrictions, including the target for schools to reopen to all students in the Autumn term. The results reveal that 80% of respondents agreed that the coronavirus pandemic had made their mental health worse and 41% said it had made their mental health "much worse"; up from 32% in the previous survey in March. This was related to increased feelings of anxiety, isolation, a loss of coping mechanisms or a loss of motivation.

Post lockdown, we introduced new services/projects like Genetics project to educate BAME communities about rare genetic illnesses.

As the development of Soft Play Area has been one of the major achievements of WomenZone while our face to face services were closed. Womenzone has successfully developed The Play Gym and Hubert St Kitchen to support our work with local families from the Better Start Bradford (Bowling and Barkerend, Bradford Moor and Little Horton) area. We aim to support expectant families and families with children under the age of 4 to improve their lives and give them the best possible start in life. We will do this by addressing one or more of the following themes; Social and emotional development; Language and communication; Health and nutrition.

The Play Gym has introduced dad's sessions on Sundays along with mum's sessions during the week. Better Start's other projects in the area have also been using WomenZone's play gym for mums and toddlers.

WomenZone

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

Financial review

The net income for the year was £57,555, including net income of £46,499 on unrestricted funds and net income of £11,056 on restricted funds, after transfers.

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £334,980.

The trustees have designated £200,000 of these free reserves to a building fund.

Womenzone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

Womenzone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around the impact of Covid 19 on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2022/2023 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £190,200 and £443,800, based on budgeted 2022/2023 expenditure. As noted above actual reserves are currently £334,980.

Approved by the board of trustees on 22/9/2022

Rizwana Jamil (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2022, which are set out on pages 7 to 16.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACA which is one of the listed bodies.

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; or
- 3 the accounts do 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 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

22/9/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Income from:					
Grants and donations	(2)	17,308	358,077	375,385	478,588
Contracts		59,126	-	59,126	64,143
Room hire and services		4,671	-	4,671	-
Sales and gym fees		9,863	-	9,863	9,190
Fundraising and trips		5,045	-	5,045	459
Other		59	-	59	-
Total income		96,072	358,077	454,149	552,380
Expenditure on:					
Salaries and NIC	(3)	29,362	224,011	253,373	167,836
Payroll charges		480	-	480	2,862
Consultancy, freelance and sessional staff		22,877	11,543	34,420	26,179
Travel expenses		217	201	418	389
Training		144	628	772	2,280
Volunteer expenses		-	55	55	913
Rent, rates and venue hire		287	250	537	-
Utilities		10,033	-	10,033	6,593
Telephone, internet and postage		2,158	113	2,271	2,368
Printing and stationery		1,719	220	1,939	1,533
Publicity and marketing		1,112	925	2,037	250
Computers, maintenance and software		1,920	-	1,920	5,956
Insurance		1,980	-	1,980	1,892
Maintenance and cleaning		6,469	660	7,129	12,542
Maintenance contracts		1,349	-	1,349	1,583
Events and activities		4,649	29,558	34,207	36,748
Awards and grants		-	22,147	22,147	22,421
Equipment and materials		828	1,208	2,036	6,618
Security		1,336	-	1,336	665
Independent examination		1,560	-	1,560	1,320
Sundries		299	180	479	-
Licences and subscriptions		260	136	396	714
Recruitment and DBS		740	200	940	-
Grant repayment		-	1,224	1,224	-
Depreciation		13,556	-	13,556	15,896
Total expenditure		103,335	293,259	396,594	317,558
Net income / (expenditure)		(7,263)	64,818	57,555	234,822
Transfers between funds		53,762	(53,762)	-	-
Net movement in funds		46,499	11,056	57,555	234,822
Fund balances brought forward		302,411	81,892	384,303	149,481
Fund balances carried forward	(4a)	348,910	92,948	441,858	384,303

All incoming resources and resources expended derive from continuing activities.

WomenZone

Balance sheet

as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 13,930	-	13,930	27,486
Total fixed assets	<u>13,930</u>	<u>-</u>	<u>13,930</u>	<u>27,486</u>
Current assets				
Debtors and prepayments	(6) 13,182	2,677	15,859	34,922
Cash at bank and in hand	(7) 349,540	102,086	451,626	332,294
Total current assets	<u>362,722</u>	<u>104,763</u>	<u>467,485</u>	<u>367,216</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 27,742	11,815	39,557	10,399
Total current liabilities	<u>27,742</u>	<u>11,815</u>	<u>39,557</u>	<u>10,399</u>
Net current assets / (liabilities)	<u>334,980</u>	<u>92,948</u>	<u>427,928</u>	<u>356,817</u>
Net assets	<u>348,910</u>	<u>92,948</u>	<u>441,858</u>	<u>384,303</u>
Funds				
Unrestricted funds				
General unrestricted funds	148,910	-	148,910	152,411
Designated funds	(4b) 200,000	-	200,000	150,000
Unrestricted funds	<u>348,910</u>	<u>-</u>	<u>348,910</u>	<u>302,411</u>
Restricted funds	-	92,948	92,948	81,892
Total funds	<u>348,910</u>	<u>92,948</u>	<u>441,858</u>	<u>384,303</u>

The financial statements were approved by the board of trustees on 22/9/2022

Rizwana Jamil (Trustee)

WomenZone

Statement of cash flows

for the year ended 31 March 2022

	2022 £	2021 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>119,332</u>	<u>221,472</u>
Cash flows from investing activities:		
(Purchase of tangible fixed assets)	<u>-</u>	<u>(37,478)</u>
Net cash provided by (used in) investing activities	<u>-</u>	<u>(37,478)</u>
Change in cash and cash equivalents in the reporting period	119,332	183,994
Cash and cash equivalents at the beginning of the reporting period	<u>332,294</u>	<u>148,300</u>
Cash and cash equivalents at the end of the reporting period	<u>451,626</u>	<u>332,294</u>

Reconciliation of net movement in funds to net cash flow from operating activities	2022	2021
	£	£
Net movement in funds for the reporting period (as per the statement of financial activities)	57,555	234,822
Adjustments for:		
Depreciation charges	13,556	15,896
(Increase) / decrease in debtors	19,063	(23,752)
Increase / (decrease) in creditors	<u>29,158</u>	<u>(5,494)</u>
Net cash provided by (used in) operating activities	<u>119,332</u>	<u>221,472</u>

Analysis of cash and cash equivalents	2022	2021
	£	£
Cash at bank	451,513	332,150
Cash in hand	<u>113</u>	<u>144</u>
Total cash and cash equivalents	<u>451,626</u>	<u>332,294</u>

WomenZone

Notes to the accounts

for the year ended 31 March 2022

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, 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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer 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.

WomenZone

Notes to the accounts continued for the year ended 31 March 2022

1 Accounting policies continued

Fund accounting

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

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

2 Grants and donations

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford District Metropolitan Council (BDMC)	16,000	136,620	152,620	37,000
Sport England	-	70,416	70,416	65,755
Charities Aid Foundation	-	67,605	67,605	50,452
Better Start Bradford	-	49,861	49,861	66,406
Youth Endowment Fund	-	12,619	12,619	37,374
HMRC Job Rention Scheme	-	10,569	10,569	23,773
BBC Children in Need	-	10,079	10,079	4,250
Race Equality Network	1,000	-	1,000	-
Go Higher	-	308	308	-
The National Lottery Community Fund	-	-	-	62,218
Smallwood Trust	-	-	-	38,425
Power to Change	-	-	-	20,000
Go Higher	-	-	-	19,935
Independent Age	-	-	-	15,000
Groundwork	-	-	-	12,000
Transforming Lives for Good	-	-	-	6,000
Donation - Northern Power Grid	308	-	308	20,000
	<u>17,308</u>	<u>358,077</u>	<u>375,385</u>	<u>478,588</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2022

3 Staff costs and numbers

	2022	2021
	£	£
Gross salaries	238,482	157,378
Social security costs	15,801	12,017
Employment allowance	(4,000)	(4,000)
Pensions	3,090	2,441
	<u>253,373</u>	<u>167,836</u>

The average number of employees during the year was 14.9, being an average of 11.2 full time equivalent (2021: 8.2, 6 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme

	2022	2021
	£	£
Costs of the scheme to the charity for the year	3,090	2,441
Amount of any contributions outstanding at the year end	682	879

4a Restricted funds

	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Better Start Bradford	27,891	49,861	50,751	(13,648)	13,353
BDMC Day Opportunities	4,108	10,000	9,508	(4,600)	-
Independent Age	15,000	-	15,000	-	-
Sport England	18,630	70,416	70,626	(18,420)	-
Youth Endowment Fund	16,263	12,619	27,432	(1,450)	-
BBC Children in Need	-	10,079	160	-	9,919
BDMC ARG	-	10,651	-	-	10,651
Charities Aid Foundation	-	67,605	18,957	(4,244)	44,404
BDMC Infection Control	-	5,790	5,790	-	-
HAF Summer & Christmas	-	40,568	29,168	(11,400)	-
BDMC Food Parcels	-	18,467	18,467	-	-
BDMC Kickstarter	-	35,523	35,523	-	-
HMRC JRS	-	10,569	10,569	-	-
BDMC Intl. Women's Day	-	1,000	1,000	-	-
Go Higher	-	308	308	-	-
HAF Easter	-	14,621	-	-	14,621
	<u>81,892</u>	<u>358,077</u>	<u>293,259</u>	<u>(53,762)</u>	<u>92,948</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2022

4a Restricted funds continued

Fund name	Purpose of restriction
Better Start Bradford	To work with local families who have children under the age of 4 to improve their lives and give them the best possible start in life by launching The Play Gym and Hubert St Kitchen. The transfer is for a contribution to management and overhead costs.
BDMC Day Opportunities	To support 60 older BAME women participate in health improvement activities to improve their health and wellbeing and reduce social isolation. The transfer is for a contribution to room hire costs.
Independent Age Sport England	To fund 'Get Connected' - a digital project to connect isolated BAME To support low income families from Bradford East, get active together and also alongside other families. This project helps individuals improve their physical and mental health, reduce isolation and promote wellbeing. The
Youth Endowment Fund	COVID-19 grant to support vulnerable young people aged 10 – 14 years old at risk of becoming involved in youth violence and crime. The transfer is for a contribution towards core overhead costs.
BBC Children in Need	To support young people living in deprived communities and at risk of mental health issues improve their wellbeing and self-esteem by delivering mental health workshops, physical activities, careers advice and trips.
BDMC ARG	To expand our gym trading activity by developing culturally responsive evening and weekend gym sessions for women predominantly from minority communities.
Charities Aid Foundation	To deliver a health and wellbeing programme for women and their families, based in our PlayGym, Hubert St. Kitchen and Her Gym. The transfer is for a contribution towards management and overhead costs.
BDMC Infection Control	To support providers to take additional steps to tackle the risk of COVID-19 infections and for IPC measures to support the resumption of services.
HAF Summer & Christmas	To provide holiday provision in the summer and Christmas holidays, including healthy food and enriching activities for benefits related free school meal children. The transfer is for a contribution towards room hire costs.
BDMC Food Parcels	To provide food parcels to vulnerable individuals and families.
BDMC Kickstarter	To provide job placements for 18-24 years olds that are claiming Universal Credit, to gain experience skills and confidence.
HMRC JRS	To support employers retain and continue to pay staff on furlough during COVID 19.
BDMC International Women's Day	An event to celebrate the success of women after overcoming challenges in their life using poetry and music.
Go Higher	To deliver targeted outreach activity, in areas where progression to a higher education destination is low, and particularly low when GCSE attainment is taken into account
HAF Easter	To provide holiday provision in the Easter holidays, including healthy food and enriching activities for benefits related free school meal children.

WomenZone

Notes to the accounts continued for the year ended 31 March 2022

4b Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Buildings	150,000	50,000	-	-	200,000
	<u>150,000</u>	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>200,000</u>

Fund name	Purpose of restriction
Buildings	To be used for planned building works.

5 Tangible assets	Computer equipment £	Gym and vehicles £	Office equipment £	Total £
Cost				
At 1 April 2021	3,382	41,116	5,940	50,438
Additions	-	-	-	-
At 31 March 2022	<u>3,382</u>	<u>41,116</u>	<u>5,940</u>	<u>50,438</u>
Depreciation				
At 1 April 2021	1,116	18,272	3,564	22,952
Charge for year	1,116	11,252	1,188	13,556
At 31 March 2022	<u>2,232</u>	<u>29,524</u>	<u>4,752</u>	<u>36,508</u>
Net book value				
At 31 March 2022	<u>1,150</u>	<u>11,592</u>	<u>1,188</u>	<u>13,930</u>
At 31 March 2021	<u>2,266</u>	<u>22,844</u>	<u>2,376</u>	<u>27,486</u>

6 Debtors and prepayments	2022 £	2021 £
Debtors	7,710	15,388
Prepayments	1,472	1,236
Other debtors	6,677	18,298
	<u>15,859</u>	<u>34,922</u>

7 Cash at bank and in hand	2022 £	2021 £
Cash at bank	451,513	332,150
Cash in hand	113	144
	<u>451,626</u>	<u>332,294</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2022

8 Creditors and accruals

	2022	2021
	£	£
Creditors	13,364	8,454
Accruals	3,335	1,945
Deferred income (see note below for analysis)	22,176	-
Other creditors	682	-
	<u>39,557</u>	<u>10,399</u>

Deferred income

	Released from last year £	Deferred to next year £
BDCT Culturally adapted behavioural activation therapy	-	22,176
	<u>-</u>	<u>22,176</u>

Item name

Reason for deferral

BDCT Culturally adapted behavioural activation therapy 2022. Being contract income received in advance for the year ending 31 March 2022.

9 Related party transactions

Trustee expenses

During the year one trustee was paid travel expenses totalling £50 (2021 - £nil).

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 key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received were £76,960 (previous year: £74,128).

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

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2022	2021
	£	£
Within one year	792	791
In the second to fifth years inclusive	858	1,667
	<u>1,650</u>	<u>2,458</u>

WomenZone

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2022

	2022 Unrestricted funds £	2021 Unrestricted funds £	2022 Restricted funds £	2021 Restricted funds £	2022 Total funds £	2021 Total funds £
Income						
Grants and donations	17,308	50,000	358,077	428,588	375,385	478,588
Contracts	59,126	64,143	-	-	59,126	64,143
Room hire and services	4,671	-	-	-	4,671	-
Sales and gym fees	9,863	9,190	-	-	9,863	9,190
Fundraising and trips	5,045	459	-	-	5,045	459
Other	59	-	-	-	59	-
Total income	96,072	123,792	358,077	428,588	454,149	552,380
Expenditure						
Salaries and NIC	29,362	15,953	224,011	151,883	253,373	167,836
Payroll charges	480	102	-	2,760	480	2,862
Consultancy and freelance staff	22,877	3,167	11,543	23,012	34,420	26,179
Travel expenses	217	-	201	389	418	389
Training	144	-	628	2,280	772	2,280
Volunteer expenses	-	-	55	913	55	913
Rent, rates and venue hire	287	-	250	-	537	-
Utilities	10,033	2,962	-	3,631	10,033	6,593
Telephone, internet and postage	2,158	687	113	1,681	2,271	2,368
Printing and stationery	1,719	27	220	1,506	1,939	1,533
Publicity and marketing	1,112	-	925	250	2,037	250
Computers, IT and software	1,920	2,138	-	3,818	1,920	5,956
Insurance	1,980	243	-	1,649	1,980	1,892
Maintenance and cleaning	6,469	54	660	12,488	7,129	12,542
Maintenance contracts	1,349	1,422	-	161	1,349	1,583
Events and activities	4,649	6,338	29,558	30,410	34,207	36,748
Awards and grants	-	-	22,147	22,421	22,147	22,421
Equipment and materials	828	977	1,208	5,641	2,036	6,618
Security	1,336	58	-	607	1,336	665
Independent examination	1,560	1,320	-	-	1,560	1,320
Sundries	299	-	180	-	479	-
Licences and subscriptions	260	414	136	300	396	714
Recruitment and DBS	740	-	200	-	940	-
Grant repayment	-	-	1,224	-	1,224	-
Depreciation	13,556	15,896	-	-	13,556	15,896
Total expenditure	103,335	51,758	293,259	265,800	396,594	317,558
Net income / (expenditure)	(7,263)	72,034	64,818	162,788	57,555	234,822
Transfers between funds	53,762	88,913	(53,762)	(88,913)	-	-
Net movement in funds	46,499	160,947	11,056	73,875	57,555	234,822
Fund balances brought forward	302,411	141,464	81,892	8,017	384,303	149,481
Fund balances carried forward	348,910	302,411	92,948	81,892	441,858	384,303

WOMENZONE

England & Wales - Charity number 1170163

Accounts

WomenZone

Charity number 1170163

Annual Report and Financial Statements
for the year ended 31 March 2021



Annual Report and Financial Statements
for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

WomenZone

Trustees' report for the year ended 31 March 2021

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
Rizwana Jamil	Chair	
Lorna James	Vice Chair	
Marcia Marczyński	Treasurer	
Tahera Kocholia	Trustee	
Charity number	1170163	Registered in England and Wales
Registered and principal address	Bankers	
19-21 Hubert Street	Yorkshire Bank plc	
Bradford	14 Broadway	
BD3 9TE	Bradford	
	BD1 1EZ	

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016 and 9 August 2021.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

- 1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents. In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.
- 2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

WomenZone

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's main activities

Womenzone provides a range of activities and services to promote education and support health and wellbeing, which includes:

- Gym, exercise classes, steam room, weight management support, healthy eating sessions
- Training programme – Talk English, ESOL, IT, soft skills
- ESF Groundwork Employability Project - employment support and work experience
- Day Opportunity project– A support group for over 50's to participate in relaxation, arts and crafts and healthy life style activities.
- Family services – Cook and Eat, Parents in the Lead, drop in and advice sessions
- Happy women- an opportunity for women to develop new initiatives
- “Giving Back” -A peer support and social action projects for older women
- “Active Families”- A project supporting families from lower socio-economic groups living in Bradford to become more physically active as part of their daily routines.
- Healthy Life Style- A programme to provide Mindfulness, cook & eat and Physical fitness sessions.
- COPD (Chronic Obstructive Pulmonary Disease)- A pilot project funded by CCG and delivered in partnership with Thornbury centre to establishing a Life Style Coach.
- Holiday Hunger Play Scheme to provide healthy breakfast and lunch to disadvantaged children

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 and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

Womenzone launched its 'Womenzone Digital Wellbeing Service' (WDWS) in direct response to the COVID-19 pandemic. It is now widely known that people from BAME backgrounds face greater risks of experiencing challenges and difficulties because of COVID-19. As many of our beneficiaries are South Asian women, beneficiaries and their families are likely to be adversely impacted by the pandemic. With the support of local volunteers, Womenzone identified the needs of local people by consulting with current beneficiaries about their current needs through telephone conversations.

In acknowledgement of this need, Womenzone developed WDWS to offer support and advice around mental and emotional wellbeing; culturally sensitive food parcels and hot meals; clothes donation and wellbeing packs; activity packs for children; digital activities like “Chai and a Chat” and ESOL; online exercise classes on Zoom and loss/grief/trauma support; COVID19 updates in community languages; and signposting to specialist services.

Womenzone had a team of volunteers with remarkable community spirit who were willing to support the most vulnerable families in our community during the pandemic.

We have been helping to tackle social isolation as many of our service users were required to self-isolate for 12 weeks as of 20th March 2020. Our staff have been in contact with them via telephone and online methods i.e. ZOOM sessions.

We have been successfully managing the Womenzone Digital Wellbeing Service to allow members of the public to contact a member of staff or volunteer if they need advice, support or signposting.

We have been very active on social media, i.e. Facebook, Twitter and Instagram with positive messages shared by our volunteers, staff and service users. We have shared a number of short videos within the community on how to stay happy, safe and healthy whilst self-isolating/social distancing during lockdown.

WomenZone

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

Achievements and performance continued

Womenzone has developed The Play Gym and Hubert St Kitchen to support our work with local families from the Better Start Bradford (Bowling and Barkerend, Bradford Moor and Little Horton) area. We aim to support expectant families and families with children under the age of 4 to improve their lives and give them the best possible start in life. We will do this by addressing one or more of the following themes: Social and emotional development; Language and communication; Health and nutrition.

Financial review

The net income for the year was £234,822, including net income of £161,174 on unrestricted funds and net income of £73,648 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £274,925.

The trustees have designated £150,000 of these free reserves to a building fund.

Womenzone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

Womenzone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around the impact of Covid 19 on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2021/22 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £121,650 and £283,850, based on budgeted 2021/2022 expenditure. As noted above actual reserves are currently £275,152.

Signed on behalf of the board of trustees on 13/1/2022

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2021, which are set out on pages 6 to 15.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACA which is one of the listed bodies.

I have completed my examination. I have identified a matter of concern in relation to the allocation of expenses to restricted funds which indicates accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.

It has come to my attention that, due to errors in the allocation of expenses, two restricted funds have been reported as having had additional expenditure, totalling £32,872, in the year ending 31 March 2021. This error has been discussed with the funders and revised balances at 31 March 2021 have been agreed, which are reported in these accounts. I am satisfied that this error was not deliberate and that trustees have now put in place systems to ensure that a similar error would not be repeated.

I confirm that, other than the above, 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; or
- 3 the accounts do 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 confirm that there are 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

14/1/2022

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	50,000	428,588	478,588	214,775
Contracts		64,143	-	64,143	5,806
Room hire and services		-	-	-	15,420
Sales and gym fees		9,190	-	9,190	13,786
Fundraising and trips		459	-	459	6,239
Total income		<u>123,792</u>	<u>428,588</u>	<u>552,380</u>	<u>256,026</u>
Expenditure on:					
Salaries and NIC	(3)	15,953	151,883	167,836	158,449
Payroll charges		102	2,760	2,862	600
Consultancy, freelance and sessional staff		3,167	23,012	26,179	29,191
Travel expenses		-	389	389	2,734
Training		-	2,280	2,280	2,663
Volunteer expenses		-	913	913	2,790
Rent, rates and venue hire		-	-	-	2,557
Utilities		2,962	3,631	6,593	12,034
Telephone, internet and postage		687	1,681	2,368	3,121
Printing and stationery		27	1,506	1,533	1,810
Publicity and marketing		-	250	250	2,670
Computers, maintenance and software		2,138	3,818	5,956	2,302
Insurance		243	1,649	1,892	1,967
Maintenance and cleaning		54	12,488	12,542	5,118
Maintenance contracts		1,422	161	1,583	2,381
Events and activities		6,338	30,410	36,748	4,726
Awards and grants		-	22,421	22,421	20,527
Equipment and materials		977	5,641	6,618	3,589
Food and refreshments		-	-	-	158
Security		58	607	665	132
Independent examination		1,320	-	1,320	960
Sundries		-	-	-	124
Licences and subscriptions		414	300	714	294
Depreciation		15,896	-	15,896	3,528
Total expenditure		<u>51,758</u>	<u>265,800</u>	<u>317,558</u>	<u>264,425</u>
Net income / (expenditure)		<u>72,034</u>	<u>162,788</u>	<u>234,822</u>	<u>(8,399)</u>
Transfers between funds		<u>88,913</u>	<u>(88,913)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>160,947</u>	<u>73,875</u>	<u>234,822</u>	<u>(8,399)</u>
Fund balances brought forward		<u>141,464</u>	<u>8,017</u>	<u>149,481</u>	<u>157,880</u>
Fund balances carried forward	(4a)	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 27,486	-	27,486	5,904
Total fixed assets	<u>27,486</u>	<u>-</u>	<u>27,486</u>	<u>5,904</u>
Current assets				
Debtors and prepayments	(6) 20,624	14,298	34,922	11,170
Cash at bank and in hand	(7) 259,149	73,145	332,294	148,300
Total current assets	<u>279,773</u>	<u>87,443</u>	<u>367,216</u>	<u>159,470</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 4,848	5,551	10,399	15,893
Total current liabilities	<u>4,848</u>	<u>5,551</u>	<u>10,399</u>	<u>15,893</u>
Net current assets / (liabilities)	<u>274,925</u>	<u>81,892</u>	<u>356,817</u>	<u>143,577</u>
Total assets less current liabilities	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>
Net assets	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>
Funds				
Unrestricted funds:				
General unrestricted funds	152,411	-	152,411	41,464
Designated funds	(4b) 150,000	-	150,000	100,000
Total unrestricted funds	<u>302,411</u>	<u>-</u>	<u>302,411</u>	<u>141,464</u>
Restricted funds	<u>-</u>	<u>81,892</u>	<u>81,892</u>	<u>8,017</u>
Total funds	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>

The financial statements were approved by the board of trustees on 13/1/2022

Marcia Marczynski (Trustee)

WomenZone

Statement of cash flows for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>221,472</u>	<u>25,254</u>
Cash flows from investing activities:		
Dividends and interest	-	-
Proceeds of sale of assets	-	-
(Purchase of tangible fixed assets)	(37,478)	-
Net cash provided by (used in) investing activities	<u>(37,478)</u>	<u>-</u>
Cash flows from financing activities:		
Repayments on borrowing	-	-
Cash inflows from new borrowing	-	-
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	183,994	25,254
Cash and cash equivalents at the beginning of the reporting period	<u>148,300</u>	<u>123,046</u>
Cash and cash equivalents at the end of the reporting period	<u>332,294</u>	<u>148,300</u>

	2021 £	2020 £
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds for the reporting period (as per the statement of financial activities)	234,822	(8,399)
Adjustments for:		
Depreciation charges	15,896	3,528
(Dividends and interest from investments)	-	-
Loss / (profit) on sale of fixed assets	-	-
(Increase) / decrease in debtors	(23,752)	17,316
Increase / (decrease) in creditors	(5,494)	12,809
Net cash provided by (used in) operating activities	<u>221,472</u>	<u>25,254</u>

	2021 £	2020 £
Analysis of cash and cash equivalents		
Cash at bank	332,150	148,353
Cash in hand	144	(53)
Total cash and cash equivalents	<u>332,294</u>	<u>148,300</u>

WomenZone

Notes to the accounts

for the year ended 31 March 2021

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, 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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer equipment - over 3 years

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

1 Accounting policies continued

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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

2 Grants and donations

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
BBC Children in Need	-	4,250	4,250	-
Better Start Bradford	-	66,406	66,406	-
Bradford District Metropolitan Council (BDMC)	10,000	15,000	25,000	10,000
Charities Aid Foundation (CAF)	-	50,452	50,452	-
Comic Relief	-	-	-	36,226
Garfield Weston	-	-	-	10,000
Go Higher	-	19,935	19,935	-
Groundwork	-	12,000	12,000	8,000
Healthy Holidays	-	12,000	12,000	5,047
HMRC Coronavirus Job Retention Scheme	-	23,773	23,773	-
Independent Age	-	15,000	15,000	-
Power to Change	20,000	-	20,000	-
Shipley College (DCLG)	-	-	-	42,362
Smallwood Trust	-	38,425	38,425	14,956
Sport England	-	65,755	65,755	85,684
Street Games	-	-	-	2,500
The National Lottery Community Fund	-	62,218	62,218	-
Transforming Lives for Good	-	6,000	6,000	-
Youth Endowment Fund	-	37,374	37,374	-
Donation - Northern Power Grid	20,000	-	20,000	-
	<u>50,000</u>	<u>428,588</u>	<u>478,588</u>	<u>214,775</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	157,378	151,887
Social security costs	12,017	7,350
Employment allowance	(4,000)	(3,000)
Pensions	2,441	2,212
	<u>167,836</u>	<u>158,449</u>

The average number employees during the year was 8.1, being an average of 6 full time equivalent (2020: 9, 6.6 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	2,441	2,212
Amount of any contributions outstanding at the year end	879	507

4a Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BBC Children in Need	-	4,250	1,567	(2,683)	-
Better Start Bradford	-	66,406	4,419	(34,096)	27,891
CAF Resilience Fund	-	50,452	49,165	(1,287)	-
BDMC Day Opportunities	(5,892)	10,000	-	-	4,108
ShIPLEY College (DCLG)	1,237	-	-	(1,237)	-
Go Higher	-	19,935	16,935	(3,000)	-
Groundwork	4,757	12,000	15,057	(1,700)	-
HAFP	-	11,000	5,120	(5,880)	-
Healthy Holidays 2020	-	5,000	1,597	(3,403)	-
Healthy Holidays 2020-2021	-	7,000	1,283	(5,717)	-
HMRC Job Retention Scheme	-	23,773	23,773	-	-
Independent Age	-	15,000	-	-	15,000
Smallwood Trust	665	-	265	(400)	-
Smallwood Trust Covid	-	38,425	32,425	(6,000)	-
Sport England	7,122	65,755	43,725	(10,522)	18,630
Street Games	128	-	128	-	-
Covid Community Support Fund	-	62,218	50,088	(12,130)	-
Youth Endowment Fund	-	37,374	20,253	(858)	16,263
	<u>8,017</u>	<u>428,588</u>	<u>265,800</u>	<u>(88,913)</u>	<u>81,892</u>

Transfers:

The transfers for the CAF Resilience and Youth Endowment funds are for the purchase of computer equipment that has been capitalised.

The transfer for the Better Start Bradford is for the purchase of play equipment that has been capitalised.

The transfers for Sport England are for the purchase of computer equipment that has been capitalised and for expenditure previously allocated to unrestricted funds.

The transfers for the Shipley College (DCLG), Go Higher, Groundwork, HAFP, HAFP Summer, Healthy Holidays 2020, Healthy Holidays 2020-2021, Smallwood Trust, Smallwood Trust Covid and Covid Community Support funds represent a contribution to core overhead costs including admin, management and premises costs.

The transfers for the BBC Children in Need fund is for the purchase of computer equipment that has been capitalised and a contribution to core overhead costs.

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

4a Restricted funds continued

Fund name	Purpose of restriction
BBC Children in Need	To equip staff with tools and additional capacity to adapt to COVID-19 and provide young people aged 5-18 with activity packs, food vouchers and support throughout the pandemic.
Better Start Bradford	To work with local families who have children under the age of 4 to improve their lives and give them the best possible start in life by launching The Play Gym and Hubert St Kitchen.
CAF Resilience Fund	To be used for charitable purposes only to continue our organisation's core work or Covid-19 emergency response activities during the current health emergency only.
BDMC Day Opportunities	To support 60 older BAME women participate in health improvement activities to improve their health and wellbeing and reduce social isolation.
Shipley College (DCLG)	To provide Talk English Courses and Activities all over Bradford to help people learn English, access services and get involved in the community.
Go Higher	To work with young people aged 13 – 19 years to improve their confidence, aspirations and self-esteem as well as inspire them to access higher education opportunities.
Groundwork	To support disadvantaged BAME women into training, volunteering and employment opportunities by offering one to one support.
HAFP	To provide holiday activities and food in the form of a meal in a safe environment which is Covid health and safety compliant.
Healthy Holidays 2020	To provide a holiday activity programme for children aged 5 -11 years, delivering healthy lifestyle messages through fun, creative and challenging activities.
Healthy Holidays 2020-2021	To provide a holiday activity programme for children aged 5 -11 years, delivering healthy lifestyle messages through fun, creative and challenging activities.
HMRC Job Retention Scheme	To contribute to the employment costs of furloughed staff.
Independent Age	To fund 'Get Connected' - a digital project to connect isolated BAME
Smallwood Trust	Working with disadvantaged women to build their confidence, encourage them to reach their potential and successful applications to training and volunteering opportunities.
Smallwood Trust Covid	To support the response to the COVID-19 crisis in the short, medium and longer term, in order to enable Womenzone to continue to meet the needs of financially vulnerable women.
Sport England	To support low income families from Bradford East, get active together and also alongside other families. This project helps individuals improve their physical and mental health, reduce isolation and promote wellbeing.
Street Games	To encourage young women aged 13–19 years to engage in physical activity and sports.
Covid Community Support Fund	To offer support and advice around mental and emotional wellbeing; culturally sensitive food parcels; hot meals; digital activities; online exercise classes; COVID19 updates in community languages; and signposting to specialist services
Youth Endowment Fund	COVID-19 grant to support vulnerable young people aged 10 – 14 years old at risk of becoming involved in youth violence and crime

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

4b Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Buildings	100,000			50,000	150,000
	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>150,000</u>

Fund name	Purpose of restriction
Buildings	To be used for planned building works.

5 Tangible assets	Computer equipment	Gym and play equipment	Office equipment	Total
<u>Cost</u>				
At 1 April 2020	-	7,020	5,940	12,960
Additions	3,382	34,096	-	37,478
At 31 March 2021	<u>3,382</u>	<u>41,116</u>	<u>5,940</u>	<u>50,438</u>
<u>Depreciation</u>				
At 1 April 2020	-	4,680	2,376	7,056
Charge for year	1,116	13,592	1,188	15,896
At 31 March 2021	<u>1,116</u>	<u>18,272</u>	<u>3,564</u>	<u>22,952</u>
<u>Net book value</u>				
At 31 March 2021	<u>2,266</u>	<u>22,844</u>	<u>2,376</u>	<u>27,486</u>
At 31 March 2020	<u>-</u>	<u>2,340</u>	<u>3,564</u>	<u>5,904</u>

6 Debtors and prepayments	2021 £	2020 £
Debtors	33,686	9,973
Prepayments	1,236	1,197
	<u>34,922</u>	<u>11,170</u>

7 Cash at bank and in hand	2021 £	2020 £
Current Account	332,150	148,353
Petty Cash	144	(53)
	<u>332,294</u>	<u>148,300</u>

8 Creditors and accruals	2021 £	2020 £
Creditors	8,454	3,259
Accruals	1,945	12,634
	<u>10,399</u>	<u>15,893</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

9 Related party transactions

Trustee expenses

During the year no trustee expenses were paid (2020: 1 trustee and £50 on travel).

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 key management personnel of the charity include the trustees and Co Chief Executives. The total employee benefits received by the Co Chief Executives were £83,335 (2020: £56,629).

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

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2021	2020
	£	
Within one year	791	791
In the second to fifth years inclusive	1,667	2458
Over five years from the balance sheet date	-	-
	<u>2,458</u>	<u>3,249</u>

WomenZone

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	50,000	10,000	428,588	204,775	478,588	214,775
Contracts	64,143	5,806	-	-	64,143	5,806
Room hire and services	-	15,420	-	-	-	15,420
Sales and gym fees	9,190	13,786	-	-	9,190	13,786
Fundraising and trips	459	6,239	-	-	459	6,239
Total income	123,792	51,251	428,588	204,775	552,380	256,026
Expenditure						
Salaries and NIC	15,953	20,321	151,883	138,128	167,836	158,449
Payroll charges	102	600	2,760	-	2,862	600
Consultancy, freelance and sessional	3,167	12,962	23,012	16,229	26,179	29,191
Travel expenses	-	9	389	2,725	389	2,734
Training	-	800	2,280	1,863	2,280	2,663
Volunteer expenses	-	-	913	2,790	913	2,790
Rent, rates and venue hire	-	2,557	-	-	-	2,557
Utilities	2,962	12,034	3,631	-	6,593	12,034
Telephone, internet and postage	687	2,679	1,681	442	2,368	3,121
Printing and stationery	27	549	1,506	1,261	1,533	1,810
Publicity and marketing	-	45	250	2,625	250	2,670
Computers, maintenance and software	2,138	751	3,818	1,551	5,956	2,302
Insurance	243	1,967	1,649	-	1,892	1,967
Maintenance and cleaning	54	4,618	12,488	500	12,542	5,118
Maintenance contracts	1,422	2,381	161	-	1,583	2,381
Events and activities	6,338	367	30,410	4,359	36,748	4,726
Awards and grants	-	10,119	22,421	10,408	22,421	20,527
Equipment and materials	977	1,300	5,641	2,289	6,618	3,589
Food and refreshments	-	58	-	100	-	158
Security	58	132	607	-	665	132
Independent examination	1,320	960	-	-	1,320	960
Sundries	-	81	-	43	-	124
Licences and subscriptions	414	294	300	-	714	294
Depreciation	15,896	3,528	-	-	15,896	3,528
Total expenditure	51,758	79,112	265,800	185,313	317,558	264,425
Net income / (expenditure)	72,034	(27,861)	162,788	19,462	234,822	(8,399)
Transfers between funds	88,913	12,756	(88,913)	(12,756)	-	-
Net movement in funds	160,947	(15,105)	73,875	6,706	234,822	(8,399)
Fund balances brought forward	141,464	156,569	8,017	1,311	149,481	157,880
Fund balances carried forward	302,411	141,464	81,892	8,017	384,303	149,481

WomenZone

Charity number 1170163

Annual Report and Financial Statements
for the year ended 31 March 2021



Annual Report and Financial Statements
for the year ended 31 March 2021

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Prepared by West Yorkshire Community Accounting Service

WomenZone

Trustees' report for the year ended 31 March 2021

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
Rizwana Jamil	Chair	
Lorna James	Vice Chair	
Marcia Marczyński	Treasurer	
Tahera Kocholia	Trustee	
Charity number	1170163	Registered in England and Wales
Registered and principal address	Bankers	
19-21 Hubert Street	Yorkshire Bank plc	
Bradford	14 Broadway	
BD3 9TE	Bradford	
	BD1 1EZ	

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) formed on 14 November 2016 and is governed by a Constitution as amended on 12 December 2016 and 9 August 2021.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

- 1) To further or benefit the female residents and their families of Bradford, without distinction of 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 provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents. In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance or management of such a centre for activities promoted by the charity in furtherance of the above objects.
- 2) To promote social inclusion for the public benefit among women residents in Bradford preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society.

WomenZone

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

The charity's main activities

Womenzone provides a range of activities and services to promote education and support health and wellbeing, which includes:

- Gym, exercise classes, steam room, weight management support, healthy eating sessions
- Training programme – Talk English, ESOL, IT, soft skills
- ESF Groundwork Employability Project - employment support and work experience
- Day Opportunity project– A support group for over 50's to participate in relaxation, arts and crafts and healthy life style activities.
- Family services – Cook and Eat, Parents in the Lead, drop in and advice sessions
- Happy women- an opportunity for women to develop new initiatives
- “Giving Back” -A peer support and social action projects for older women
- “Active Families”- A project supporting families from lower socio-economic groups living in Bradford to become more physically active as part of their daily routines.
- Healthy Life Style- A programme to provide Mindfulness, cook & eat and Physical fitness sessions.
- COPD (Chronic Obstructive Pulmonary Disease)- A pilot project funded by CCG and delivered in partnership with Thornbury centre to establishing a Life Style Coach.
- Holiday Hunger Play Scheme to provide healthy breakfast and lunch to disadvantaged children

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 and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

Womenzone launched its 'Womenzone Digital Wellbeing Service' (WDWS) in direct response to the COVID-19 pandemic. It is now widely known that people from BAME backgrounds face greater risks of experiencing challenges and difficulties because of COVID-19. As many of our beneficiaries are South Asian women, beneficiaries and their families are likely to be adversely impacted by the pandemic. With the support of local volunteers, Womenzone identified the needs of local people by consulting with current beneficiaries about their current needs through telephone conversations.

In acknowledgement of this need, Womenzone developed WDWS to offer support and advice around mental and emotional wellbeing; culturally sensitive food parcels and hot meals; clothes donation and wellbeing packs; activity packs for children; digital activities like “Chai and a Chat” and ESOL; online exercise classes on Zoom and loss/grief/trauma support; COVID19 updates in community languages; and signposting to specialist services.

Womenzone had a team of volunteers with remarkable community spirit who were willing to support the most vulnerable families in our community during the pandemic.

We have been helping to tackle social isolation as many of our service users were required to self-isolate for 12 weeks as of 20th March 2020. Our staff have been in contact with them via telephone and online methods i.e. ZOOM sessions.

We have been successfully managing the Womenzone Digital Wellbeing Service to allow members of the public to contact a member of staff or volunteer if they need advice, support or signposting.

We have been very active on social media, i.e. Facebook, Twitter and Instagram with positive messages shared by our volunteers, staff and service users. We have shared a number of short videos within the community on how to stay happy, safe and healthy whilst self-isolating/social distancing during lockdown.

WomenZone

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities

Achievements and performance continued

Womenzone has developed The Play Gym and Hubert St Kitchen to support our work with local families from the Better Start Bradford (Bowling and Barkerend, Bradford Moor and Little Horton) area. We aim to support expectant families and families with children under the age of 4 to improve their lives and give them the best possible start in life. We will do this by addressing one or more of the following themes: Social and emotional development; Language and communication; Health and nutrition.

Financial review

The net income for the year was £234,822, including net income of £161,174 on unrestricted funds and net income of £73,648 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £274,925.

The trustees have designated £150,000 of these free reserves to a building fund.

Womenzone's reserve policy is to maintain a level of reserves that enables operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity.

Womenzone will maintain unrestricted reserves to provide cover for:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.
- To invest in growth and development.

In light of the uncertainty existing around the impact of Covid 19 on future income flows and the desire to make improvements to the community centre the trustees have reviewed the reserves policy and have decided that for the 2021/22 financial year reserves equivalent to between six and fourteen month's running costs should be maintained. This is between £121,650 and £283,850, based on budgeted 2021/2022 expenditure. As noted above actual reserves are currently £275,152.

Signed on behalf of the board of trustees on 13/1/2022

Marcia Marczynski (Trustee)

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2021, which are set out on pages 6 to 15.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACA which is one of the listed bodies.

I have completed my examination. I have identified a matter of concern in relation to the allocation of expenses to restricted funds which indicates accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.

It has come to my attention that, due to errors in the allocation of expenses, two restricted funds have been reported as having had additional expenditure, totalling £32,872, in the year ending 31 March 2021. This error has been discussed with the funders and revised balances at 31 March 2021 have been agreed, which are reported in these accounts. I am satisfied that this error was not deliberate and that trustees have now put in place systems to ensure that a similar error would not be repeated.

I confirm that, other than the above, 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; or
- 3 the accounts do 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 confirm that there are 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

14/1/2022

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

WomenZone

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Income from:					
Grants and donations	(2)	50,000	428,588	478,588	214,775
Contracts		64,143	-	64,143	5,806
Room hire and services		-	-	-	15,420
Sales and gym fees		9,190	-	9,190	13,786
Fundraising and trips		459	-	459	6,239
Total income		<u>123,792</u>	<u>428,588</u>	<u>552,380</u>	<u>256,026</u>
Expenditure on:					
Salaries and NIC	(3)	15,953	151,883	167,836	158,449
Payroll charges		102	2,760	2,862	600
Consultancy, freelance and sessional staff		3,167	23,012	26,179	29,191
Travel expenses		-	389	389	2,734
Training		-	2,280	2,280	2,663
Volunteer expenses		-	913	913	2,790
Rent, rates and venue hire		-	-	-	2,557
Utilities		2,962	3,631	6,593	12,034
Telephone, internet and postage		687	1,681	2,368	3,121
Printing and stationery		27	1,506	1,533	1,810
Publicity and marketing		-	250	250	2,670
Computers, maintenance and software		2,138	3,818	5,956	2,302
Insurance		243	1,649	1,892	1,967
Maintenance and cleaning		54	12,488	12,542	5,118
Maintenance contracts		1,422	161	1,583	2,381
Events and activities		6,338	30,410	36,748	4,726
Awards and grants		-	22,421	22,421	20,527
Equipment and materials		977	5,641	6,618	3,589
Food and refreshments		-	-	-	158
Security		58	607	665	132
Independent examination		1,320	-	1,320	960
Sundries		-	-	-	124
Licences and subscriptions		414	300	714	294
Depreciation		15,896	-	15,896	3,528
Total expenditure		<u>51,758</u>	<u>265,800</u>	<u>317,558</u>	<u>264,425</u>
Net income / (expenditure)		<u>72,034</u>	<u>162,788</u>	<u>234,822</u>	<u>(8,399)</u>
Transfers between funds		<u>88,913</u>	<u>(88,913)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>160,947</u>	<u>73,875</u>	<u>234,822</u>	<u>(8,399)</u>
Fund balances brought forward		<u>141,464</u>	<u>8,017</u>	<u>149,481</u>	<u>157,880</u>
Fund balances carried forward	(4a)	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>

All incoming resources and resources expended derive from continuing activities.

WomenZone
Balance sheet
as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 27,486	-	27,486	5,904
Total fixed assets	<u>27,486</u>	<u>-</u>	<u>27,486</u>	<u>5,904</u>
Current assets				
Debtors and prepayments	(6) 20,624	14,298	34,922	11,170
Cash at bank and in hand	(7) 259,149	73,145	332,294	148,300
Total current assets	<u>279,773</u>	<u>87,443</u>	<u>367,216</u>	<u>159,470</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 4,848	5,551	10,399	15,893
Total current liabilities	<u>4,848</u>	<u>5,551</u>	<u>10,399</u>	<u>15,893</u>
Net current assets / (liabilities)	<u>274,925</u>	<u>81,892</u>	<u>356,817</u>	<u>143,577</u>
Total assets less current liabilities	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>
Net assets	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>
Funds				
Unrestricted funds:				
General unrestricted funds	152,411	-	152,411	41,464
Designated funds	(4b) 150,000	-	150,000	100,000
Total unrestricted funds	<u>302,411</u>	<u>-</u>	<u>302,411</u>	<u>141,464</u>
Restricted funds	<u>-</u>	<u>81,892</u>	<u>81,892</u>	<u>8,017</u>
Total funds	<u>302,411</u>	<u>81,892</u>	<u>384,303</u>	<u>149,481</u>

The financial statements were approved by the board of trustees on 13/1/2022

Marcia Marczynski (Trustee)

WomenZone

Statement of cash flows for the year ended 31 March 2021

	2021 £	2020 £
Cash flows from operating activities:		
Net cash provided by (used in) operating activities	<u>221,472</u>	<u>25,254</u>
Cash flows from investing activities:		
Dividends and interest	-	-
Proceeds of sale of assets	-	-
(Purchase of tangible fixed assets)	(37,478)	-
Net cash provided by (used in) investing activities	<u>(37,478)</u>	<u>-</u>
Cash flows from financing activities:		
Repayments on borrowing	-	-
Cash inflows from new borrowing	-	-
Net cash provided by (used in) financing activities	<u>-</u>	<u>-</u>
Change in cash and cash equivalents in the reporting period	183,994	25,254
Cash and cash equivalents at the beginning of the reporting period	<u>148,300</u>	<u>123,046</u>
Cash and cash equivalents at the end of the reporting period	<u>332,294</u>	<u>148,300</u>

	2021 £	2020 £
Reconciliation of net movement in funds to net cash flow from operating activities		
Net movement in funds for the reporting period (as per the statement of financial activities)	234,822	(8,399)
Adjustments for:		
Depreciation charges	15,896	3,528
(Dividends and interest from investments)	-	-
Loss / (profit) on sale of fixed assets	-	-
(Increase) / decrease in debtors	(23,752)	17,316
Increase / (decrease) in creditors	(5,494)	12,809
Net cash provided by (used in) operating activities	<u>221,472</u>	<u>25,254</u>

	2021 £	2020 £
Analysis of cash and cash equivalents		
Cash at bank	332,150	148,353
Cash in hand	144	(53)
Total cash and cash equivalents	<u>332,294</u>	<u>148,300</u>

WomenZone

Notes to the accounts

for the year ended 31 March 2021

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, 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:

Office equipment: over 5 years

Gym and play equipment: over 3 years

Computer equipment - over 3 years

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

1 Accounting policies continued

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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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.

2 Grants and donations

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
BBC Children in Need	-	4,250	4,250	-
Better Start Bradford	-	66,406	66,406	-
Bradford District Metropolitan Council (BDMC)	10,000	15,000	25,000	10,000
Charities Aid Foundation (CAF)	-	50,452	50,452	-
Comic Relief	-	-	-	36,226
Garfield Weston	-	-	-	10,000
Go Higher	-	19,935	19,935	-
Groundwork	-	12,000	12,000	8,000
Healthy Holidays	-	12,000	12,000	5,047
HMRC Coronavirus Job Retention Scheme	-	23,773	23,773	-
Independent Age	-	15,000	15,000	-
Power to Change	20,000	-	20,000	-
Shipley College (DCLG)	-	-	-	42,362
Smallwood Trust	-	38,425	38,425	14,956
Sport England	-	65,755	65,755	85,684
Street Games	-	-	-	2,500
The National Lottery Community Fund	-	62,218	62,218	-
Transforming Lives for Good	-	6,000	6,000	-
Youth Endowment Fund	-	37,374	37,374	-
Donation - Northern Power Grid	20,000	-	20,000	-
	<u>50,000</u>	<u>428,588</u>	<u>478,588</u>	<u>214,775</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	157,378	151,887
Social security costs	12,017	7,350
Employment allowance	(4,000)	(3,000)
Pensions	2,441	2,212
	<u>167,836</u>	<u>158,449</u>

The average number employees during the year was 8.1, being an average of 6 full time equivalent (2020: 9, 6.6 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	2,441	2,212
Amount of any contributions outstanding at the year end	879	507

4a Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BBC Children in Need	-	4,250	1,567	(2,683)	-
Better Start Bradford	-	66,406	4,419	(34,096)	27,891
CAF Resilience Fund	-	50,452	49,165	(1,287)	-
BDMC Day Opportunities	(5,892)	10,000	-	-	4,108
ShIPLEY College (DCLG)	1,237	-	-	(1,237)	-
Go Higher	-	19,935	16,935	(3,000)	-
Groundwork	4,757	12,000	15,057	(1,700)	-
HAFP	-	11,000	5,120	(5,880)	-
Healthy Holidays 2020	-	5,000	1,597	(3,403)	-
Healthy Holidays 2020-2021	-	7,000	1,283	(5,717)	-
HMRC Job Retention Scheme	-	23,773	23,773	-	-
Independent Age	-	15,000	-	-	15,000
Smallwood Trust	665	-	265	(400)	-
Smallwood Trust Covid	-	38,425	32,425	(6,000)	-
Sport England	7,122	65,755	43,725	(10,522)	18,630
Street Games	128	-	128	-	-
Covid Community Support Fund	-	62,218	50,088	(12,130)	-
Youth Endowment Fund	-	37,374	20,253	(858)	16,263
	<u>8,017</u>	<u>428,588</u>	<u>265,800</u>	<u>(88,913)</u>	<u>81,892</u>

Transfers:

The transfers for the CAF Resilience and Youth Endowment funds are for the purchase of computer equipment that has been capitalised.

The transfer for the Better Start Bradford is for the purchase of play equipment that has been capitalised.

The transfers for Sport England are for the purchase of computer equipment that has been capitalised and for expenditure previously allocated to unrestricted funds.

The transfers for the Shipley College (DCLG), Go Higher, Groundwork, HAFP, HAFP Summer, Healthy Holidays 2020, Healthy Holidays 2020-2021, Smallwood Trust, Smallwood Trust Covid and Covid Community Support funds represent a contribution to core overhead costs including admin, management and premises costs.

The transfers for the BBC Children in Need fund is for the purchase of computer equipment that has been capitalised and a contribution to core overhead costs.

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

4a Restricted funds continued

Fund name	Purpose of restriction
BBC Children in Need	To equip staff with tools and additional capacity to adapt to COVID-19 and provide young people aged 5-18 with activity packs, food vouchers and support throughout the pandemic.
Better Start Bradford	To work with local families who have children under the age of 4 to improve their lives and give them the best possible start in life by launching The Play Gym and Hubert St Kitchen.
CAF Resilience Fund	To be used for charitable purposes only to continue our organisation's core work or Covid-19 emergency response activities during the current health emergency only.
BDMC Day Opportunities	To support 60 older BAME women participate in health improvement activities to improve their health and wellbeing and reduce social isolation.
Shipley College (DCLG)	To provide Talk English Courses and Activities all over Bradford to help people learn English, access services and get involved in the community.
Go Higher	To work with young people aged 13 – 19 years to improve their confidence, aspirations and self-esteem as well as inspire them to access higher education opportunities.
Groundwork	To support disadvantaged BAME women into training, volunteering and employment opportunities by offering one to one support.
HAFP	To provide holiday activities and food in the form of a meal in a safe environment which is Covid health and safety compliant.
Healthy Holidays 2020	To provide a holiday activity programme for children aged 5 -11 years, delivering healthy lifestyle messages through fun, creative and challenging activities.
Healthy Holidays 2020-2021	To provide a holiday activity programme for children aged 5 -11 years, delivering healthy lifestyle messages through fun, creative and challenging activities.
HMRC Job Retention Scheme	To contribute to the employment costs of furloughed staff.
Independent Age	To fund 'Get Connected' - a digital project to connect isolated BAME
Smallwood Trust	Working with disadvantaged women to build their confidence, encourage them to reach their potential and successful applications to training and volunteering opportunities.
Smallwood Trust Covid	To support the response to the COVID-19 crisis in the short, medium and longer term, in order to enable Womenzone to continue to meet the needs of financially vulnerable women.
Sport England	To support low income families from Bradford East, get active together and also alongside other families. This project helps individuals improve their physical and mental health, reduce isolation and promote wellbeing.
Street Games	To encourage young women aged 13–19 years to engage in physical activity and sports.
Covid Community Support Fund	To offer support and advice around mental and emotional wellbeing; culturally sensitive food parcels; hot meals; digital activities; online exercise classes; COVID19 updates in community languages; and signposting to specialist services
Youth Endowment Fund	COVID-19 grant to support vulnerable young people aged 10 – 14 years old at risk of becoming involved in youth violence and crime

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

4b Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Buildings	100,000			50,000	150,000
	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>150,000</u>

Fund name	Purpose of restriction
Buildings	To be used for planned building works.

5 Tangible assets	Computer equipment	Gym and play equipment	Office equipment	Total
<u>Cost</u>				
At 1 April 2020	-	7,020	5,940	12,960
Additions	3,382	34,096	-	37,478
At 31 March 2021	<u>3,382</u>	<u>41,116</u>	<u>5,940</u>	<u>50,438</u>
<u>Depreciation</u>				
At 1 April 2020	-	4,680	2,376	7,056
Charge for year	1,116	13,592	1,188	15,896
At 31 March 2021	<u>1,116</u>	<u>18,272</u>	<u>3,564</u>	<u>22,952</u>
<u>Net book value</u>				
At 31 March 2021	<u>2,266</u>	<u>22,844</u>	<u>2,376</u>	<u>27,486</u>
At 31 March 2020	<u>-</u>	<u>2,340</u>	<u>3,564</u>	<u>5,904</u>

6 Debtors and prepayments	2021 £	2020 £
Debtors	33,686	9,973
Prepayments	1,236	1,197
	<u>34,922</u>	<u>11,170</u>

7 Cash at bank and in hand	2021 £	2020 £
Current Account	332,150	148,353
Petty Cash	144	(53)
	<u>332,294</u>	<u>148,300</u>

8 Creditors and accruals	2021 £	2020 £
Creditors	8,454	3,259
Accruals	1,945	12,634
	<u>10,399</u>	<u>15,893</u>

WomenZone

Notes to the accounts continued for the year ended 31 March 2021

9 Related party transactions

Trustee expenses

During the year no trustee expenses were paid (2020: 1 trustee and £50 on travel).

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 key management personnel of the charity include the trustees and Co Chief Executives. The total employee benefits received by the Co Chief Executives were £83,335 (2020: £56,629).

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

10 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2021	2020
	£	
Within one year	791	791
In the second to fifth years inclusive	1,667	2458
Over five years from the balance sheet date	-	-
	<u>2,458</u>	<u>3,249</u>

WomenZone

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

	2021 Unrestricted funds £	2020 Unrestricted funds £	2021 Restricted funds £	2020 Restricted funds £	2021 Total funds £	2020 Total funds £
Income						
Grants and donations	50,000	10,000	428,588	204,775	478,588	214,775
Contracts	64,143	5,806	-	-	64,143	5,806
Room hire and services	-	15,420	-	-	-	15,420
Sales and gym fees	9,190	13,786	-	-	9,190	13,786
Fundraising and trips	459	6,239	-	-	459	6,239
Total income	123,792	51,251	428,588	204,775	552,380	256,026
Expenditure						
Salaries and NIC	15,953	20,321	151,883	138,128	167,836	158,449
Payroll charges	102	600	2,760	-	2,862	600
Consultancy, freelance and sessional	3,167	12,962	23,012	16,229	26,179	29,191
Travel expenses	-	9	389	2,725	389	2,734
Training	-	800	2,280	1,863	2,280	2,663
Volunteer expenses	-	-	913	2,790	913	2,790
Rent, rates and venue hire	-	2,557	-	-	-	2,557
Utilities	2,962	12,034	3,631	-	6,593	12,034
Telephone, internet and postage	687	2,679	1,681	442	2,368	3,121
Printing and stationery	27	549	1,506	1,261	1,533	1,810
Publicity and marketing	-	45	250	2,625	250	2,670
Computers, maintenance and software	2,138	751	3,818	1,551	5,956	2,302
Insurance	243	1,967	1,649	-	1,892	1,967
Maintenance and cleaning	54	4,618	12,488	500	12,542	5,118
Maintenance contracts	1,422	2,381	161	-	1,583	2,381
Events and activities	6,338	367	30,410	4,359	36,748	4,726
Awards and grants	-	10,119	22,421	10,408	22,421	20,527
Equipment and materials	977	1,300	5,641	2,289	6,618	3,589
Food and refreshments	-	58	-	100	-	158
Security	58	132	607	-	665	132
Independent examination	1,320	960	-	-	1,320	960
Sundries	-	81	-	43	-	124
Licences and subscriptions	414	294	300	-	714	294
Depreciation	15,896	3,528	-	-	15,896	3,528
Total expenditure	51,758	79,112	265,800	185,313	317,558	264,425
Net income / (expenditure)	72,034	(27,861)	162,788	19,462	234,822	(8,399)
Transfers between funds	88,913	12,756	(88,913)	(12,756)	-	-
Net movement in funds	160,947	(15,105)	73,875	6,706	234,822	(8,399)
Fund balances brought forward	141,464	156,569	8,017	1,311	149,481	157,880
Fund balances carried forward	302,411	141,464	81,892	8,017	384,303	149,481

WomenZone

Independent examiner's report to the trustees of WomenZone

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2021, which are set out on pages 6 to 15.

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

Since the CIO's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a member of ACA which is one of the listed bodies.

I have completed my examination. I have identified a matter of concern in relation to the allocation of expenses to restricted funds which indicates accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.

It has come to my attention that, due to errors in the allocation of expenses, two restricted funds have been reported as having had additional expenditure, totalling £32,872, in the year ending 31 March 2021. This error has been discussed with the funders and revised balances at 31 March 2021 have been agreed, which are reported in these accounts. I am satisfied that this error was not deliberate and that trustees have now put in place systems to ensure that a similar error would not be repeated.

I confirm that, other than the above, 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; or
- 3 the accounts do 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 confirm that there are 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.

Signed: 

Name: Rhys North ACA

14/1/2022

West Yorkshire Community Accounting Service

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