

Queensbury Support Centre

Charity number 1172579

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



West Yorkshire Community Accounting Service

Queensbury Support Centre

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Queensbury Support Centre

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
Patrick Sherry	Chair	
Robert Frost	Treasurer	
Joan Shepherd	Secretary	
Barbara Holmes		
Madeline Canavan		Appointed 27 April 2022
Wendy Clegg		Appointed 27 April 2022
Robert Hargreaves		Appointed 27 April 2022
Colette Jagger		Appointed 27 April 2022
Charity number	1172579	Registered in England and Wales

Registered and principal address

Baptist Church Support Centre
Chapel Street
Queensbury
Bradford
BD13 2PZ

Bankers

Virgin Money
7 Waterhouse Street
Halifax
HX1 1XZ

Independent examiner

Rhys North ACA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a Charitable Incorporated Organisation (foundation) formed on 13 April 2017 and is governed by a constitution. It was formerly known as Queensbury Day Centre.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by a general resolution at a properly constituted meeting of the trustees.

Queensbury Support Centre

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

Objectives and activities

The charity's objects

The relief of elderly people living in Queensbury, Bradford and the surrounding area through the provision of day care facilities for those who have need by reason of their age or infirmity for the care, recreation and physical and mental well-being of such persons.

The charity's main activities

Running a day centre from Tuesday to Thursday for elderly people in Queensbury and surrounding areas.

Public benefit statement

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

Achievements and performance

The last year presented the Centre with a number of extraordinary challenges, mainly caused by the Covid pandemic. At the beginning of the year our three-day per week day care service was cancelled because of the Covid crisis.

During the whole of the close down period, our volunteers and trustees maintained regular contact with the centre clients, mainly by telephone and conversations through open windows at their homes. The minibus was used to deliver shopping and meals, which had been provided by Queensbury Community Project.

We are grateful to Queensbury Tesco and Co-op for their donations of Christmas gifts which, again, were distributed under strict isolation rules.

The Furlough scheme ensured we were able to retain our staff who, though not able to be directly involved, did provide advice and information throughout the period.

We began the year with a healthy bank balance but early in 2022 the drain on the Centre finances was such that our staff were warned of the possibility of redundancy. This, thanks to the last-minute support of Northern Trains Ltd. with their generous donation of £25,000, did not prove to be necessary and we are now in a strong position to continue providing our service throughout the coming year.

My thanks go to our clients, staff, volunteers and all traders and organisations who have helped us to weather the storm and survive to continue serving our local community. We now look forward to another year serving and building on our experience over the last and previous 26 years.

Financial review

The net receipts for the year were £5,341, including net receipts of £5,341 on unrestricted funds and net receipts of £0 on restricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £45,937.

Approved by the board of trustees on 23/11/2022

Patrick Sherry (Trustee)

Queensbury Support Centre

Independent examiner's report to the trustees of Queensbury Support Centre

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 5 to 8.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Rhys North ACA

28/11/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Queensbury Support Centre
Receipts and payments account
for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	27,135	7,156	34,291	26,769
Client contributions		15,785	-	15,785	-
Other		-	-	-	10
Raffle (amenity)		869	-	869	-
Shop (amenity)		1,109	-	1,109	-
Fundraising		1,415	-	1,415	-
Total receipts		<u>46,313</u>	<u>7,156</u>	<u>53,469</u>	<u>26,779</u>
Payments					
Salaries and NI		26,148	7,156	33,304	32,341
Payroll fees		478	-	478	328
Food		4,580	-	4,580	-
Rent		4,320	-	4,320	-
Minibus costs		1,457	-	1,457	1,417
Insurance		363	-	363	936
Equipment, stationery and postage		386	-	386	10
Telephone		457	-	457	420
Fundraising costs		470	-	470	-
Independent examination		564	-	564	564
Covid support costs		-	-	-	250
Gifts and donations		27	-	27	-
Raffle (amenity)		48	-	48	-
Shop (amenity)		1,000	-	1,000	-
Other (amenity)		165	-	165	-
Bingo (amenity)		192	-	192	-
Other		317	-	317	26
Total payments		<u>40,972</u>	<u>7,156</u>	<u>48,128</u>	<u>36,292</u>
Net income / (expenditure)		<u>5,341</u>	<u>-</u>	<u>5,341</u>	<u>(9,513)</u>
Fund balances brought forward		<u>40,596</u>	<u>2,100</u>	<u>42,696</u>	<u>52,209</u>
Fund balances carried forward	(3)	<u>45,937</u>	<u>2,100</u>	<u>48,037</u>	<u>42,696</u>

Queensbury Support Centre
Statement of assets and liabilities
as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	45,618	2,100	47,718	42,286
Cash in hand	319	-	319	410
Total cash funds	<u>45,937</u>	<u>2,100</u>	<u>48,037</u>	<u>42,696</u>

Assets retained for the charity's own use

Minibus - at cost (purchased March 2019)	£
	12,000
	<u>12,000</u>

Liabilities

	£
Independent examination	480
HMRC PAYE	<u>354</u>
	<u>834</u>

The financial statements were approved by the board of trustees on 23/11/2022

Patrick Sherry (Trustee)

Queensbury Support Centre

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of accounting

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

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

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

Taxation

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

Fund accounting

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

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.

Queensbury Support Centre
Notes to the accounts continued
for the year ended 31 March 2022

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Northern Rail	25,000	-	25,000	-
HMRC Job Retention Scheme (JRS)	-	7,156	7,156	25,254
Bradford Metropolitan District Council (BMDC)	-	-	-	750
Donations	2,135	-	2,135	765
	<u>27,135</u>	<u>7,156</u>	<u>34,291</u>	<u>26,769</u>

3 Restricted funds	Balance b/f £	Receipts £	Payments £	Transfers £	Balance c/f £
BMDC - Covid Support	500	-	-	-	500
BMDC - Fundraising	1,600	-	-	-	1,600
HMRC JRS	-	7,156	7,156	-	-
	<u>2,100</u>	<u>7,156</u>	<u>7,156</u>	<u>-</u>	<u>2,100</u>

Fund name

Purpose of restriction

BMDC - Covid Support	To provide support towards pandemic costs in Queensbury.
BMDC - Fundraising	To enable the charity to investigate alternative sources of funding.
HMRC JRS	To support furlough costs of staff.

4 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.

Other transactions with trustees or related parties

Name of trustee or related party	Relationship to charity	Description of transaction	2022 £	2021 £
Pauline Sherry	Wife of trustee	Salary as cook for the day centre	6,969	6,820
			<u>6,969</u>	<u>6,820</u>

5 Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Amenity Fund	4,520	2,017	1,716	-	4,821
	<u>4,520</u>	<u>2,017</u>	<u>1,716</u>	<u>-</u>	<u>4,821</u>

Fund name

Reason for designation

Amenity Fund	The fund is for activity costs including trips.
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