

# **Queensbury Support Centre**

Charity number 1172579

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



# **Queensbury Support Centre**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **Queensbury Support Centre**

## **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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
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 Resigned 7 July 2023

<b>Charity number</b>	1172579	Registered in England and Wales
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<b>Registered and principal address</b>	<b>Bankers</b>
Queensbury Support Centre	Virgin Money
199 Albert Road	7 Waterhouse Street
Queensbury	Halifax
Bradford	HX1 1XZ
BD13 1QB	

### **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.

### **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 2023**

### **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**

This year has been a year of rebuilding the charity, following the devastation that was COVID-19 where the number of elderly clients was reduced significantly. We are just coming up to our first anniversary in our new premises which have proven to be a great success as they are much more suited to our purpose. After 28 years in operation the proof that we are still needed in the community perhaps even more than ever is evident; we have had numerous referrals from doctors, social workers, social prescribers, friends and family etc. We have recovered to 70% attendance and hope to continue this recovery in numbers. Funding as ever is an issue but we have had some success and feel confident for the future.

#### **Financial review**

The net payments for the year were £7,809 all relating to unrestricted funds.

#### **Reserves policy**

The charity's free reserves, at the year end were £38,128.

The charity does not have a reserves policy.

Approved by the board of trustees on Robert Hargreaves

22/1/2024 (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 2023, 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 charity as required by section 130 of the Charities Act;
- 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

24/1/2024

#### **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 2023**

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Receipts</b>					
Grants and donations	(2)	5,601	250	5,851	34,291
Client contributions		36,515	-	36,515	15,785
Raffle (amenity)		1,265	-	1,265	869
Shop (amenity)		2,232	-	2,232	1,109
Fundraising		1,517	-	1,517	1,415
<b>Total receipts</b>		<b>47,130</b>	<b>250</b>	<b>47,380</b>	<b>53,469</b>
<b>Payments</b>					
Salaries and NI		34,605	-	34,605	33,304
Payroll fees		380	-	380	478
Food		6,070	50	6,120	4,580
Rent		6,330	-	6,330	4,320
Minibus costs		2,461	-	2,461	1,457
Insurance		363	-	363	363
Equipment, stationery and postage		1,009	-	1,009	386
Telephone		371	-	371	457
Fundraising costs		21	-	21	470
Independent examination		480	-	480	564
Gifts and donations		20	-	20	27
Raffle (amenity)		43	-	43	48
Shop (amenity)		1,658	-	1,658	1,000
Other (amenity)		1,100	-	1,100	165
Bingo (amenity)		174	-	174	192
Other expenses		54	-	54	317
<b>Total payments</b>		<b>55,139</b>	<b>50</b>	<b>55,189</b>	<b>48,128</b>
<b>Net receipts / (payments)</b>		<b>(8,009)</b>	<b>200</b>	<b>(7,809)</b>	<b>5,341</b>
<b>Transfers between funds</b>		<b>200</b>	<b>(200)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(7,809)</b>	<b>-</b>	<b>(7,809)</b>	<b>5,341</b>
<b>Fund balances brought forward</b>		<b>45,937</b>	<b>2,100</b>	<b>48,037</b>	<b>42,696</b>
<b>Fund balances carried forward</b>	(3)	<b>38,128</b>	<b>2,100</b>	<b>40,228</b>	<b>48,037</b>

**Queensbury Support Centre**  
**Statement of assets and liabilities**  
**as at 31 March 2023**

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Cash funds</b>				
Cash at bank	37,715	2,100	39,815	47,718
Cash in hand	413	-	413	319
<b>Total cash funds</b>	<u>38,128</u>	<u>2,100</u>	<u>40,228</u>	<u>48,037</u>

**Debtors and prepayments**

	2023
	£
Prepayments - Insurance	121
	<u>121</u>

**Assets retained for the charity's own use**

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

**Liabilities**

	2023
	£
Accruals - Independent Examination fee	594
Taxation and social security	396
	<u>990</u>

The financial statements were approved by the board of trustees on Robert Hargreaves

22/1/2024 (Trustee)

# **Queensbury Support Centre**

## **Notes to the accounts**

### **for the year ended 31 March 2023**

#### **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 2023**

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Bradford Metropolitan District Council (BDMC)	3,000	250	3,250	-
The Gannett Foundation	643	-	643	-
HMRC Job Retention Scheme (JRS)	-	-	-	7,156
Northern Rail	-	-	-	25,000
Donations	1,958	-	1,958	2,135
	<u>5,601</u>	<u>250</u>	<u>5,851</u>	<u>34,291</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BMDC - Covid Support	500	-	-	-	500
BMDC - Fundraising	1,600	-	-	-	1,600
BMDC - Jubilee Party	-	250	50	(200)	-
	<u>2,100</u>	<u>250</u>	<u>50</u>	<u>(200)</u>	<u>2,100</u>

**Fund name**

BMDC - Covid Support

BMDC - Fundraising

BMDC - Jubilee Party

**Purpose of restriction**

To provide support towards pandemic costs in Queensbury.

To enable the charity to investigate alternative sources of funding.

To contribute to the running of a Jubilee Party. The transfer was for a contribution towards usual client lunch payments.

4 Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Amenity Fund	4,821	-	2,975	3,497	5,343
	<u>4,821</u>	<u>-</u>	<u>2,975</u>	<u>3,497</u>	<u>5,343</u>

**Fund name**

Amenity Fund

**Reason for designation**

The fund is for activity costs including trips.

**5 Related party transactions**

**Donations from trustees and related parties**

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £nil (2021: £nil).

**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**

			2023 £	2022 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Pauline Sherry	Wife of trustee	Salary as cook for the day	7,430	6,969
			<u>7,430</u>	<u>6,969</u>