

Queensbury Support Centre

Charity number 1172579

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



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COMMUNITY ACCOUNTING
WEST YORKSHIRE

Queensbury Support Centre

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Queensbury Support Centre

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
Patrick Sherry	Chair	
Wendy Clegg	Treasurer	
Joan Shepherd	Secretary	
Robert Frost		
Barbara Holmes		
Madeline Canavan		
Robert Hargreaves		Resigned 10 April 2024
Colette Jagger		Resigned 7 July 2023

Charity number 1172579 Registered in England and Wales

Registered and principal address	Bankers
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 2024

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

During the year, Queensbury Support Centre has made significant strides in enhancing the experience and impact of our day centre services for individuals aged 55 and over. One of our key achievements was relocating to new, modern premises. This move was essential to provide a better and more accessible environment for our clients, as the new facilities are all on one level, ensuring ease of access for those with mobility challenges. While the relocation was a shift for some, nearly all our clients embraced the change, and we have worked closely with them to ensure a smooth transition.

Our upgraded kitchen facilities have been another major milestone. This improvement not only allows us to cook meals more efficiently but also positions us to cater to an increasing number of clients as our services expand. These upgrades demonstrate our commitment to maintaining high standards of care and addressing the growing needs of our community.

Throughout the year, our dedicated team of four staff members and a remarkable group of volunteers have continued to provide vital support that combats social isolation among older individuals. The Centre remains a safe and welcoming space where clients can form meaningful connections, share experiences, and engage in enriching activities with their peers.

The impact of our work extends beyond individual clients, as we contribute to wider societal benefits. By fostering a sense of belonging and reducing feelings of loneliness, we improve the overall well-being of our beneficiaries, enabling them to remain active and engaged within their community. This, in turn, eases pressures on local healthcare and social services by promoting healthier lifestyles and enhancing mental health.

Looking ahead, we are committed to building on this year's achievements, continuing to improve our services, and reaching even more people in need within our community.

Financial review

The net payments for the year were £7,859, including net payments of £9,236 on unrestricted funds and net receipts of £1,377 on restricted funds.

Reserves policy

The charity's free reserves, at the year end were £28,892.

The CIO has agreed a reserves policy to ensure its financial stability and to protect its work in running the day centre. Reserves are maintained so as to cover key risks, particularly redundancy costs and rent payments in the event of the charity ceasing to operate. The trustees have agreed a reserves target of £15,000.

Approved by the board of trustees on 28/01/2025

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 2024, which are set out on pages 5 to 9.

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

28/01/2025

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 2024

	Notes	2024	2024	2024	2023
		Unrestricted	Restricted	Total	Total
		funds	funds	funds	funds
		£	£	£	£
Receipts					
Grants and donations	(2)	2,126	15,139	17,265	5,851
Client contributions		34,706	-	34,706	36,515
Raffle (amenity)		780	-	780	1,265
Shop (amenity)		1,781	-	1,781	2,232
Fundraising		-	-	-	1,517
Other income		482	-	482	-
Total receipts		<u>39,875</u>	<u>15,139</u>	<u>55,014</u>	<u>47,380</u>
Payments					
Salaries and NI		27,539	9,494	37,033	34,605
Payroll fees		340	-	340	380
Food		3,713	3,968	7,681	6,120
Rent		6,480	-	6,480	6,330
Minibus running costs		3,603	-	3,603	2,461
Insurance		350	-	350	363
Equipment, stationery and postage		131	191	322	1,009
Telephone		89	-	89	371
Independent examination		594	-	594	480
Gifts and donations		270	-	270	20
Raffle (amenity)		58	-	58	43
Shop (amenity)		1,573	-	1,573	1,658
Other (amenity)		1,950	109	2,059	1,100
Bingo (amenity)		242	-	242	174
Other expenses		54	-	54	75
Kitchen refurbishment		2,125	-	2,125	-
Total payments		<u>49,111</u>	<u>13,762</u>	<u>62,873</u>	<u>55,189</u>
Net receipts / (payments)		<u>(9,236)</u>	<u>1,377</u>	<u>(7,859)</u>	<u>(7,809)</u>
Fund balances brought forward		<u>38,128</u>	<u>2,100</u>	<u>40,228</u>	<u>48,037</u>
Fund balances carried forward	(3)	<u>28,892</u>	<u>3,477</u>	<u>32,369</u>	<u>40,228</u>

Queensbury Support Centre
Statement of assets and liabilities
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	28,452	3,477	31,929	39,815
Cash in hand	440	-	440	413
Total cash funds	<u>28,892</u>	<u>3,477</u>	<u>32,369</u>	<u>40,228</u>

Debtors and prepayments

	2024
	£
Prepayments	117
	<u>117</u>

Assets retained for the charity's own use

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

Liabilities

	2024
	£
Creditors	903
Accruals	780
Taxation and social security	453
	<u>2,136</u>

The financial statements were approved by the board of trustees on 28/01/2025

Patrick Sherry (Trustee)

Queensbury Support Centre

Notes to the accounts

for the year ended 31 March 2024

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 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Bradford Metropolitan District Council (BDMC)	-	13,014	13,014	3,250
Groundwork UK	-	1,125	1,125	-
We are Queensbury	-	1,000	1,000	-
The Gannett Foundation	-	-	-	643
Donations	2,126	-	2,126	1,958
	<u>2,126</u>	<u>15,139</u>	<u>17,265</u>	<u>5,851</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
BMDC - Fundraising & Covid	2,100	-	-	-	2,100
BMDC - Coronation	-	200	200	-	-
BMDC - Day Opportunities	-	12,814	12,785	-	29
Groundwork UK	-	1,125	-	-	1,125
We are Queensbury	-	1,000	777	-	223
	<u>2,100</u>	<u>15,139</u>	<u>13,762</u>	<u>-</u>	<u>3,477</u>

Fund name

BMDC - Fundraising & Covid

Purpose of restriction

To provide support towards pandemic costs in Queensbury and to enable the charity to investigate alternative sources of funding.

BMDC - Coronation

To contribute towards a Coronation celebration event.

BMDC - Day Opportunities

To support the running costs of the Tuesday to Thursday groups for older people.

Groundwork UK

To undertake a pen pals project with the local school.

We are Queensbury

To contribute towards food costs.

4 Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Amenity Fund	5,343	3,708	3,993	-	5,058
	<u>5,343</u>	<u>3,708</u>	<u>3,993</u>	<u>-</u>	<u>5,058</u>

Fund name

Amenity Fund

Reason for designation

The fund is for activity costs including trips.

Queensbury Support Centre
Notes to the accounts continued
for the year ended 31 March 2024

5 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

			2024	2023
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Pauline Sherry	Wife of trustee	Salary as cook for the day centre	7,264	7,430
			<u>7,264</u>	<u>7,430</u>