

Registered Charity Number: 1176562

Broomhill Community Trust

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 30 September 2021

Broomhill Community Trust

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Broomhill Community Trust

Legal and administrative information for the year ended 30 September 2021

Charity number

1176562

Trustees

Judith Pitchforth

Elaine Nunn

Katharine Harbord

Kathleen Whittaker

Dermot Gleeson

Chair

Treasurer

Appointed on 18 March 2021

Principal address

10 Taptonville Road

Broomhill

Sheffield

S10 5BR

Independent examiner

Sarah Lightfoot, FCA DChA

Employee of:

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

Broomhill Community Trust
Trustees' annual report
For the year ended 30 September 2021

The trustees submit their annual report and the financial statements for the year ended 30 September 2021.

Structure Governance & Management

Broomhill Community Trust (BCT) is a community-based CIO (Charity number 1176562) run entirely by volunteers which was registered in January 2018. It is associated with Broomhill Community Library Limited which was formed in 2014 to provide library facilities in the Broomhill area when restrictions on local authority funding meant the branch was facing closure.

The trustees are elected by the membership at the Annual General Meeting.

Objects and activities

The charity's objects are:

- The advancement of education for public benefit in the district of Broomhill, Sheffield and the surrounding area through the provision of a community lending library and associated services.
- To further benefit the residents of the area without distinction of sex, 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 interest of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.
- For the benefit of the inhabitants of the area of benefit to provide or assist in the provision of facilities for recreation and other leisure time occupation in the interests of social welfare with the object of improving the conditions of life for the inhabitants of the area of benefit in particular but not exclusively by the preservation, promotion, support, assistance and improvement of the gardens at Oriol House.

Summary of the main activities undertaken for the public benefit

The trustees have had regard to the guidance issued by the Charity Commission on public benefit when planning their activities.

BCT was established to progress the development of the library building and restoration of its heritage garden. The Trust operates to raise funds for this development project through donations, grants and developed revenue streams. The aim is to develop the building and garden into a hub and green space for the benefit of the local community.

BCT has continued to progress the development of the library building and the restoration of its heritage gardens. Successful applications for grant funding have been used to commission professional services from architects and landscape designers. Detailed design options have been developed in consultation with BCT Members, and library visitors. Members and other volunteers have continued to clear the garden areas in preparation for future works.

Activities during the year

Context

The library service at Broomhill has been co-delivered by agreement between Sheffield City Council (SCC) and Broomhill Community Library (BCL) Limited since September 2014. The library continues to be staffed entirely by volunteers whilst the building and its gardens are owned by the local authority. The agreement with SCC Library Services operates in accordance with a Memorandum of Understanding (MoU). In January 2018 Broomhill Community Trust (BCT) was established as a Charitable Incorporated Organisation (CIO). Whilst BCL exists primarily to deliver the existing library service, BCT has operated to progress the development of the library building and its gardens towards a future sustainable community hub. Both organisations operate within a single governance structure.

Achievements and Current Operating Position

Most operations and activities of BCT were constrained by the precautions taken against Covid.

BCT income usually comes from grants and donations. Whilst the restrictions on the use of the library building impacted on our fundraising events and activities, we were able to run a number of successful events as part of the Broomhill Festival, and Heritage Open Days. We also held a used toy sale in the library, during the summer holidays. All of these events helped us to raise just under £1,000, which was £800 more than the previous year.

The Covid pandemic also impacted on BCT's ability to raise grant funding, as funders continued to prioritise grants to help organisations most affected by the pandemic. BCT has no premises or staffing costs, so was ineligible for Covid-related government funding. However, BCT was grateful for the legacy from one of our volunteers who sadly died pre pandemic. An interim payment was received during September 2021.

BCT successfully applied for a Ward Pot grant to replace the community noticeboard in the main thoroughfare of Broomhill. The board was erected by two of the volunteers and has proved to be a valuable asset to the local community.

Yorkshire Gardens Trust kindly awarded us a grant of £1,000 towards the cost of the new plants in the driveway garden.

Building and Garden Development

The rear garden wall repair was completed during the autumn of 2020. We gained permission to place a sign on the pillar at the top of the drive to advertise the Pocket Park. The sign was put up in April and unfortunately came down in July when a vehicle demolished the pillar and low wall on entering the drive. We are awaiting a satisfactory repair.

Plants for the Pocket Park arrived during October 2020, when the library was being used more frequently, and volunteers guided by our landscape architects, Urban Wilderness, completed the planting. We decided to delay the official opening until the Broomhill Festival, hoping the restrictions may have been lifted. At the time however, 30 people were allowed to congregate in the open air, so we went ahead with the opening. Baroness Bennett of Manor Castle performed the opening ceremony on a lovely sunny day, ably assisted by two of the pupils from Broomhill Infants School Council.

Broomhill Community Trust
Trustees' annual report - continued
For the year ended 30 September 2021

During this year BCT submitted a pre-planning application to SCC for the development project, and was delighted by the feedback received. The SCC Access Liaison group commented that the plans had been drawn up with access at their heart and not as an add-on. We commissioned a Quantity Surveyor's report to cost the project, which will enable us to consider appropriate funding requirements. Taking the plans to reality will however be a major undertaking and may well significantly affect how the library operates within the volunteer library structure currently in place.

Heritage Open Days

The ongoing pandemic limited the offer for the Heritage Open days, but a successful food event took place and one of the volunteers compiled a vegetarian recipe book, which is currently on sale.

Funding

The BCT Funding Group is meeting regularly and continues to work towards preparing a funding bid for the next stage of the development.

As noted in last year's report, we were notified in August 2020 that BCT has been named as a beneficiary in the will of one of our former friends and volunteers, who had worked at the library for several years. We are very grateful to her. An interim payment of £50,000 was received during the year, of which the trustees determined to set aside £45,000 into a designated fund to support the development project – by providing up front funds and match funding for grant applications. A final payment is due when the estate accounts are finalised – the timing and amount of this is currently unknown.

The charity's policy on reserves

As at 30 September 2021 BCT had free reserves (general fund cash) of £6,718. The current minimum reserve is £500, which is in line with the level of annual commitments. Free reserves were increased this year by £5,000 from the legacy.


Looking to the future

Following useful interim discussions with HLF, the Funding group will continue to work on the Project Enquiry to the Heritage Lottery Fund, with a view to applying for development funding to increase the resilience of the organisation, prior to any capital funding applications. The Building Development Group will work with the architects and other professionals to inform any funding bids.

It is hoped that the main fundraising events will take place in the summer, once the restrictions have all been lifted.

SCC funding arrangements for all Sheffield Libraries are currently under review and the outcome will inform future plans to develop the library building and garden.

Approved by the board of trustees on 21 February 2022 and signed on their behalf by:


.....
Judith Pitchforth
Chairperson

Independent examiner's report to the trustees of Broomhill Community Trust ("the Charity")

I report to the trustees on my examination of the accounts of the Charity for the year ended 30 September 2021.

Responsibilities and basis of report

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 Act and 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 Trust 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.

Signed: S Lightfoot
Sarah Lightfoot, FCA DChA
Employee of:
VAS Community Accountancy
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Date: 28 February 2022

Broomhill Community Trust
Receipts & payments account
For the year ended 30 September 2021

	Notes	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Receipts							
Grants	2	-	1,340	1,340	-	1,000	1,000
Donations		558	300	858	333	-	333
Legacies		50,000	-	50,000	-	-	-
Fundraising events		675	272	947	229	-	229
Total receipts		51,233	1,912	53,145	562	1,000	1,562
Payments							
Fundraising events costs		-	-	-	60	-	60
Advertising and marketing		-	312	312	-	-	-
Insurance		251	-	251	238	-	238
Professional fees		300	729	1,029	517	6,275	6,792
Services		50	1,182	1,232	-	1,270	1,270
Grounds maintenance		-	2,013	2,013	-	527	527
Accountancy/Independent examination fee		240	-	240	420	-	420
Total payments		841	4,236	5,077	1,235	8,072	9,307
Net receipts/(payments)		50,392	(2,324)	48,068	(673)	(7,072)	(7,745)
Transfers	3	86	(86)	-	-	-	-
Net movement after transfers		50,478	(2,410)	48,068	(673)	(7,072)	(7,745)
Cash funds brought forward		1,240	7,476	8,716	1,913	14,548	16,461
Cash funds carried forward		51,718	5,066	56,784	1,240	7,476	8,716

Broomhill Community Trust
Statement of assets and liabilities
As at 30 September 2021

	General Funds	Designated funds	Restricted funds £	Total 2021 £	Total 2020 £
Cash assets					
Current account	6,718	45,000	5,066	56,784	8,716
	<u>6,718</u>	<u>45,000</u>	<u>5,066</u>	<u>56,784</u>	<u>8,716</u>

Assets retained for the charity's own use

	Current value 2021 £	Current value 2020 £
Computer equipment	<u>261</u>	<u>348</u>

Debtors

	2021 £	2020 £
Legacies due - see trustee report for further information	<u>unknown</u>	<u>-</u>

Liabilities

	2021 £	2020 £
Independent Examination fee/ Accountancy fee	<u>540</u>	<u>240</u>

Approved by the board of trustees on 21 February 2022 and signed on their behalf by:

.....
 Judith Pitchforth
 Chairperson

Broomhill Community Trust
Notes to the accounts
For the year ended 30 September 2021

1 Notes on the preparation of the accounts

Receipts and payments accounts are statements that summarise the movement of cash into and out of the charity during the financial year. In this context "cash" includes cash equivalents, for example, bank accounts where cash can be readily withdrawn to pay for debts as they become due.

Unrestricted funds comprise of general funds and designated funds. General funds are expendable at the discretion of the trustees in furtherance of the objectives of charity.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the accounts.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the accounts.

2 Grants

	Unrestricted funds	Restricted funds	Total 2021	Unrestricted fund	Restricted funds	Total 2020
	£	£	£	£	£	£
Sheffield City Council - Ward Pot	-	340	340	-	-	-
Yorkshire Gardens Trust	-	1,000	1,000	-	-	-
Freshgate Trust	-	-	-	-	1,000	1,000
	<u>-</u>	<u>1,340</u>	<u>1,340</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>

3 Restricted funds

	Brought Forward	Receipts	Payments	Transfers	Carried Forward
	£	£	£	£	£
National Lottery Awards for All	86	-	-	(86)	-
Sheffield City Council - Pocket Parks (MHCLG)	7,331	-	(2,924)	-	4,407
South Yorkshire's Community Foundation	59	-	-	-	59
Yorkshire Gardens	-	1,000	(1,000)	-	-
SCC - Ward Pot - Community Noticeboard	-	340	(312)	-	28
Garden	-	272	-	-	272
Memorial plaque	-	300	-	-	300
	<u>7,476</u>	<u>1,912</u>	<u>(4,236)</u>	<u>(86)</u>	<u>5,066</u>

Details of the main restricted projects can be found in the Trustees' annual report.

4 Designated funds

	Brought Forward	Receipts	Payments	Transfers	Carried Forward
	£	£	£	£	£
Development project	-	45,000	-	-	45,000
	<u>-</u>	<u>45,000</u>	<u>-</u>	<u>-</u>	<u>45,000</u>

Development project

As noted in the Trustees' annual report, the trustees have determined to set aside £45,000 of the legacy received towards the building and garden development project.

4 Trustees' remuneration

No trustees received remuneration or out of pocket expenses during the financial year.

5 Related Parties

The were no related party transactions to report during the financial year.