

Primetime at the Vine

Charity number 1180235

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

PRIMETIME at The Vine



West Yorkshire Community Accounting Service

Primetime at the Vine

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

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Prepared by West Yorkshire Community Accountancy Service CIO

Primetime at the Vine

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
Rev. Gary Hodgson	Chair of trustees	
Rev. Philippa Slingsby		Resigned 3 February 2022
Vicky Bell		
Louise Coates-Black		
Elizabeth Gallagher		Appointed 3 February 2022
Charles Glenn		Appointed 3 February 2022

Charity number	1180235	Registered in England and Wales
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Registered and principal address	Bankers
The Vine Community Centre	Yorkshire Bank
Parsonage Road	14 Broadway
Laisterdyke	Bradford
Bradford BD4 8PL	BD1 1EZ

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) Foundation formed on 8 October 2018 and is governed by a constitution.

Method of recruitment and appointment of trustees

Trustees are appointed for a term of 3 years by a resolution at a properly convened meeting of the charity trustees.

The Vicar of Tong and Laisterdyke shall automatically be a charity trustee as long as he or she holds that office.

Primetime at the Vine

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

Objectives and activities

The charity's objects

The following objects will be undertaken in accordance with Christian principals:

To promote for the benefit of the inhabitants of Bradford and throughout the UK without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants 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 other leisure time occupations with the objects of improving the conditions of life of the said inhabitants, in particular for those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage by providing a range of social events, educational and volunteering opportunities, skill development, information and advice services and recreational activities; and

To establish or secure the establishment of a community centre (hereinafter called 'the centre') and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects.

The charity's main activities

Primetime at The Vine creates positive places where we are all safe, have fun, are genuinely cared for, good behaviour is modelled, and everyone has an opportunity to contribute and grow.

The Vine centre is used 7 days a week for a range of activities - some delivered by us, some in partnership with other providers.

- o Primetime Meeting Point has continued to provide activity sessions for the over 50s, for 5-days each week, from within our centre and other spaces in the local community.
- o Primetime Bradford has provided after-school and school-holiday activity sessions.
- o We have grown new partnerships to develop our Young Leaders Network, an accredited programme which is designed to empower Young Leaders to design, develop and deliver social action.
- o We have established a Primetime NEET Support Centre, providing 1-to-1 and group support, training and social opportunities for young people not in employment, education or training (NEET).

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 the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage.

Achievements and performance

PTV want to say "Thank you" for helping us continue to give our community opportunities to Smile, Share and Surprise those around them. We could not have done so without the generosity of our supporters.

The demand for our services is as high now, sometimes higher, than at any point during the pandemic. We responded by safely re-opening face-to-face delivery, alongside options of online and remote support. We were able to make good development progress, in line with our '2021-24 Organisational Plan'.

Over the year, we worked with 73 older people and 28 vulnerable adults. 379 children and young people accessed our programme, and many more have been engaged through our community café, work on the streets and in schools.

Primetime at the Vine

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

Achievements and performance continued

The Vine Community Centre

We were able to open 6-days each week, providing a safe space, where 'it's OK not to be OK'. During a recent community consultation, 100% of respondents agreed that they felt "The Vine Centre is a valuable asset for our community". Our community café has been re-established, providing affordable and nutritious meals for 5-days a week. Our food pantry has continued and we have provided emergency food parcels. We improved fuel efficiencies, including purchasing new fridges and ovens, and have begun to explore renewable energy options.

Primetime Meeting Point

Is provided four days of activities for the over 50s. Beneficiaries have enjoyed regular social groups, crafts, group games, fitness classes and trips. We have promoted independence through a range of choices and self-serving stations. A new 3x weekly men's group was initiated to engage men into our programme.

Fresh Fruit Families

We provided weekly sessions for families, with opportunities for parents to access support and pre-schoolers to learn through play. We began the year providing individual boxes for families, and then opened the sessions to cater for more families. To help isolated parents, we ran regular online social evenings.

Primetime Bradford

Is our programme for Children and Young People. We continued to provide blended daily after-school and school-holiday activity sessions from our centre. We worked with delivery partners across 12 local communities, to deliver a timetable of more than 23 sessions each week. Using this model, we have also continued to deliver and pilot programmes within Huddersfield. We delivered 6141 meals to local households through our Cook & Eat activity programme. Our Spectrum group met face-to-face weekly, supporting young people who identify as LGBTQ+, young people who struggle with their mental health and/or learning disabilities. Toward the end of the year we provided daily lunch time support in the local Bradford Forster Academy.

Primetime NEET Support

We have worked with a number of young adults to support them in improving their employability through computer access, CV writing and training. We also established an Adult Leaders course, helping us to engage new young adults.

Young Leaders Network

Our programme is designed to empower Young Leaders to design, develop and deliver social action projects, through our own ASDAN accredited 'Leading in a Community Settings Award'. 27 Young Leaders have been able to support our local programme during the year, and have achieved accredited certificates. We partnered with 12 churches and youth work providers from across the UK who delivered our programme in their local communities (total 55 accreditations).

Annual Awards Celebration

Unfortunately, our event has been postponed until July 2022 due to restrictions in place.

Our communities have come to appreciate us as an integral part of their lives and we feel proud to serve local community in this way.

Primetime at the Vine

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

Financial review

The net income for the year was £13,279, including net income of £21,625 on unrestricted funds and net income of £-8,346 on restricted funds.

Reserves policy

The trustees will aim to hold free reserves of around 3 to 6 months total expenditure in order to enable the smooth running of the charity and also to allow for an orderly winding up if that situation arose. Based on budgeted expenditure of £240k, this would equate to a lower limit of £60k and an upper limit of £120k.

The charity's free reserves, excluding fixed assets, at the year end were £82,366.

Covid-19

Whilst the charity has been impacted by the global Covid-19 virus, the trustees have assessed 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.

Signed on behalf of the board of trustees on 11 January 2023

Gary Hodgson (Trustee)

Primetime at the Vine

Independent examiner's report to the trustees of Primetime at the Vine

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 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 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 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

17 January 2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Primetime at the Vine

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)	20,302	218,077	238,379	270,446
Fundraising and fee income		29,612	-	29,612	9,905
Bank interest		44	-	44	-
Total income		<u>49,958</u>	<u>218,077</u>	<u>268,035</u>	<u>280,351</u>
Expenditure on:					
Wages and pensions	(3)	12,648	162,553	175,201	152,558
Finance and admin		3,492	4,092	7,584	7,506
Staff and volunteer training		103	2,930	3,033	4,651
Sessional work		-	1,240	1,240	1,479
Activities and trips - Primetime		-	5,101	5,101	5,349
Activities and trips - Vintage Vines		-	5,527	5,527	2,496
Food and refreshments		2,389	12,099	14,488	16,588
Resources		510	3,544	4,054	11,627
Utilities and maintenance		6,583	18,008	24,591	20,024
Licences and insurance		-	1,494	1,494	1,750
Office costs		-	536	536	965
Capability, advice and marketing		2,451	329	2,780	6,234
Legal and professional		-	1,285	1,285	-
Monitoring and evaluation		-	288	288	288
Independent examination		-	1,080	1,080	1,080
Depreciation		6,474	-	6,474	5,918
Total expenditure		<u>34,650</u>	<u>220,106</u>	<u>254,756</u>	<u>238,513</u>
Net income / (expenditure)		<u>15,308</u>	<u>(2,029)</u>	<u>13,279</u>	<u>41,838</u>
Transfers between funds		<u>6,317</u>	<u>(6,317)</u>	<u>-</u>	<u>-</u>
Net movement in funds		<u>21,625</u>	<u>(8,346)</u>	<u>13,279</u>	<u>41,838</u>
Fund balances brought forward		<u>78,123</u>	<u>56,882</u>	<u>135,005</u>	<u>93,167</u>
Fund balances carried forward	(4)	<u>99,748</u>	<u>48,536</u>	<u>148,284</u>	<u>135,005</u>

All incoming resources and resources expended derive from continuing activities.

Primetime at the Vine
Balance sheet
as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 17,382	-	17,382	17,539
Total fixed assets	<u>17,382</u>	<u>-</u>	<u>17,382</u>	<u>17,539</u>
Current assets				
Debtors and prepayments	(6) -	1,485	1,485	1,359
Cash at bank and in hand	(7) 83,446	47,051	130,497	132,187
Total current assets	<u>83,446</u>	<u>48,536</u>	<u>131,982</u>	<u>133,546</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 1,080	-	1,080	16,080
Total current liabilities	<u>1,080</u>	<u>-</u>	<u>1,080</u>	<u>16,080</u>
Net current assets / (liabilities)	<u>82,366</u>	<u>48,536</u>	<u>130,902</u>	<u>117,466</u>
Net assets	<u>99,748</u>	<u>48,536</u>	<u>148,284</u>	<u>135,005</u>
Funds				
Unrestricted funds	99,748	-	99,748	78,123
Restricted funds	-	48,536	48,536	56,882
Total funds	<u>99,748</u>	<u>48,536</u>	<u>148,284</u>	<u>135,005</u>

Primetime at the Vine

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 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:

Project and office equipment: over 4 years

Furniture, fixtures and fittings: over 5 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.

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.

Primetime at the Vine

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 £
Primetime				
Clarion Futures	-	4,483	4,483	12,602
Reaching Communities	-	59,118	59,118	50,847
BBC Children in Need	-	-	-	19,713
Other Primetime grants	-	4,500	4,500	10,400
Vintage Vines				
Awards For All	-	10,000	10,000	-
Bradford City Challenge	-	3,500	3,500	1,500
City of Bradford Met. District Council (CBMDC)	-	29,995	29,995	29,995
Other grants				
CBMDC - HAF	-	16,080	16,080	-
CBMDC - Utilities	-	7,125	7,125	7,125
CBMDC - VCS	-	10,001	10,001	-
ESFA	-	5,500	5,500	-
Garfield Weston Foundation	15,000	-	15,000	15,000
Henry Smith	-	61,775	61,775	85,325
Sir George Martin Trust	-	3,000	3,000	-
The Souter Trust	-	3,000	3,000	-
CBMDC C19 Winter Food	-	-	-	9,312
Leeds Community Foundation (LCF)	-	-	-	10,000
HMRC Job Retention Scheme (JRS)	-	-	-	11,789
Donations	5,302	-	5,302	6,838
	<u>20,302</u>	<u>218,077</u>	<u>238,379</u>	<u>270,446</u>

3 Staff costs and numbers

	2022 £	2021 £
Gross salaries	162,777	142,533
Social security costs	5,333	4,201
Pensions	7,091	5,824
	<u>175,201</u>	<u>152,558</u>

The average number employees during the year was 13.1, being an average of 9 full time equivalent (2021: 14, 8 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	7,091	5,824

Primetime at the Vine

Notes to the accounts continued

for the year ended 31 March 2022

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Primetime					-
Reaching Communities	23,048	59,118	57,727	-	24,439
Clarion Futures	6,834	4,483	8,748	-	2,569
Other Primetime funds	1,569	4,500	6,069	-	-
				-	-
Vintage Vines					-
CBMDC	112	29,995	27,507	-	2,600
Awards For All	-	10,000	5,275	-	4,725
Bradford City Challenge	-	3,500	3,500	-	-
				-	-
Other funding					-
CBMDC	-	7,125	7,125	-	-
Henry Smith	8,544	45,000	46,519	-	7,025
Community March Challenge	16,775	16,775	32,710	(840)	-
Sir George Martin Trust	-	3,000	720	(2,280)	-
CBMDC - HAF	-	16,080	16,080	-	-
ESFA	-	5,500	5,500	-	-
The Souter Trust	-	3,000	-	-	3,000
CBMDC - VCS	-	10,001	2,626	(3,197)	4,178
	<u>56,882</u>	<u>218,077</u>	<u>220,106</u>	<u>(6,317)</u>	<u>48,536</u>

Fund name

Purpose of restriction

Primetime

Reaching Communities
Clarion Futures
Other Primetime funds

For Primetime sessions.
Towards Sutton Seniors expenditure and Primetime Sutton HOP
Towards materials, resources and equipment.

Vintage Vines

CBMDC
Awards For All
Bradford City Challenge

Provision of elderly persons day centre.
Towards the costs for the community kitchen.
To contribute to Vintage Vines core costs.

Other funding

CBMDC
Henry Smith
Community March Challenge

Sir George Martin Trust
CBMDC - HAF
ESFA
The Souter Trust
CBMDC - VCS

Towards community centre utilities.
Towards running costs.
Funding from Henry Smith to provide a range of support for disadvantaged persons impacted by C19.
Towards equipment for community café.
School holiday food and activity programme.
To help apprentices obtain level 4 qualifications.
Any core cost.
Capacity building for the community café.

The transfers relate to fixed asset purchases where the assets are for the general purposes of the charity.

Primetime at the Vine
Notes to the accounts continued
for the year ended 31 March 2022

5 Tangible assets

	Furniture, fixtures and fittings	Office equipment	Total
<u>Cost</u>	£	£	£
At 1 April 2021	16,530	15,348	31,878
Additions	6,317	-	6,317
At 31 March 2022	22,847	15,348	38,195
<u>Depreciation</u>			
At 1 April 2021	3,928	10,411	14,339
Charge for year	4,569	1,905	6,474
At 31 March 2022	8,497	12,316	20,813
<u>Net book value</u>			
At 31 March 2022	14,350	3,032	17,382
At 31 March 2021	12,602	4,937	17,539

6 Debtors and prepayments

	2022	2021
	£	£
Debtors	-	-
Prepayments	1,485	1,359
	1,485	1,359

7 Creditors and accruals

	2022	2021
	£	£
Creditors	-	-
Accruals	1,080	1,080
Deferred grant income	-	15,000
	1,080	16,080

8 Deferred grant income

	2022	2021
	£	£
Income released to the SOFA	15,000	30,000
Income received in the year	-	-
Income deferred to future periods	-	15,000
Income recognised on SOFA	15,000	15,000

In the year ended 31 March 2020 the charity received a grant from Garfield Weston being unrestricted funding for three years where the funder stated that the grant was to be utilised in yearly amounts in accordance with a budget proposal.

Primetime at the Vine
Notes to the accounts continued
for the year ended 31 March 2022

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 key management personnel of the charity include the trustees and Chief Officer. The total employee benefits received by the Chief Officer were £12,463 (2021: £11,605).

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

Primetime at the Vine

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	20,302	21,838	218,077	248,608	238,379	270,446
Fundraising and fee income	29,612	9,905	-	-	29,612	9,905
Bank interest	44	-	-	-	44	-
Total income	49,958	31,743	218,077	248,608	268,035	280,351
Expenditure						
Wages and pensions	12,648	6,901	162,553	145,657	175,201	152,558
Finance and admin	3,492	-	4,092	7,506	7,584	7,506
Staff and volunteer training	103	84	2,930	4,567	3,033	4,651
Sessional work	-	-	1,240	1,479	1,240	1,479
Activities and trips - Primetime	-	-	5,101	5,349	5,101	5,349
Activities and trips - Vintage Vines	-	-	5,527	2,496	5,527	2,496
Food and refreshments	2,389	-	12,099	16,588	14,488	16,588
Resources	510	839	3,544	10,788	4,054	11,627
Utilities and maintenance	6,583	6,599	18,008	13,425	24,591	20,024
Licences and insurance	-	121	1,494	1,629	1,494	1,750
Office costs	-	-	536	965	536	965
Capability, advice and marketing	2,451	-	329	6,234	2,780	6,234
Monitoring and evaluation	-	-	288	288	288	288
Independent examination	-	360	1,080	720	1,080	1,080
Depreciation	6,474	5,918	-	-	6,474	5,918
Total expenditure	34,650	20,822	218,821	217,691	253,471	238,513
Net income / (expenditure)	15,308	10,921	(744)	30,917	14,564	41,838
Transfers between funds	6,317	17,928	(6,317)	(17,928)	-	-
Net movement in funds	21,625	28,849	(7,061)	12,989	14,564	41,838
Fund balances brought forward	78,123	49,274	56,882	43,893	135,005	93,167
Fund balances carried forward	99,748	78,123	49,821	56,882	149,569	135,005