

The Hive Silsden CIO

Charity number 1182526

Annual Report and Financial Statements for the year ended 30 April 2024



The Hive Silsden CIO

Annual Report and Financial Statements for the year ended 30 April 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

The Hive Silsden CIO

Trustees' report for the year ended 30 April 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
Janet Russell	Chair	
Peter Marshall	Treasurer	Appointed 10 January 2025 Resigned 21 February 2025
Peter Britton	Treasurer	Appointed 27 June 2023 Resigned 17 June 2024
Stephanie Calvert-Smith		Resigned 21 February 2025
Rachel Miller		
Andrew Robertson		Resigned 31 October 2023
Mark Wogden		Appointed 17 May 2023
Mark Whitrod		Appointed 15 January 2024 Resigned 18 November 2024
Janet Jones		Appointed 28 March 2024
Charity number	1182526	Registered in England and Wales

Registered and principal address	Bankers
The Hive	Co-operative Bank plc
53-55 Elliott Street	Skelmersdale
Silsden	WN8 6WT
Keighley	
BD20 0DE	

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 (CIO) foundation formed on 19 March 2019 and is governed by a constitution.

Method of recruitment and appointment of trustees

The charity is a foundation and therefore the members of the charity are its trustees. Trustees may be appointed at any time, however a trustee who has served for three consecutive terms (of three years) may not be reappointed for a fourth consecutive term but may be reappointed after an interval of at least one year.

The Hive Silsden CIO

Trustees' report (continued) for the year ended 30 April 2024

Objectives and activities

The charity's objects

To further or benefit the residents of Silsden, West Yorkshire and the neighbourhood, 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 interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community resource centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a facility for activities promoted by the charity in furtherance of the above objects.

The charity's main activities

Running of a community centre, ensuring we have a venue for use by the community of Silsden and surrounding areas. We provide a venue to hire and provide additional events and activities for the community.

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

As we moved into 2024 the run of Covid had still not disappeared, and the cost of living was still hurting a lot of families. We were keeping a wary eye on the costs of utilities for the building, whilst continuing to help our community through difficult times.

Our Preschool was growing, making sure that more people whose families were still very young could go out to work. Bradford's midwives and health visitors continued to run services from our healthcare room, and we took on an apprentice employee early in 2024 to assist with the Administration.

During the financial year 2023-2024 Peter Britton joined us as our new Treasurer, and Mark Wogden, who took a special interest in the building and its insulation and energy, and Mark Whitrod, who offered much needed help with bid writing both joined the Board. Trustee Rachel Miller continued her valuable work on our policies, and with Stephanie Calvert-Smith on employee terms and conditions and pay scales, amongst other tasks. Sadly, due to a change in work commitments, Andrew Robertson had to step down.

In partnership with Bradford Youth Services, we were able to reinstate some provision for young people, with twice weekly evening youth clubs for young people in two different age groups, providing leisure activities both in our activity room and outside in the Multi Use Games Area (MUGA). We also introduced a monthly Saturday morning youth group for 8–12-year-olds, which we hope to increase in the coming year.

With Bradford Metropolitan District Council (BMDC) giving permission to use the field reaching down to the canal, we planned more activities which could include team games, a woodland walk, gardening, and forest school activities.

Our Centre Manager, Jill Cook, was taken on as an Anchor worker for our local Community Partnerships group, concentrating on health outcomes. We also became the 'host' organisation for another Community Partnership worker. This was a huge step forward in terms of financial stability.

Due to the continued and dedicated hard work of the management team and Preschool workers, the Preschool established itself within the community, and numbers rose to the point where we needed to, and did invest in an extra member of staff to care for more children. We were delighted to note that in February 2024 the Preschool received an Ofsted rating of "Good".

The Hive Silsden CIO

Trustees' report (continued) for the year ended 30 April 2024

Achievements and performance continued

Our continued service to the community certainly depends on the success of our plans for financial sustainability. We continued to work on our community asset transfer application. The management team and Trustees worked together to produce a Business Plan not only for the building, car park, and MUGA, but also the field between the MUGA and the canal, which was submitted to BMDC in March 2024. The Business Plan explains what our plans for use of the field will look like, and how it will contribute to the income of the charity, and its charitable aims.

The Trustees took the charity forward and a lot was achieved during the year. We do acknowledge the negative value of the unrestricted reserves at year end. Unrestricted grant income of £30,000 was received in May 2024 which brought the unrestricted reserves back into surplus. Actions are being taken now to ensure an annual surplus in unrestricted funds can be achieved to build reserves and to enable the charity to move towards a better level of financial security.

Financial review

The net income for the year was £12,471, including net expenditure of £22,078 on unrestricted funds and net income of £34,549 on restricted funds, after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were negative £13,767.

In the year ending 30 April 2024 the CIO has been able to secure additional income with pre-school fees having grown by 25%. However, much of the grant income was restricted and/or was received late in the financial year, meaning the income could not be utilised towards the CIO's core costs. This has resulted in the unrestricted funds ending with a negative balance at the year end.

Since the year end additional unrestricted grant income has been secured which has enabled the CIO to restore its reserves and our financial plans show these reserves being maintained at a positive level. For this reason we are satisfied that we can treat the CIO as a going concern.

We are working towards adopting a formal reserves policy. The immediate goal is to ensure that our financial plans are monitored so that our unrestricted funds remain positive and that we are operating with an ongoing surplus.

We aim to adopt a formal reserves policy before our next financial year end.

Approved by the board of trustees on 26/02/2025

Janet Russell (Trustee)

The Hive Silsden CIO

Independent examiner's report to the trustees of The Hive Silsden CIO

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 30 April 2024, which are set out on pages 6 to 13.

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 - matter of concern identified

I have completed my examination. I have identified a matter of concern in my report in relation to the CIO's negative unrestricted funds position at 30 April 2024.

The trustees annual report on page 4 of the accounts recognises: the negative unrestricted funds position of £13,767 at 30 April 2024; that the receipt of £30,000 in May 2024 will allow unrestricted funds to become positive; and that plans are in place to ensure unrestricted funds remain positive throughout 2025. I am satisfied that the trustees are aware of the CIO's financial position and have plans to address this that, if successful, will allow unrestricted funds to remain positive thereby also protecting any restricted funds held by the CIO.

Independent examiner's statement

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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

Rhys North ACA

26/02/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Hive Silsden CIO
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 30 April 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Income from:					
Grants and donations	(2)	23,351	57,172	80,523	48,897
General hire		20,065	-	20,065	24,211
Activities and events income		19,047	-	19,047	15,011
Pre-school income		43,544	-	43,544	34,884
Fundraising		1,526	-	1,526	-
Other income		8,640	-	8,640	-
Total income		116,173	57,172	173,345	123,003
Expenditure on:					
Salaries and NI	(3)	96,579	14,032	110,611	82,397
Staff training		640	550	1,190	1,263
Events and activities		6,611	887	7,498	6,534
Freelance and casual workers		2,591	-	2,591	-
Volunteer expenses		399	-	399	30
Marketing and publicity		1,045	-	1,045	2,734
Rates		319	-	319	684
Utilities		4,096	2,738	6,834	5,568
Insurance		1,653	-	1,653	1,982
Phone and broadband		1,257	-	1,257	1,203
Licences		1,405	-	1,405	1,392
Repairs and maintenance		7,895	-	7,895	4,602
Cleaning and waste		1,726	-	1,726	2,788
Health and safety		3,231	-	3,231	1,792
Equipment		430	251	681	161
Printing, postage and stationery		1,216	352	1,568	966
Software and IT		1,286	-	1,286	575
Other administrative costs		379	-	379	185
Food and refreshments		1,430	-	1,430	874
Memberships and subscriptions		2,057	-	2,057	1,561
Independent examination		1,620	-	1,620	1,200
Professional services		1,752	-	1,752	-
Banking charges		1,385	-	1,385	692
Depreciation		1,062	-	1,062	344
Total expenditure		142,064	18,810	160,874	119,527
Net income / (expenditure)		(25,891)	38,362	12,471	3,476
Transfers between funds		3,813	(3,813)	-	-
Net movement in funds		(22,078)	34,549	12,471	3,476
Fund balances brought forward		5,599	8,214	13,813	10,337
Fund balances carried forward	(4)	(16,479)	42,763	26,284	13,813

All incoming resources and resources expended derive from continuing activities.

The Hive Silsden CIO
Balance sheet
as at 30 April 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets	(5) 2,994	-	2,994	764
Total fixed assets	<u>2,994</u>	<u>-</u>	<u>2,994</u>	<u>764</u>
Current assets				
Debtors and prepayments	(6) 2,690	16,747	19,437	3,185
Cash at bank and in hand	(7) (7,829)	26,016	18,187	22,060
Total current assets	<u>(5,139)</u>	<u>42,763</u>	<u>37,624</u>	<u>25,245</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 8,628	-	8,628	12,196
Total current liabilities	<u>8,628</u>	<u>-</u>	<u>8,628</u>	<u>12,196</u>
Net current assets / (liabilities)	<u>(13,767)</u>	<u>42,763</u>	<u>28,996</u>	<u>13,049</u>
Total assets less current liabilities	<u>(10,773)</u>	<u>42,763</u>	<u>31,990</u>	<u>13,813</u>
Creditors: amounts falling due after one year	<u>5,706</u>	<u>-</u>	<u>5,706</u>	<u>-</u>
Net assets	<u>(16,479)</u>	<u>42,763</u>	<u>26,284</u>	<u>13,813</u>
Funds				
Unrestricted funds	(16,479)	-	(16,479)	5,599
Restricted funds	<u>-</u>	<u>42,763</u>	<u>42,763</u>	<u>8,214</u>
Total funds	<u>(16,479)</u>	<u>42,763</u>	<u>26,284</u>	<u>13,813</u>

The financial statements were approved by the board of trustees on 26/02/2025

Janet Russell (Trustee)

The Hive Silsden CIO

Notes to the accounts

for the year ended 30 April 2024

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, if 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

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

The Hive Silsden CIO
Notes to the accounts continued
for the year ended 30 April 2024

2 Grants and donations	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Metropolitan District Council (BMDC)	-	4,726	4,726	4,250
Leeds Community Foundation (LCF)	-	10,000	10,000	-
NHS Integrated Care Board	-	16,547	16,547	-
Silsden Aid in Sickness	-	2,474	2,474	-
Silsden Town Council	15,000	-	15,000	30,000
Sovereign Healthcare	-	5,000	5,000	-
The Albert Hunt Trust	2,000	-	2,000	-
VCS Alliance	-	2,735	2,735	3,000
Wharfedale and Silsden Community Partnership	-	15,000	15,000	-
Asda Foundation	-	-	-	1,500
Tesco/Groundwork UK	-	-	-	1,000
The Craven Trust	-	-	-	1,394
Other donations	6,351	690	7,041	7,753
	<u>23,351</u>	<u>57,172</u>	<u>80,523</u>	<u>48,897</u>

3 Staff costs and numbers	2024	2023
	£	£
Gross salaries	107,956	81,132
Social security costs	6,425	4,465
Employment allowance	(5,534)	(4,465)
Pensions	1,764	1,265
	<u>110,611</u>	<u>82,397</u>

The average number of employees during the year was 7.7, being an average of 4.9 full time equivalent (2023: 7.7, 4.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2024	2023
	£	£
Costs of the scheme to the charity for the year	1,764	1,265
Amount of any contributions outstanding at the year end	188	218

The Hive Silsden CIO
Notes to the accounts continued
for the year ended 30 April 2024

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
VCS Alliance - ABCD Fund 2023	3,000	-	3,000	-	-
VCS Alliance - ABCD Fund 2024	-	2,735	250	-	2,485
Asda Foundation	361	-	361	-	-
BMDC Coronation Fund	-	200	200	-	-
BMDC Sports Equipment	753	-	-	-	753
BMDC Community Gardening	-	1,988	-	-	1,988
LCF Give Bradford	-	10,000	2,430	-	7,570
Playspace Association	4,100	-	45	-	4,055
Silsden Sickness in Aid	-	2,474	-	(2,324)	150
Sovereign Healthcare	-	5,000	-	-	5,000
Wharfedale & Silsden CP	-	15,000	3,010	(500)	11,490
Donations for fireworks event	-	490	490	-	-
NHS Integrated Care Board	-	16,547	6,286	(989)	9,272
BMDC Warm Spaces	-	2,738	2,738	-	-
	<u>8,214</u>	<u>57,172</u>	<u>18,810</u>	<u>(3,813)</u>	<u>42,763</u>

Fund name	Purpose of restriction
VCS Alliance - ABCD Fund 2023	Towards improving children's mental health and supporting disadvantaged children.
VCS Alliance - ABCD Fund 2024	To fund a youth project.
Asda Foundation	To purchase items to improve the Youth Club.
BMDC Coronation Fund	Towards Coronation celebration activities.
BMDC Sports Equipment	Funding towards sports equipment.
BMDC Community Gardening	To build the first seating pod for the sensory garden.
LCF Give Bradford	To cover the cost of an apprentice salary for 1 year and towards the centre managers salary.
Playspace Association	To support work with disadvantaged young people.
Silsden Sickness in Aid	To purchase a new metal shed to house the pre-loved uniform shop. The transfer is for the capitalised value of the shed.
Sovereign Healthcare	To enable purchase of sensory equipment and new furniture.
Wharfedale & Silsden CP	Towards salary for Wharfedale & Silsden Community Partnership Co-ordinator. The transfer is for a contribution towards overhead costs.
Donations for fireworks event	Towards the cost of family fireworks event.
NHS Integrated Care Board	For costs associated with the Prenatal project. The transfer is for a contribution towards overhead costs.
BMDC Warm Spaces	To provide a warm and welcoming space for anyone to attend offering refreshments, wifi and warmth.

The Hive Silsden CIO
Notes to the accounts continued
for the year ended 30 April 2024

5 Tangible assets

Equipment Total

Cost

	£	£
At 1 May 2023	1,616	1,616
Additions	3,292	3,292
At 30 April 2024	4,908	4,908

Depreciation

At 1 May 2023	852	852
Charge for year	1,062	1,062
At 30 April 2024	1,914	1,914

Net book value

At 30 April 2024	2,994	2,994
At 30 April 2023	764	764

6 Debtors and prepayments

2024	2023
£	£
Debtors	17,107
Prepayments	2,653
	532
	3,185

7 Cash at bank and in hand

2024	2023
£	£
Cash at bank	18,117
Cash in hand	21,369
	691
	22,060

8 Creditors and accruals

2024	2023
£	£
Creditors	5,245
Accruals	8,235
Income received in advance	1,620
Taxation and social security	-
Other creditors	941
	1,323
	1,474
	218
	12,196

The Hive Silsden CIO
Notes to the accounts continued
for the year ended 30 April 2024

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 total employee benefits received by key management personnel were £21,052 (previous year: £19,032).

The Hive Silsden CIO

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 30 April 2024

	2024 Unrestricted funds £	2023 Unrestricted funds £	2024 Restricted funds £	2023 Restricted funds £	2024 Total funds £	2023 Total funds £
Income						
Grants and donations	23,351	36,753	57,172	12,144	80,523	48,897
General hire	20,065	24,211	-	-	20,065	24,211
Activities and events income	19,047	15,011	-	-	19,047	15,011
Pre-school income	43,544	34,884	-	-	43,544	34,884
Fundraising	1,526	-	-	-	1,526	-
Other income	8,640	-	-	-	8,640	-
Total income	116,173	110,859	57,172	12,144	173,345	123,003
Expenditure						
Salaries and NI	96,579	82,397	14,032	-	110,611	82,397
Staff training	640	1,263	550	-	1,190	1,263
Events and activities	6,611	4,916	887	1,618	7,498	6,534
Freelance and casual workers	2,591	-	-	-	2,591	-
Volunteer expenses	399	30	-	-	399	30
Marketing and publicity	1,045	734	-	2,000	1,045	2,734
Rates	319	684	-	-	319	684
Utilities	4,096	2,568	2,738	3,000	6,834	5,568
Insurance	1,653	1,982	-	-	1,653	1,982
Phone and broadband	1,257	1,203	-	-	1,257	1,203
Licences	1,405	1,392	-	-	1,405	1,392
Repairs and maintenance	7,895	1,724	-	2,878	7,895	4,602
Cleaning and waste	1,726	2,788	-	-	1,726	2,788
Health and safety	3,231	1,558	-	234	3,231	1,792
Equipment	430	161	251	-	681	161
Printing, postage and stationery	1,216	966	352	-	1,568	966
Software and IT	1,286	575	-	-	1,286	575
Other administrative costs	379	185	-	-	379	185
Food and refreshments	1,430	874	-	-	1,430	874
Memberships and subscriptions	2,057	1,561	-	-	2,057	1,561
Independent examination	1,620	1,200	-	-	1,620	1,200
Professional services	1,752	-	-	-	1,752	-
Banking charges	1,385	692	-	-	1,385	692
Depreciation	1,062	344	-	-	1,062	344
Total expenditure	142,064	109,797	18,810	9,730	160,874	119,527
Net income / (expenditure)	(25,891)	1,062	38,362	2,414	12,471	3,476
Transfers between funds	3,813	-	(3,813)	-	-	-
Net movement in funds	(22,078)	1,062	34,549	2,414	12,471	3,476
Fund balances brought forward	5,599	4,537	8,214	5,800	13,813	10,337
Fund balances carried forward	(16,479)	5,599	42,763	8,214	26,284	13,813