

THE BOLTON GUILD OF HELP

ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022

Registered Charity Number: 1183115

THE BOLTON GUILD OF HELP

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity Number: 1183115

| | |
|--|--|
| President: | The Mayor of Bolton, Councillor Akhtar Zaman |
| Trustees | Mr S Greenhalgh - Chairman Mrs G J Aston - Deputy Chairman Mr P J Nolan – Honorary Treasurer (appointed 29.07.22) Mr R Davies Mr M Harrison Mrs L Haworth Mrs K Kay Mr G Pelham Mrs R Rigby Mrs T Slater (appointed 26.09.22) Mrs J M Winstanley |
| Secretary: | Ms L S Cooper |
| Offices of the Guild & Registered Office: | Scott House 27 Silverwell Street Bolton BL1 1PP |
| Honorary Solicitors: | Fieldings Porter Silverwell House 32 Silverwell Street Bolton BL1 1PT |
| Independent Examiner: | Mr D A Kay FCA Barlow Andrews LLP Chartered Accountants Carlyle House 78 Chorley New Road Bolton BL1 4BY |
| Bankers: | Barclays Bank plc, Bolton |
| Investment Advisers: | CCLA Investment Management Limited One Angel Lane, London EC4R 3AB. |

THE BOLTON GUILD OF HELP

CONTENTS

FOR THE YEAR ENDED 31 DECEMBER 2022

| | PAGE |
|-----------------------------------|---------------|
| Report of the Board | 1 - 5 |
| Independent Examiner's Report | 6 |
| Statement of Financial Activities | 7 |
| Balance Sheet | 8 |
| Notes to the Financial Statements | 9 - 20 |

THE BOLTON GUILD OF HELP

TRUSTEES' REPORT

The trustees present their annual report and the financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)".

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The organisation is a charitable incorporated organisation constituted in its own right and registered with the Charity Commissioner.

Legal Form

The organisation registered as a charitable incorporated organisation on 25 April 2019 and started trading in this form from 1 January 2020. Charity number: 1183115.

Trustee Induction and Training

Trustees are given a pack containing:

- The main documents which set out the operational framework for the charity including the governing document.
- Charity Commission publications (for example, Roles and Responsibilities of Trustees).
- A copy of the latest annual report and accounts.
- Details of current and future plans.

The trustees currently in place are listed on the Reference and Administrative Details page. In addition, Mr D Jolley was appointed as a Trustee in March 2022 and resigned in June 2022.

Organisational Structure and Management

The Bolton Guild of Help is managed by its Board of Trustees which meets at least 5 times a year.

At the 2022 Annual Meeting J M Winstanley, S Greenhalgh and R Rigby retired from the Board and were unanimously re-elected.

Day to day responsibility for the management of the charity has been delegated to the Secretary. Until 31 July 2022 this was Mrs Tracey Slater, who resigned on that date and became a trustee on 26 September 2022. Her replacement as Secretary is Ms Lorraine Cooper.

President

As many of his predecessors have done before him, the Mayor of Bolton Akhtar Zaman accepted the Presidency of the Guild during his term of office. The 2022 AGM was held in person, with the previous Mayor Councillor Linda Thomas presiding.

THE BOLTON GUILD OF HELP

TRUSTEES' REPORT

OBJECTIVES AND ACTIVITIES

The promotion of any charitable purposes for the benefit of the community in Bolton and the neighbourhood (area of benefit) and in particular, but without limitation:

1. To promote, assist and extend charitable work in the area of benefit and to foster, assist and encourage developments likely to raise the standard and promote the welfare of the community;
2. To facilitate co-operation between charities and other community organisations to further their better co-ordination, and
3. To effectively distribute any available charitable funds held by the Charity on behalf of other charities and within the terms of those other charitable organisations.

PUBLIC BENEFIT

We have referred to the guidance in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees have considered the activities of the charity as set out in the 'Objectives and Activities' section above, and the 'Achievements and Performance in the Year' section below and assessed their future plans. They are satisfied that the criteria for public benefit are comprehensively achieved.

During the year we continued to work within our Strategic Framework within which our goal is to explore how best to improve/maximise the capacity of the Guild, whether through developing services we provide ourselves or in partnership with other like-minded groups, for our clients.

Whilst aiming for this goal we will meet our Objectives of:-

1. Meeting the Benefactor's intentions set down in the Legacies held by the Guild
 - a. Relief of individuals and families in the Bolton community in financial distress.
 - b. Care and comfort of old people, prevention or relief of poverty.
 - c. Various items and services considered in line with people with disabilities and medical needs.
 - d. Promotion and furtherance of education in and knowledge, understanding and appreciation of the public in the Arts.
 - e. Welfare of animals.
2. Engaging with individuals and families in need through our partner charities.
3. Creating partnerships with other key Bolton Agencies.
4. Provide up to date information, advice and guidance to our clients.
5. Growth of our investment funds.
6. Continue to build a solid, ethical and sustainable business.

RISK REVIEW

The trustees have conducted their own review of the major risks to which the charity is exposed and systems have been established to mitigate those risks. The most significant risk is in the value of the investments held which, if they were to reduce significantly, would impact on the ability to provide grants to the priority areas of charitable work. This risk is addressed by holding a diversified portfolio of investments with a fund manager and by having policies in place to adjust distribution levels if necessary.

THE BOLTON GUILD OF HELP

TRUSTEES' REPORT

ACHIEVEMENTS AND PERFORMANCE IN THE YEAR

This has been a very busy year for the Guild .

In summary the achievements this year:-

- Continued member of CVS which provides networking, training and support to Charities in Bolton.
- Continued improvement in IT facilities and software.
- Improved data gathering and assessment.
- Provision of benefit support by The Bridge Church at Scott House – 141 clients with the cost of provision for 2022 of £ 10,692.52 (cost per client dealt with £75.83). £3,000 of this cost was funded by the Scott Trust (45 clients) with the remaining clients funded by the Muriel MacKenzie and Louisa Kay Funds.
- Continued joint working with The Bridge Church (Christians Against Poverty) providing debt advice drop ins.
- The continued use of Quick Books which has much improved our financial monitoring, enabling us to react to our business situation with more confidence.
- 265 families were provided with legacy grants. This was an increase of 31% from the previous year. Clients were helped with a variety of support, for example; repairs to, and a ramp for, a mobility scooter, school uniforms, vets bills, beds and bedding, white goods, and many other needy services.
- Provision of the debt support clinic in partnership with CAP at the Bridge Café with 201 individuals attending the debt support clinic at a cost of £ 10,860.
- Provision of Christmas presents through partners Bolton Lions.
- Provision of Christmas hampers through partners Urban Outreach.
- Renting of two offices on first floor to Health watch Bolton.
- The Bolton Guild of Help website continues to attract new client's. The Guild is now on Facebook and Twitter.
- Greatly increased networking with other organisations throughout Bolton.
- Piloted a fuel top-up scheme with Urban Outreach, which has been very successful.

The Guild is most grateful for the support that it has received from The Veterans Foundation, Bolton CVS, The Armed Forces Covenant Fund Trust and the National Lottery Awards for All programme. During the COVID 19 pandemic and the ongoing cost of living crisis this has allowed us to significantly increase the amount of help given to people in need within the Borough of Bolton.

Scott House

Scott House is over 200 years old. It was given to Bolton Guild of Help on its 21st anniversary in 1926. Two of the first floor offices are rented by Healthwatch Bolton with the third office refurbished as a meeting room and the fourth office remaining available.

General Income and Expenditure

Our funds have now been held with the Trustees of the Charities Official Investments Fund for twenty five years, in nineteen of which they increased in value and in six they declined. This year we report a decrease in value of £626,141. As ever we need to take a longer term view.

The general income of the Guild was £228,641 which included a number of small donations for which we are most grateful.

Expenses for this year at £251,225 have increased by £93,949 compared to 2021. £67,925 of the increased expenditure was incurred for additional grants. A deficit of £22,584 arose, prior to the valuation changes on investments, due to this increased grant expenditure.

THE BOLTON GUILD OF HELP

TRUSTEES' REPORT

Building and Equipment Fund

As a result of finding a tenant for two of the upstairs rooms in October 2019, we had a rental income of £ 5,131 for the year. Future rental income will go towards covering the maintenance costs of the building.

LOUISA ALICE KAY FUND

As before, most of the staff time has been spent dealing with clients requesting help from the Louisa Alice Kay Fund.

If the Guild of Help are unable to provide assistance, clients will be referred to other agencies and organisations in Bolton.

During 2022, total grants of £ 81,300 were distributed. This expenditure comprised £13,632 for the cost of debt and benefit support, £ 4,500 to organisations for Christmas toys and hampers and grants of £ 63,168 distributed to 226 families giving an average grant of £279.51.

The grants to families of £ 63,168 comprised £11,747 for cookers, £14,959 on washing machines, £14,466 on beds and furniture, £7,778 on fridge freezers, £1,529 on fuel and £12,689 on other assistance. The provision of washing machines was our largest outlay accounting for 24% of the total expenditure.

MURIEL MACKENZIE FUND

The Muriel Mackenzie fund was being used to fund the provision of benefit support via CAP (Churches Against Poverty), however in order to preserve the income and capital of this unrestricted fund, the benefit support costs incurred from October 2022 are paid from the Louisa Kay Fund.

JOYCE ANN AND FRANK SMITH FUND

Investment income for the year totalled £32,581. A total of £38,500 was distributed to animal charities. The Joyce Ann and Frank Smith Fund now stands at £1,092,295.

Summary

This year has been successful in providing for the needs of people in financial distress. It should be noted that there is a small surplus on the General Income and Expenditure Account and the Building and Equipment Fund is still in surplus. A review of the contributions to administration expenses from the other charitable funds is carried out every year to ensure that any future property repairs can be funded.

Sustained investment income has allowed continued donations to necessitous persons and animal charities from the Louisa Alice Kay Fund and the Joyce Ann and Frank Smith Fund respectively.

SPECIAL PURPOSES

The Bolton Guild of Help continues to administer several small funds. A total of £ 10,316 was distributed from the various funds available, providing help for elderly, sick and disabled clients, expectant mothers, and young children as well as supporting organisations that work within the area of the Arts to the value of £2,562. When the funds are available £2,000 is put aside to fund Arts organisations.

FINANCIAL REVIEW

Investment policy

The investment policy and investment objectives were reviewed and updated in 2018 with the help of our Investment Advisers. Specialist unit trusts, designed for the charity sector, meet the investment objective to produce the best financial return within an acceptable level of risk using a total return approach to generate both income and capital growth.

Reserves policy and concern

The Board is satisfied that the assets of the charity are available and adequate to fulfil the obligations of the charity. The level of reserves is considered and reviewed at regular intervals.

It is the Board's desire and duty that the funds should continue with their objectives for the longer term. The total return approach to investment means that all the income generated from the investments is available for expenditure on charitable activities once the running expenses have been covered. The Board has agreed that retained income should ideally be 6 months' worth of budgeted grant making. As a result of under-spending over several years, this is currently too high and so plans to increase spending have been considered by the Strategic Framework. At 31 December 2022, the total reserves held by the charity total £4,542,616, of which £4,286,683 relates to investments. Free reserves, which include restricted funds, unrestricted designated funds and any fixed assets relating to unrestricted funds stands at less than £10,000. The board's aim is to increase this over the next few years to provide an additional buffer to restricted funds which underpin much of our expenditure and activities.

The Board does set a level of expenditure to effectively spend its income, and this year this objective has been met with the assistance of the additional support worker who was employed from January 2022.

Grant Making Policy

Grant payments are made at the discretion of the staff and Trustees and are detailed in note 6 to the accounts.

FUNDS

The funds held by the Charity are detailed in note 11 to the accounts.

PLANS FOR FUTURE PERIODS

On 1st January 2020 the Guild began to operate under the umbrella of a Charitable Incorporated Organisation. This has had the advantages of:-

- Bringing everything up to date with current legislation.
- Removing some of the outdated obligations on the Charity as the National Health Service and Welfare State has been formed since the original Articles were written.
- Having only one Registry to deal with, being the Charity Commission and no need to file accounts with Companies House.
- Enabling us to extend our activities into identified areas of need in a modern-day society.

Our recent way of working, not only providing grants for goods, but partnering with other Charities to provide services, gives a more lasting solution to our client needs and is proving more successful than in the past. The Objects in our new constitution incorporate this and we are able to holistically assess our clients' needs and provide them with the skills and tools to enable them to become more self-sustaining and meet the challenges of everyday life. Our 5-year Business Plan both incorporates this approach and proposes to extend our capacity to meet the demand.

TRUSTEES' RESPONSIBILITIES

The trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable organisation will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' report was approved by the Board of Trustees and signed on its behalf by:


Mr S Greenhalgh
Chairman

10 May 2023

**INDEPENDENT EXAMINERS' REPORT TO THE MEMBERS OF THE BOLTON GUILD OF HELP
FOR THE YEAR ENDED 31 DECEMBER 2022**

I report to the trustees on my examination of the accounts of The Bolton Guild of Help for the year ended 31 December 2022 which are set out on pages 7 to 20.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

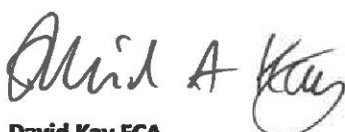
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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 which gives me cause to believe that, in any material respect:

1. accounting records were not kept in accordance with section 130 of the Act; or
2. the accounts do not accord with the accounting 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.



**David Kay FCA
Barlow Andrews LLP
Chartered Accountants
Carlyle House
78 Chorley New Road
Bolton**

10 May 2023

THE BOLTON GUILD OF HELP
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

| | Note | Restricted Funds | Unrestricted Funds | Total 2022 | Restricted Funds | Unrestricted Funds | Total 2021 |
|--|------|------------------|--------------------|------------------|------------------|--------------------|------------------|
| | | £ | £ | £ | £ | £ | £ |
| Income | | | | | | | |
| <u>Donations and legacies</u> | | | | | | | |
| Donations | 2 | 2,089 | 265 | 2,354 | 113 | 404 | 517 |
| Grants | 3 | 86,669 | 3,000 | 89,669 | 24,290 | 13,000 | 37,290 |
| Investment income | 4 | 117,665 | 18,933 | 136,598 | 115,090 | 19,717 | 134,807 |
| Income from charitable activities | 5 | - | 20 | 20 | - | 3,332 | 3,332 |
| Total Income | | <u>206,423</u> | <u>22,218</u> | <u>228,641</u> | <u>139,493</u> | <u>36,453</u> | <u>175,946</u> |
| Expenditure | | | | | | | |
| Charitable activities | 6 | 164,104 | 87,121 | 251,225 | 90,137 | 67,139 | 157,276 |
| Total expenditure | | <u>164,104</u> | <u>87,121</u> | <u>251,225</u> | <u>90,137</u> | <u>67,139</u> | <u>157,276</u> |
| Net (expenditure)/Income from operations | | 42,319 | (64,903) | (22,584) | 49,356 | (30,686) | 18,670 |
| Net (losses)/ gains on investments | 8 | (550,452) | (65,689) | (616,141) | 564,507 | 68,176 | 632,683 |
| Net (expenditure)/Income before transfers | | (508,133) | (130,592) | (638,725) | 613,863 | 37,490 | 651,353 |
| Transfers and recharges between funds | 6 | (19,878) | 19,878 | - | (27,452) | 27,452 | - |
| Net movement in funds for the year | | (528,423) | (110,302) | (638,725) | 586,411 | 64,942 | 651,353 |
| Fund balances brought forward | | <u>4,489,561</u> | <u>691,780</u> | <u>5,181,341</u> | <u>3,903,150</u> | <u>626,838</u> | <u>4,529,988</u> |
| Fund balances carried forward | 11 | <u>3,961,550</u> | <u>581,066</u> | <u>4,542,616</u> | <u>4,489,561</u> | <u>691,780</u> | <u>5,181,341</u> |

All incoming resources and resources used arose on continuing activities. There are no recognised gains or losses other than as disclosed above.

**THE BOLTON GUILD OF HELP
BALANCE SHEET AS AT 31 DECEMBER 2022**

| | Note | 2022 | 2021 |
|---|----------------|------------------|------------------|
| | | £ | £ |
| Fixed assets | | | |
| Investments at market value | 8 | 4,286,683 | 4,912,824 |
| Freehold property at valuation | 9 | <u>128,000</u> | <u>128,000</u> |
| | | 4,414,683 | 5,040,824 |
| Current assets | | | |
| Debtors | 585 | - | - |
| Prepayments | 1,702 | 809 | 809 |
| Cash at bank and in hand | | <u>135,399</u> | <u>144,208</u> |
| | | 137,686 | 145,017 |
| Current liabilities | | | |
| Accrued expenditure | | (9,201) | (4,500) |
| Other taxation and pension creditor | | <u>(552)</u> | <u>-</u> |
| | | (9,753) | (4,500) |
| Net current assets | | <u>127,933</u> | <u>140,517</u> |
| Net assets | | <u>4,542,616</u> | <u>5,181,341</u> |
| Unrestricted funds: | | | |
| Bolton Guild of Help unrestricted funds: | | | |
| Capital Account – Investments | 313,963 | 359,104 | 359,104 |
| Capital Account – Revaluation Reserve | 128,000 | 128,000 | 128,000 |
| Revenue Account | 916 | 20,538 | 20,538 |
| Scott House Building Fund | 5,237 | 17,466 | 17,466 |
| Muriel Mackenzie Fund – unrestricted designated | <u>132,950</u> | <u>166,672</u> | <u>166,672</u> |
| Total unrestricted funds | | 581,066 | 691,780 |
| Total restricted funds | 11 | <u>3,961,550</u> | <u>4,489,561</u> |
| Total funds | 11 | <u>4,542,616</u> | <u>5,181,341</u> |

The Financial Statements were approved on 10 May 2023 on behalf of the Board, and were signed by:-

S Greenhalgh
CHAIRMAN

Steven Greenhalgh

PJ Nolan
HONORARY TREASURER

PJ Nolan

**THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1. Accounting policies

Company information

The Bolton Guild of Help is a charitable incorporated organisation (CIO) registered as a charity in England and Wales. The registered office is Scott House, 27 Silverwell Street, Bolton.

The principal accounting policies of the Guild are set out below:

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Charities Act 2011 and Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)". The charity is a Public Benefit Entity as defined by FRS 102.

- a) The Statement of Financial Activities, as set out on page 8, has been prepared in accordance with the Charities Acts to incorporate all the activities of the Guild organised under the Charity number of The Bolton Guild of Help. Supporting schedules have been prepared as in other years for the convenience of members.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Fund accounting

General Funds represent the accumulated funds of the company that are not subject to any restrictions regarding their use and are available in the furtherance of the general objectives of the company.

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 financial statements.

Restricted Funds can only be used for their stated purpose, due to specific conditions imposed by the providers of those funds or grants. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.4 Income and endowments

Income is recognised in the accounting period in which it is receivable. Grants or income relating to a future accounting period or received in advance of the attributable costs are deferred and carried forward as grants and income in advance in creditors. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. Government grants are recognised when there is reasonable assurance that the grant conditions will be met and the grants will be received.

**THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

1.6 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

1.7 Tangible fixed assets

No depreciation is provided on freehold land and buildings. It is the charity's practice to maintain these assets in a continual state of sound repair and to extend and make improvements thereto from time to time and, accordingly, the trustees consider that the lives of these assets are so long, and residual values are so high, that their depreciation is insignificant. Individual items of equipment with a purchase price of £1,500 or less are written off when the asset is acquired.

1.8 Investments

Fixed asset investments are stated at market value at the balance sheet date and any gain or loss taken to the Statement of Financial Activities having been allocated to the appropriate fund. Investment income is accounted for in the period in which the charity is entitled to receipt.

1.9 Cash at bank and in hand

Cash and cash equivalents are basic financial assets and include cash in hand.

1.10 Retirement benefits

The charity operates a workplace Pension Scheme, an Auto-Enrolment scheme, the assets of which are held separately from those of the charity. The costs of providing pension and related benefits is charged to the SOFA.

1.11 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument. Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, which include other creditors, are recognised at transaction price.

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

1.12 Volunteers

Volunteers are used to help run the day to day operations of the charity, without being remunerated.

2. Donations

| | Donations 2022 £ | Total 2022 £ | Donations 2021 £ | Total 2021 £ |
|-------------------------------|------------------------|--------------------|------------------------|--------------------|
| Restricted funds: | | | | |
| Bolton Veterans Fund | 1,569 | 1,569 | - | - |
| National Memorial Arboretum | <u>520</u> | <u>520</u> | <u>113</u> | <u>113</u> |
| | <u>2,089</u> | <u>2,089</u> | <u>113</u> | <u>113</u> |
| Unrestricted funds: | | | | |
| General Fund | 265 | 265 | 394 | 394 |
| Muriel MacKenzie Fund | - | - | <u>10</u> | <u>10</u> |
| | <u>265</u> | <u>265</u> | <u>404</u> | <u>404</u> |
| Total voluntary income | <u>2,354</u> | <u>2,354</u> | <u>517</u> | <u>517</u> |

3. Grants

| | Grants 2022 £ | Total 2022 £ | Grants 2021 £ | Total 2021 £ |
|---|---------------------|--------------------|---------------------|--------------------|
| Restricted funds: | | | | |
| A Helping Hand | 9,500 | 9,500 | - | - |
| Bolton Veterans Fund | 2,484 | 2,484 | 1,749 | 1,749 |
| Essential Items & Food Project | - | - | 10,820 | 10,820 |
| Bridging the Gap Fund | - | - | 11,721 | 11,721 |
| Bolton's Fund/ Essential Household Support Fund | 45,000 | 45,000 | - | - |
| Fuel Top-ups | 850 | 850 | - | - |
| Warburtons Poverty Relief Pilot Project | 400 | 400 | - | - |
| Health & Wellbeing Fund | 14,790 | 14,790 | - | - |
| Louisa Alice Kay Fund – Urban Outreach | 1,645 | 1,645 | - | - |
| Veteran's Foundation | 12,000 | 12,000 | - | - |
| | <u>86,669</u> | <u>86,669</u> | <u>24,290</u> | <u>24,290</u> |
| Unrestricted funds: | | | | |
| General Fund | - | - | 10,000 | 10,000 |
| Muriel MacKenzie Fund | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> | <u>3,000</u> |
| | <u>3,000</u> | <u>3,000</u> | <u>13,000</u> | <u>13,000</u> |
| Total grants | <u>89,669</u> | <u>89,669</u> | <u>37,290</u> | <u>37,290</u> |

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

4. Investment income

| | Bank Interest 2022 | Investment Interest 2022 | Rent Received 2022 | Total 2022 | Total 2021 |
|--|-----------------------------------|---|-----------------------------------|-----------------------|-----------------------|
| | £ | £ | £ | £ | £ |
| Restricted funds: | | | | | |
| Louisa Alice Kay Fund | 219 | 76,394 | - | 76,613 | 75,103 |
| Bolton Mother & Child Welfare Association | 14 | 687 | - | 701 | 672 |
| Joyce Ann & Frank Smith Fund | 258 | 32,323 | - | 32,581 | 31,858 |
| Martha Bennett Legacy Fund | 41 | 1,574 | - | 1,615 | 1,536 |
| Bolton & District Nursing Association | 97 | 3,232 | - | 3,329 | 3,184 |
| Bolton Operatic Society Trust | 12 | 1,933 | - | 1,945 | 1,885 |
| Bolton Poor Protection Society | <u>8</u> | <u>873</u> | <u>-</u> | <u>881</u> | <u>852</u> |
| | <u>649</u> | <u>117,016</u> | <u>-</u> | <u>117,665</u> | <u>115,090</u> |
| Unrestricted funds: | | | | | |
| General Fund | 59 | 9,565 | 5,131 | 14,755 | 15,292 |
| Muriel MacKenzie Fund | <u>20</u> | <u>4,158</u> | <u>-</u> | <u>4,178</u> | <u>4,425</u> |
| | <u>79</u> | <u>13,723</u> | <u>5,131</u> | <u>18,933</u> | <u>19,717</u> |
| Total investment income | <u>728</u> | <u>130,739</u> | <u>5,131</u> | <u>136,598</u> | <u>134,807</u> |

5. Income for charitable activities

Income from charitable activities relates to room hire (2021: the coronavirus job retention scheme).

**THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

6a. Expenditure on charitable activities - Restricted

| | Grants 2022 | Sundry Expenses 2022 | Total 2022 | Total 2021 |
|--|----------------|----------------------------|----------------|---------------|
| | £ | £ | £ | £ |
| Expenditure: | | | | |
| Louisa Alice Kay Fund | 81,300 | 102 | 81,402 | 48,056 |
| Bolton Mother & Child Welfare Association | 700 | - | 700 | 775 |
| Joyce Ann & Frank Smith Fund | 38,500 | 128 | 38,628 | 19,590 |
| Bolton Veterans Fund | 500 | 3,941 | 4,441 | - |
| Bolton & Bury Veterans Fund | - | - | - | 2,858 |
| Essential Items & Food Project | 10,110 | - | 10,110 | 10,873 |
| Bridging the Gap Fund | - | 2,195 | 2,195 | 1,992 |
| Bolton's Fund/ Essential Household Support Fund | 11,384 | 500 | 11,884 | - |
| Fuel Top-ups | 450 | - | 450 | - |
| Health & Wellbeing Fund | - | 1,367 | 1,367 | - |
| National Memorial Arboretum | - | 650 | 650 | - |
| Martha Bennett Legacy Fund | 2,820 | - | 2,820 | 900 |
| Bolton & District Nursing Association | 5,229 | - | 5,229 | 3,033 |
| Bolton Operatic Society Trust | 2,562 | - | 2,562 | 1,435 |
| Bolton Poor Protection Society | 1,567 | 99 | 1,666 | 625 |
| | <u>155,122</u> | <u>8,982</u> | <u>164,104</u> | <u>90,137</u> |

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

6b. Expenditure on charitable activities - Unrestricted

| | General Fund £ | MacKenzie Fund £ | Total Funds 2022 £ | Total Funds 2021 £ |
|-----------------------------|----------------------|------------------------|-----------------------------|-----------------------------|
| <u>Expenditure</u> | | | | |
| Grants | - | 9,405 | 9,405 | 8,243 |
| Salaries and NI | 52,095 | - | 52,095 | 38,881 |
| Staff pension costs | 894 | - | 894 | 792 |
| IT costs | 4,141 | - | 4,141 | - |
| Stationery and advertising | 1,710 | - | 1,710 | 563 |
| Telephone | 2,124 | - | 2,124 | 898 |
| Heat, light and cleaning | 3,948 | - | 3,948 | 2,962 |
| Insurance | 1,774 | - | 1,774 | 1,307 |
| Repairs | 1,012 | - | 1,012 | 2,814 |
| Sundry expenses | 1,904 | - | 1,904 | 2,920 |
| Accountancy fees | 6,682 | - | 6,682 | 5,412 |
| Legal and professional fees | 492 | - | 492 | 1,910 |
| Lease costs | 940 | - | 940 | 437 |
| Total expenditure | <u>77,716</u> | <u>9,405</u> | <u>87,121</u> | <u>67,139</u> |

Transfers and recharges

| | | | | |
|-------------------------|---------------|-----------------|---------------|---------------|
| Administration expenses | 19,826 | (9,750) | 10,076 | 27,400 |
| Transfers and recharges | <u>10,999</u> | <u>(1,197)</u> | <u>9,802</u> | <u>52</u> |
| | <u>30,825</u> | <u>(10,947)</u> | <u>19,878</u> | <u>27,452</u> |

6c. Governance costs

Included in total expenditure above are governance costs of £ 6,182 (2021: £6,410). Within this figure, the cost of preparation and examination of the accounts is £ 4,586 (2021: £4,500).

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

7. Staff costs

| | 2022 | 2021 |
|------------------------------|----------------------|----------------------|
| | £ | £ |
| Wages costs during the year: | | |
| Operational | 33,856 | 21,226 |
| Management | 18,239 | 17,655 |
| Pensions | <u>894</u> | <u>792</u> |
| | <u>52,989</u> | <u>39,673</u> |

Included within grants received by the Special Purposes Funds as shown in note 3 are contributions to salaries of the General Fund, coming to the sum of £12,066. These sums have been transferred to the General Fund during the year.

Neither the Chairman nor any members of the Board received any remuneration for their services during the year. The average number of employees during the year excluding the members of the Board and voluntary staff was:

| | |
|--|-----------------|
| Charitable activities | 2 |
| Management and administration of the Charity | <u>1</u> |
| | <u>3</u> |

No employees received emoluments of more than £60,000.

All staff members are considered to be key management personnel.

8. Investments

| | 2022 | 2021 |
|---|-------------------------|-------------------------|
| | £ | £ |
| The investments are listed on the UK Stock Exchange. | | |
| Investments at market value 1 January 2022 | 4,912,824 | 4,290,141 |
| Additions during the year | - | - |
| Disposals during the year | (11,416) | (6,309) |
| (Loss)/gain on investments from change in value | <u>(614,725)</u> | <u>628,992</u> |
| Investments at market value 31 December 2022 | <u>4,286,683</u> | <u>4,912,824</u> |
| Historical cost of investments held at 31 December 2022 | <u>2,815,035</u> | <u>2,821,918</u> |

| | Unrestricted 2022 | Restricted 2022 | Total 2022 | Total 2021 |
|---|------------------------------|----------------------------|-------------------------|-----------------------|
| <u>Gains on investments</u> | £ | £ | £ | £ |
| Realised (loss)/gains on disposals | 3,117 | - | 3,117 | 3,691 |
| Unrealised (loss)/gains on revaluations | <u>(68,806)</u> | <u>(550,452)</u> | <u>(619,258)</u> | <u>628,992</u> |
| | <u>(65,689)</u> | <u>(550,452)</u> | <u>(616,141)</u> | <u>632,683</u> |

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

9. Freehold property

| | 2022 | 2021 |
|---|-----------------------|-----------------------|
| | £ | £ |
| Property at market value 1 January 2022 | 128,000 | 128,000 |
| Revaluations during the year | <u>-</u> | <u>-</u> |
| Property at market value 31 December 2022 | <u>128,000</u> | <u>128,000</u> |

The freehold property, 'Scott House' given by Sir S H Scott, Bart. JP, and Mr F C Scott has been included on the balance sheet at its open market value. This independent valuation was prepared by P R Gibbs & Co Chartered Surveyors on 23 October 2017 following an inspection of the premises on the same day. The Board are not aware of any material changed since the last valuation.

10. Analysis of net assets between funds

| | Unrestricted Funds 2022 | Restricted Funds 2022 | Total Funds 2022 | Unrestricted Funds 2021 | Restricted Funds 2021 | Total Funds 2021 |
|-------------------------|--|--------------------------------------|---------------------------------|--|--------------------------------------|---------------------------------|
| | £ | £ | £ | £ | £ | £ |
| Fixed asset investments | 444,831 | 3,841,852 | 4,286,683 | 520,520 | 4,392,304 | 4,912,824 |
| Freehold property | 128,000 | - | 128,000 | 128,000 | - | 128,000 |
| Current assets | 17,988 | 119,698 | 137,686 | 47,760 | 97,257 | 145,017 |
| Current liabilities | <u>(9,753)</u> | <u>-</u> | <u>(9,753)</u> | <u>(4,500)</u> | <u>-</u> | <u>(4,500)</u> |
| | <u>581,066</u> | <u>3,961,550</u> | <u>4,542,616</u> | <u>691,780</u> | <u>4,489,561</u> | <u>5,181,341</u> |

The restricted fund is used in furtherance of the charity's principal activities as explained in the report of the Board.

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

11. Movements in funds

Current year

| | Balance at 01/01/22 | Income | Expense | Investment Losses | Transfers/ recharges | Balance at 31/12/22 |
|---|------------------------|----------------|------------------|----------------------|-------------------------|------------------------|
| | £ | £ | £ | £ | £ | £ |
| Unrestricted Funds: | | | | | | |
| Bolton Guild of Help | 525,108 | 15,040 | (77,716) | (45,141) | 30,825 | 448,116 |
| Muriel MacKenzie Fund | <u>166,672</u> | <u>7,178</u> | <u>(9,405)</u> | <u>(20,548)</u> | <u>(10,947)</u> | <u>132,950</u> |
| <i>Total unrestricted funds</i> | <u>691,780</u> | <u>22,218</u> | <u>(87,121)</u> | <u>(65,689)</u> | <u>19,878</u> | <u>581,066</u> |
| Restricted Funds: | | | | | | |
| Louisa Alice Kay Fund | 2,894,127 | 78,258 | (81,402) | (357,248) | (4,038) | 2,529,697 |
| Bolton Mother and Child Welfare Assoc. | 26,436 | 701 | (700) | (2,892) | (40) | 23,505 |
| Joyce Ann and Frank Smith Fund | 1,258,033 | 32,581 | (38,628) | (156,603) | (3,088) | 1,092,295 |
| Bolton Veterans Fund | 582 | 4,053 | (4,441) | - | 4,956 | 5,150 |
| Bolton and Bury Veteran's Fund | 1,861 | - | - | - | (1,861) | - |
| Essential Items and Food Project | 250 | - | (10,110) | - | 10,000 | 140 |
| Bridging the Gap | 9,690 | - | (2,195) | - | (7,495) | - |
| Bolton's Fund - Essential Household Support Fund | - | 45,000 | (11,884) | - | (8,116) | 25,000 |
| A Helping Hand | - | 9,500 | - | - | (8,000) | 1,500 |
| Fuel Top-ups | - | 850 | (450) | - | (50) | 350 |
| Health & Wellbeing Fund | - | 14,790 | (1,367) | - | (2,625) | 10,798 |
| National Memorial Arboretum | 113 | 520 | (650) | - | - | (17) |
| Warburtons Poverty Relief Pilot Project | - | 400 | - | - | (258) | 142 |
| Martha Bennett Legacy Fund | 62,313 | 1,615 | (2,820) | (6,640) | (100) | 54,368 |
| Bolton & District Nursing Association | 132,791 | 3,329 | (5,229) | (15,417) | (200) | 115,274 |
| Bolton Operatic Society Trust | 69,910 | 1,945 | (2,562) | (7,982) | 1,097 | 62,408 |
| Veteran's Foundation | - | 12,000 | - | - | - | 12,000 |
| Bolton Poor Protection Society | <u>33,455</u> | <u>881</u> | <u>(1,666)</u> | <u>(3,670)</u> | <u>(60)</u> | <u>28,940</u> |
| <i>Total restricted funds</i> | <u>4,489,561</u> | <u>206,423</u> | <u>(164,104)</u> | <u>(550,452)</u> | <u>(19,878)</u> | <u>3,961,550</u> |
| Total funds | <u>5,181,341</u> | <u>228,641</u> | <u>(251,225)</u> | <u>(616,141)</u> | <u>-</u> | <u>4,542,616</u> |

The Bolton Guild of Help Fund administers the day to day running of the charitable organisation including the building. The freehold property, Scott House, is included in these funds.

In the year, the General Fund received a total contribution of £44,400 to the general running expenses of the charity from the Louisa Alice Kay Fund, Muriel MacKenzie Fund, Bolton Mother and Child Welfare Association, Joyce Ann and Frank Smith Fund and from the funds/societies that it administers from the same offices.

**THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

11. Movements in funds (continued)

The Louisa Alice Kay Fund makes grants to individuals within Bolton Metropolitan Borough for the purchase of urgently required necessities for example, beds, cookers, etc. It also provides grants for necessary services such as handyman jobs, counselling and specialist holidays for clients with medical conditions.

The Bolton Mother and Child Welfare Association assists expectant and nursing mothers as well as young children.

The Joyce Ann and Frank Smith Fund was established for the benefit of animal charities.

Bolton Veterans Fund was established to assist Bolton veterans and their families.

Bolton & Bury Veterans Fund was established to assist Bolton and Bury veterans and their families. This fund has been merged with the Bolton Veterans Fund in 2022.

Essential Items & Food Project provides essential items/services to people in financial distress living in Bolton.

Bridging the Gap provides support to veterans and their families via a weekly drop in at the Bridge Church Coffee Shop.

Bolton's Fund/ Essential Household Support Fund provides essential goods/services to people in financial distress living in Bolton. Bolton's fund monies received in the year is to provide support to low income families to help with energy costs and other essentials.

The National Lottery Community Fund – 'A Helping Hand' provided a contribution to information technology, office overheads and volunteers expenses.

Fuel Top-ups provides additional support to clients suffering fuel poverty.

Health and Wellbeing Fund is used to improve communication and networking between key agencies in Bolton leading to improved access to support for our local families.

National Memorial Arboretum provides veteran outings.

Essential Support Fund Round 33 provides support to low-income families with assistance for energy costs and other essentials.

The Veterans Foundation supports the employment of our Veterans Champion.

Warburtons Poverty Relief Pilot Project provides assistance to explore new ways of engaging with people in need.

Martha Bennett Legacy Fund provides care and comfort for old people residing in Bolton.

Bolton and District Nursing Association provides relief for Bolton residents who are sick, disabled or handicapped.

Bolton Operatic Society Trust provides promotion and education of the Arts (opera, drama, singing etc.).

Bolton Poor Protection Society provides relief of hardship and distress of Bolton residents.

THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022

11. Movements in funds (continued)

| Previous year | Balance at 01/01/21 £ | Income £ | Expense £ | Investment Gains £ | Transfers/ recharges £ | Balance at 31/12/21 £ |
|--|-----------------------------|----------------|------------------|--------------------------|------------------------------|-----------------------------|
| Unrestricted Funds: | | | | | | |
| Bolton Guild of Help | 473,659 | 29,018 | (57,839) | 46,218 | 34,052 | 525,108 |
| Muriel MacKenzie Fund | <u>153,179</u> | <u>7,435</u> | <u>(9,300)</u> | <u>21,958</u> | <u>(6,600)</u> | <u>166,672</u> |
| Total unrestricted funds | <u>626,838</u> | <u>36,453</u> | <u>67,139</u> | <u>68,176</u> | <u>27,452</u> | <u>691,780</u> |
| Restricted Funds: | | | | | | |
| Louisa Alice Kay Fund | 2,522,823 | 75,103 | (48,056) | 366,994 | (22,737) | 2,894,127 |
| Bolton Mother and Child Welfare Assoc. | 23,494 | 672 | (775) | 3,085 | (40) | 26,436 |
| Joyce Ann and Frank Smith Fund | 1,090,072 | 31,858 | (19,590) | 159,193 | (3,500) | 1,258,033 |
| Bolton Veterans Fund | 582 | - | - | - | - | 582 |
| Bolton and Bury Veterans Fund | 3,199 | 1,749 | (2,858) | - | (229) | 1,861 |
| Essential Items and Food Project | - | 10,820 | (10,873) | - | 303 | 250 |
| Bridging the Gap | - | 11,721 | (1,992) | - | (39) | 9,690 |
| National Memorial Arboretum | - | 113 | - | - | - | 113 |
| Martha Bennett Legacy Fund | 55,192 | 1,536 | (900) | 7,085 | (600) | 62,313 |
| Bolton and District Nursing Association | 117,115 | 3,184 | (3,033) | 15,725 | (200) | 132,791 |
| Bolton Operatic Society Trust | 61,050 | 1,885 | (1,435) | 8,510 | (100) | 69,910 |
| Bolton Poor Protection Society | <u>29,623</u> | <u>852</u> | <u>(625)</u> | <u>3,915</u> | <u>(310)</u> | <u>33,455</u> |
| Total restricted funds | <u>3,903,150</u> | <u>139,493</u> | <u>(90,137)</u> | <u>564,507</u> | <u>(27,452)</u> | <u>4,489,561</u> |
| Total funds | <u>4,529,988</u> | <u>175,946</u> | <u>(157,276)</u> | <u>632,683</u> | <u>-</u> | <u>5,181,341</u> |

**THE BOLTON GUILD OF HELP
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

12. Financial instruments

| | 2022 | 2021 |
|---|-----------------------------|-----------------------------|
| | £ | £ |
| Carrying amount of financial assets | | |
| Equity instruments measured at cost less impairment | 4,422,082 | 5,057,032 |
| | <u> </u> | <u> </u> |
| | 2022 | 2021 |
| | £ | £ |
| Carrying amount of financial liabilities | | |
| Equity instruments measured at cost less impairment | 9,753 | 4,500 |
| | <u> </u> | <u> </u> |

13. Transactions with trustees

None of the trustees was reimbursed expenses as a trustee. One of the trustees is a volunteer on the Health and Wellbeing Project. He is reimbursed expenses incurred as a volunteer, not as a trustee, which are subject to an approved monthly expense claim.

14. Related party transactions

There are no related party transactions during the year to be disclosed other than as reported in note 13. There were none in the previous year.

THE BOLTON GUILD OF HELP
MANAGEMENT PAGES
FOR THE YEAR ENDED 31 DECEMBER 2022

THE BOLTON GUILD OF HELP
GENERAL FUND – INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2022

| Revenue Account | 2022 | 2021 |
|--|----------------------|----------------------|
| | £ | £ |
| Income | | |
| Donations | 265 | 394 |
| Grants | - | 10,000 |
| Interest on investments | 9,565 | 9,408 |
| Bank interest | 59 | 2 |
| Services room hire | 20 | - |
| Contributions for administrative expenses – note 2 | 19,826 | 34,000 |
| Contributions to salaries and overheads – note 1 | 20,741 | - |
| Coronavirus job retention scheme | - | 3,332 |
| | <u>50,476</u> | <u>57,136</u> |
| Expenditure | | |
| Salaries and national insurance | 52,095 | 38,881 |
| Pension contributions | 894 | 792 |
| Printing, stationery and advertising | 1,710 | 563 |
| Telephone | 2,124 | 898 |
| Heat, light, water and cleaning | 1,816 | 2,962 |
| Insurance | 1,774 | 1,307 |
| Audit and accountancy fees | 6,682 | 5,412 |
| Legal and professional fees | 492 | 853 |
| IT costs | 4,141 | - |
| Repairs and Renewals | 84 | - |
| Sundry expenses | 1,904 | 2,920 |
| Lease cost | <u>940</u> | <u>437</u> |
| | <u>74,656</u> | <u>55,025</u> |
| Net income/(expenditure) on operations | (24,180) | 2,111 |
| Transfer from/(to) other funds | <u>4,558</u> | <u>52</u> |
| Net (deficit)/surplus for the year | (19,622) | 2,163 |
| Retained surplus brought forward | <u>20,538</u> | <u>18,375</u> |
| Retained (deficit)/surplus carried forward | <u>916</u> | <u>20,538</u> |

Notes

1. In statutory accounts this item is included in the transfers between funds figures on the SOFA, but for management report purposes it is shown as a separate line within income.
2. Contributions for administrative expenses income includes a write off of £28,680 in relation to administrative expenses held as a debtor in the General Fund Balance Sheet in prior years.

THE BOLTON GUILD OF HELP
GENERAL FUND – INCOME AND EXPENDITURE ACCOUNT (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

| | 2022 £ | 2021 £ |
|--|-----------------|----------------|
| Building and Equipment Fund | | |
| Rent and services recharges for use of rooms | 5,131 | 5,882 |
| Less: Heat, light & water recharged | (2,132) | - |
| Less: Property repairs & maintenance | <u>(928)</u> | <u>(2,814)</u> |
| Net surplus for the year before transfers | 2,071 | 3,068 |
| Transfer from/(to) other funds | <u>(14,300)</u> | - |
| Net surplus for the year | (12,229) | - |
| Retained surplus brought forward | <u>17,466</u> | <u>14,398</u> |
| Retained surplus carried forward | <u>5,237</u> | <u>17,466</u> |
| Capital Account | | |
| (Loss)/gain on revaluation of investments | (45,141) | 46,218 |
| Retained surplus brought forward | <u>487,104</u> | <u>440,886</u> |
| Retained surplus carried forward | <u>441,963</u> | <u>487,104</u> |

**THE BOLTON GUILD OF HELP
GENERAL FUND – BALANCE SHEET
FOR THE YEAR ENDED 31 DECEMBER 2022**

| | 2022 | | 2021 |
|--|-----------------|--------|----------------|
| | £ | £ | £ |
| Capital Account | | | |
| <i>Investments at Market Value:</i> | | | |
| Charities Official Investment Fund investment units | 181,939 | | 205,879 |
| Charities Official Investment Fund global equity units | 111,484 | | 129,909 |
| Charities Official Investment Fund property units | <u>20,540</u> | | <u>23,316</u> |
| | 313,963 | | 359,104 |
| <i>Freehold Property at Valuation:</i> | | | |
| Scott House | <u>128,000</u> | | <u>128,000</u> |
| | <u>441,963</u> | | <u>487,104</u> |
| Revenue Account | | | |
| Debtors | 4,090 | | 28,680 |
| Prepayments | 1,701 | | 809 |
| Cash on short-term deposit | 153 | | 131 |
| Cash in hand | 114 | | 617 |
| Transfer from Building and Equipment Fund | <u>12,000</u> | | — |
| | 18,058 | | 30,237 |
| Less: Bank Balance | 5,350 | 5,199 | |
| Accrued expenses | 11,240 | 4,500 | |
| Other taxation and pension creditor | <u>552</u> | — | |
| | <u>(17,142)</u> | | <u>(9,699)</u> |
| | <u>916</u> | | <u>20,538</u> |
| Building and Equipment Fund | | | |
| Bank balance | 19,537 | 17,466 | |
| Less transfer to Revenue Account | <u>(14,300)</u> | — | |
| | <u>5,237</u> | | <u>17,466</u> |
| Net assets | <u>448,116</u> | | <u>525,108</u> |
| Reserves: | | | |
| Capital Account – Investments | 313,963 | | 359,104 |
| Capital Account – Revaluation reserve | 128,000 | | 128,000 |
| Scott House Building Fund | 5,237 | | 17,466 |
| Revenue Account | <u>916</u> | | <u>20,538</u> |
| Total reserves | <u>448,116</u> | | <u>525,108</u> |

**THE BOLTON GUILD OF HELP
LOUISA ALICE KAY FUND
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022**

| | 2022 | 2021 |
|--|-------------------------|-------------------------|
| | £ | £ |
| Income | | |
| Investment Income | 76,394 | 75,098 |
| Bank Interest | 219 | 5 |
| Grants | <u>1,645</u> | <u>-</u> |
| | 78,258 | 75,103 |
| Expenditure | | |
| Necessitous persons | 81,300 | 48,271 |
| Administrative expenses | 4,038 | 23,400 |
| Sundry expenses | <u>102</u> | <u>(215)</u> |
| | <u>85,440</u> | <u>71,456</u> |
| Net (expenditure)/income on operations | (7,182) | 3,647 |
| Transfers | - | 663 |
| (Loss)/gain on revaluation of investments | (357,248) | 366,994 |
| Net (deficit)/ surplus for the year | (364,430) | 371,304 |
| Retained surplus brought forward | <u>2,894,127</u> | <u>2,522,823</u> |
| Retained surplus carried forward | <u>2,529,697</u> | <u>2,894,127</u> |

BALANCE SHEET AS AT 31 DECEMBER 2022

| | | |
|---|-------------------------|-------------------------|
| Investments at market value (see below) | 2,502,610 | 2,859,858 |
| Cash at Charities Deposit Fund | 24,370 | 50,756 |
| Cash at bank | <u>2,717</u> | <u>5,713</u> |
| | 27,087 | 56,469 |
| Less: Accrued Expenses | - | (22,200) |
| Net assets | <u>2,529,697</u> | <u>2,894,127</u> |
| Reserves: | | |
| Balance brought forward | 2,894,127 | 2,522,823 |
| Net (deficit)/surplus for the year | <u>(364,430)</u> | <u>371,304</u> |
| Total reserves | <u>2,529,697</u> | <u>2,894,127</u> |
| Investments at market value per COIF Report | | |
| Investment Fund | 1,527,124 | 1,728,067 |
| Global Equity Fund | 812,206 | 946,442 |
| Property Fund | <u>163,280</u> | <u>185,349</u> |
| | <u>2,502,610</u> | <u>2,859,858</u> |

**THE BOLTON GUILD OF HELP
MURIEL MACKENZIE FUND
INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022**

| | | 2022 | | 2021 |
|--|-----------------|------------------------|---------------|-----------------------|
| | £ | £ | £ | £ |
| Income | | | | |
| Investment Income | | 4,158 | | 4,425 |
| Grants | | 3,000 | | 3,010 |
| Bank Interest | | <u>20</u> | | <u>-</u> |
| | | 7,178 | | 7,435 |
| Expenditure | | | | |
| Necessitous persons | 9,405 | | 8,243 | |
| Administrative expenses | 9,750 | | 6,600 | |
| Sundry expenses | <u>-</u> | | <u>1,057</u> | |
| | | <u>19,155</u> | | <u>15,900</u> |
| Net expenditure on operations | | (11,977) | | (8,465) |
| Transfers-contribution to BOST | | (1,197) | | - |
| (Loss)/ gain on disposal of investments | (1,416) | | 3,691 | |
| (Loss)/gain on revaluation of investments | <u>(19,132)</u> | | <u>18,267</u> | |
| Net (deficit)/ surplus for the year | | <u>(33,722)</u> | | <u>13,493</u> |
| Retained surplus brought forward | | <u>166,672</u> | | <u>153,179</u> |
| Retained surplus carried forward | | <u>132,950</u> | | <u>166,672</u> |

BALANCE SHEET AS AT 31 DECEMBER 2022

| | | | | |
|---|------------|------------------------|--------------|-----------------------|
| Investments at market value | | 130,869 | | 161,416 |
| Cash at Charities Deposit Fund | 1,178 | | 5,400 | |
| Cash at bank | <u>903</u> | | <u>2,156</u> | |
| | | 2,081 | | 7,556 |
| Less: Other Creditors | | <u>-</u> | | <u>(2,300)</u> |
| Net assets | | <u>132,950</u> | | <u>166,672</u> |
| Reserves: | | | | |
| Capital at 1 January | | 166,672 | | 153,179 |
| Accumulated revenue (deficit)/ surplus on Income and Expenditure Account | | <u>(33,722)</u> | | <u>13,493</u> |
| Total reserves | | <u>132,950</u> | | <u>166,672</u> |
| Investments at market value per COIF Report | | | | |
| Investment Fund | | 64,131 | | 72,570 |
| Global Equity Fund | | 55,550 | | 76,147 |
| Property Fund | | <u>11,188</u> | | <u>12,699</u> |
| | | <u>130,869</u> | | <u>161,416</u> |

**THE BOLTON GUILD OF HELP
SPECIAL PURPOSES FUNDS
INCOME AND EXPENDITURE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022**

| | Bolton Mother & Child Welfare Society | Joyce Ann and Frank Smith Fund | Bolton Veterans Fund | Bolton & Bury Veterans Fund | Essential Items and Food Project | Bolton's Fund/ Essential Support Fund | Fuel top ups | Health & Wellbeing fund | Veteran's Foundation | Warburtons Relief Pilot Project | Bridging the gap | A Helping Hand Arboretum | National Memorial Legacy | Martha Bennett Legacy Association | Bolton & District Nursing Association | Bolton Operatic Bolton Poor Society Trust | 2021 Total | 2021 Total |
|---------------------------------------|---|--------------------------------------|----------------------------|--------------------------------------|---|---|-----------------|-------------------------------|-------------------------|---------------------------------------|---------------------|--------------------------------|--------------------------------|--|--|--|------------|------------|
| | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Income | | | | | | | | | | | | | | | | | | |
| Investment Income | 687 | 32,828 | | | | | | | | | | | | | | | 40,622 | 39,982 |
| Donations/grants | | | 4,058 | | | 45,000 | 850 | 14,780 | 12,000 | 400 | - | 9,500 | 520 | 1,574 | 8,282 | 1,933 | 87,118 | 24,403 |
| Bank interest | 14 | 258 | | | | | | | | | | | | 41 | 97 | 12 | 8 | 5 |
| | 701 | 32,561 | 4,058 | - | - | 45,000 | 850 | 14,780 | 12,000 | 400 | - | 9,500 | 520 | 1,615 | 8,329 | 1,945 | 128,165 | 64,890 |
| Expenditure | | | | | | | | | | | | | | | | | | |
| Necessitous persons | 700 | 38,500 | 500 | | 10,110 | 11,984 | 450 | | | | | | | 2,820 | 5,229 | 2,562 | 78,822 | 38,826 |
| Bank charges | | 128 | | | | 500 | | 1,867 | | | 2,195 | | 650 | | | | 128 | 185 |
| Sundry expenses | | | 8,941 | | | | | | | | | | | | | | 8,752 | 2,980 |
| Administration charges | 700 | 98,628 | 4,441 | - | 10,110 | 11,984 | 450 | 1,867 | - | - | 2,195 | - | 650 | 2,820 | 5,229 | 2,562 | 82,702 | 46,061 |
| Net income/(expenditure) for the year | 1 | (6,047) | (888) | - | (10,110) | 33,116 | 400 | 18,428 | 12,000 | 400 | (2,195) | 9,500 | (180) | (1,205) | (1,900) | (617) | 45,465 | 18,909 |
| Transfers | (40) | (9,088) | 4,856 | (4,861) | 10,000 | (9,116) | (50) | (2,625) | - | (258) | (7,495) | (8,000) | - | (100) | (200) | 1,087 | (15,840) | (715) |
| Gain on revaluation of investments | (2,892) | (156,603) | - | - | - | - | - | - | - | - | - | - | - | (6,640) | (15,417) | (7,982) | (188,204) | 197,519 |
| Net surplus for the year | (2,932) | (165,728) | 4,568 | (4,861) | (110) | 25,000 | 350 | 10,798 | 12,000 | 142 | (9,690) | 1,500 | (180) | (7,845) | (17,517) | (7,502) | (4,515) | 215,107 |
| Retained surplus brought forward | 26,496 | 1,259,059 | 582 | 1,861 | 280 | - | - | - | - | - | 8,680 | - | 115 | 62,315 | 132,791 | 68,910 | 1,595,354 | 1,380,327 |
| Retained surplus carried forward | 23,564 | 1,092,295 | 5150 | - | 140 | 25,000 | 350 | 10,798 | 12,000 | 142 | - | 1,500 | (17) | 54,568 | 115,274 | 62,408 | 1,481,853 | 1,595,434 |

Net income/(expenditure) for the year
Transfers
Gain on revaluation of investments
Net surplus for the year
Retained surplus brought forward
Retained surplus carried forward

**THE BOLTON GUILD OF HELP
SPECIAL PURPOSES FUNDS
BALANCE SHEETS AS AT 31 DECEMBER 2022**

| | Bolton Mother & Child Welfare Society | Joyce Ann and Frank Smith Fund | Bolton Veterans Fund | Bolton & Sury Veterans Fund | Essential Items and Food Project | Bolton's Fund/ Essential Household Support | Fuel top ups | Health & Wellbeing fund | Veteran's Foundation | Relief Pilot Project | Bridging the Gap | A Helping Hand | National Memorial Arboratum | Martha Bennett Legacy | Bolton & District Nursing Association | Bolton Operatic Society Trust | Bolton Poor Protection Society | 2022 Total | 2021 Total |
|-----------------------------|---|--------------------------------------|----------------------------|--------------------------------------|--|--|--------------|-------------------------------|-------------------------|-------------------------|---------------------|-------------------|-----------------------------------|-----------------------------|--|----------------------------------|--------------------------------------|------------|------------|
| | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ | £ |
| Investments at market value | 21,955 | 1,072,263 | - | - | - | - | - | - | - | - | - | - | - | 50,369 | 106,344 | 60,496 | 27,834 | 1,399,241 | 1,532,446 |
| Cash with Ch. Dep. Fund | 1,566 | 21,867 | - | - | - | - | - | - | - | - | - | - | - | 9,937 | 9,001 | 2,013 | 925 | 39,129 | 42,878 |
| Bank balances | 4 | (1,653) | 5,150 | - | 140 | 25,000 | 850 | 11,947 | 12,000 | 142 | - | 1,500 | (17) | 62 | (71) | (101) | 181 | 54,032 | 24,790 |
| Accrued expenses | - | - | - | - | - | - | - | (549) | - | - | - | - | - | - | - | - | - | - | (4,180) |
| | 23,505 | 1,092,295 | 5,150 | - | 140 | 25,000 | 850 | 10,798 | 12,000 | 142 | - | 1,500 | (17) | 54,368 | 115,274 | 62,408 | 28,940 | 1,431,993 | 1,595,434 |
| Represented by: | | | | | | | | | | | | | | | | | | | |
| Capital at 1 January | 26,436 | 1,259,033 | 582 | 1,861 | 250 | 25,000 | 350 | 10,798 | 12,000 | 142 | 9,690 | 1,500 | 113 | 62,313 | 132,791 | 69,910 | 39,455 | 1,595,434 | 1,580,927 |
| Retained revenue surplus | (2,931) | (185,738) | 4,568 | (1,861) | (110) | - | - | - | - | - | (9,690) | - | (100) | (7,945) | (17,517) | (7,502) | (4,515) | (169,581) | (169,993) |
| Capital at 31 December | 23,505 | 1,092,295 | 5,150 | - | 140 | 25,000 | 350 | 10,798 | 12,000 | 142 | - | 1,500 | (17) | 54,368 | 115,274 | 62,408 | 28,940 | 1,431,993 | 1,216,334 |
| Market value of Investments | | | | | | | | | | | | | | | | | | | |
| COIF Investment Fund | 20,379 | 957,571 | - | - | - | - | - | - | - | - | - | - | - | 46,946 | 57,869 | 54,820 | 25,759 | 762,944 | 889,335 |
| COIF Global Equity Fund | - | 455,968 | - | - | - | - | - | - | - | - | - | - | - | - | 41,525 | - | - | 495,499 | 577,385 |
| COIF Property Fund | 1,556 | 60,624 | - | - | - | - | - | - | - | - | - | - | - | 3,423 | 6,950 | 5,176 | 2,075 | 80,904 | 91,726 |
| Total | 21,935 | 1,072,263 | - | - | - | - | - | - | - | - | - | - | - | 50,369 | 106,344 | 60,496 | 27,834 | 1,399,241 | 1,532,446 |