

Registered Charity No: 1187996

HELPING OTHERS POSITIVELY ENGAGED IN COMMUNITY C.I.O.
REPORT AND ACCOUNTS
YEAR ENDED 31 MARCH 2022

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REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2022

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HELPING OTHERS POSITIVELY ENGAGED IN COMMUNITY C.I.O.

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2022

Full Name: **HELPING OTHERS POSITIVELY ENGAGED IN COMMUNITY C.I.O.**

Registered Charity Number: 1187996

Principal Address: Lower Ground Floor
Temperance House
Pitt Street
Barnsley
S70 1AL

Trustees: Peter Robertshaw
Peter Mulrooney
Charlotte Lodge

Chair: Peter Robertshaw

Treasurer: Peter Mulrooney

Bankers: Lloyds Bank
13 Regent Street
Barnsley
S70 2EG

Independent Examiner: Stephanie Tolson
Community Accountant
BCVS Services
Priory Campus,
Pontefract Road,
Barnsley
S71 5PN

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2022

The Trustees present their report and accounts for the period 1st April 2021 to 31st March 2022.

Structure, governance and management

Helping others Positively Engaged in Community (HOPE) is a Charitable Incorporated Organisation (CIO), registered with the Charity Commission and governed by its constitution, adopted 17th February 2020. The organisation was previously an unregistered charity since September 2017.

The affairs of the CIO are managed by the charity trustees who may exercise all the powers of the CIO. The trustees are appointed for 3 years by resolution at a trustees' meeting.

Membership of the CIO is open to anyone who is interested in furthering its purposes. The members have no liability to contribute to assets and no personal responsibility for settling debts and liabilities in the event of winding up.

Appointment of Trustees

In accordance with the terms of the constitution, there must be at least three charity trustees. If the number falls below this minimum, the remaining trustees can act only to call a meeting of the trustees or appoint a new trustee. The maximum number of trustees is 7.

Each new trustee is given a copy of the constitution and the latest trustee's annual report and accounts, on or before appointment. In appointing Trustees due consideration is given to ensuring that the Trustees have, between them, the skills and experience necessary to manage the charity effectively and in accordance with charity law. Trustees are encouraged to participate in development opportunities as and when appropriate.

The trustees who served during the year are shown on page 3 of this report.

Charitable aims and objectives

The objects of the charity are:

1. To further or benefit the residents of South Yorkshire, 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.

Activities undertaken for the public benefit

In shaping the objectives for the year, the trustees have paid due regard to the public benefit guidance published by the Charity Commission.

Achievements & performance during the period

This year the charity has started to open up its projects after the various restrictions of Covid-19. These are slowly coming back to life and interest is growing. We continue to provide Holiday Clubs for children funded through the council and government schemes and have been praised by the local authority for these efforts.

The charity took on a lease of a small shop, through a Community Spaces Group and have operated a support hub and charity shop. This has proved successful for meeting and supporting new clients and our extra costs have been covered by the sales.

The Charity's policy on reserves

The trustees recognise the need to keep reserves at a level which will give the organisation stability to enable it to continue to operate in the future.

The Charity's policy of reserves is to generate and maintain a balance that is sufficient:

- a) To preserve the financial viability of the Charity in the event that unforeseen and/or unavoidable circumstance precipitate a short-term fall in its income.
- b) to enable the Charity, in the interests of meeting its objectives, to undertake from time to time the setting up of new and innovative projects on a pilot basis to demonstrate the viability and potential benefits of such activities as a precursor to securing the external funding necessary to maintain such projects on an on-going basis.

For these purposes, the Charity will endeavour to generate and maintain reserves which are at least 50% of its annual turnover.

The actual level of unrestricted reserves at the year-end was £6,108.

From this, the Charity has put aside £4,000 into a Reserves budget within their books of accounts.

Trustees responsibilities for the financial statements

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

Financial Position

The financial statements are set out in pages 8 to 12. The Receipts and Payments Account shows a surplus for the year £5,204 (2021:£7,766). The total reserves of the charity at year-end, represented by unrestricted funds, stand at £6,108 (2021: £7,836).

The trustees declare that they have approved the report above.

Signed on behalf of the charity's trustees:

Signed: _____

Date: 4th August 2022

Peter Mulrooney, Treasurer

INDEPENDENT EXAMINER'S REPORT

YEAR ENDED 31 MARCH 2022

I report on the accounts of the charity, which are set out on pages 8 to 12.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year, under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts, under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commissioners under section 145 (5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records, in accordance with section 130 of the 2011 Act, and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met;

or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  Date: 4th August 2022

Steph Tolson
Community Accountant
BCVS Services
Priory Campus, Pontefract Road, Barnsley, S71 5PN

HELPING OTHERS POSITIVELY ENGAGED IN COMMUNITY C.I.O.

RECEIPTS AND PAYMENTS ACCOUNT

YEAR ENDED 31 MARCH 2022

| | | Unrestricted Funds | Restricted Funds | 2022 Total Funds | 2021 Total Funds |
|------------------------------------|-------------|-------------------------------|-----------------------------|---------------------------------|---------------------------------|
| | Note | £ | £ | £ | £ |
| Receipts | | | | | |
| Fundraising & events | | 127 | - | 127 | 263 |
| Donations & Subscriptions | | 846 | 210 | 1,056 | 3,211 |
| Grants received | 5 | - | 28,310 | 28,310 | 18,975 |
| Charity Shop income | | 4,766 | - | 4,766 | - |
| Other income | | 51 | - | 51 | 81 |
| Total incoming resources | | 5,790 | 28,520 | 34,310 | 22,530 |
| Payments | | | | | |
| Refreshments & catering | | 239 | 2,840 | 3,079 | 936 |
| Equipment | | 1,271 | 615 | 1,886 | 2,554 |
| Activities & Games | | 310 | 9,623 | 9,933 | 3,267 |
| Gift Vouchers | | - | - | - | 2,155 |
| Admin & Stationery | | 1,301 | 156 | 1,457 | 667 |
| Insurance | | 206 | - | 206 | 146 |
| Training | | 511 | 150 | 661 | 359 |
| Rent and Rates | | 1,125 | 1,125 | 2,250 | 3,900 |
| Utilities, telephone & internet | | 767 | 350 | 1,117 | 653 |
| Volunteer & travel Expenses | | 1,173 | 1,199 | 2,372 | 127 |
| Session workers | | - | 2,530 | 2,530 | - |
| Transport Costs | | - | 2,500 | 2,500 | - |
| Consultancy | | 765 | - | 765 | - |
| Accountancy Fee | | 350 | - | 350 | - |
| Total payments | | 8,018 | 21,088 | 29,106 | 14,764 |
| Surplus/(Deficit) | | (2,228) | 7,432 | 5,204 | 7,766 |
| Total funds brought forward | 1 | 7,836 | 1,526 | 9,362 | 1,596 |
| Transfers between funds | | 500 | (500) | - | - |
| Total funds carried forward | | 6,108 | 8,458 | 14,566 | 9,362 |

HELPING OTHERS POSITIVELY ENGAGED IN COMMUNITY C.I.O.

STATEMENT OF ASSETS & LIABILITIES

YEAR ENDED 31 MARCH 2022

| | 2022 | 2021 |
|---|----------------------|---------------------|
| | £ | £ |
| Monetary Assets: | | |
| Bank Account (HSBC) | 14,204 | 9,353 |
| Cash in hand | 362 | 9 |
| Total monetary assets | <u>14,566</u> | <u>9,362</u> |
| Assets retained for the charity's own use: | | |
| A list of assets retained for the charities use is included in note 6 of the accounts (page 12) | | |
| Debtors/prepayments at the year end: | | |
| Insurance prepaid | 155 | 110 |
| | <u>155</u> | <u>110</u> |
| Liabilities: | | |
| Accountancy/ Independent Examination fee | 400 | 350 |
| | <u>400</u> | <u>350</u> |

The trustees declare that they have approved the accounts above.

Signed on behalf of the charity's trustees:

Peter Mulrooney, Treasurer

Date: 4th August 2022

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

1. Accounting policies

Basis of the preparation of the accounts

The financial statements have been prepared on a Receipts & Payments basis which summarises the movement of cash in and out of the organisation. In this context 'cash' includes cash equivalents, such as bank accounts where cash can be readily available to pay debts as they fall due. This format of accounts is available to non-company charities with gross annual income of £250,000 or less.

The Total Funds brought forward of £1,596 in 2021 in the Receipts and Payments Account represents the funds transferred in to the Charity from the HOPE Community group before it was registered.

Classification of income & expenditure

Income and expenditure has been analysed in the accounts using natural classification.

Funds structure

The charity maintains an unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Unrestricted funds may arise from grants and donations of a general nature, fees for goods and service provided and payment for service contracts.

Restricted funds may be provided to the charity for particular purposes and may only be spent for the purposes for which they were given. Any balance remaining outstanding on a restricted fund at the end of the year is carried forward as a balance on the fund, unless permission has been given by the funder to remove the restriction on the balance outstanding. Restricted funds will arise from grants and donations given to the charity for specific purposes.

2. Trustee payments, benefits and expenses

There were no payments, remuneration or benefits to trustees during the period, other than out of pocket expenses that were reasonably incurred by trustees in promoting the purposes of the Charity.

3. Related Party Transactions

No payments were made to related parties during the period.

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

4. Restricted Funds

| | Opening balance £ | Incoming resources £ | (Resources expended) £ | Fund Transfers £ | Closing balance £ |
|--------------------------------------|-------------------------|----------------------------|------------------------------|------------------------|-------------------------|
| Toddler Group | 309 | 200 | (271) | - | 238 |
| Cooking Project | 442 | 10 | (335) | - | 117 |
| BMBC Ward Alliance Toddler grant | 70 | - | - | - | 70 |
| BMBC Healthy Holidays grant | - | 26,410 | (19,236) | (500) | 6,674 |
| Good Food Barnsley | - | 900 | (900) | - | - |
| National Lottery A4A listening grant | 204 | - | (150) | - | 54 |
| Carers Club donation | 361 | - | (196) | - | 165 |
| Brightbox consultation grant | - | 1,000 | - | - | 1,000 |
| BMBC WA Listening Service | 140 | - | - | - | 140 |
| Total | 1,526 | 28,520 | (21,088) | (500) | 8,458 |

5. Projects and Grants received

The Cooking project funds were from a Roundtable donation of £450 received by the HOPE Community Group in the previous financial year. This project aims to run courses to teach "cooking on a budget".

The Charity runs the St George's Toddler Group and The More the Merrier Toddler Group, income is by the way of Subs and donations from attendees and a previous year BMBC Ward Alliance Grant given to the HOPE Community Group.

The Healthy Holidays project runs sessions in the school holidays for children and their parent/carer which provide games, arts and crafts and fun activities. A lunchtime meal is also provided to the attendees. Grants for this project include several BMBC Healthy Holidays grants totalling £26,410 and a Good Food Barnsley Grant of £900 received by the Charity in the year.

The Charity set up a Listening Service to provide support and referral advice during the Covid-19 pandemic. The funding has been used to fund the equipment and telephone costs. This is a confidential service that anyone can access through phone, text and video calls. Two grants were received for this project during the previous year, an award of £1,433 from the National Lottery, and a BMBC Ward Alliance grant of £1,218.

A donation from the Carer's Club of £361 was received in the previous year; this is to fund a Well Being and garden project.

A grant was received from Brightbox to fund community consultations to explore what communities need from their local library and makerspaces.

A fund transfer was made from the Healthy Holidays fund to the General fund.

6. Assets Retained for the Charity's Own Use

Temperance House Office:

Various items with a total value of £155

Items include: 2 desks, 2 laptops, 5 mobile phones, table, printer, combing machine, shredder, storage unit and filing cabinet.

Temperance House Store:

Various items with a total value of £70

Items include a display board, toys, games and cooking aprons.

Saint George's Store:

Various items with a total value of £158

Items include: 10 High chairs, 4 PE mats, 10 crockery sets and pans and several large toys and games.

Charity Shop:

Various items of equipment with a total value of £391

Items include: Tables, Chairs, shop till, printer, card reader, vacuum, kitchen equipment, shelving, storage and clothes rails.