CHARITY COMMISSION FOR ENGLAND AND WALES

# Trustees' Annual Report for the period

**From 22/3/2021 Period start date To 03/04/2022 Period end date**

**Charity name: Halfway Community Centre Charity**

**Charity registration number:** 1193879

## Objectives and Activities

| | SORP reference | |
|---|---|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | **Halfway Community Centre Charity is a charity that is supporting vulnerable children and families.** |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | What the charity does:<br>• General Charitable Purposes<br>• Disability<br>• The Prevention Or Relief Of Poverty<br>• Economic/community Development/employment<br>• Recreation<br>Who the charity helps:<br>• Children/young People<br>• People With Disabilities<br>• The General Public/mankind<br>How the charity helps:<br>• Provides Buildings/facilities/open Space<br>• Provides Services<br>• Provides Advocacy/advice/information<br>Where the charity operates:<br>• Throughout England |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | It is a legal requirement for trustees of charities in the UK to have regard to the guidance issued by the Charity Commission on public benefit. The guidance outlines the legal requirements and expectations for charities to demonstrate public benefit in their activities and operations. Trustees have a duty to act in the best interests of the charity, and this |

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| | | includes ensuring that the charity is operating in accordance with its charitable purposes and providing public benefit. Therefore, it is expected that trustees have taken the Charity Commission guidance on public benefit into account when making decisions and carrying out their duties. All current trustees of the charity agree to and understand the above in acting in the charities, best interests. |

**Additional information (optional)**
You may choose to include further statements where relevant about:

| | SORP reference | |
|---|---|---|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

## Achievements and Performance

| | SORP reference | |
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| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20 | The charity has achieved significant progress in developing the existing building and grounds to create a welcoming and safe environment for children with additional needs. The incorporation of an excellent outside space and indoor space provides a supportive and accessible setting where children can learn, play, and socialize.<br>Through the development of the building and grounds, the charity has provided opportunities for children with additional needs to engage in activities that promote their physical, cognitive, and emotional well-being. The accessible outdoor space allows children to engage in play, physical activity, and exploration, while the indoor space provides a safe and stimulating environment for learning and socialisation.<br>The charity's efforts in developing the building and grounds have helped to address the barriers that children with additional needs often face in accessing appropriate facilities and activities. By creating a space that is tailored to their needs, the charity has made a significant contribution to the health, happiness, and development of these children.<br>Overall, the charity's achievements in developing the building and grounds have had a positive impact on the lives of children with additional needs and their families, providing them with a supportive and inclusive space where they can thrive. |

**Additional information (optional)**
You may choose to include further statements where relevant about:

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| Achievements against objectives set | Para 1.41 | |
| Performance of fundraising activities against objectives set | Para 1.41 | |
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| Investment performance against objectives | Para 1.41 | |
| Other | | |

# Financial Review

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| Review of the charity's financial position at the end of the period | Para 1.21 | **The charity is financially stable in paying for the costs of running and maintaining the building and grounds.** |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | **The reserves are kept in the charities bank account and monitored by the trustees and the treasurer.** |
| Amount of reserves held | Para 1.22 | **£1307.87** |
| Reasons for holding zero reserves | Para 1.22 | |
| Details of fund materially in deficit | Para 1.24 | |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

**Additional information (optional)**
You may choose to include further statements where relevant about:

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| The charity's principal sources of funds (including any fundraising) | Para 1.47 | |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |
| Other | | |

## Structure, Governance and Management

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| Description of charity's trusts: | | **Unrestricted Trust: An unrestricted trust is a trust in which the funds can be used by the charity for any purpose, subject to the charity's governing document.** |
| Type of governing document (trust deed, royal charter) | Para 1.25 | **Constitution** |
| How is the charity constituted? (e.g unincorporated association, CIO) | Para 1.25 | **CIO** |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | **Appointment by existing trustees: This method involves existing trustees appointing new trustees to fill vacancies on the board. This could be done through an interview process or by nomination.** |

**Additional information (optional)**
You may choose to include further statements where relevant about:

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| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | **Procedures are in place for recruitment of trustees, DBS completed, induction and responsibilities as below.** |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | **CIO – 22nd March 2021 CIO Registration**<br>**1. A comprehensive induction process: This covers the charity's vision, mission, values, and strategic goals, as well as its governance structure, legal and regulatory requirements, and policies and procedures. The induction is tailored to the individual needs of each trustee, and should include opportunities for them to meet key staff and stakeholders, and to familiarize themselves with the charity's operations.**<br>**2. Ongoing training and development: Trustees will be provided with regular training and development opportunities to ensure that** |

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| | | **they have the skills and knowledge required to carry out their roles effectively. This includes training on specific issues such as fundraising, risk management, and financial management, as well as broader skills such as leadership, communication, and teamwork.**<br>**3. Clear expectations and responsibilities: Trustees are provided with a clear understanding of their roles and responsibilities, and what is expected of them in terms of their time commitment, attendance at meetings, and participation in the charity's activities. This outline is in a written trustee agreement, which is regularly reviewed and updated as necessary.**<br>**4. Succession planning: our charity should has a clear plan for the recruitment and succession of trustees. This includes a process for identifying potential new trustees, assessing their suitability for the role, and ensuring that they receive a thorough induction and training.** |
| Relationship with any related parties | Para 1.51 | **Henry Boot/Hallam Land who the building was leased.** |
| Other | | |

## Reference and Administrative details

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|---|---|
| Charity name | Halfway Community Centre Charity |
| Other name the charity uses | |
| Registered charity number | 1193879 |

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| Charity’s principal address | Halfway Community Centre<br>7 James Walton Court<br>Halfway<br>Sheffield<br>S20 3GY |
| | |

**Names of the charity trustees who manage the charity**

| | Trustee name | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|---|---|---|---|---|
| 1 | Tracy Rodgers | | | |
| 2 | Susan Mettam | | | |
| 3 | Kevin Haywood | | | |
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Corporate trustees – names of the directors at the date the report was approved

| Director name | | |
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Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year | |
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## Funds held as custodian trustees on behalf of others

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| Description of the assets held in this capacity | |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets | |

**Additional information (optional)**

**Names and addresses of advisers (Optional information)**

| Type of adviser | Name | Address |
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**Name of chief executive or names of senior staff members (Optional information)**

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

**The trustees declare that they have approved the trustees' report above.**

**Signed on behalf of the charity's trustees**

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| **Signature(s)** | *T Rodgers* | |
| **Full name(s)** | Tracy Samantha Rodgers | |
| **Position (eg Secretary, Chair, etc)** | Trustee - Chair | |
| **Date** | 01/02/2023 | |

Charity Return 22.3.21 - 3.4.22

| Month | In | Out |
|---|---|---|
| Opening Bala | £654.89 | |
| April | £125.00 | £110.16 |
| May | £165.00 | £204.39 |
| June | £205.16 | £331.27 |
| July | £455.89 | £366.60 |
| Aug | £0.28 | £74.80 |
| Sep | £415.06 | £283.66 |
| Oct | £0.00 | £47.71 |
| Nov | £320.06 | £94.20 |
| Dec | £200.00 | £51.21 |
| Jan | £0.00 | £29.78 |
| Feb | £400.00 | £29.78 |
| March | £250.00 | £70.79 |
| | £3,191.34 | £1,694.35 |