

Charity number 1194595
Company registration number 12042987

The Gurlington Centre Limited
Annual Report and Financial Statements
for the year ended 31 March 2023

**The Girlington Centre Limited
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for the year ended 31 March 2023**

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The Girlington Centre Limited

Trustee's report for the year ended 31 March 2023

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
Fozia Shaheen	Chair	
Ruby Bhatti	Vice- Chair	Joined December 2022
Wakas Ahmed		
Val Rowlands		
Adal Ahmed		
Zulfiqar Hussain		
Mohammed Salim		
Isabel		Resigned February 2023
Farooq Qureshi		
Mohammed Ameen Ali		
Qudrat Shah		Joined December 2022, resigned May 2023
Sajida Parveen Saber		Resigned April 2023
Samina Shah		Resigned 25 October 2022

Registered and Principal address

The Girlington Centre Limited
Girlington Road
Bradford
BD8 9NN

Bankers

Unity Trust Bank Plc
9 Brindle Place
Birmingham
B1 2HB.

Independent examiner

Arshad Mahmood BA (Hons) FCCA
For and on behalf of:

Associate Accountancy Services

Preston House Preston Street
Bradford
BD7 1JE.

Structure, governance and management

The charity is governed by a constitution adopted on 21 April 1998, and amended on 28 June 1999, 17 June 2002, 8 December 2006 and 25 October 2007.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objectives

To help relieve poverty, and the distress and sickness caused by it, and to help to advance the education and to preserve and protect good health among the inhabitants of Girlington and surroundings by the provision of quality information and advice service appropriate to the needs of the local people.

The Charity's main activities

The Girlington Centre Limited (TGAC) offers information, advice, and advocacy to the general public and helps to eliminate poverty. TGC also offers accredited training and raises public awareness on issues such as immigration, welfare benefits, health and education.

The Girlington Centre Limited
Trustee's report (continued) for the year ended 31 March 2023
Public benefit statement

Chair's Report

I am pleased to present The Girlington Centre's annual report for the year 2022/2023, which incorporates the information for both The Girlington Centre, and Girlington Community Association. Despite a difficult climate, the Centre has continued to improve and expand its core services, and enable community access to its facilities for service users and the local community as a whole.

In terms of facilities and services for our users, this year has been very productive. Despite financial constraints the Centre has worked very hard to maintain and improve the quality of its delivery. For this we are very grateful to the many partner organisations who have worked with the Centre on a number of projects.

The Centre has worked diligently to improve its management systems, policies and procedures in order to give a robust edge to all aspects of operational matters. The staff and volunteers have been involved, briefed and trained in any changes so that they have an understanding of what is expected of them.

The Centre has also progressed a number of maintenance matters which have been delayed or 'held in the pipeline' whilst waiting for clear direction over the Community Asset Transfer. It is a matter of frustration that the CAT process has not yet been brought to a conclusion with Bradford Council, however, the Centre and its Board continue to press for an outcome, in what has been a very lengthy process thus far.

Whilst the Centre is very committed to continually improving its facilities and services, the Board are mindful of the fact that financial constraints may mean some aspects of the Centre's delivery in the future will need to be reviewed. We continue to work towards the Centre becoming self-sustaining, and any review of services will need careful thought, and will include input from the various key stakeholders and community members.

The Centre continues to look at diversifying its provision within the broad remit of advice, health, well-being and education, and a number of emerging needs within the community are being considered. Certainly, we are looking at interesting and challenging times ahead, but I am confident that the Board has the vision and capacity to move the Centre forward.

I would like to record my gratitude to all the Girlington Centre staff, trainees and volunteers for their input and support towards making the Centre a successful provider of services for the benefit of the community. Particular appreciation goes to Rubina Burhan for managing the Centre, bringing in innovative ideas, sourcing funding, strengthening partnerships and the many other roles and responsibilities she carries to ensure the centre runs and delivers much needed services to the local community.

Finally, I am much indebted to The Girlington Centre's Board of Directors / Trustees for their support and guidance.

Fozia Shaheen
Chair

Signed on behalf of the board of trustees.

Signed:

Date:

Name:

(Trustee)

The Girlington Centre Limited
Manager's report for the year ended 31 March 2023

Manager's Report - Rubina Burhan

The work of the Centre is overlapping, with both The Girlington Centre, and Girlington Community Association working together to deliver our services as a community hub. This report therefore addresses the work of both organisations as they work together to provide holistic care for our community, and towards the merger as The Girlington Centre.

The Centre made very positive progress towards the planned merger. The Girlington Centre gaining charitable status in April 2021, and following this Girlington Advice and Training Centre merged with The Girlington Centre in May 2022. As the leaseholder for the building, it was decided that the Girlington Community Association will not merge into The Girlington Centre until the Community Asset Transfer (CAT) process has been completed.

The Spring of 2022 saw a tidy up around the outside of the building, with some enthusiastic volunteers tackling the overgrown bushes and weeds. We were gifted some raised vegetable beds and new seating with the assistance of People and the Dales, which were put to good use – and service users enjoyed an array of vegetables and herbs from the beds throughout the Summer months as part of meals provided at the Centre.

The building interior also received some attention, with the Probation service providing the man / woman power to carry out painting of the walls. It remains a work in progress with painting upstairs yet to be completed.

Our advice work remains a core service that we provide to the local community, assisting them with whatever challenges they face. Our team has worked hard in the face of ever-changing advice and service user needs, and our systems, procedures and provision are kept under constant review to meet local demand, which continues to grow.

The EU Settlement Scheme (EUSS), which provided advice and assistance to EU nationals in applying for and obtaining pre-settled status, was due to end in June 2022. As the deadline approached, our advice team were working at full speed (and more!) to process all the required paperwork before the deadline. This involved arranging a number of trips to the Slovak Embassy in London so that clients could receive assistance from our advice workers as their documentation was processed. Although the deadline expired, the work has continued on the EUSS scheme. Other outreaches reopened over the year, and we worked with the BAME Collaborative to provide outreach advice from September 2021.

Manager's report continued

As part of reducing inequality (RIC) and CLIC funding we recruited volunteers, developed health and wellbeing services, and developed volunteers and projects through our Volunteer Co-ordinator and Community Development worker.

Our work with children and families continued, with a HAFS (Holidays and Food Scheme) programme running during the Easter and Summer holidays. Because of the covid restrictions in place at Easter, activities and food were provided to families in the form of packs delivered to them at home. With the arrival of Summer, and relaxed restrictions we were able to welcome children

One of the aspects we most value about the work we do is our ability to provide multi-faceted services for clients, so that The Girlington Centre acts as a community-based hub offering support to clients in a holistic way. We were able to offer an increased range of in-person health and wellbeing services over the year, with the advice and health & wellbeing teams working in tandem to ensure clients' needs were addressed in a one-stop-shop. Some of the case studies included in this report bear testament to the complexity of the work carried out at the Centre to ensure clients received appropriate support from the Centre. or were referred externally to more specialist

We aim as a Centre to respond to the needs of the community that surrounds us, and two projects from the year illustrate this: the Autumn of 2022 saw us embark on a project in partnership with the Thornbury Centre and Trident focussed around the Roma community, and the specific challenges they face in accessing services and health care. Secondly, the refugee group, using the Centre as a base, has grown and will be supported by the Centre over the coming year as it looks to

The Centre was able to welcome a number of trainees and volunteers to the team: six people were taken on as part of the Government 'Kick Start' scheme, working with the administrative, advice and Roma project teams. Two summer interns joined us from the University of Bradford for 6 week placements over the Summer, with a number of shorter placements provided for law and

Many volunteers have given of their time at the Centre, and their participation has flourished since the Centre re-started in-person activities. They are involved in all areas of work and make a very valuable contribution to the services offered at the Centre. In return we hope the Centre provides them with skills and confidence, and a number of our volunteers have been successful in obtaining

I would like to thank all the staff, Management Committee and volunteers who have made all these activities and services possible. We couldn't do it without you!

Rubina Burhan

Manager

The Girlington Centre Limited / Girlington Community Association

The Girlington Centre Limited
Independent examiner's report
to the trustees of The Girlington Centre Limited

I report on the accounts of the charity for the year ended 31 March 2023, which are set out on pages 5 to 10.

Respective responsibilities of the trustees and the examiner

The Girlington Advice and Training Centre (charity number 1103439) closed and transferred all its assets, funds and liabilities to The Girlington Centre Limited (charity number 1194595). The charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 and that an independent examination is needed.

It is my responsibility to examine the accounts under section 43 (2) of the 1993 Act, follow the procedures laid down in the general directions given by the Charity Commission (under section 43 (7) (b) of the Act) and state whether particular matters have come to my attention.

Basis of independent examiner's statement

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 the trustees concerning any such matters. The procedure 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:

- a) to keep accounting records in accordance with section 41 of the 1993 Act;
- b) and to prepare accounts which accord with accounting records and comply with the accounting requirements of the 1993 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

Name: Arshad Mahmood

Relevant professional qualification or body: ACCA

Date:

For and on behalf of:

Associate Accountancy Services

Preston House Preston Street

Bradford

West Yorkshire

BD7 1JE.

The Girlington Centre Limited
Statement of Financial Activities
for the year ended 31 March 2023

	Notes	2023	2023	2023	2022
		Unrestricted Funds £	Restricted Funds £	Total Funds £	Total Funds £
Income					
Welfare advice		153,111	-	153,111	163,780
Health and Wellbeing		207,488		207,488	136,737
Reimbursements		98,918		98,918	91,068
Other income		569	-	569	1,868
Total income		<u>460,086</u>	<u>-</u>	<u>460,086</u>	<u>393,453</u>
Staff costs	3	340,394	-	340,394	224,625
Service Charges		12,412		12,412	13,270
Volunteer Expenses		-		-	2,751
Rates		8,407		8,407	2,607
Repairs and Renewals		3,065		3,065	2,430
Legal and Professional		270		270	3,000
Printing and Stationery		4,194	-	4,194	7,212
Telephone, Postage and Internet		1,396	-	1,396	2,770
Publications and Subscriptions		691		691	3,416
Consultancy		16,494		16,494	4,259
Reimbursements		82,676		82,676	14,960
Events, Workshops and Activities		3,765	-	3,765	7,696
Insurance		1,030		1,030	-
Accountancy		1,500		1,500	-
Bank Charges		148		148	203
Depreciation		2,296		2,296	2,402
Total		<u>478,738</u>	<u>-</u>	<u>478,738</u>	<u>291,601</u>
Net incoming/ (outgoing) resources		(18,652)	-	(18,652)	101,852
Funds balances brought forward		<u>698,073</u>		<u>698,073</u>	<u>596,221</u>
		679,421	-	679,421	698,073
Transfer between funds				-	-
Funds balances carried forward		<u>679,421</u>	<u>-</u>	<u>679,421</u>	<u>698,073</u>

The Girlington Centre Limited
Balance Sheet
as at 31 March 2023

	Notes	2023 Unrestricted £	2023 Designated £	2023 Total £	2022 Total £
Fixed Assets					
Tangible assets	4	43,582		43,582	44,278
Current Assets					
Debtors and prepayments	5	13,551	-	13,551	-
Cash at bank and in hand	6	366,974	460,000	826,974	710,462
Current Assets		380,525	460,000	840,525	710,462
Amounts falling due within one year					
Creditors and accruals	7	204,686	-	204,686	56,667
Total current liabilities		204,686	-	204,686	56,667
Total current assets		175,839	460,000	635,839	653,795
Total net assets		219,421	460,000	679,421	698,073
FUNDS					
Unrestricted funds	8&9	219,421		219,421	698,073
Restricted funds	10	-	460,000	460,000	-
Total Funds		219,421	460,000	679,421	698,073

The Girlington Centre Limited
Notes to the Accounts
for the year ended 31 March 2023

Accounting policies

Basis of accounting

The financial statements have been prepared under historical cost convention. The financial statements have been prepared in accordance with the statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) and the Charities Act 1993.

There has been no change to the accounting policies since last year.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the trustees are virtually certain they 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.

Commissioned

In order to show a true and fair view of the performance of the centre, this year the board has decided that the commissioned income from the Girlington Community Centre would be declared both in income and the expenditure. Comparison figures have been adjusted accordingly.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised as soon there is legal or constructive obligation committing the charity to pay out the resources.

Taxation

As 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 costing more than £250 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 of a straight line based over their expected useful lives as follows:

Property - over 50 years

Project and office equipment - over 5 years at reducing balance method

Computer equipment - over 3 years at reducing balance method

Motor vehicle - over 4 years at reducing balance method

Pension

Since the introduction of the "Auto -Enrolment" pension scheme by the government, the charity has joined a government recommended pension company, Nest. The contribution rate for the employer is 5% and employee contribution rate is 3% as recommended by the new pension regime.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity. However, they are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

The Girlington Centre Limited
Notes to the Accounts
for the year ended 31 March 2023

2 Welfare advice	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
Equality Together	10,656	-	10,656	14,116
Charity Work	10,983	-	10,983	18,110
Bradford VCS Alliance	14,655	-	14,655	11,184
Inspired Neighbour	11,900	-	11,900	-
Bradford CAB	80,417	-	80,417	107,870
EUSS	24,500	-	24,500	12,500
	<u>153,111</u>	<u>-</u>	<u>153,111</u>	<u>163,780</u>

Health Wellbeing	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
HALE Project	25,620	-	25,620	15655
Bradford VCS Alliance	181,868	-	181,868	121082
	<u>207,488</u>	<u>-</u>	<u>207,488</u>	<u>136737</u>

Reimbursements	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
Fuel Topup	82,676	-	82,676	81,087
Food Parcels	15,942	-	15,942	6,200
Family Action	300	-	300	3,781
	<u>98,918</u>	<u>-</u>	<u>98,918</u>	<u>91,068</u>

Other Income	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	Funds	Funds	Funds	Funds
	£	£	£	£
Sundry	569	-	569	1,868
	<u>569</u>	<u>-</u>	<u>569</u>	<u>1,868</u>

3 Staff costs and numbers	2023	2022
	£	£
Gross salaries	330,700	215,796
Social security costs	9,166	6,158
Pensions	528	1,349
Staff Travel and Subsistence	-	1,097
Staff Training and Tuition expenses	-	225
	<u>340,394</u>	<u>224,625</u>

The average number of employees during the year was 28 full time and part time, and 23 in (2021:2022). There were no employees with emoluments above £60,000. High gross salaries for this year are due to higher number of average employees and a gross salary charge of £47,782 paid by the Girlington Community Centre over past years for the charity.

The Girlington Centre Limited
Notes to the Accounts
for the year ended 31 March 2023
Defined contribution pension scheme

	2023	2022
	£	£
Costs of the scheme to the charity for the year	528	749
Amount of any contributions outstanding at the year end	-	-
	<u>528</u>	<u>749</u>

4 Tangible fixed assets

	Property	Plant and	Motor	Fixtures,	Total
	£	machiner	Vehicle	tools and	£
		y	£	equipment	
		£		£	
Cost					
At 1 April 2022	44,831	14,111	5,800	7,624	72,366
Additions				1,600	1,600
Surplus on revaluation		-		-	-
Disposals		-		-	-
At 31 March 2023	<u>44,831</u>	<u>14,111</u>	<u>5,800</u>	<u>9,224</u>	<u>73,966</u>
Depreciation					
At 1 April 2022	4401	13,665	3,354	6,668	28,088
Charge for the year	897	149	612	638	2,296
Surplus on revaluation		-		-	-
On disposals		-		-	-
At 31 March 2023	<u>5,298</u>	<u>13,814</u>	<u>3,966</u>	<u>7,306</u>	<u>30,384</u>
Net book value					
At 31 March 2023	<u>39,533</u>	<u>297</u>	<u>1,834</u>	<u>1,918</u>	<u>43,582</u>
At 31 March 2022	<u>40,430</u>	<u>446</u>	<u>2,446</u>	<u>956</u>	<u>44,278</u>

5 Debtors

	2023	2022
	£	£
Prepayments and accrued income	<u>13,551</u>	<u>-</u>

6 Cash at bank and in hand

	2023	2022
	£	£
Unity Trust Bank current account	-	-
Unity Trust Bank deposit account	-	-
Cash in hand	228	228
Unity Trust Bank C Account- TGC Ltd	<u>826,746</u>	<u>710,234</u>
	<u>826,974</u>	<u>710,462</u>

7 Creditors and accruals

	2023	2022
	£	£
Accruals	56,667	56,667
Owed to GCC	<u>148,019</u>	<u>-</u>
	<u>204,686</u>	<u>56,667</u>

The Girdlington Centre Limited
Notes to the Accounts
for the year ended 31 March 2023

8 Trustee expenses

No trustee received any expenses during the year (nil 2021: 2022)

9 Related party transactions

There were no related party transactions during the year (nil 2021:2022).

10 Funds

	2023	2022
	£	£
Designated funds	460,000	-
Unrestricted	219,421	698,073
	<u>679,421</u>	<u>698,073</u>

At the last annual general meeting the Trustees agreed to transfer £400,000 for acquiring and renovation of premises for the centre and £60,000 for the future redundancies, to Designated Funds.