

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Trustees Report and Accounts

For the year ended 31<sup>st</sup> March 2024

Charity number 268326

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

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## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Reference and Administrative information**

Charity registration number	268326
Management Trustees	A Shabir (Chair) Dr M Nawaz (Vice Chair) Appointed 11 <sup>th</sup> March 2024 K Igbo (Secretary) R Mugweru (Treasurer) Resigned December 2023 J Khan (Treasurer elect) Appointed 11 <sup>th</sup> March 2024 J Khan F Mousavi A Ghosh
Holding Trustee	M Afzal M Jamil M Yousaf
Chief Executive Officer	M Choudhary
Principal Address	Gladstone House 316 – 318 Gladstone Street Peterborough PE2 2BX
Independent Examiner	M Ray AAC Accountants Ltd Rycroft School Road Broughton Cambridgeshire PE28 3AT
Bankers	Co-operative Bank plc Relation Account Support service team P.O.Box 250 Skelmersdale WN8 6WT

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Trustees Report**

#### **For the year ended 31<sup>st</sup> March 2024**

The Trustees present their report and the independently examined financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, 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 for Smaller Entities / Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014 (as amended by Update Bulletin 1 published on 2 February 2016).

#### **Structure, governance and management**

The charity is governed by a constitution adopted 14th May 1974 and amended 6th June 1975, 29th June 1989, 26th June 1990 and 14th July 2013.

The management trustees who served during the year were:

A Shabir  
Dr M Nawaz  
K Igbo  
R Mugweru  
I Khan  
J Khan  
F Mousavi  
A Ghosh

In addition to the management trustees, the following persons served as a holding trustees:

M Afzal  
M Jamil  
M Yousaf

None of the Trustees has any beneficial interest in the charity.

The Trustees are responsible for the recruitment and appointment of the Trustees Board.

The Trustees delegate the day to day management of the charity to GLADCA management.

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Trustees Report continued**

#### **For the year ended 31<sup>st</sup> March 2024**

#### **Objectives of the charity**

The objectives of the charity are to promote the social welfare of the inhabitants of the Gladstone District and any individual working and living within the administrative area of Peterborough City Council, or living outside that administrative area but wishing to avail himself or herself of the benefit of or to access the services offered by GLADCA.

#### **Activities, Achievements and Performance of the year under review**

Gladca has been a cornerstone of the Peterborough community and its surrounding areas for over 50 years, offering a diverse range of essential services. One of our primary focuses is on education, particularly through our successful partnership with Inspire Education Group, which enables us to provide accredited courses.

In addition to our educational initiatives, this year we have expanded our health and wellbeing services, thanks to funding from PCVS and CCF. We have organized "Healthy You" sessions, yoga classes, healthy cooking workshops, and health awareness coffee mornings to support the community's overall well-being.

Our commitment to assisting the community extends to immigration services, funded by the Home Office and private clients. These services have been consistently available throughout the year, ensuring that those in need receive the support they require. We have also supported the homeless with housing applications, helping them secure stable accommodations.

The Work and Wellbeing programme supports vulnerable/minority groups with English language skills, digital literacy, and access to health, welfare, and educational services, transforming the lives of migrants, refugees, and asylum seekers.

#### **Public benefit statement**

The trustees confirm they have met their obligations relating to public benefit, as detailed above in "Activities, Achievements and Performance of the year under review".

#### **Financial review for the year**

In the year to 31<sup>st</sup> March 2024 there was a surplus of £18,148. We are extremely grateful to all of the organisations that have supported our work during 23/24 and the surplus for the year will be invested into services in 24/25 to enable them to continue.

At the end of the year the reserves stood at £215,465.

#### **Reserves policy**

The trustees' aim is that the reserves of the charity represent at least 3 months operating costs.

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Trustees Report continued**

**For the year ended 31<sup>st</sup> March 2024**

#### **Plans for the future (including principal risks, uncertainties, and development and plans)**

For the financial year 2024/25, our Charity plan focuses on three key objectives: increasing student numbers in our educational courses, expanding our immigration services, and enhancing our Community service work. We aim to develop new courses, improve existing ones, and leverage online platforms to attract more students. Our immigration services will be broadened with additional staff and more comprehensive consultations to meet growing needs. Community engagement will be strengthened through new programs and partnerships addressing health, wellbeing, and youth activities.

Despite the challenges posed by economic uncertainties and rising costs in the post-pandemic era, the trustees remain optimistic. They believe the new Charitable Incorporated Organisation (CIO) structure will grant access to larger funding opportunities essential for our expansion plans, although securing these grants may be more competitive.

Additionally, we plan to expand our services to include housing and welfare support, recognizing the increasing demand for assistance in these areas.

The trustees have produced accounts on a going concern basis, reflecting their confidence in our charity's continued operation. Through strategic initiatives and careful financial management, we are committed to making a meaningful impact and improving the lives of those we serve.

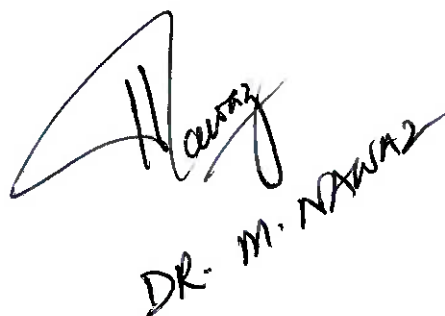
#### **Disclosure of information to the Independent Examiners**

We, the trustees of the charity who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant information of which the independent examiners are unaware; and
- we have taken all the steps that we ought to have taken as trustees in order to make ourselves aware of any relevant information and to establish that the independent examiners are aware of that information.

Signed on behalf of the board of Trustees on 26<sup>th</sup> June 2024

Trustee



DR. M. NAWAZ

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Independent Examiners report**

**To the members of Gladstone District Community Association.**

**For the year ended 31<sup>st</sup> March 2024**

I report on the accounts of the Association for the year ended 31st March 2024 which are set out on pages 8 to 18.

#### **Respective responsibilities of trustees and examiner**

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

It is my responsibility to:

1. examine the accounts under section 145 of the Act
2. to follow the procedures laid down in the general directions given by the commission under section 145(5)(b) of the Act.
3. to state whether particular matters have come to my attention.

#### **Basis of 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 explanation from you as trustees concerning 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 next statement.

#### **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 Act and
  - to prepare accounts which accord with the accounting records and
  - to comply with the accounting requirements of the 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.



Mark Ray, FFA / FIPA.

AAC Accountants Ltd, Rycroft, School Road, Broughton, Huntingdon,  
PE28 3AT

Date: 26<sup>th</sup> June 2024

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Statement of Financial Activities

For the year ended 31<sup>st</sup> March 2024

### Incoming Resources

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
Income from					
Charitable Activities	2	319,644	0	319,644	290,665
Investments	2	0	0	0	0
<b>Total</b>		<b>319,644</b>	<b>0</b>	<b>319,644</b>	<b>290,665</b>

### Resources Expended

Expenditure on					
Raising Funds	3	3,675	0	3,675	2,532
Charitable Activities	3	297,821	0	297,821	278,958
<b>Total</b>		<b>301,496</b>	<b>0</b>	<b>301,496</b>	<b>281,490</b>

<b>Net income / (expenditure)</b>	16	<b>18,148</b>	<b>0</b>	<b>18,148</b>	<b>9,175</b>
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<b>Transfer between funds</b>	16	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
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<b>Net movement in funds</b>	16	<b>18,148</b>	<b>0</b>	<b>18,148</b>	<b>9,175</b>
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### Reconciliation of funds

Brought forward	16	197,317	0	197,317	188,142
<b>Carried forward</b>	16	<b>215,465</b>	<b>0</b>	<b>215,465</b>	<b>188,142</b>



## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Balance Sheet

For the year ended 31<sup>st</sup> March 2024

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Fixed assets</b>					
Tangible assets	11	67,650	0	67,650	70,160
<b>Current assets</b>					
Debtors	12	16,000	0	16,000	20,097
Cash in hand and at bank		150,912	0	150,912	123,743
		166,912	0	166,912	143,840
<b>Creditors falling due in one year</b>	13	19,097	0	19,097	16,683
<b>Net current assets</b>		147,815	0	147,815	127,157
<b>Creditors falling due over one year</b>	14	0	0	0	0
<b>Total net assets</b>		<b>215,465</b>	<b>0</b>	<b>215,465</b>	<b>197,317</b>
<b>Total funds</b>	16	<b>215,465</b>	<b>0</b>	<b>215,465</b>	<b>197,317</b>

The trustees acknowledge their responsibilities for complying with the requirements of the Charities Act with respect to accounting records and the preparation of accounts.

These financial statements were approved and authorised for issue by the board on 26<sup>th</sup> June 2024

Signed on behalf of the trustees



Salmaan Ahmadi

(Trustee)

The notes on pages 10 to 18 form part of these financial statements.

# **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

## **Notes to the accounts**

**For the year ended 31<sup>st</sup> March 2024**

### **1. Summary of significant accounting policies**

#### **a. Basis of accounting**

These accounts have been prepared on a going concern basis under historical cost convention with items recognised at cost or transaction values unless otherwise stated. They have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by charities. They have been presented in sterling, which is the functional currency of the charity. The significant accounting policies are set out below and they have been applied consistently to both years.

#### **b. Funds**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost 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.

There are no designated funds or endowment funds.

#### **c. Income recognition**

Incoming resources are included in the Statement of Financial Activities when the charity is legally entitled to the income; after performance criteria have been met; that it is more likely than not that the income will be received; and the monetary value can be reliably measured.

There has been no offsetting; no donations of any type were received; no government grants were received; and no legacies were received.

The value of services provided by volunteers has not been incorporated into these financial statements.

Investment income is only interest on bank accounts

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Notes to the accounts continued**

**For the year ended 31<sup>st</sup> March 2024**

**d. Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

No grants are payable to third parties.

**e. Support costs**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, administrative and payroll costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings they have been allocated to expenditure on charitable activities on a basis consistent with amount of income.

**f. Governance costs**

Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

**g. Costs of raising funds**

The cost of raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes.

**h. Tangible fixed assets**

Tangible fixed assets are stated at cost or valuation less accumulated depreciation. Depreciation is provided on all tangible assets, except freehold property, at rates calculated to write off the cost, less estimated residual value, over its expected useful life as follows:

Equipment, computers, fixtures and fittings - between 20% and 50% per annum on a straight-line basis.

## **GLADSTONE DISTRICT COMMUNITY ASSOCIATION**

### **Notes to the accounts continued**

**For the year ended 31<sup>st</sup> March 2024**

**i. Cash at bank**

Cash at bank is highly liquid funds with access such that commitments can be met as they fall due.

**j. Debtors and creditors receivable and payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

**k. Leases**

There are no finance leases.

Rentals payable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

**l. Pensions**

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

**m. Tax**

The charity is exempt from taxation.

**n. Judgements and key sources of estimation uncertainty**

No material judgements have been made in the process of applying the above accounting policies that have significant effect on amounts recognised in the financial statements, or that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

# GLADSTONE DISTRICT COMMUNITY ASSOCIATION

## Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2024

### 2. Analysis of income

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Charitable Activities:</b>					
Training & education		246,634	0	246,634	185,510
Immigration		48,210	0	48,210	52,086
Community Support		17,000	0	17,000	39,401
Room Hire		7,800	0	7,800	5,400
Support Costs		0	0	0	8,268
<b>Total</b>		<b>319,644</b>	<b>0</b>	<b>319,644</b>	<b>290,665</b>

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Investments</b>					
Bank deposit interest		0	0	0	0
<b>Total</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>Total</b>		<b>319,644</b>	<b>0</b>	<b>319,644</b>	<b>290,665</b>
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### 3. Analysis of expenditure

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Raising funds</b>					
Consultants		3,675	0	3,675	2,532
<b>Total</b>		<b>3,675</b>	<b>0</b>	<b>3,675</b>	<b>2,532</b>

	Note	Unrestricted (£)	Restricted (£)	Total (£)	Prior Year (£)
<b>Charitable activities :</b>					
Training & education		215,388	0	215,388	169,859
Immigration		70,286	0	70,286	59,490
Community Support		12,148	0	12,148	40,740
Support Costs		0	0	0	8,868
<b>Total</b>		<b>297,821</b>	<b>0</b>	<b>297,821</b>	<b>278,958</b>

<b>Total</b>		<b>301,496</b>	<b>0</b>	<b>301,496</b>	<b>281,490</b>
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## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

#### For the year ended 31<sup>st</sup> March 2024

##### Further analysis of expenditure on charitable activities

	Note	Training / Education	Immigration	Community Support	Support Costs	Total	Last year
Salary and on costs	8	96,750	44,122	3,360	94,003	238,235	222,385
Non salary service provision costs		7,732	426	1,143	0	9,301	18,769
General Administration		0	4,059	0	37,454	41,513	30,031
Property		0	0	0	7,032	7,032	6,333
Governance	5	0	0		1,740	1,740	1,440
Support Costs reallocated	4	110,906	21,679	7,645	(140,229)	0	0
<b>Total</b>		<b>215,388</b>	<b>70,286</b>	<b>12,148</b>	<b>0</b>	<b>297,821</b>	<b>278,958</b>

#### 4. Allocation of Support Costs

Support costs have been allocated to the unrestricted activities based on income.

#### 5. Governance costs

These are the cost of the Independent Examination per note 6

#### 6. Independent Examiners costs

	This year	Last year
Independent Examination	1,740	1,440
Other services	2,289	2,177
<b>Total paid to Independent Examiner</b>	<b>4,029</b>	<b>3,617</b>

#### 7. Trustees' and key management personnel remuneration and expenses

The total amount of employee benefits received by key management personnel was £19,189 (2023 : £19,366)

The trustees neither received nor waived any remuneration during the year.

The trustees were not reimbursed any expenses.

## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2024

#### 8. Staff costs and employee benefits

	This year	Last year
Salaries and wages	223,018	208,470
Employers National Insurance costs	9,508	8,586
Pension costs	5,709	5,329
<b>Total staff costs</b>	<b>238,235</b>	<b>222,385</b>

No employee in either year received any other benefits

No employee received total employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

#### 9. Average headcount

	This year	Last Year
The average monthly number of employees during the year was :	15	14

#### 10. Pension

The charity operates a defined contribution pension scheme for its employees. The amount recognised as an expense in the year is recorded in note 8.

The defined pension contribution liability at the year end is allocated to unrestricted funds.

## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2024

#### 11. Tangible fixed assets

	Freehold buildings	Fixtures and equipment	Total
Cost or valuation			
At 1 <sup>st</sup> April 2023	82,500	67,807	150,307
Additions	0	0	0
Disposals	0	0	0
At 31 <sup>st</sup> March 2024	82,500	67,807	150,307

Depreciation			
At 1 <sup>st</sup> April 2023	14,850	65,298	80,148
Charge for the year	0	2,510	2,510
On disposals	0	0	0
At 31 <sup>st</sup> March 2024	14,850	67,808	82,658

Net book value			
At 31 <sup>st</sup> March 2024	67,650	0	67,650
At 31 <sup>st</sup> March 2023	67,650	2,510	70,160

The freehold property, which is 316 Gladstone Street, is stated at cost, which includes its purchase in 1999 and subsequent alterations. 318 Gladstone Street is leased from Peterborough City Council.

#### 12. Debtors due within one year

	This year	Last year
Trade debtors	0	0
Accrued income for grants	11,208	18,862
Prepayments	1,234	1,235
GLADCA Services	3,558	0
<b>Total</b>	<b>16,000</b>	<b>20,097</b>



## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2024

#### 13. Creditors falling due within one year

	This year	Last year
Trade and other creditors	2,797	2,655
Payroll costs	5,185	5,121
Accruals and deferred income	11,115	8,907
<b>Total</b>	<b>19,097</b>	<b>16,683</b>

#### 14. Creditors falling due in more than one year

None

#### 15. Leases

a. Finance leases – none

b. Operating leases

Total future minimum lease payments under non cancellable operating leases are as follows:

	This year	Last year
For office photocopier - between two and five years	21,120	3,462
<b>Total</b>	<b>21,120</b>	<b>3,462</b>

318 Gladstone Street is leased for a peppercorn rent.

## GLADSTONE DISTRICT COMMUNITY ASSOCIATION

### Notes to the accounts continued

For the year ended 31<sup>st</sup> March 2024

#### 16. Fund reconciliation

	Balance at 31 <sup>st</sup> March 2023	Income	Expenditure	Gains / (losses)	Transfers	Balance at 31 <sup>st</sup> March 2024
Unrestricted	197,317	319,644	(301,496)	18,148	0	215,465
Restricted	0	0	0	0	0	0
<b>Total Funds</b>	<b>197,317</b>	<b>319,644</b>	<b>(301,496)</b>	<b>18,148</b>	<b>0</b>	<b>215,465</b>

#### 17. Fund descriptions

- Unrestricted Funds – these are general funds
- Restricted Funds – there were no funds that the Trustees considered to be restricted.

#### 18. Related party transactions

Mr Choudhary, the Chief Executive, is a director of Sahara Community Care Services Ltd.

	This year	Last year
Sales to Sahara Community Care Services	7,800	5,400