

Bradford Inclusive Disability Service

Charity number 503944

Annual Report and Financial Statements for the year ended 30 September 2022



Bradford Inclusive Disability Service

Annual Report and Financial Statements for the year ended 30 September 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

Bradford Inclusive Disability Service

Trustees' report for the year ended 30 September 2022

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
Carol Bowes	Chair	
Catrina Milne	Treasurer	
Kerry Cawley	Secretary	Resigned 22 March 2023
Rosemary Allan		
Nasreen Shah		Appointed 5 September 2022
Katrina Butler		Appointed 5 September 2022
Laura Jackson		Appointed 5 September 2022
Eleanor Dyson		Appointed 5 September 2022
Amanda Wilson		Appointed 5 September 2022
Charity number	503944	Registered in England and Wales

Registered and principal address

Child Development Centre
St Luke's Hospital
Little Horton Road
Bradford
BD5 0NA

Bankers

The Co-operative Bank plc
Customer Services
PO Box 459
Skelmersdale
WN8 6WT

Independent examiner

Stephen Procter

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 25 November 1974, as amended 26 November 2019.

Method of recruitment and appointment of trustees

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

Bradford Inclusive Disability Service

Trustees' report (continued) for the year ended 30 September 2022

Objectives and activities

The charity's objects

The relief and education of children with disabilities by the provision of therapeutic educational and stimulating toys and equipment.

The charity's main activities

The Bradford Inclusive Disability Service (formerly Bradford Toy Library) provides a specialist toy and resource service to assist in the development of children with disabilities. Interesting weekly theme days and events for users are organised including an extensive Summer holidays and school breaks scheme. Also 'TEENZONE' a social skills group (11+), Friday Friends and a Carer's Support Group are part of our activities.

Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

October - Started working from Beacon Road Church for Friday Friends and Teenzone/Kidzone including cookery courses and Halloween activities. Went into Delius Schools and met with SIPS (Special Inclusion Programme) to discuss Playday and Nell Bank activities.

November - Teenzone enjoyed cookery courses at social skills group and a Pokémon Gamer came in and showed them how to play. Met with Principal Trust. Myra Shay (A community run organisation mother / toddler group) we organised for her to go and work with preschool children.

December - Inn Churches and Waterstones both donated gifts that we could then distribute to all our family groups.

January - Started the year with lots of Covid around so groups had to be postponed till the end of January. Michelle and Emma have been sorting out and planning for the year including all the Partnership short breaks we have with the Principal Trust and SIPS (Nell Bank, Ingleborough and Buckden).

February - All groups are going strong with over 90 attending Teenzone / Kidzone. Friday Friends is slowly growing, we had over 20 new members join in February.

March - We bought specialist toy boxes with a donation from Paul Hooper Memorial Fund. These boxes are now out on loan to schools around the district.

April - Now going into schools on both sites at: Chellow (West and North) and Delius (Barkerend and Princeville Street). Chellow had over 20 mums and dads join us for a cuppa and a chat and all borrowed lots of toys and equipment. Getting ready for our Easter Egg trail, we were so lucky to get donations of food and Easter eggs from Farmer's Boy. This was a really well attended event with over 70 people there.

May - Busy time visiting schools and organising toys and equipment.

June - Disability Playday was on Saturday 11th June with over 450 people attending this amazing event at Nell Bank. Friday Friend's carers group had a cook and craft session with the carers suggesting they would like more of these in the future.

July and August - Summer fun days went really well, providing three days a week, of activities in the summer holidays, for all our families.

September - Back into our schools programme, we now have over 10 schools and organisations borrowing from us on a regular basis.

Bradford Inclusive Disability Service

Trustees' report (continued) for the year ended 30 September 2022

Financial review

The net payments for the year were £38,365, all relating to unrestricted funds.

Reserves policy

The charity's free reserves, at the year end were £25,339.

The trustees have elected to hold reserves of £30,000 to cover some salary costs and running costs.

Approved by the board of trustees on 08/06/2023

Carol Bowes (Trustee)

Bradford Inclusive Disability Service

Independent examiner's report to the trustees of Bradford Inclusive Disability Service

I report to the charity trustees on my examination of the accounts of the charity for the year ended 30 September 2022, which are set out on pages 6 to 9.

Responsibilities and basis of report

As the charity 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 charity's accounts as carried out under section 145 of the 2011 Act. 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 giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records.

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.

Stephen Procter

26/06/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Bradford Inclusive Disability Service
Receipts and payments account
for the year ended 30 September 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	33,919	56,295	90,214	126,625
Membership fees		1,753	-	1,753	1,124
Fundraising		4,306		4,306	4,433
Activity contributions		3,436		3,436	-
Other income		467		467	-
Bank interest		15	-	15	56
Total receipts		<u>43,896</u>	<u>56,295</u>	<u>100,191</u>	<u>132,238</u>
Payments					
Salaries, NIC, pensions and payroll costs		31,985	56,295	88,280	92,372
Toys, equipment and resources		10,202	-	10,202	1,535
Insurance		281	-	281	279
Events and activities		13,270	-	13,270	64
Travel and transport		4,951	-	4,951	10,165
Stationery and office supplies		592	-	592	2,232
Food and refreshments		1,617	-	1,617	410
Clothing and uniforms		130	-	130	150
Independent examination		1,500	-	1,500	1,380
Volunteer expenses		9,063	-	9,063	4,782
Committee expenses		312	-	312	115
Fundraising costs		2,276	-	2,276	1,568
Publicity and promotions		405	-	405	-
Telephones		432	-	432	360
DBS checks		86	-	86	50
IT and website		752	-	752	1,059
Refunds out		486	-	486	-
Covid support expense		-	-	-	27,857
Rent		3,280	-	3,280	-
Training		297	-	297	-
Other expense		344	-	344	171
Total payments		<u>82,261</u>	<u>56,295</u>	<u>138,556</u>	<u>144,549</u>
Net receipts / (payments)		<u>(38,365)</u>	<u>-</u>	<u>(38,365)</u>	<u>(12,311)</u>
Fund balances brought forward		<u>63,704</u>		<u>63,704</u>	<u>76,015</u>
Fund balances carried forward	(3)	<u>25,339</u>	<u>-</u>	<u>25,339</u>	<u>63,704</u>

Bradford Inclusive Disability Service

Statement of assets and liabilities

as at 30 September 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Co-op Bank current account	9,339	-	9,339	28,425
Co-op Bank deposit account	16,000	-	16,000	35,279
Total cash funds	<u>25,339</u>	<u>-</u>	<u>25,339</u>	<u>63,704</u>

Prepayments

	2022
	£
Balance at Bradford CPA	<u>2,887</u>
	<u>2,887</u>

Assets retained for the charity's own use

The charity retains various items of office equipment as well as audio visual equipment and toys for use by the children. Other specialist items of equipment are also held. A full inventory of these items is held by the group.

Liabilities

	2022
	£
Accruals	<u>750</u>
	<u>750</u>

The financial statements were approved by the board of trustees on 08/06/2023

Carol Bowes (Trustee)

Bradford Inclusive Disability Service

Notes to the accounts

for the year ended 30 September 2022

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

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

No changes have been made to the accounts for previous years.

Taxation

As a 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.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds 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.

Bradford Inclusive Disability Service
Notes to the accounts continued
for the year ended 30 September 2022

2 Grants and donations	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Council	3,900	-	3,900	9,070
David Family Foundation	2,000	-	2,000	-
Hadley Trust	5,000	-	5,000	7,500
Lord Barnaby Foundation	3,000	-	3,000	-
Lottery Community Fund	-	56,295	56,295	54,745
Masonic Charitable Trust	2,800	-	2,800	2,800
Mondiano Charitable Trust	1,000	-	1,000	1,000
Sir George Martin	1,000	-	1,000	500
Alchemy (Covid support)	-	-	-	600
Bradford Council (Covid support)	-	-	-	12,740
Brelms Trust	-	-	-	5,000
Cotton Industry (Covid support)	-	-	-	3,000
Groundwork (Tesco)	-	-	-	1,000
HMRC Job Retention Scheme	-	-	-	4,743
Sobell Foundation	-	-	-	4,000
Other grants and donations (Covid support)	-	-	-	3,870
Other grants and donations	15,219	-	15,219	16,057
	<u>33,919</u>	<u>56,295</u>	<u>90,214</u>	<u>126,625</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Lottery Community Fund	-	56,295	56,295	-	-
	<u>-</u>	<u>56,295</u>	<u>56,295</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Lottery Community Fund	Towards staff salary costs.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.