

# **Bradford Inclusive Disability Service**

Charity number 503944

## **Annual Report and Financial Statements for the year ended 30 September 2023**



**WYCAS**

COMMUNITY ACCOUNTING  
WEST YORKSHIRE

# **Bradford Inclusive Disability Service**

## **Annual Report and Financial Statements for the year ended 30 September 2023**

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**Prepared by West Yorkshire Community Accountancy Service CIO**

# **Bradford Inclusive Disability Service**

## **Trustees' report for the year ended 30 September 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:

<b>Name</b>	<b>Position</b>	<b>Dates</b>
Carol Bowes	Chair	
Amanda Jacklin	Treasurer	Appointed 30 January 2024
Kerry Cawley	Secretary	Resigned 22 March 2023
Catrina Milne		Resigned 9 October 2023
Amanda Wilson		
Nasreen Shah		Resigned 26 June 2023
Katrina Butler		Resigned 9 October 2023
Laura Jackson		Resigned 29 June 2023
		Reinstated 30 January 2024
Eleanor Dyson		Resigned 12 January 2023
Rebecca Chamberlan		Appointed 9 October 2023
Katie Hansard		Appointed 9 October 2023
Andrew Patterson		Appointed 9 October 2023
<b>Charity number</b>	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**

Simon Bostrom FCIE

### **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 2023**

### **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**

This year we have interacted with more schools and specialist settings, and we have been invited to discuss our charity with many outside organisations including.

Thinking Big  
William Meritt  
Bradford Stronger together  
Shine  
World Autism Awareness Day

We attended Kids up North and made some valuable connections to enable us to buy some brilliant unique toys and equipment.

We hosted Bradford community disability playday for our 7th year along with Nell bank and we managed to bring together over 450 people to enjoy an afternoon of fun activities provided by Bradford play team and some smaller outside agencies, this gave families a unique time to socialize and experience activities that they might not normally attend in a mainstream community setting.

One of our biggest achievements this year was to revamp the office making it more user friendly and accessible for other groups to use outside of our core hours.

We have increased our toy and specialist equipment to include a play pod, lots of sensory lights and tents various projectors and specialist light and sound equipment for our families to loan.

The room was redecorated new furniture and lockable storage were purchased. This has made the office a more enjoyable space and allows us to offer our room to other departments within the trust and it gives them another space to borrow for the afternoon evening. This has included neo natal staff, a new virtual reality session for children who are needle phobic and the dieticians have used our space to encourage eating.

After using a local venue for many months after Covid as families and young people were nervous about community spaces, we Have now moved back into the community offering Lazer zone, bowling, cinema, theatre, eating out and parks to our Teenzone Kidzone groups.

We had our first residential since Covid and we took 160 people up to Ingleborough Hall for the week with days visits for some families and a two-night residential for others this was very popular, and we have been asked if we can do this again next year.

We had some lovely Christmas events for all our families including a lunchtime meal out for our Friday friends' carers group and an insane air event with food for over 90 people.

The service is continuing to grow and expand, and we are always going to re-evaluate what our service users need so every year we ask our young people and parent's what activities and events they would like us to provide and if it is possible, we will try and accommodate all their needs.

# **Bradford Inclusive Disability Service**

## **Trustees' report (continued) for the year ended 30 September 2023**

### **Financial review**

The net receipts for the year were £136,619, including net receipts of £134,729 on unrestricted funds and net receipts of £1,890 on restricted funds after transfers.

### **Reserves policy**

The reserves policy is to retain between 3 and 6 months annual budgeted expenditure for the purpose of enabling the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

The charity's free reserves, at the year end were £160,068.

Approved by the board of trustees on 12//03/2024

Amanda Jacklin (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 2023, which are set out on pages 6 to 10.

#### **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.

Signed: .....

Name: Simon Bostrom FCIE

13/03/2024

#### **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 2023**

	Notes	2023	2023	2023	2023	2022
		Unrestricted	Restricted	Endowment	Total	Total
		funds	funds	funds	funds	funds
		£	£	£	£	£
<b>Receipts</b>						
Grants and donations	(2)	181,224	91,668	142,250	272,892	90,214
Membership fees		1,417	-	-	1,417	1,753
Fundraising		3,609	-	-	3,609	4,306
Activity contributions		5,413	-	-	5,413	3,436
Other income		210	-	-	210	467
Bank interest		497	-	-	497	15
<b>Total receipts</b>		<u>192,370</u>	<u>91,668</u>	<u>142,250</u>	<u>284,038</u>	<u>100,191</u>
<b>Payments</b>						
Salaries NI and pensions		28,152	62,036	-	90,188	88,280
Toys, equipment and resources		7,672	11,592	-	19,264	10,202
Insurance		284	-	-	284	281
Events and activities		3,034	15,640	-	18,674	13,270
Travel and transport		4,064	-	-	4,064	4,951
Stationery and office supplies		1,031	-	-	1,031	592
Food and refreshments		1,312	-	-	1,312	1,617
Clothing and uniforms		166	-	-	166	130
Independent examination		750	-	-	750	1,500
Volunteer expenses		4,764	200	-	4,964	9,063
Committee expenses		174	-	-	174	312
Fundraising costs		3,518	-	-	3,518	2,276
Publicity and promotions		446	310	-	756	405
Telephones		-	-	-	-	432
DBS checks		-	-	-	-	86
IT and website		647	-	-	647	752
Refunds out		-	-	-	-	486
Rent		-	-	-	-	3,280
Training		-	-	-	-	297
Other expense		-	-	-	-	344
Office repairs and maintenance		1,627	-	-	1,627	-
<b>Total payments</b>		<u>57,641</u>	<u>89,778</u>	<u>-</u>	<u>147,419</u>	<u>138,556</u>
<b>Net receipts / (payments)</b>		<u>134,729</u>	<u>1,890</u>	<u>142,250</u>	<u>136,619</u>	<u>(38,365)</u>
<b>Fund balances brought forward</b>		<u>25,339</u>	<u>-</u>	<u>-</u>	<u>25,339</u>	<u>63,704</u>
<b>Fund balances carried forward</b>	(3)	<u>160,068</u>	<u>1,890</u>	<u>142,250</u>	<u>161,958</u>	<u>25,339</u>

## Bradford Inclusive Disability Service

### Statement of assets and liabilities

as at 30 September 2023

	2023	2023	2023	2023	2022
	Unrestricted	Restricted	Endowment	Total	Total
	£	£	£	£	£
<b>Cash funds</b>					
Cash at bank	160,068	1,890	142,250	161,958	25,339
Cash in hand	-	-	-	-	-
<b>Total cash funds</b>	<u>160,068</u>	<u>1,890</u>	<u>142,250</u>	<u>161,958</u>	<u>25,339</u>

#### Debtors and prepayments

	2023
	£
Other debtors - Funds held at Payroll company	<u>3,117</u>
	<u>3,117</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

	2023
	£
Accruals	<u>1,122</u>
	<u>1,122</u>

The financial statements were approved by the board of trustees on 12//03/2024

Amanda Jacklin (Trustee)



# **Bradford Inclusive Disability Service**

## **Notes to the accounts**

### **for the year ended 30 September 2023**

#### **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.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Endowment funds represent those assets which must be held permanently by the charity, principally investments. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income unless restrictions have been imposed by the donor. Any capital gains or losses arising on the investments form part of the fund. Investment management charges and legal advice relating to the fund are charged against the fund.

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 2023

2 Grants and donations	2023 Unrestricted funds £	2023 Restricted funds £	2023 Endowment funds £	2023 Total funds £	2022 Total funds £
City of Bradford Met. Dist. Council (CBMDC)	-	13,100	-	13,100	3,900
Cotton Industry	-	5,000	-	5,000	-
Hadley Trust	5,000	2,500	-	7,500	5,000
Inn Churches	-	1,825	-	1,825	-
Mondiano Charitable Trust	1,000	-	-	1,000	1,000
The Pierrepont Trust	12,000	-	-	12,000	-
National Lottery Community Fund (NLCF)	-	58,261	-	58,261	56,295
National Lottery Community Fund (NLCF)	-	8,482	-	8,482	-
Scope in Bradford	142,250	-	142,250	142,250	-
Sovereign Healthcare	-	2,500	-	2,500	-
David Family Foundation	-	-	-	-	2,000
Lord Barnaby Foundation	-	-	-	-	3,000
Masonic Charitable Trust	-	-	-	-	2,800
Sir George Martin	-	-	-	-	1,000
Other grants and donations	20,974	-	-	20,974	15,219
	<u>181,224</u>	<u>91,668</u>	<u>142,250</u>	<u>272,892</u>	<u>90,214</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Sovereign Healthcare	-	2,500	2,500	-	-
CBMDC Teenzone Kidzone	-	1,950	1,950	-	-
CBMDC Playday	-	6,200	6,200	-	-
NLCF Main grant	-	58,261	58,261	-	-
CBMDC Short breaks	-	4,950	4,950	-	-
NLCF Technology	-	8,482	6,592	-	1,890
Cotton Industry	-	5,000	5,000	-	-
Hadley Trust	-	2,500	2,500	-	-
Inn Churches	-	1,825	1,825	-	-
	<u>-</u>	<u>91,668</u>	<u>89,778</u>	<u>-</u>	<u>1,890</u>

#### Fund name

Sovereign Healthcare

CBMDC Teenzone Kidzone

CBMDC Playday

NLCF Main grant

CBMDC Short breaks

NLCF Technology

Cotton Industry

Hadley Trust

Inn Churches

#### Purpose of restriction

Towards the provision of an accessible and inclusive play day at Nell Bank for children and young people with disabilities.

Towards the costs of the social skills group.

Towards the costs of the national play day at Nell Bank.

Towards staff salary costs.

Towards the costs of the summer programme.

Towards the cost of IT equipment purchases and software.

Towards the purchase of toys and equipment.

Towards the costs of the summer programme.

Towards healthy holiday expenditure.

**Bradford Inclusive Disability Service**  
**Notes to the accounts continued**  
**for the year ended 30 September 2023**

<b>3 Endowment funds</b>	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Scope in Bradford	-	142,250	-	-	142,250
	-	142,250	-	-	142,250

**Fund name**

Scope in Bradford

**Nature of endowment**

The expendable endowment fund is formed from the donation of surplus assets following the dissolution of Scope in Bradford. There is no time limit on the utilising of the funds. The purpose of the fund is to be utilised for the benefit of disabled people in the Bradford area.

**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.