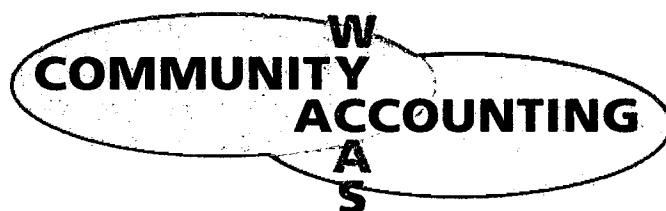


BD4 Community Trust Limited

Charity number 1152702

A company limited by guarantee number 6753751

Annual Report and Financial Statements for the year ended 31 March 2019



West Yorkshire Community Accounting Service



BD4 Community Trust Limited

Annual Report and Financial Statements for the year ended 31 March 2019

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Prepared by West Yorkshire Community Accounting Service

BD4 Community Trust Limited

Trustees' report for the year ended 31 March 2019

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
Lisa Normington		
Lorna Brickman		
Joanne Medd		
Donald Smith		
Timothy Thomas		
Fiona Saville		Resigned 23.5.19
Company secretary	Lisa Normington	
Charity number	1152702	Registered in England and Wales
Company number	6753751	Registered in England and Wales
Registered and principal address	Bankers	
Neville Road	HSBC Bank plc	
Bradford	47 Market Street	
BD4 8TU	Bradford	
	BD1 1LW	

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee and was formed on 19 November 2008 and registered as a charity 3 July 2013. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

BD4 Community Trust Limited

Trustees' report (continued) for the year ended 31 March 2019

Objectives and activities

The charity's objects

Under a Christian ethos:

1. To further or benefit the residents of East Bowling, Bradford, West Yorkshire and the surrounding south Bradford area, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents. In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects;
2. To relieve the needs of elderly people, in particular but not exclusively by the provision of day care facilities and a lunch club;
3. To advance the education of babies and young children, in particular but not exclusively by offering appropriate play facilities and courses for the children and their families.

The charity's main activities

The aim of BD4 CT is to support and restore community across the generations. This work is split between two projects, each of which contributes to the ultimate aim of improving the quality of life for the residents of the BD4 postcode area in Bradford. The BD4 Family project strongly focuses on working with families with pre-school children and provides sessions each week through term time to support families by providing a place to meet other people, participate in activities, get training and advice and be encouraged to find out what is available to them and how to access it. The BD4 Family worker further provides many one-to-one support sessions in the home to individual parents and carers according to their needs. The Gems project works with the older members of our community delivering a variety of activities each week with additional activities at times throughout the year. The project provides opportunities for older people to make friends, participate in healthy activities, learn a new skill, enjoy a nutritional meal, access the local supermarket and enjoy day trips.

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 and in particular the advancement of education.

BD4 Community Trust Limited

Trustees' report (continued) for the year ended 31 March 2019

Achievements and performance

Over the past year we have seen both BD4 Family and Gems develop new services alongside existing ones. Through a grant from The Lloyds Foundation we have made significant steps towards achieving the PQASSO Quality Mark and we are in the process of implementing a new system for monitoring and evaluation.

Through a grant from the Henry Smith charity we have now employed a BD4 CT Manager who has oversight of the two projects and is working to develop new areas of work and further develop strategic partnership working. Alongside this we have made changes to the delivery model whereby each project is overseen by an activity lead who is able to work across the projects. Some of our volunteers are also working across projects which is helping us to develop the way we work intergenerationally.

BD4 Family offers: Family Links Nurturing Programme, Welcome to the World and HENRY all nationally recognised parenting programmes. First Friends, Breastfeeding Support and friendship group for families with children under 1 year. Time for Me! Families with children under 2 years meet for breakfast and a chat. Children are provided with a crèche and adults are supported to take part in various activities. Infant massage, a 5 week programme promoting healthy physical and emotional development, stronger bonding and attachment. Culture Comforts for families in East Bowling to make friends from other cultures in a friendly and welcoming environment. Tots unlimited is a nursery preparation group where stimulating and engaging environments are provided for children to learn through play and exploration. Children also benefit from going on visits to museums and other places in the community to further their learning and understanding of the world. Parent and Toddler groups run twice a week. This year has also seen a new partnership with Primetime at the Vine as we look to develop activities for families and children of primary school age.

The Gems project has continued to provide a more diverse timetable of trips and outings on a more regular basis which services users have benefited from greatly and gained much enjoyment from. We offer older people a range of services including a weekly bus run to the local supermarket, reminiscing group, age-appropriate fitness classes, indoor bowls, a nutritious lunch, beauty treatments, periodical skills tuition such as computer classes and day trips. We provide a door-to-door bus service enabling those with mobility issues to access the lunch and other services on offer. During the year we have seen 50-60 older people using the project per week, the majority being between 70 and 90+ years of age. Through our work we provide close support to older people which helps them to remain in control of their own lives and independent for as long possible. We aim to reduce isolation for older members of our community by creating a social, caring context and opportunities for people to re-connect with their community.

As well as delivering sessions aimed at bringing families and older people together, we have successfully delivered a Ceilidh which was enjoyed tremendously by all.

As ever we are hugely grateful to the dedicated volunteers who give their time to the projects, over this last year we have welcomed even more volunteers who give their time on a weekly basis, ensuring that we can continue to deliver good quality services throughout the year to those in our community who are in need of them.

BD4 Community Trust Limited

Trustees' report (continued) for the year ended 31 March 2019

Future Developments

Into next year we are expanding our befriending service within Gems. We will be recruiting a Befriending Co-Ordinator who will recruit and train volunteer befrienders who will offer support and friendship to older people in our community. We will also be expanding our activities for children of primary school age through homework clubs and holiday activities.

In 2016 we partnered with Bradford Academy to form Our BD4 CIC. The company was formed with the support of the local authority to enable the provision of independent yet supported childcare at nurseries within BD4. Both organisations wanted to work together to create a unique company that could serve local children and families through making use of our experienced personnel and skills from both the community and educational sector. In April 2017, Our BD4 opened its first nursery – The Life Nursery. The nursery has worked in partnership with BD4 Family to deliver parenting courses and outreach into the community. The nursery is coming to the end of its second year of operation and is doing incredibly well, receiving positive reviews and is running at its current capacity. The nursery also works together with BD4 Family to provide volunteering opportunities for those looking for a career in child development and/or family support.

Another partnership that has made a significant progress is with Ash (Yorkshire) CIC. Following an asset transfer from the Council of Gardiners Lodge in Bowling Park, together with funding of £400,000 from multiple sources, a café and classroom was opened in August 2018. The business to the café looks positive whilst providing paid employment and volunteering opportunities. The facilities have also been used by local organisations to deliver activities enabling them to expand and diversify their timetables and reach new users.

Financial review

The net income for the year was £5,531, including net income of £2,503 on unrestricted funds and net income of £3,028 on restricted funds.

Reserves policy

The Trustees have reviewed the charity's need for reserves in line with guidance issued by the Charities Commission and consider it prudent that free, unrestricted reserves of between 3 and 6 months of running costs are retained.

The charity's free reserves, excluding fixed assets, at the year end were £14,515.

This sum falls short of the policy and the trustees are currently engaged in increasing the level of earned income in the current year.

BD4 Community Trust Limited

Trustees' report (continued) for the year ended 31 March 2019

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

select suitable accounting policies and apply them consistently;

observe the methods and principles in the Charities SORP;

make judgements and estimates that are reasonable and prudent;

state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.....  (Trustee)

Name..... L. NORMINGTON

Date..... 27 September 2019

BD4 Community Trust Limited

Independent examiner's report to the trustees of BD4 Community Trust Limited

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2019, which are set out on pages 8 to 15.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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: Rhys North

Relevant professional qualification or body: ACA

Date: 17/10/19

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

BD4 Community Trust Limited
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2019

	Notes	2019 Unrestricted funds £	2019 Restricted funds £	2019 Total funds £	2018 Total funds £
Income from:					
Grants and donations	(2)	1,128	73,736	74,864	87,832
Fees and charges		21,709	-	21,709	21,383
Total income		22,837	73,736	96,573	109,215
Expenditure on:					
Salaries NICs and pensions	(3)	14,214	24,466	38,680	38,622
Sessional Workers		-	3,509	3,509	-
Rent		-	9,950	9,950	8,480
Office and administrative costs		1,000	5,216	6,216	6,663
Staff Expenses		100	352	452	-
Insurance		-	534	534	520
Resources and office supplies		3	378	381	160
Activities and trips		1,411	5,728	7,139	8,230
Printing and reproduction		12	84	96	53
Business development		946	11,553	12,499	15,477
Travel and motor costs		504	4,585	5,089	6,908
Accountancy		390	300	690	600
Volunteer Costs		24	592	616	812
Food		1,425	2,178	3,603	4,199
Training courses		5	1,168	1,173	1,044
Bank charges		10	115	125	136
Depreciation		290	-	290	387
Total expenditure		20,334	70,708	91,042	92,291
Net income / (expenditure)		2,503	3,028	5,531	16,924
Fund balances brought forward		12,883	13,822	26,705	9,781
Fund balances carried forward	(4)	15,386	16,850	32,236	26,705

All incoming resources and resources expended derive from continuing activities.

BD4 Community Trust Limited

Balance sheet

as at 31 March 2019

	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				
Tangible assets (5)	871	-	871	1,161
Total fixed assets	<u>871</u>	<u>-</u>	<u>871</u>	<u>1,161</u>
Current assets				
Cash at bank and in hand	15,205	16,850	32,055	26,144
Total current assets	<u>15,205</u>	<u>16,850</u>	<u>32,055</u>	<u>26,144</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals (6)	690	-	690	600
Total current liabilities	<u>690</u>	<u>-</u>	<u>690</u>	<u>600</u>
Net current assets	<u>14,515</u>	<u>16,850</u>	<u>31,365</u>	<u>25,544</u>
Net assets	<u>15,386</u>	<u>16,850</u>	<u>32,236</u>	<u>26,705</u>
Funds				
Unrestricted funds	15,386	-	15,386	12,883
Restricted funds	-	16,850	16,850	13,822
Total funds	<u>15,386</u>	<u>16,850</u>	<u>32,236</u>	<u>26,705</u>

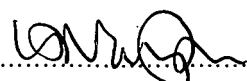
For the year ending 31 March 2019 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2015).

The financial statements were approved by the board of trustees on

Date: 27 September 2019

Signed: 

(Trustee)

Name: L Norman

BD4 Community Trust Limited

Notes to the accounts

for the year ended 31 March 2019

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice:

Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)

The charity constitutes a public benefit entity as defined by FRS 102.

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

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

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees 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.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

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.

Tangible fixed assets

Tangible fixed assets costing more than £500 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 over their expected useful economic lives as follows:

Computer equipment: 25% reducing balance

Fixtures and fittings: 25% reducing balance

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

BD4 Community Trust Limited
Notes to the accounts
for the year ended 31 March 2019

1 Accounting policies continued

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.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

BD4 Community Trust Limited
Notes to the accounts continued
for the year ended 31 March 2019

2 Grants and donations	2019	2019	2019	2018
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
City of Bradford Met. District Council (CBMDC)	-	17349	17349	17,322
Bradford City Challenge	-	8000	8000	5,000
Trusthouse Charitable Trust	-	9249	9249	18,497
BBC Children in Need	-	9958	9958	9,607
Provident Social Fund	-	-	-	5,634
Awards for All	-	-	-	9,990
Barchester	-	-	-	1,000
Sovereign Healthcare	-	-	-	2,500
The Foyle Foundation	-	-	-	5,500
Lloyds Foundation	-	4,730	4,730	10,265
Other donations	1,128	-	1,128	2,517
Allen Lane	-	5,000	5,000	-
Sobell	-	5,000	5,000	-
Henry Smith	-	14,450	14,450	-
	<u>1,128</u>	<u>73,736</u>	<u>74,864</u>	<u>87,832</u>

3 Staff costs and numbers	2019	2018
	£	£
Gross salaries	37,480	37,171
Social security costs	1,621	-
Employment Allowance	(1,621)	-
Pensions	<u>1,200</u>	<u>1,451</u>
	<u>38,680</u>	<u>38,622</u>

The average number employees during the year was 5, being an average of 1.7 full time equivalent (2018: 4, 2 FTE).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2019	2018
	£	£
Costs of the scheme to the charity for the year	1,200	1,451

BD4 Community Trust Limited

Notes to the accounts continued

for the year ended 31 March 2019

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Garfield Weston	-	-	-	-	-
BBC CIN	-	9,958	2,134	-	7,824
Trusthouse	1,249	9,249	10,498	-	-
BfD City Challenge (Family)	-	4,000	4,000	-	-
CBMDC	-	17,349	17,349	-	-
Lloyds Foundation	4,111	4,730	7,588	-	1,253
BfD City Challenge (Gems)	555	4,000	4,555	-	-
Awards for All	7,178	-	7,178	-	-
Henry Smith	-	14,450	13,867	-	583
Other grants and donations	729	-	729	-	-
Sobell	-	5,000	2,810	-	2,190
Allen Lane	-	5,000	-	-	5,000
	<u>13,822</u>	<u>73,736</u>	<u>70,708</u>	<u>-</u>	<u>16,850</u>

Fund name	Purpose of restriction
Garfield Weston	Towards the charities core activities
BBC CIN	Towards Tots Unlimited
Trusthouse	Towards working with young families
BfD City Challenge (Family)	Towards the Tots Unlimited activities
CBMDC	Towards services for older people
Lloyds Foundation	Towards organisational development
BfD City Challenge (Gems)	Towards activities and trips
Awards for All	For costs relating to Intergenerational Games
Henry Smith	Towards core costs
Other grants and donations	Towards core costs
Sobell	Towards core costs for older people project
Allen Lane	Towards core costs for older people project

5 Tangible assets	Computer equipment £	Fixtures and fittings £	Total £
Cost			
At 1 April 2018	5,995	13,167	19,162
Additions / (disposals)	-	-	-
At 31 March 2019	<u>5,995</u>	<u>13,167</u>	<u>19,162</u>
Depreciation			
At 1 April 2018	5,759	12,242	18,001
Charge for year	59	231	290
At 31 March 2019	<u>5,818</u>	<u>12,473</u>	<u>18,291</u>
Net book value			
At 31 March 2019	<u>177</u>	<u>694</u>	<u>871</u>
At 31 March 2018	<u>236</u>	<u>925</u>	<u>1,161</u>

BD4 Community Trust Limited

Notes to the accounts continued

for the year ended 31 March 2019

6 Creditors and accruals	2019	2018
	£	£
Creditors	-	-
Accruals	690	600
	<u>690</u>	<u>600</u>

7 Trustee expenses

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

8 Related party transactions

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

Other transactions with trustees or related parties			2019	2018
			£	£
Name of trustee or related party	Relationship to charity	Description of transaction		
Jan DeVilliers	Trustee	Provision of business development through Futurekraft company which Jan controls	-	2,155
			<u>-</u>	<u>2,155</u>

Jan DeVilliers stood down from the trustee board in July 2017 and the value of the transactions disclosed relate only to the period April 2017 to July 2017.

There were no other related party transactions during this year or the previous year.

BD4 Community Trust Limited

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2019

	2019 Unrestricted funds £	2018 Unrestricted funds £	2019 Restricted funds £	2018 Restricted funds £	2019 Total funds £	2018 Total funds £
Income						
Grants and donations	1,128	16,365	73,736	71,467	74,864	87,832
Fees and charges	21,709	21,383	-	-	21,709	21,383
Total income	22,837	37,748	73,736	71,467	96,573	109,215
Expenditure						
Salaries NICs and pensions	14,214	17,265	24,466	21,357	38,680	38,622
Rent	-	1,005	9,950	7,475	9,950	8,480
Office and administrative costs	1,000	1,427	5,216	5,236	6,216	6,663
Staff Expenses	100	-	352	-	452	-
Insurance	-	-	534	520	534	520
Resources and office supplies	3	73	378	87	381	160
Activities and trips	1,411	3,927	5,728	4,303	7,139	8,230
Printing and reproduction	12	-	84	53	96	53
Business development	946	5,747	11,553	9,730	12,499	15,477
Travel and motor costs	504	55	4,585	6,853	5,089	6,908
Accountancy	390	-	300	600	690	600
Volunteer Costs	24	139	592	673	616	812
Food	1,425	2,614	2,178	1,585	3,603	4,199
Training courses	5	-	1,168	1,044	1,173	1,044
Bank charges	10	136	115	-	125	136
Depreciation	290	387	-	-	290	387
Total expenditure	20,334	32,775	67,199	59,516	87,533	92,291
Net income / (expenditure)	2,503	4,973	6,537	11,951	9,040	16,924
Fund balances brought forward	12,883	7,910	13,822	1,871	26,705	9,781
Fund balances carried forward	15,386	12,883	20,359	13,822	35,745	26,705