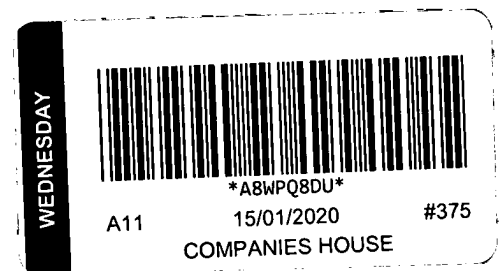


REGISTERED COMPANY NUMBER: 04283003 (England and Wales)
REGISTERED CHARITY NUMBER: 1090036

**Report of the Trustees and
Consolidated Financial Statements for the Year Ended 31st March 2019
for
COMMUNITY ACTION BRADFORD & DISTRICT LTD**



Riley & Co Limited
Statutory Auditor Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Contents of the Consolidated Financial Statements
for the Year Ended 31st March 2019**

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**Report of the Trustees
for the Year Ended 31st March 2019**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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 trustees are pleased to present their annual report and accounts for the year ended 31st March 2019. The board of trustees are satisfied with the performance of the charity during the year and the position at 31st March 2019 and consider that the charity is in a strong position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations.

These accounts are the second since the merger that formed Community Action Bradford & District Ltd known as Community Action throughout this report. We have progressed how we describe our organisation in these accounts, moving away from place-based reporting into functions-based reporting, this has meant that some figures on the Statement of Financial Activities and in the associated notes, are not a like-for-like comparison with March 2018.

OBJECTIVES AND ACTIVITIES

Objectives and aims

A summary of the objects of the charity as set out in its governing document.

To promote any charitable purposes for the benefit of the public, principally but not exclusively in the local government area of City of Bradford Metropolitan District and the surrounding area and, in particular, build the capacity of third sector organisations and provide them with the necessary support, information and services to enable them to pursue or contribute to any charitable purpose; to promote, organise and facilitate co-operation and partnership working between third sector, statutory and other relevant bodies in the achievement of the above purposes within the area of benefit.

The aims, objectives and activities of the charity are reviewed annually, and achievements assessed. When reviewing the aims and objectives of the charity, in planning future activities, the trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regards to public benefit guidance published by the Commission.

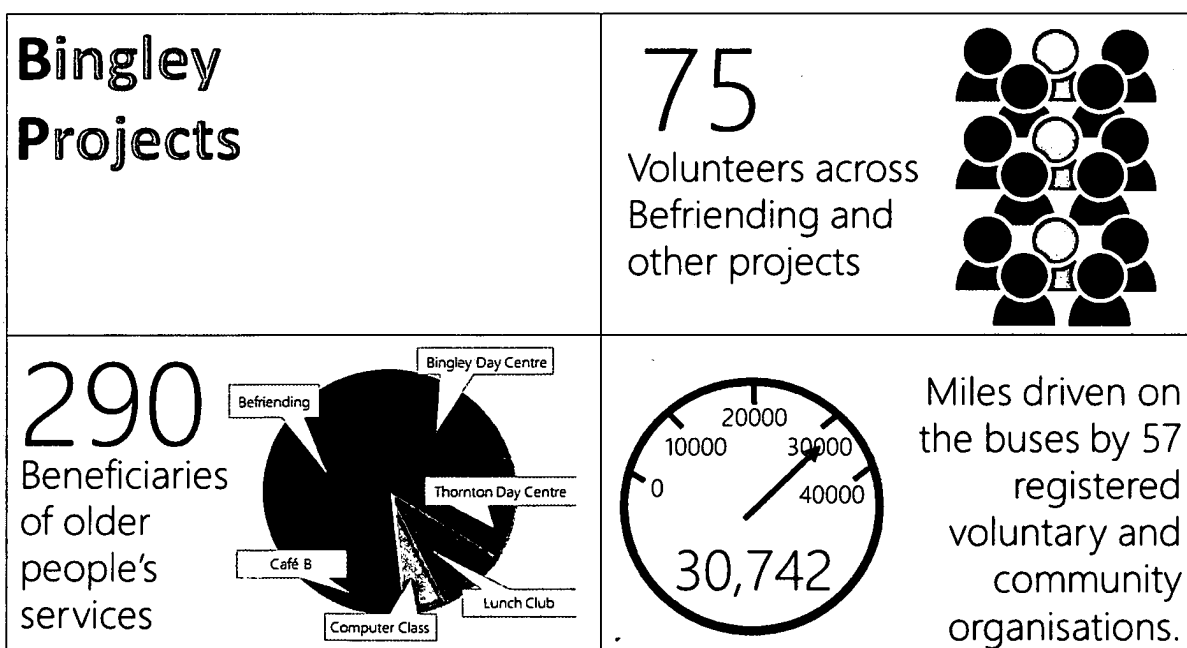
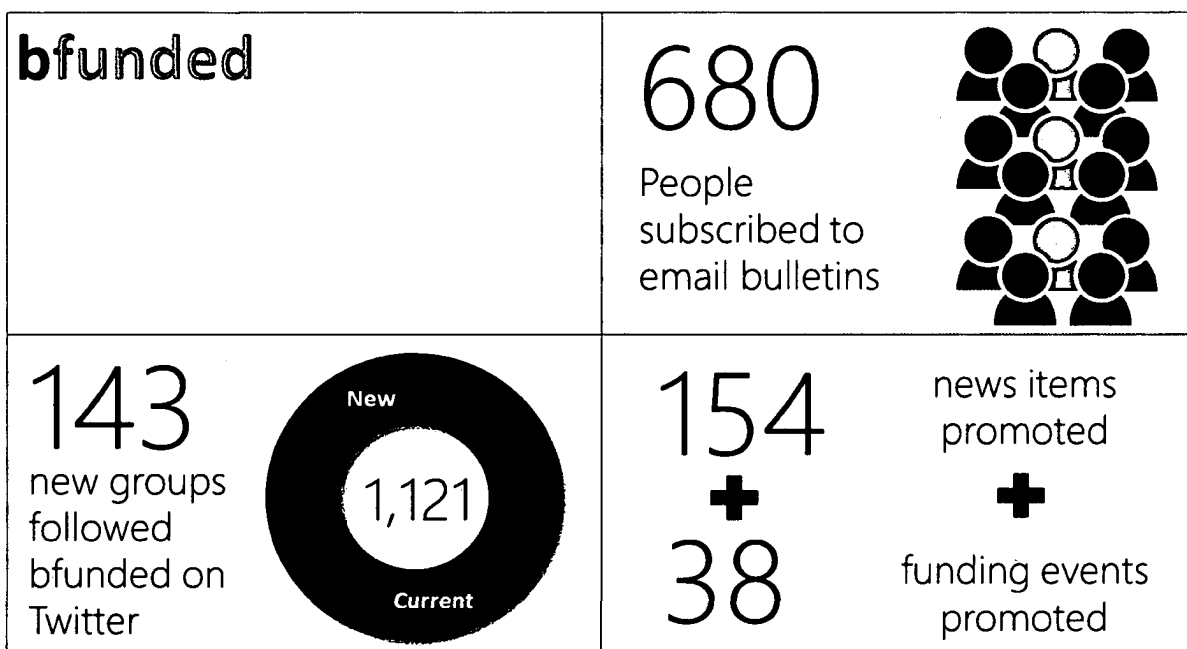
Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

Report of the Trustees
for the Year Ended 31st March 2019

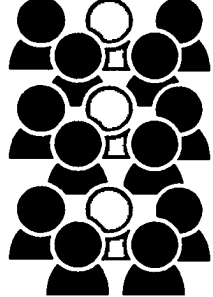
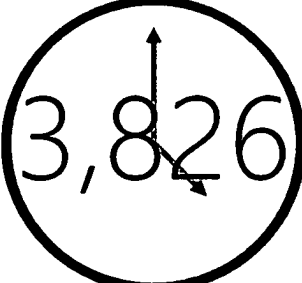
ACHIEVEMENT AND PERFORMANCE

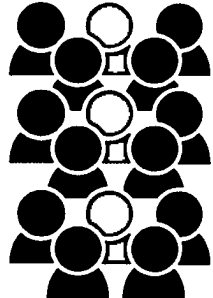
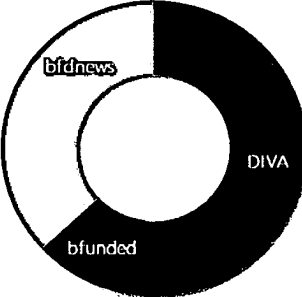
Our work covers a number of different areas and we are pleased to provide a summary of key achievements/deliverables for a number of our areas, funded through our BISON infrastructure and day care grants (CBMDC) and earned income.



Report of the Trustees
for the Year Ended 31st March 2019

ACHIEVEMENT AND PERFORMANCE

<h2>Central Hall</h2>	<div> <div>6</div> <div>citizens advice Bradford & Airedale</div> </div> <p>Long-term tenants including Citizen's Advice Bureau</p> 
<p>Activity sessions delivered include:</p> <ul style="list-style-type: none"> • Rhythm Time • Bridge Club • Missing Peace • Creative Friends • U3A Quiz Group • Line Dancing • Pilates • Dance for Ladies • Dementia Exercise • Craft Central • Chill & Chat • Wellbeing Café 	<div> <div>3,826</div> <div>Hours of group activity delivered in the Central Hall building</div> </div> 

<h2>Information Communication & Marketing Team</h2>	<div> <div>9072</div> <div>Followers between @divabradford, @bfunded, @bfdnews & @wearecabad</div> </div> 
<div> <div>922</div> <div>Posts across @divabradford, @bfunded, @bfdnews & @wearecabad</div> </div> 	<div> <div>378,841</div> <div>+</div> <div>7478</div> <div>Impressions on Twitter</div> <div>+</div> <div>Engagement on Twitter</div> </div>

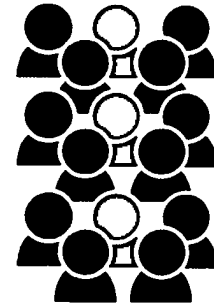
Report of the Trustees
for the Year Ended 31st March 2019

ACHIEVEMENT AND PERFORMANCE

**Training
Team**

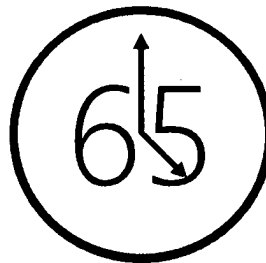
315

people trained
across the
Bradford District



Top 3 Topics

- GDPR
- Safeguarding
- Quickbooks and Funding

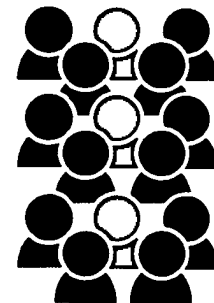


Courses delivered
and supported in
the Bradford
District

**Voluntary
Organisation
Support
Officer**

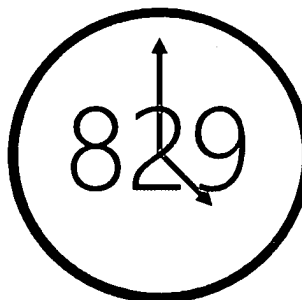
306

groups
supported across
the Bradford
District



Top 3 Topics

- Funding
- Legal and constitutional & Management Committee
- Marketing and Publicity



Sessions
delivered
supporting
groups on a
range of
topics.

**Report of the Trustees
for the Year Ended 31st March 2019**

ACHIEVEMENT AND PERFORMANCE

BISON is a partnership of Community Action, CNet, Volunteering Bradford, Keighley Volunteer Centre, WYCAS, CoEMO, Equity Partnership, Equality Together and Locality.

Other areas of work

We have also delivered these major pieces of work:

E5 - a BLF funded project based in our Keighley Office working with girls and women to empower them and enable them to develop their self-esteem and wellbeing

Community Development - funded by Keighley Town Council, community development for a couple of the most disadvantaged areas in Keighley

Young Lives Bradford - a voice forum for Children and Young People's VCS organisation. This forum works alongside the VCS Assembly and is also funded by the council

Healthwatch Bradford and District - an independent healthcare consumer champion. More information including the annual report for Healthwatch can be found at www.healthwatchbradford.co.uk

Shipley Area Links - a BLF funded befriending project delivered in the Bingley area only in partnership with HALE.

Ilkley Office - our furthest outreach with a big heart. A focal point of the community, our Ilkley office is managed by one person and run by a volunteer workforce. We gratefully acknowledge the receipt of a legacy Maureen Wilson Estate to enable this office to operate in the coming years.

Supporting our service delivery

We acknowledge the work of our finance team, HR and admin staff for their part in our achievement of this work. We are very proud of our two apprentices that we took on this year in finance and administration and thank them for their hard work. We also thank all our ancillary staff across our all our sites, without whom we cannot operate.

Partnerships

We are very proud of our partnership work both within and outside of Bradford; our key work includes:

Bradford and District VCS Assembly

Several staff engage in forums across the Assembly and our CEO sits on the Assembly Steering Group as a non-voting advisor. We support the annual VCS Assembly conference through provision of staff for group facilitation.

Bradford VCS Alliance

We continued to support the Alliance through some commissioned work around quality assurance and information governance. We also secured the role of Community Anchor for Bingley Bubble Community Partnerships via the BVCSA. This will give us more work in 2019 around self-care and ABCD grant work.

**Report of the Trustees
for the Year Ended 31st March 2019**

ACHIEVEMENT AND PERFORMANCE

Leeds City Region Infrastructure Consortium/SAY

The LCRIC is a body of infrastructure organisation, predominantly CVSSs, based in the Leeds City Region. It meets through the year around the region. The agenda covers wider strategic issues in health and local government and the representation of a VCS view at the city region level. During 2018/9 we struggled with our capacity to meet and developed a sub-set of this with the working title of SAY - Social Action Yorkshire. We met as CEOs and Chairs to discuss regional work we might be able to deliver together. We expect this to develop over 2019/20.

West Yorkshire and Harrogate Health and Care Partnership

Our CEO is the VCS lead for this partnership and also the Senior Responsible Officer (SRO) for the Harnessing Power of Communities (HPoC) enabling workstream. She attends regular core meetings and provides advice to our programmes. In 2018/19 she was instrumental in securing investment from NHSE/I to develop the VCS leadership in the partnership as part of a national programme. The HPoC workstream also secured £1m to run place-based loneliness projects. In 2019/20 we expect the work of HPoC group to grow.

NAVCA

Our CEO's tenure as a Trustee of NAVCA ended in December 2018. She remains active in the network of CEOs that support each other through COIN.

FINANCIAL REVIEW

Financial position - Charity

The Trustees have taken action, because of their concerns about the inadequate levels of reserves, to better ensure that our financial performance will improve and be satisfactory going forward.

The Statement of Financial Activities shows total incoming resources of £1,209,129 (2018: £1,188,848) and a total resource expended of £1,064,165 (2018: £1,225,009), being a net surplus on movement of funds of £144,964 (2018: £36,161 deficit).

Resources expended include impairment of fixed assets costs of £69,000 (2018: £Nil).

The total reserves at the year end are £1,363,402 (2018: £1,218,438). Unrestricted reserves at the year end are £1,012,551 (2018: £973,237) and restricted funds are £350,851 (2018: £245,201).

Financial position - Group

The Consolidated Statement of Financial Activities shows total incoming resources of £1,492,550 (2018: £1,454,573) and a total resource expended of £1,318,566 (2018: £1,472,544), being a net surplus on movement of funds of £173,984 (2018: £17,971 deficit).

Resources expended include impairment of fixed assets costs of £69,000 (2018: £Nil).

The total group reserves at the year end are £1,539,994 (2018: £1,366,010). Unrestricted reserves at the year end are £1,189,143 (2018: £1,120,809) and restricted funds are £350,851 (2018: £245,201).

**Report of the Trustees
for the Year Ended 31st March 2019**

FINANCIAL REVIEW

Reserve's policy - Charity

The Trustees consider that they should review the level of reserves held by the charity at regular intervals. The charity's unrestricted free reserves, which have not been designated for a specific use and do not relate to revaluation reserves (£481,758), stand at £211,154 at 31 March 2019.

We have designated a fund to maintain and, if required, replace our ageing minibuses which has been drawn from the old Shipley and Bingley Voluntary Services accounts and at the year end, this designated fund was £93,731.

The trustees have also established designated funds of £101,773, to cover redundancy liability as at 31 March 2019, and of £124,136 relating to 6 months running/closure costs.

The Trustees feel that reserves should at a minimum equate to six months unrestricted running costs, to ensure that adequate funds are available to allow continued furtherance of the objects of the charity in the event of temporary shortfall of incoming resources, whilst alternate funds are sought.

The Trustees believe that holding adequate funds to cover six months operating costs would allow for an orderly winding up of the organisation and would also enable the organisation to be able to meet obligations towards staff and creditors in the event of there being no possibility of securing alternative longer-term funding.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Community Action is a registered charity constituted as a company limited by guarantee and is governed by its Memorandum and Articles of Association.

The members of the management committee, who are also the directors for the purpose of company law, who served during the year are shown on page 9. At the beginning of the prior year the Board was formed from the three merged Boards and numbered 15 in total. During the year we lost some members due to family and time commitments and one sadly passed away.

In February 2019 we held our second and last Annual General Meeting (AGM) as a new organisation. We undertook a survey of our members in late 2018 to understand the value of holding an AGM and the value to them and how we communicate with them in general. As part of this work it was approved by the trustees to remove the need for an AGM moving forward, as they are not considered by the board to be a cost-effective way of communicating with the memberships.

We adopted a new set of articles to reflect this and will be setting up regular member updates in 2019 to ensure we are communicating effectively.

Recruitment and appointment of new trustees

The trustees are conscious of the need to ensure that they have an appropriate range of skills to manage the charity, and the need to ensure there is a Board which is representative of the range of members groups.

To this end, the Board audits their skills on an annual basis to have a clear idea of their training needs. While recruitment of trustees is a democratic process, the trustees issue task descriptions to potential candidates to ensure they have a clear idea of the requirements of the role. The trustees also seek to co-opt new trustees to strengthen the Board in areas of perceived weakness.

New trustees receive induction files of general information, including structures, budgets, staff roles and policies. They are also provided with a set of the governing documents of both Community Action and our trading arm, Bradford Community Payroll Ltd.

**Report of the Trustees
for the Year Ended 31st March 2019**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

All new members meet with the CEO and senior staff as part of their induction to gain further understanding of the organisation and its purpose.

Throughout the year senior staff are also invited to Board meetings to update Trustees on their area(s) of work.

All trustees give their time voluntarily, and during the year expenses were reimbursed to trustees of £Nil (2018: £59).

Organisational structure and management

The charity is organised so that the trustees meet regularly to manage the charity's affairs, the board currently meets every 10 weeks.

Day-to-day management is undertaken by the Chief Executive Officer (CEO). The CEO is directly accountable to the Chair and collectively to the wider board of trustees.

The organisation is then divided into specialist departments or teams. Each team is, in turn, overseen by a manager, who is accountable to the CEO. The manager of our trading arm (Bradford Community Payroll Ltd) also receives support and supervision from our CEO. To ensure the links between the charity and trading arm, the CEO is also an ex-officio member of their Board.

Community Action Bradford & District Ltd remains committed to the improvement and development of sound personnel management structures and as such during the year ensured regular manager's meetings across the organisation. We also undertook our first set of appraisals as a new organisation in this year.

During the year we had a full staff away day and followed this up with staff meetings within and across disciplines.

As we now operate from four venues, we try to ensure that staff are networked and informed of each other's activities. In 2018/19 we introduced an internal newsletter which is used by all staff to communicate internal changes and news. We also use it to celebrate success, noting staff birthdays and length of service.

Related parties

Community Action is involved in a number of partnerships in order to fulfil its objectives.

Community Action is also the sole member of Bradford Community Payroll Limited. (Company number 03038813) and, in consequence is a 'person of significant control' of that entity.

Risk management

A risk review continues to be an on-going aspect of all project planning, monitoring and quality assurance. Many aspects of risk management, such as authorisation, monitoring, and reporting, staff vetting and appraisal, safety procedures for staff, property and clients, and adequate insurance cover, are embedded in our policies and operating procedures. A new area of focus for Community Action Bradford & District Ltd in 2018/19 was Cyber Security as this is considered a growing area of risk for all organisations.

**Report of the Trustees
for the Year Ended 31st March 2019**

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
04283003 (England and Wales)

Registered Charity number
1090036

Registered office
Cardigan House
Ferncliffe Road
Bingley
West Yorkshire
BD16 2TA

Trustees

D O Amusan-Fagborun	- appointed 26/11/19
S J Davison	
P M Essler	
M T Gerdes	
J E Gleghorn	- resigned 9/4/19
M P Nicholson	
A S Sidhu	- resigned 17/10/18
K J Wyatt	

Company Secretary
S J Nevison

Independent auditors
Riley & Co Limited
Statutory Auditor Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW

Key Management
Chief Executive - S J Nevison

FUNDS HELD AS CUSTODIAN FOR OTHERS

At 31 March 2019 the charity held funds as custodian on behalf of other organisations totalling £17,843 (2018: £19,184).

**Report of the Trustees
for the Year Ended 31st March 2019**

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Community Action Bradford & District Ltd for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements 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 that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Riley & Co Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 16/12/19 and signed on its behalf by:



S J Davison
Trustee

**Report of the Independent Auditors to the Members of
COMMUNITY ACTION BRADFORD & DISTRICT LTD (Registered number: 04283003)**

Opinion

We have audited the financial statements of Community Action Bradford & District Ltd (the 'parent charitable company') for the year ended 31st March 2019 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31st March 2019 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and the provisions available for small entities, in the circumstances set out in note 21 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group or parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept by the parent charitable company or returns adequate for our audit have not been received from branches not visited by us; or
- The parent charitable company's financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees Responsibilities, the trustees (who are also the directors of the parent charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Report of the Independent Auditors to the Members of
COMMUNITY ACTION BRADFORD & DISTRICT LTD (Registered number: 04283003)**

Victoria Atkinson BA FCA (Senior Statutory Auditor)
for and on behalf of Riley & Co Limited
Statutory Auditor Chartered Accountants
52 St Johns Lane
Halifax
West Yorkshire
HX1 2BW



Date: 16/12/19

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Statement of Consolidated Financial Activities
(Incorporating a Consolidated Income and Expenditure Account)
for the Year Ended 31st March 2019**

		Unrestricted funds	Restricted funds	31/3/19 Total funds	31/3/18 Total funds
	Notes	£	£	£	as restated £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	11,033	712,244	723,277	726,391
Charitable activities	4				
Bradford		-	-	-	146,511
Keighley & Ilkley		-	-	-	188,377
Shipley and Bingley		-	-	-	108,136
Buildings		156,371	-	156,371	-
Projects and Programmes		10,170	87,467	97,637	-
Sector Support		109,262	87,390	196,652	-
Other trading activities	5	315,474	-	315,474	282,403
Investment income	3	3,139	-	3,139	2,755
Total		605,449	887,101	1,492,550	1,454,573
EXPENDITURE ON					
Charitable activities	6				
Bradford		-	-	-	580,738
Keighley & Ilkley		-	-	-	458,979
Shipley and Bingley		-	-	-	185,292
Buildings		163,929	951	164,880	-
Projects and Programmes		3,938	365,978	369,916	-
Sector Support		104,662	351,387	456,049	-
Other trading activities		258,721	-	258,721	247,535
Other		69,000	-	69,000	-
Total		600,250	718,316	1,318,566	1,472,544
NET INCOME/(EXPENDITURE)		5,199	168,785	173,984	(17,971)
Transfers between funds	19	63,135	(63,135)	-	-
Net movement in funds		68,334	105,650	173,984	(17,971)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,120,809	245,201	1,366,010	1,383,981
TOTAL FUNDS CARRIED FORWARD		<u>1,189,143</u>	<u>350,851</u>	<u>1,539,994</u>	<u>1,366,010</u>

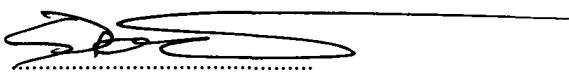
The notes form part of these financial statements

Group and Charity Balance Sheet
At 31st March 2019

	Notes	GROUP 31.3.19 £	GROUP 31.3.18 as restated £	CHARITY 31.3.19 £	CHARITY 31.3.18 as restated £
FIXED ASSETS					
Tangible Assets	13	515,381	601,319	510,566	597,743
Investments	14	-	-	-	-
		<u>515,381</u>	<u>601,319</u>	<u>510,566</u>	<u>597,743</u>
CURRENT ASSETS					
Debtors	15	248,957	325,723	216,490	280,423
Cash at bank and in hand		<u>892,554</u>	<u>612,485</u>	<u>737,056</u>	<u>493,433</u>
		1,141,511	938,208	953,546	773,856
CREDITORS					
Amounts falling due within one year	16	(114,244)	(170,470)	(100,710)	(153,161)
		<u>1,027,267</u>	<u>767,738</u>	<u>852,836</u>	<u>620,695</u>
NET CURRENT ASSETS / (LIABILITIES)					
		1,542,648	1,369,057	1,363,402	1,218,438
TOTAL ASSETS LESS CURRENT LIABILITIES					
PENSION LIABILITY	18	(2,654)	(3,047)	-	-
		<u>1,539,994</u>	<u>1,366,010</u>	<u>1,363,402</u>	<u>1,218,438</u>
NET ASSETS					
		<u>1,539,994</u>	<u>1,366,010</u>	<u>1,363,402</u>	<u>1,218,438</u>
FUNDS					
Unrestricted funds	20	1,189,143	1,120,809	1,012,552	973,237
Restricted funds	20	<u>350,851</u>	<u>245,201</u>	<u>350,850</u>	<u>245,201</u>
TOTAL FUNDS		<u>1,539,994</u>	<u>1,366,010</u>	<u>1,363,402</u>	<u>1,218,438</u>

The trustees have prepared group accounts in accordance with section 398 of the Companies Act 2006 and section 138 of the Charities Act 2011. These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on 16/12/19 and were signed on its behalf by:


S J Davison
Trustee

The notes form part of these financial statements

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Consolidated Cash Flow Statement
for the Year Ended 31st March 2019**

		31/3/19	31/3/18 as restated
	Notes	£	£
Cash flows from operating activities:			
Cash generated from operations	1	<u>286,499</u>	<u>(117,551)</u>
Net cash provided by (used in) operating activities		<u>286,499</u>	<u>(117,551)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(9,569)	(4,814)
Interest received		<u>3,139</u>	<u>2,755</u>
Net cash provided by (used in) investing activities		<u>(6,430)</u>	<u>(2,059)</u>
Change in cash and cash equivalents in the reporting period		280,069	(119,610)
Cash and cash equivalents at the beginning of the reporting period		<u>612,485</u>	<u>732,095</u>
Cash and cash equivalents at the end of the reporting period		<u><u>892,554</u></u>	<u><u>612,485</u></u>

The notes form part of these financial statements

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Cash Flow Statement
for the Year Ended 31st March 2019**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31/3/19	31/3/18 as restated
	£	£
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	173,984	(17,971)
Adjustments for:		
Depreciation charges	26,508	41,338
Impairment of fixed assets	69,000	-
Interest received	(3,139)	(2,755)
Decrease in stock	-	1,000
Decrease/(increase) in debtors	76,764	(177,679)
(Decrease)/increase in creditors	<u>(56,618)</u>	<u>38,516</u>
Net cash provided by (used in) operating activities	<u><u>286,499</u></u>	<u><u>(117,551)</u></u>

**Notes to the Consolidated Financial Statements
for the Year Ended 31st March 2019**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Group financial statements

The Statement of Financial Activities (SOFA) and balance sheet consolidate the financial statements of the charity and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis. The Charity has availed itself of Paragraph 3 (3) of Schedule 4 of the Companies Act 2006 and adapted the Companies Act formats to reflect the special nature of the Charity's activities. No separate SOFA or Income and Expenditure Account have been presented for the Charity alone as permitted by section 230 of the Companies Act 2006 and paragraph 327 of the SORP.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable.

Grants where entitlement is not conditional on the delivery of specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Grants, including government grants, are credited to deferred income. Grants towards capital expenditure are released to the SoFA over the expected useful life of the assets. Grants towards revenue expenditure are released to the SoFA as the related expenditure is incurred.

Income from investments is included in the year in which it is receivable.

Income from activities for generating funds relates to property management income generated by the charity's trading subsidiaries.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019

1. ACCOUNTING POLICIES - continued

Allocation and apportionment of costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the Trusts artistic programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities.

Redundancy costs

Redundancy costs are charged in the Statement of Financial Activities in the year in which the employees leave employment.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- Straight line over 99-year lease term
Fixtures and fittings	- 20% on reducing balance
	- Straight line over 3 years
	- Straight line over 4 years
Motor vehicles	- Straight line over 4 years
Computer equipment	- Straight line over 4 years

Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of any restricted fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

2. DONATIONS AND LEGACIES

	31/3/19	31/3/18 as restated
	£	£
Donations	1,522	1,633
Legacies	-	38,000
Grants	<u>721,755</u>	<u>686,758</u>
	<u>723,277</u>	<u>726,391</u>

Grants received, included in the above, are as follows:

	31/3/19	31/3/18 as restated
	£	£
Bradford Metropolitan District Council - Building grant	-	3,071
Bradford Metropolitan District Council - Community Buildings Grant	37,143	35,387
Bradford Metropolitan District Council - Healthwatch	192,900	180,000
Bradford Metropolitan District Council - Ilkley grant	4,000	-
Bradford Metropolitan District Council - Info and D/S	60,000	50,496
Bradford Metropolitan District Council - Little House grant	2,000	-
Bradford Metropolitan District Council - Luncheon Clubs	1,150	1,150
Bradford Metropolitan District Council - Social Daycare	36,426	40,926
Bradford Metropolitan District Council - Training	27,060	27,060
Bradford Metropolitan District Council - VOSO	140,150	161,124
Bradford Metropolitan District Council - Wellbeing Cafe	4,050	5,000
Bradford Metropolitan District Council - Young Lives Bradford	74,250	55,688
Bradford VCS Alliance - Bradford Befriending Network - HPoC	12,000	-
Central Hall grants	-	5,500
Community Chest SAL3	-	350
Department of Transport - Bus Service Operators Grant	1,709	1,959
Friends of Holmewood	-	3,115
Ilkley Town Council	4,741	-
Keighley Asian Women and Children's Centre	22,625	28,280
Keighley Town Council	25,000	25,000
National Lottery - Awards for All (ID: 0010350263)	10,000	-
Shipley Area Links	49,754	49,019
Sundry small grants	-	1,133
Your Consortium - Staff grant	6,797	-
Your Consortium - Talent Match	<u>10,000</u>	<u>12,500</u>
	<u>721,755</u>	<u>686,758</u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

3. INVESTMENT INCOME

	31/3/19	31/3/18 as restated
	£	£
Deposit account interest	<u>3,139</u>	<u>2,755</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	31/3/19	31/3/18 as restated
	£	£
<u>Charitable and project income:</u>		
Bradford	-	146,511
Keighley & Ilkley	-	188,377
Shipley and Bingley	-	108,136
Buildings	156,371	-
Projects and Programmes	97,637	-
Sector Support	<u>196,652</u>	-
	<u>450,660</u>	<u>443,024</u>

The charity has chosen to revise the nature of the split of activity income and expenditure (per note 5), to recognise function-based reporting, rather than location (place) based reporting. The comparative information is shown as place-based reporting, as per the 31 March 2018 accounts.

5. OTHER TRADING ACTIVITIES

	31/3/19	31/3/18 as restated
	£	£
Income from Bradford Community Payroll Limited	<u>315,474</u>	<u>282,403</u>

Bradford Community Payroll Limited is the trading subsidiary of Community Action Bradford & District, who is the sole member of the company limited by guarantee.

6. CHARITABLE ACTIVITIES COSTS

	Direct costs	Support costs (See note 6)	Totals
	£	£	£
Buildings	164,880	-	164,880
Projects and Programmes	369,916	-	369,916
Sector Support	<u>447,672</u>	<u>8,377</u>	<u>456,049</u>
	<u>982,468</u>	<u>8,377</u>	<u>990,845</u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

7. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
Sector Support	<u>607</u>	<u>7,770</u>	<u>8,377</u>

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31/3/19 £	31/3/18 as restated £
Auditor's Remuneration - Riley and Co Limited	7,770	9,600
Auditor's Remuneration - Andrew S Parker	-	1,620
Auditor's Remuneration - Stuart B. Lodge	-	118
Auditor's Remuneration - Non-Audit Services	1,386	1,400
Independent Examiner's Fees - Stirk Lambert	-	600
Depreciation - owned assets	<u>26,508</u>	<u>41,338</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2019 nor for the year ended 31st March 2018.

Trustees' expenses

	31/3/19 £	31/3/18 as restated £
Trustees' expenses	<u>-</u>	<u>60</u>

There were no trustees' expenses paid for the year ended 31st March 2019.

10. STAFF COSTS

	31/3/19 £	31/3/18 as restated £
Wages and salaries	854,402	863,354
Social security costs	52,265	47,851
Other pension costs	<u>31,568</u>	<u>28,234</u>
	<u>938,235</u>	<u>939,439</u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

10. STAFF COSTS - continued

The average monthly number of employees during the year ended 31 March 2019, based on full time equivalents, were as follows:

	31.3.19 No	31.3.18 No
Chief Executive Officers and Managers	3.75	3.25
Administration and Finance	3.75	6.25
Support and Development	6.50	9.00
Trading activities	12.00	10.00
Information	2.00	1.50
Healthwatch	4.75	6.00
Projects	5.00	8.00
Ancillary staff (Cleaners and Cafe)	<u>1.00</u>	<u>6.33</u>
	<u><u>38.75</u></u>	<u><u>50.33</u></u>

The head count of employees for the year was 48.

No employees received emoluments in excess of £60,000.

The key management personnel of the charity have been identified as the Chief Executive. The aggregate employment benefits, including accrued TOIL, redundancy, benefits in kind, employer's national insurance and pension contributions, for these key management personnel for the year was £62,789 (2018 - £64,587). The salaries of the key management are set by the trustees, and then reviewed annually.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds	Restricted funds	Total funds as restated
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	95,783	630,608	726,391
Charitable activities			
Bradford activities	68,666	77,845	146,511
Keighley & Ilkley activities	188,377	-	188,377
Shipley and Bingley activities	108,136	-	108,136
Other trading activities	282,403	-	282,403
Investment income	<u>2,755</u>	<u>-</u>	<u>2,755</u>
Total	746,120	708,453	1,454,573

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds	Restricted funds	Total funds as restated £
	£	£	£
EXPENDITURE ON			
Charitable activities			
Bradford activities	353,651	227,087	580,738
Keighley & Ilkley activities	188,785	270,194	458,979
Shipley and Bingley activities	57,712	127,580	185,292
Other trading activities	<u>247,535</u>	<u>-</u>	<u>247,535</u>
Total	<u>847,683</u>	<u>624,861</u>	<u>1,472,544</u>
NET INCOME/(EXPENDITURE)	(101,563)	83,592	(17,971)
Transfers between funds	<u>756,892</u>	<u>(756,892)</u>	<u>-</u>
Net movement in funds	655,329	(673,300)	(17,971)
RECONCILIATION OF FUNDS			
Total funds brought forward	<u>465,480</u>	<u>918,501</u>	<u>1,383,981</u>
TOTAL FUNDS CARRIED FORWARD	<u><u>1,120,809</u></u>	<u><u>245,201</u></u>	<u><u>1,366,010</u></u>

12. PRIOR YEAR ADJUSTMENT

A prior year adjustment has been made to recognise the requirements of FRS 102, as updated December 2017, in relation to the treatment of gift aid donations to the parent charitable company from its trading subsidiary.

FRS 102 requires gift aid donations to the parent charitable company to be treated as a distribution in the accounts of the trading subsidiary. and as such only account for those gifts in the financial year where there was a legal obligation to make the payment, where payment is made after the year end.

In prior years gift aid donations made to Community Action Bradford & District Ltd have been accounted for in the financial year to which they relate even where they were paid after the year end and no legal obligation existed.

The trading company is still allowed to claim corporation tax relief on those distributions in the year to which they relate provided they are paid over to the parent charitable company during the year or within 9 months of the year end, regardless of the accounting treatment.

The gift aid donation received was shown in the original accounts for 31 March 2018 and was received after the year end but not subject to a legal obligation and has therefore been adjusted.

The amount originally shown as a distribution receipt at 31 March 2018 was £32,701 in relation to Bradford Community Payroll Limited, this distribution receipt is now shown within the 31 March 2019 figures. The 2019 comparative figures have been restated to reflect this adjustment.

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

13. TANGIBLE FIXED ASSETS

GROUP

	Long leasehold £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1st April 2018	600,000	156,609	80,210	29,649	866,468
Additions	-	4,752	-	4,817	9,569
Impairments	<u>(69,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(69,000)</u>
At 31st March 2019	<u>531,000</u>	<u>161,361</u>	<u>80,210</u>	<u>34,466</u>	<u>807,037</u>
DEPRECIATION					
At 1st April 2018	43,182	140,767	55,127	26,074	265,150
Charge for year	<u>6,060</u>	<u>4,119</u>	<u>12,750</u>	<u>3,577</u>	<u>26,506</u>
At 31st March 2019	<u>49,242</u>	<u>144,886</u>	<u>67,877</u>	<u>29,651</u>	<u>291,656</u>
NET BOOK VALUE					
At 31st March 2019	<u>481,758</u>	<u>16,475</u>	<u>12,333</u>	<u>4,815</u>	<u>515,381</u>
At 31st March 2018	<u>556,818</u>	<u>15,842</u>	<u>25,083</u>	<u>3,575</u>	<u>601,319</u>

CHARITY

	Long leasehold £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1st April 2018	600,000	156,609	80,210	4,512	841,331
Additions	-	4,752	-	-	4,752
Impairments	<u>(69,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(69,000)</u>
At 31st March 2019	<u>531,000</u>	<u>161,361</u>	<u>80,210</u>	<u>4,512</u>	<u>777,083</u>
DEPRECIATION					
At 1st April 2018	43,182	140,767	55,127	4,512	243,588
Charge for year	<u>6,060</u>	<u>4,119</u>	<u>12,750</u>	<u>-</u>	<u>22,929</u>
At 31st March 2019	<u>49,242</u>	<u>144,886</u>	<u>67,877</u>	<u>4,512</u>	<u>266,517</u>
NET BOOK VALUE					
At 31st March 2019	<u>481,758</u>	<u>16,475</u>	<u>12,333</u>	<u>-</u>	<u>510,566</u>
At 31st March 2018	<u>556,818</u>	<u>15,842</u>	<u>25,083</u>	<u>-</u>	<u>597,743</u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

13. TANGIBLE FIXED ASSETS - continued

Included within long leasehold assets is the charity premises at Central Hall, Keighley. These premises were revalued on the 9th November 2017 by Andrew Idle Associates. The revaluation amount was included in the accounts to 31 March 2017 as deemed cost under the transitional rules for FRS 102.

At 31 March 2019 the trustees are aware of a significant change in the value of the long leasehold premises, relating to significant repairs required to the roof of the building, this impairment totals £69,000.

Under the historical cost convention, the long leasehold property would have been included in the accounts as shown below:

	31.3.19	31.3.18
	£	£
Cost	144,971	144,971
Depreciation	<u>(22,253)</u>	<u>(22,107)</u>
Net Book Value	<u><u>122,718</u></u>	<u><u>122,864</u></u>

14. FIXED ASSET INVESTMENTS

There were no investment assets outside the UK. The company's investments at the balance sheet date include the following:

Bradford Community Payroll Ltd

The charity is the sole member of Bradford Community Payroll Ltd, which does not have share capital, therefore no investment value is presented on the balance sheet of the charity.

Nature of business: Provision of payroll and support services.

Summary of trading results:

	31.3.19	31.3.18
	£	£
Turnover	319,794	282,403
Total Expenditure	(258,722)	(250,158)
Other Income	648	663
Taxation	<u>-</u>	<u>(206)</u>
	61,720	32,702
Distribution to parent charity	<u>(32,701)</u>	<u>(14,513)</u>
	<u><u>29,019</u></u>	<u><u>18,189</u></u>

Summary of assets and liabilities:

Assets	193,858	185,271
Liabilities	<u>(17,268)</u>	<u>(37,700)</u>
	<u><u>176,590</u></u>	<u><u>147,571</u></u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	GROUP 31.3.19	GROUP 31.3.18 as restated	CHARITY 31.3.19	CHARITY 31.3.18 as restated
	£	£	£	£
Trade debtors	231,660	284,977	202,721	224,378
Amounts owed by group undertakings	-	-	-	17,343
Other debtors	(173)	421	(173)	304
Prepayments and Accrued Income	17,470	40,325	13,942	38,398
	<u>248,957</u>	<u>325,723</u>	<u>216,490</u>	<u>280,423</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	GROUP 31.3.19	GROUP 31.3.18 as restated	CHARITY 31.3.19	CHARITY 31.3.18 as restated
	£	£	£	£
Trade creditors	21,827	13,343	21,985	13,423
Social security and other taxes	29,429	9,499	17,843	19,184
Other creditors	971	25,875	971	2,044
Accrued expenses and deferred income	62,017	121,753	59,911	118,510
	<u>114,244</u>	<u>170,470</u>	<u>100,710</u>	<u>153,161</u>

17. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31/3/19	31/3/18 as restated
	£	£
Within one year	8,231	8,231
Between one and five years	10,606	15,174
In more than five years	<u>86</u>	<u>87</u>
	<u>18,923</u>	<u>23,492</u>

18. PROVISIONS FOR LIABILITIES

The parent charitable company's, trading subsidiary, Bradford Community Payroll Ltd, participates in the TPT Retirement Solutions: The Growth Plan pension scheme, a multi-employer scheme which provides benefits to some 1,300 non-associated participating employers.

The scheme is a defined benefit scheme in the UK. It is not possible for the company to obtain sufficient information to enable it to account for the scheme as a defined benefit scheme. Therefore, it accounts for the scheme as a defined contribution scheme.

The scheme is subject to the funding legislation outlined in the Pensions Act 2004 which came into force on 30 December 2005. This, together with documents issued by the Pensions Regulator and Technical Actuarial Standards issued by the Financial Reporting Council, set out the framework for funding defined benefit occupational pension schemes in the UK.

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

18. PROVISIONS FOR LIABILITIES - continued

The scheme is classified as a 'last-man standing arrangement'. Therefore, the company is potentially liable for other participating employers' obligations if those employers are unable to meet their share of the scheme deficit following withdrawal from the scheme. Participating employers are legally required to meet their share of the scheme deficit on an annuity purchase basis on withdrawal from the scheme.

A full actuarial valuation for the scheme was carried out at 30 September 2011. This valuation showed assets of £780m, liabilities of £928m and a deficit of £148m.

A full actuarial valuation for the scheme was carried out at 30 September 2014. This valuation showed assets of £793m, liabilities of £970m and a deficit of £177m. To eliminate this funding shortfall, the Trustee has asked the participating employers to pay additional contributions to the scheme as follows:

Deficit contributions

From 1/4/16 to 30/9/25 £12,945,440 p.a. (payable monthly and increasing by 3% each on 1st April)

From 1/4/16 to 30/9/28 £54,560 p.a. (payable monthly and increasing by 3% each on 1st April)

Unless a concession has been agreed with the Trustee the term to 30 September 2025 applies.

The recovery plan contributions are allocated to each participating employer in line with their estimated share of the Series 1 and Series 2 scheme liabilities.

Where the scheme is in deficit and where the company has agreed to a deficit funding arrangement the company recognises a liability for this obligation. The amount recognised is the net present value of the deficit reduction contributions payable under the agreement that relates to the deficit. The present value is calculated using the discount rate detailed in these disclosures. The unwinding of the discount rate is recognised as a finance cost.

It is these contributions that have been used to derive the company's balance sheet liability.

A provision of £2,654 (2018: £3,047) has been brought into the 2019 accounts. The discount rates shown above are the equivalent single discount rates which, when used to discount the future recovery plan contributions due, would give the same results as using a full AA corporate bond yield curve to discount the same recovery plan contributions.

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted funds	Restricted funds	31/3/19 Total funds	31/3/18 Total funds
	£	£	£	as restated £
Fixed assets	515,381	-	515,381	601,319
Current assets	772,503	369,008	1,141,511	938,208
Current liabilities	(96,087)	(18,157)	(114,244)	(170,470)
Provisions	(2,654)	-	(2,654)	(3,047)
	<u>1,189,143</u>	<u>350,851</u>	<u>1,539,994</u>	<u>1,366,010</u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

20. MOVEMENT IN FUNDS

	At 1/4/18 £	Net movement in funds £	Transfers between funds £	At 31/3/19 £
Unrestricted funds				
Unrestricted fund - Bradford	469,716	80,803	(162,774)	387,745
Designated fund - Minibus Fund	94,275	(544)	-	93,731
Designated fund - Redundancy	-	-	101,773	101,773
Designated fund - Building/Closure costs	-	-	124,136	124,136
Property Revaluation fund - Central Hall	556,818	(75,060)	-	481,758
	<u>1,120,809</u>	<u>5,199</u>	<u>63,135</u>	<u>1,189,143</u>
Restricted funds				
Big Lottery Fund - E5	9,551	1,197	-	10,748
Big Lottery Fund - HALE	(1,479)	1,151	-	(328)
Cardigan House	-	(367)	-	(367)
CDW	6,688	9,023	-	15,711
Central Hall - Keighley	-	9,049	-	9,049
Daycare	(2,089)	(1,051)	-	(3,140)
Day Opportunities	-	10,000	-	10,000
Dementia Friendly Keighley	-	(1,128)	-	(1,128)
DIVA Project	-	42,185	-	42,185
Healthwatch	34,277	20,409	-	54,686
INFO	-	(11,297)	-	(11,297)
Ilkley	38,087	4,236	-	42,323
Lunch Club	-	(195)	-	(195)
Patient Participation Group	44	-	(44)	-
Sick / Poor Fund	9,314	-	(9,314)	-
Training	-	(1,693)	-	(1,693)
VOSO	51,963	54,139	(48,000)	58,102
Wellbeing Cafe	-	(9)	-	(9)
WYH NHS E	-	27,358	-	27,358
Young Lives Bradford	98,845	5,777	(5,777)	98,845
	<u>245,201</u>	<u>168,785</u>	<u>(63,135)</u>	<u>350,851</u>
TOTAL FUNDS	<u><u>1,366,010</u></u>	<u><u>173,984</u></u>	<u><u>-</u></u>	<u><u>1,539,994</u></u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

20. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted fund - Bradford	605,449	(524,646)	80,803
Designated fund - Minibus Fund	-	(544)	(544)
Property Revaluation fund - Central Hall	-	(75,060)	(75,060)
	<u>605,449</u>	<u>(600,250)</u>	<u>5,199</u>
Restricted funds			
Big Lottery Fund - E5	23,050	(21,853)	1,197
Big Lottery Fund - HALE	61,721	(60,570)	1,151
Cardigan House	2,162	(2,529)	(367)
CDW	25,000	(15,977)	9,023
Central Hall - Keighley	10,000	(951)	9,049
Daycare	66,008	(67,059)	(1,051)
Day Opportunities	10,000	-	10,000
Dementia Friendly Keighley	10,540	(11,668)	(1,128)
DIVA Project	44,320	(2,135)	42,185
Healthwatch	204,102	(183,693)	20,409
INFO	60,096	(71,393)	(11,297)
Ilkley	23,083	(18,847)	4,236
Lunch Club	1,710	(1,905)	(195)
Training	45,290	(46,983)	(1,693)
VOSO	180,764	(126,625)	54,139
WYH NHS E	28,075	(717)	27,358
Young Lives Bradford	91,181	(85,404)	5,777
Wellbeing Cafe	-	(9)	(9)
	<u>887,101</u>	<u>(718,316)</u>	<u>168,785</u>
TOTAL FUNDS	<u><u>1,492,550</u></u>	<u><u>(1,318,566)</u></u>	<u><u>173,984</u></u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

20. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1/4/17 £	Net movement in funds £	Transfers between funds £	At 31/3/18 £
Unrestricted Funds				
Unrestricted fund - Bradford	371,205	(63,529)	162,040	469,716
Designated fund - Minibus Fund	94,275	-	-	94,275
Property Revaluation fund - Central Hall	-	(38,034)	594,852	556,818
	<u>465,480</u>	<u>(101,563)</u>	<u>756,892</u>	<u>1,120,809</u>
Restricted Funds				
Funds brought forward - Bradford	43,033	-	(43,033)	-
Funds brought forward - Keighley	27,787	-	(27,787)	-
Funds brought forward - Keighley:				
Revaluation reserve	594,852	-	(594,852)	-
BDIP - Bradford	(16,528)	(141)	-	(16,669)
BDIP - Keighley	(271)	-	271	-
Big Lottery Fund - E5	2,325	7,226	-	9,551
Big Lottery Fund - HALE	1,758	(3,237)	-	(1,479)
CDW	(1,097)	7,785	-	6,688
Daycare	1,312	(3,401)	-	(2,089)
Healthwatch	54,720	(20,443)	-	34,277
Ilkley	-	38,087	-	38,087
Patient Participation Group	3,971	(3,927)	-	44
Sick / Poor Fund	9,314	-	-	9,314
VOSO	102,159	57,964	(91,491)	68,632
Young Lives Bradford	<u>95,166</u>	<u>3,679</u>	<u>-</u>	<u>98,845</u>
	<u>918,501</u>	<u>83,592</u>	<u>(756,892)</u>	<u>245,201</u>
TOTAL FUNDS	<u><u>1,383,981</u></u>	<u><u>(17,971)</u></u>	<u><u>-</u></u>	<u><u>1,366,010</u></u>

COMMUNITY ACTION BRADFORD & DISTRICT LTD

**Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019**

20. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Unrestricted fund - Bradford	746,120	(809,649)	(63,529)
Property Revaluation fund - Central Hall	-	(38,034)	(38,034)
	746,120	(847,683)	(101,563)
Restricted funds			
BDIP - Bradford	(116)	(25)	(141)
Big Lottery Fund - Young Lives	12,500	(12,500)	-
Big Lottery Fund - E5	28,758	(21,532)	7,226
Big Lottery Fund - HALE	49,019	(52,256)	(3,237)
CDW	25,000	(17,215)	7,785
Daycare	71,923	(75,324)	(3,401)
Healthwatch	190,056	(210,499)	(20,443)
Ilkley	55,109	(17,022)	38,087
VOSO	197,651	(139,687)	57,964
Young Lives Bradford	78,553	(74,874)	3,679
Patient Participation Group	-	(3,927)	(3,927)
	708,453	(624,861)	83,592
TOTAL FUNDS	<u>1,454,573</u>	<u>(1,472,544)</u>	<u>(17,971)</u>

Transfers between funds – Current year

Transfers between funds represent the movement of year end balances relating to projects that have ended and the closing balances have been agreed with the funder to be utilised by the charity on alternative projects.

Transfers between funds – Comparatives

Transfers between funds in the year represent the reallocation of funds brought forward at 1 April 2017 to the correct category. These transfers have been confirmed as correct by the trustees.

UNRESTRICTED FUNDS

Unrestricted Fund: Bradford - General funds brought forward from the Bradford CVS accounts

Designated Fund; Minibus Fund - Fund to support the CAB&D Community Transport Scheme in the future

Designated fund: Redundancy - Fund to cover redundancy costs as at the year end

Designated fund: Building/Closure Costs - Fund to cover 6-month closure and building costs

Property Revaluation fund - Relates to revaluation reserve for Central Hall, Keighley

Notes to the Consolidated Financial Statements - continued
for the Year Ended 31st March 2019

20. MOVEMENT IN FUNDS - continued

RESTRICTED FUNDS

BDIP: Bradford - Money used to support BDIP activity

Big Lottery Fund: E5 - Big Lottery project supporting women and girls operating in Keighley ward.

Big Lottery Fund: HALE - Shipley Area Links Befriending and Advocacy project

Cardigan House - A community centre in Bingley which we manage and let to various groups in the area

CDW: Community Development Worker - Funding from Keighley Town Council to work in 2 Keighley neighbourhoods

Central Hall: Keighley - Central Hall is our community centre in the heart of Keighley. This fund supports the management and day-to-day running of the building.

Daycare - Council grant to run day care services in Bingley

Day Opportunities - Day care services for older people in Bingley

Dementia Friendly Keighley - We employ and support the staff of DFK on behalf of a management committee. This project will develop and become independent in the future.

DIVA Project - A time-limited project to update our CRM system in order to populate Connect to Support (an online service for older people across the whole of Bradford and District which is hosted by Bradford Council)

Healthwatch - Council contract to run Healthwatch, a statutory duty of the Council to deliver

Ilkley - Income left by a benefactor to Ilkley Office for the benefit of the Ilkley ward

INFO - Our information service providing newsletters and social media updates to the sector; this team also manages our online database which drives several other websites/portals for the local VCS and communities.

Lunch Club - A lunch service for older people living in Bingley

Patient Participation Group - Clinical Commissioning Group fund to support engagement with GP surgeries

Sick / Poor Fund - Grant monies held on behalf of the Craven Trust

Training - Our training programme for the VCS in Bradford is supported through this fund.

VOSO - Monies from the BISON gran

Wellbeing Café - A central point for older people and their carers to meet, chat and get support from our team

WYH NHS E - A time limited project with NHSE/I. These funds are to support place-based health and care leaders in the VCS to participate in a national programme around VCS Leadership in ICSs.

Young Lives Bradford - Council grant to provide voice and representation activity

21. CONTINGENT LIABILITIES

The charity, as the sole member of its trading subsidiary, Bradford Community Payroll and Accounts Ltd, undertakes to contribute to the assets of the limited company, in the event of the company being wound up either whilst it is a member or within one year after it ceases to be a member, for payment of the debts and liabilities of the company contracted before it ceases to be a member such amount as may be required not exceeding £1.

22. RELATED PARTY DISCLOSURES

Transactions with group

The charitable company has taken advantage of exemption, under the terms of FRS 102, not to disclose related party transactions with wholly owned subsidiaries within the group.

23. APB ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.

24. ULTIMATE CONTROLLING PARTY

The charity is under the control of the board of trustees.