

**Company registration number: 06570187**  
**Charity registration number: 1159717**

**South Sheffield Community Initiatives Ltd**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2023**



**South Sheffield Community Initiatives Ltd**  
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**South Sheffield Community Initiatives Ltd**  
**Legal and administrative information**  
**For the year ended 31 March 2023**

**Registered Charity Number**

1159717

**Registered Company Number**

06570187

**Trustees**

Mr S G Bodey

Mr R D Butters

Mr J M Dunning

Mr S Hicks

Mrs K A Wilson

**Company secretary**

Mr S G Bodey

**Registered Address**

7 Greenfield Road

Sheffield

S8 7RQ

**Independent examiner (and accountants)**

Susan Cochrane, FCA

Seven Hills Accountants Limited

57 Burton Street

Sheffield

S6 2HH

**South Sheffield Community Initiatives Ltd**  
**Trustees' annual report (incorporating the Directors' report)**  
**For the year ended 31 March 2023**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

**Structure, governance and management**

The company was incorporated on 18 April 2008 and is constituted by its Articles and Memorandum of Association as amended by special resolution on 17 April 2015. The company is limited by guarantee and therefore has no share capital.

The company became a registered charity on 23 December 2014.

*Organisational structure*

All strategic and governance issues are dealt with at trustees' meetings. These were held bi-monthly during the year. Day-to-day operational issues are managed by monthly meetings of the session supervisors. To ensure good communication between the strategic and operational groups, Kathryn Wilson, Steve Hicks and Steve Bodey attend both meetings.

There is now 1 member of staff who started work on 1<sup>st</sup> March 2023 and works 5 hours per week as a cleaner.

*Risk assessment*

The Charity has no loans to third parties. The main risk to the Charity is the day-to-day running costs of the library. The Charity signed a lease on the library from the landlord, Sheffield City Council, in March 2019. The lease ends in March 2024 so the trustees have exercised their option to renew the lease for a further 25 years. (The notice was served on 6<sup>th</sup> June 2023).

This is a full-repairing lease so any significant unexpected maintenance issues pose an additional risk. In addition, the Charity is responsible for the costs of all compliance testing and also of any consequential works. The charity was affected by the high cost of gas and electricity. The impact of these has been offset by reviewing usage of appliances etc to reduce costs. In addition, the trustees have also been successful in securing additional grants from funders providing support to offset the effects of increased energy prices.

*Recruitment and Training of Trustees*

The charity's policy in respect of recruitment of directors is that anyone who is supportive of the Objects of the company would be eligible to be a director of the company always provided that their appointment is in accordance with the clauses 39 to 44 of the Articles of Association of the company. The company does not have a specific training programme for directors but will rely on using the services of specialist training providers to meet specific training needs as and when required. New directors will follow our internal trustee induction.

**South Sheffield Community Initiatives Ltd**  
**Trustees' annual report (incorporating the Directors' report) - continued**  
**For the year ended 31 March 2023**

**Objectives and activities**

The objects of the Charity are to provide or assist in the provision of facilities in the interest of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age, infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.

The trustees have given due regard to guidance published by the Charity Commission in respect of public benefit when fulfilling the objectives of the Charity.

The Charity meets its objectives by running Jordanthorpe Library as a community hub, a safe space at the heart of the community. In addition to the traditional core services of a library, we provide the following services and activities:

- 10 public computers
- Printing, copying & scanning
- Refreshments
- Citizens' Advice service
- School visits
- Craft groups
- Pre-schoolers' StoryTime
- Table-top Games group
- Providing weekly recipe packs in partnership with local food bank
- Provision of food and activities in school holidays
- Provision of space for other organisations' services/courses

**Achievements and performance**

In their last report, the trustees noted that 'return to normal' after the lifting of Covid restrictions was slow. The number of visits for the year ending 31<sup>st</sup> March 2022 was just 8,649. The trustees are pleased to report that the figure for the year ending 31<sup>st</sup> March 2023 was 12,658, an increase of 46%. Although not yet back to 2019 levels (17,800), this is a significant increase and is reflected in increases in the number of PC sessions used; books issued and income from library services.

A new library session on Monday afternoons was launched in February 2023 and the trustees are working towards an additional new session on Thursday afternoons, hopefully from October 2023.

One of our values has always been to be a safe, welcoming space at the heart of the community. It was therefore an easy decision to register as a Welcome Space to provide a warm meeting place and free hot drinks to help support those struggling with the Cost of Living crisis. The trustees intend to continue with this for the foreseeable future.

The Trustees have maintained the provision of services available last year but have also continued to seek new ways of providing services and support to people in the local community. Key successes include:

- Providing public computers available to the community so that those without IT facilities at home could continue with essential PC use for benefits, job searches etc.
- Providing food and self-guided games/activities to families (over 130 families with 230 children) during the school holidays as part of the Holiday Activities and Food programme in the city.
- In partnership with Grace Foodbank, we have distributed weekly recipe packs to local families, now supporting 35 families each week.

**South Sheffield Community Initiatives Ltd**  
**Trustees' annual report (incorporating the Directors' report) - continued**  
**For the year ended 31 March 2023**

**Achievements and performance (continued)**

- Signposting customers to organisations providing support of different kinds to people affected by Cost of Living issues.
- Hosting a Citizens Advice online service in the Library, increasing availability to 4 days a week.
- Providing a meeting space for statutory organisations supporting local families.
- Running 2 more digital inclusion projects (taking the total to 4). This involved providing a tutor for 10 weekly training sessions to the group together with a laptop and broadband access to 10 people who were referred to the project to enable them to put learning into practice during the course.
- Adding additional sessions between Christmas and New Year to provide a warm and welcoming place for those who would otherwise have been alone over the Christmas period.

This has all been achieved by our committed team of volunteers who have continued to give their time and energy so generously. The Trustees would like to thank our tireless team of volunteers for their support through this challenging period.

The project to create a DDA-compliant toilet with baby-changing facilities was completed in July 2022 and has been a great asset to the community. The trustees have also obtained grant funding for the installation of a defibrillator at the Library, available to the community 24/7. This went operational in January 2023.

Financially, the accounts reflect another positive year. Much of our income is by way of grants to support our core costs as well as specific projects such as Digital Inclusion and the Holiday Activities and Food programme. Income from our own services and fundraising has also increased as customers have returned to the library.

The main sources of income during the year include:

- Sheffield City Council for core running costs (restricted)
- Sheffield City Council (Beauchief and Greenhill Ward Pot) to support the Digital Inclusion project.
- Sheffield City Council – grant for new books (restricted)
- Holiday Activities and Food – funding for school holiday programme
- Donations from Sheffield Folk Choir and Chantrey TARA.

The Trustees are also grateful to those from the local community who have continued to donate books to improve the library book stock or second-hand items to help raise funds.

**South Sheffield Community Initiatives Ltd**  
**Trustees' annual report (incorporating the Directors' report) - continued**  
**For the year ended 31 March 2023**

**Plans for the future**

The trustees have, in partnership with local businesses, led on an application to the Economic Recovery Fund in Sheffield, which would have resulted in a project to improve Jordanthorpe Centre. Unfortunately, our application was not successful but discussions continue to find alternative ways of making improvements.

We will also develop new groups and activities to benefit the local community. We will also identify ways we can support local people through the Cost of Living crisis – particularly high energy costs.

**Reserves Policy**

In light of the prevailing high inflation rate, the Trustees have revised the free reserves target for the charity to £18,000 which is the running costs of the library for 12 months. This is to ensure that the library can continue to operate should it need to find alternative core funding.

Free reserves are defined as general funds after the above designated funds have been set aside, but excluding the accounting value of fixed assets as these are required for the running of the charity. Free reserves as at 31 March 2023 were £29,907 (2022: £30,961).

**Small company provisions:**

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on 7th November 2023 and signed on its behalf by:

Mr S G Bodey  
Director

A handwritten signature in black ink, appearing to be 'S G Bodey', written over a horizontal line.

**Independent examiner's report to the directors of South Sheffield Community Initiatives Ltd ('the Company')**

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2023.

**Responsibilities and basis of report**

As the directors of the Company 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 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 company's accounts as carried out under section 145 of the Charities Act 2011 ('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 matters have come to my attention in connection with the examination giving me cause to believe:

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 organisations 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: S Cochrane  
Susan Cochrane, FCA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

Date: 06/12/2023



# South Sheffield Community Initiatives Ltd

## Statement of financial activities

(incorporating the income and expenditure account)

for the year ended 31 March 2023

		Unrestricted fund £	Restricted funds £	2023 Total £	Unrestricted fund £	Restricted funds £	2022 Total £
<b>Income from:</b>							
Grants	2	1,000	15,873	16,873	250	25,248	25,498
Donations		803	-	803	139	-	139
Projects		5,995	-	5,995	4,233	-	4,233
Room hire		880	-	880	540	-	540
Library services		543	-	543	598	-	598
Other services		324	-	324	127	-	127
Fundraising		2,733	-	2,733	1,360	-	1,360
<b>Total income</b>		<b>12,278</b>	<b>15,873</b>	<b>28,151</b>	<b>7,247</b>	<b>25,248</b>	<b>32,495</b>
<b>Expenditure on:</b>							
Establishment costs		710	16,528	17,238	-	8,165	8,165
Post and stationery		115	-	115	1,159	-	1,159
Professional fees		120	-	120	544	-	544
Independent Examination		474	-	474	504	-	504
Other running expenses		6,925	479	7,404	1,750	5,459	7,209
Depreciation		5,276	-	5,276	2,281	-	2,281
<b>Total expenditure</b>		<b>13,620</b>	<b>17,007</b>	<b>30,627</b>	<b>6,238</b>	<b>13,624</b>	<b>19,862</b>
<b>Net income/(expenditure)</b>		<b>(1,342)</b>	<b>(1,134)</b>	<b>(2,476)</b>	<b>1,009</b>	<b>11,624</b>	<b>12,633</b>
<b>Transfers</b>		<b>1,758</b>	<b>(1,758)</b>	<b>-</b>	<b>1,579</b>	<b>(1,579)</b>	<b>-</b>
<b>Net movement in funds</b>		<b>416</b>	<b>(2,892)</b>	<b>(2,476)</b>	<b>2,588</b>	<b>10,045</b>	<b>12,633</b>
<b>Reconciliation of funds:</b>							
Total funds brought forward		48,322	22,308	70,630	45,734	12,263	57,997
<b>Total funds carried forward</b>		<b>48,738</b>	<b>19,416</b>	<b>68,154</b>	<b>48,322</b>	<b>22,308</b>	<b>70,630</b>

The statement of financial activities includes all gains and losses recognised in the year. All of the charitable company's operations are classed as continuing.

# South Sheffield Community Initiatives Ltd

## Balance Sheet

As at 31 March 2023

	Notes	2023 Total £	2022 Total £
<b>Fixed assets</b>			
Tangible assets	4	15,831	6,846
<b>Current assets</b>			
Debtors	5	1,438	1,312
Cash at bank and in hand		53,715	63,808
<b>Total current assets</b>		55,153	65,120
Creditors: amounts falling due within one year	6	(2,830)	(1,336)
<b>Net current assets</b>		52,323	63,784
<b>Total assets less current liabilities</b>		68,154	70,630
Creditors: amounts falling due after one year		-	-
<b>Total net assets</b>		68,154	70,630
<b>Represented by:</b>			
General funds		45,738	37,807
Designated funds	7	3,000	10,515
<b>Total unrestricted funds</b>		48,738	48,322
Restricted funds	8	19,416	22,308
<b>Total charity funds</b>	9	68,154	70,630

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Directors' responsibilities:

- The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

The accounts have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within part 15 of the Companies Act 2006.

Approved by the board on 7th November 2023 and signed on its behalf by:

Mr S G Bodey  
Director



**Notes to the Accounts  
for the year ended 31 March 2023**

**1 Accounting Policies**

**(a) Basis of preparation**

South Sheffield Community Initiatives Ltd is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the company information on page 1 of these financial statements.

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006. The financial statements have also adopted Charities SORP (FRS 102) Bulletin 1 and have taken the exemption not to prepare a cash flow statement.

The charity meets the definition of a public benefit entity as defined under FRS102. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £1.

**(b) Income**

Income is recognised in the SOFA when the charity has entitlement to the funds, any performance conditions attached to the monies have been met, the receipt of the income is probable and its amount can be reliably measured.

Funding for projects is recognised when the charity has entitlement to the funds, any performance conditions attached to the projects/grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

**(c) Expenditure and liabilities**

Expenditure is recognised where there is a legal or constructive obligation to pay a third party, it is probable that settlement will be required and the amount of the obligation can be reliably measured. All expenditure is reported gross of irrecoverable VAT.

**(d) Tangible fixed assets**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Fixtures, fittings and equipment	25% reducing balance
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**(e) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**(f) Trade debtors**

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of the receivables.

**(g) Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

**Notes to the Accounts - continued  
for the year ended 31 March 2023**

**1 Accounting Policies - continued**

**(h) Fund accounting**

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are either donations which the donor has specified are to be solely used for particular areas of the charity's work or grant income sought for specified activities.

**(i) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**(j) Taxation**

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Acts. Accordingly, there is no taxation charge in these accounts.

Notes to the Accounts - continued  
for the year ended 31 March 2023

2 Income from Grants

	Unrestricted	Restricted	2023	Unrestricted	Restricted	2022
	fund	funds	Total	fund	funds	Total
	£	£	£	£	£	£
Sheffield City Council	-	13,611	13,611	250	24,446	24,696
South Local Area Committees	-	1,500	1,500	-	-	-
The Terminus Initiative	-	762	762	-	-	-
Stewardship	1,000	-	1,000	-	-	-
Reach	-	-	-	-	802	802
	<u>1,000</u>	<u>15,873</u>	<u>16,873</u>	<u>250</u>	<u>25,248</u>	<u>25,498</u>

3 Fees to independent examiner's organisation

2023

£

Fee for independent examination

474

There were no other fees payable to the independent examiner's organisation during the year.

4 Tangible fixed assets

	Equipment	Total
	£	£
<b>Cost</b>		
As at 1 April 2022	20,519	20,519
Additions	<u>14,261</u>	<u>14,261</u>
As at 31 March 2023	<u>34,780</u>	<u>34,780</u>
<b>Depreciation</b>		
As at 1 April 2022	13,673	13,673
Charge this period	<u>5,276</u>	<u>5,276</u>
As at 31 March 2023	<u>18,949</u>	<u>18,949</u>
<b>Net book value</b>		
As at 31 March 2023	<u>15,831</u>	<u>15,831</u>
As at 31 March 2022	<u>6,846</u>	<u>6,846</u>

Notes to the Accounts - continued  
for the year ended 31 March 2023

5 Debtors

	2023 £	2022 £
Prepayments	1,438	1,312
	<u>1,438</u>	<u>1,312</u>

6 Creditors: amounts falling due within one year

	2023 £	2022 £
Accruals	2,830	1,336
	<u>2,830</u>	<u>1,336</u>

7 Designated funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Property improvements	10,515	-	-	(7,515)	3,000
	<u>10,515</u>	<u>-</u>	<u>-</u>	<u>(7,515)</u>	<u>3,000</u>

Property improvements

The trustees have determined that various property improvements are necessary and have designated funds for this work. The transfer reflects the expenditure capitalised as part of the improvements.

Prior year

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Citizens advice	4,000	-	-	(4,000)	-
Property improvements	12,000	-	(3,505)	2,020	10,515
	<u>16,000</u>	<u>-</u>	<u>(3,505)</u>	<u>(1,980)</u>	<u>10,515</u>

Notes to the Accounts - continued  
for the year ended 31 March 2023

8 Restricted funds

	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
SCC Library Service Grant - Books	2,156	1,500	(429)	-	3,227
Library Defibrillator	-	1,458	-	(1,458)	-
SCC Capital Grant	10,000	-	-	-	10,000
SCC Associate Libraries Grant	-	10,655	(10,655)	-	-
Digital Inclusion	4,350	760	(4,373)	(300)	437
Reach	802	-	(50)	-	752
SCC Device Loan Scheme	5,000	-	-	-	5,000
Welcome Space	-	1,500	(1,500)	-	-
	<b>22,308</b>	<b>15,873</b>	<b>(17,007)</b>	<b>(1,758)</b>	<b>19,416</b>

**SCC Library Service Grant - Books**

This grant was received towards the cost of purchasing books.

**Library Defibrillator**

Funding received to purchase a defibrillator that was purchased during the year and capitalised in the accounts.

**SCC Capital Grant**

Grant awarded to contribute towards developing extended space provision for private meeting rooms.

**SCC Associate Library Grant**

Grant awarded as a contribution towards library running costs.

**SCC Digital Inclusion**

Grant funding to contribute towards a tailored project to provide a training package to help to get people digitally engaged.

**Reach**

Grant awarded to fund volunteer training and development.

**SCC Device Loan Scheme**

Grant awarded for the purchase of laptops and tablets to open up digital access to library users.

**Welcome Space**

Funding to contribute towards the costs associated with providing a registered 'Welcome Space' at the heart of the communities of Batemoor and Jordanthorpe.

Prior year	Balance b/fwd £	Income £	Expenditure £	Transfers £	Balance c/fwd £
Citizens advice	263	-	-	(263)	-
SCC Library Service Grant - Books	2,000	1,500	(1,344)	-	2,156
SCC Ward Pot	-	1,316	-	(1,316)	-
SCC Capital Grant	10,000	-	-	-	10,000
SCC Associate Libraries Grant	-	10,655	(10,655)	-	-
SCC Digital Inclusion	-	5,975	(1,625)	-	4,350
Reach	-	802	-	-	802
SCC Device Loan Scheme	-	5,000	-	-	5,000
	<b>12,263</b>	<b>25,248</b>	<b>(13,624)</b>	<b>(1,579)</b>	<b>22,308</b>

Notes to the Accounts - continued  
for the year ended 31 March 2023

9 Analysis of net assets by fund

	General fund £	Designated funds £	Restricted funds £	Total 2023 £
Fixed assets	15,831	-	-	15,831
Net current assets	29,907	3,000	19,416	52,323
	<b>45,738</b>	<b>3,000</b>	<b>19,416</b>	<b>68,154</b>
<i>Previous year comparison</i>	<i>General fund £</i>	<i>Designated funds £</i>	<i>Restricted funds £</i>	<i>Total 2022 £</i>
Fixed assets	6,846	-	-	6,846
Net current assets	30,961	10,515	22,308	63,784
	<b>37,807</b>	<b>10,515</b>	<b>22,308</b>	<b>70,630</b>

10 Trustee remuneration and out of pocket expenses

No trustee received remuneration for their services. No trustees received reimbursed expenses during the year (2022: £Nil).

11 Related Party Transactions

During the year J Dunning, a director, was also a director of The Terminus Initiative from which £762 (2022: £Nil) of grant funding was received.

There were no other disclosable related party transactions during the year, except those disclosed in note 10.