

Womenzone CC

Charity number 1170163

Annual Report and Financial Statements

for the year ended 31 March 2018



West Yorkshire Community Accounting Service

Annual Report and Financial Statements
for the year ended 31 March 2018

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Prepared by West Yorkshire Community Accounting Service

Womenzone CC

Trustees' report for the year ended 31 March 2018

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Gweneth Balson	Chair	
Sheila Philpott	Vice Chair	to 16 May 2018
Marcia Marczynski	Treasurer	to 11 May 2018
Rizwana Jamil		
Lorna James		

Charity number

The charity is a charitable incorporated organisation (CIO) formed on 14 November 2016.

Registered and principal address

19-21 Hubert Street
Bradford
West Yorkshire
BD3 9TE

Bankers

Yorkshire Bank plc
14 Broadway
Bradford
West Yorkshire, BD1 1EZ

Independent examiner

Dave Collins

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

CIO foundation registered 14 November 2016, amended on 12 December 2016. The organisation formerly operated under the name Womenzone Community Centre (charity number 1098146), assets were transferred on 1 April 2017.

Method of recruitment and appointment of trustees

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

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Trustees' report (continued) for the year ended 31 March 2018

Objectives and activities

The charity's objects

- 1) To further or benefit the female residents and children of Bradford East and the neighbourhood, without distinction of sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the said residents. In furtherance of these objects but not otherwise, the trustees shall have power: to establish or secure the establishment of a community centre and to maintain or manage or co-operate with any statutory authority in the maintenance and management of such a centre for activities promoted by the charity in furtherance of the above objects.
- 2) To promote social inclusion for the public benefit among women resident in Bradford East and the neighbourhood by preventing women from becoming socially excluded, relieving the needs of women who are socially excluded and assisting them to integrate into society. For the purpose of this clause "socially excluded" means being excluded from society, or part of a society, as a result of being a woman from a socially and economically deprived community.

The charity's main activities

Womenzone uses a holistic approach to deliver community based health improvement activities in Bradford East and surrounding areas. We work with women of all ages, concentrating our efforts in the areas of deprivation and health inequalities where there is greatest need, and working around the key themes of Physical Health, Mental Health, Training, Nutrition and Wellbeing. Womenzone offers a variety of health & wellbeing projects to help women to access health activities to improve awareness of health & wellbeing including obesity, diabetes, stroke & mental health support.

Public benefit statement

In setting our objectives and planning our activities our board of trustees always give serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education and improvement of health and access to services for women living in areas of highest deprivation and health inequalities.

Achievements and performance

Please see detailed report.

Financial review

The net receipts for the year were £13,769, including net receipts of £2,570 on unrestricted funds and net receipts of £11,199 on restricted funds, after transfers.

Reserves policy

The charity's free cash reserves at the year end were £144,766.

Womenzone reserve policy is to maintain level of reserves to enable operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time. The policy will be reviewed annually by the trustees of the Charity. Currently this equates to between 6 to 9 months of running costs.

Womenzone will maintain unrestricted reserves to provide cover:

- Known liabilities such as salaries, redundancy and office costs.
- Unforeseen liabilities.
- To continue funding core activities, in case of loss of a funding stream.
- To manage organisational cash flow in the short term.

Signed:

Date:

Name (Trustee)

Womenzone CC

Independent examiner's report to the trustees of Womenzone CC Charitable Incorporated Organisation ('the CIO')

I report to the charity trustees on my examination of the accounts of the CIO for the year ended 31 March 2018, which are set out on pages 5 to 9.

Responsibilities and basis of report

As the charity trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the CIO's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:

Name: Dave Collins

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

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Receipts and payments account for the year ended 31 March 2018

	Notes	2018 Unrestricted funds £	2018 Restricted funds £	2018 Total funds £	2017 Total funds £
Receipts					
Grants and donations	(2)	-	176,608	176,608	134,717
Room hire and services		12,800	-	12,800	11,266
Sales and gym fees		14,222	-	14,222	16,192
Fundraising and trips		4,464	-	4,464	4,877
Other income		-	-	-	360
Total receipts		31,486	176,608	208,094	167,412
Payments					
Salaries and NIC	(3)	414	92,755	93,169	110,996
Payroll charges		-	-	-	420
Consultancy, freelance and sessional staff		9,923	21,600	31,523	38,379
Travel expenses		-	1,701	1,701	1,342
Training		-	1,576	1,576	2,333
Volunteer expenses		64	1,036	1,100	1,888
Rent, rates and room hire		1,292	-	1,292	1,590
Utilities		9,872	-	9,872	10,217
Telephone, internet and postage		3,609	544	4,153	2,700
Printing and stationery		9	2,424	2,433	1,934
Publicity and marketing		-	6,385	6,385	1,787
Computers, maintenance and software		1,421	1,429	2,850	533
Insurance		1,809	-	1,809	1,590
Maintenance and cleaning		12,998	600	13,598	8,602
Maintenance contracts		1,351	-	1,351	784
Events and activities		1,028	1,286	2,314	5,482
Awards and grants		-	13,480	13,480	-
Equipment and materials		136	2,703	2,839	9,410
Food and refreshments		142	257	399	998
Security		1,147	-	1,147	607
Independent examination		960	-	960	804
Sundries		124	250	374	432
Total payments		46,299	148,026	194,325	202,828
Net receipts / (payments)		(14,813)	28,582	13,769	(35,416)
Transfers between funds		17,383	(17,383)	-	-
Net movement in funds after transfers		2,570	11,199	13,769	(35,416)
Cash fund balances brought forward		142,196	9,802	151,998	187,414
Cash fund balances carried forward	(4)	144,766	21,001	165,767	151,998

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Statement of assets and liabilities

as at 31 March 2018

	2018	2018	2018	2017
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	144,584	21,001	165,585	151,790
Cash in hand	182	-	182	208
Total cash funds	<u>144,766</u>	<u>21,001</u>	<u>165,767</u>	<u>151,998</u>

Other monetary assets	£
Talent Match (paid April)	3,437
DCLG Shipley College (paid April and outstanding payment)	13,953
	<u>17,390</u>

Assets retained for the charity's own use

A full list of assets is available

Liabilities	£
Gas	265
Electricity	493
Water	444
Independent examination	804
	<u>2,006</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Date:

Signed: (Trustee)

Name

Womenzone CC

Notes to the accounts

for the year ended 31 March 2018

1 Accounting policies

Basis of accounting

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

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

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

Taxation

As a registered charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

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

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

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Notes to the accounts continued
for the year ended 31 March 2018

2 Grants and donations	2018 Unrestricted funds £	2018 Restricted funds £	2018 Total funds £	2017 Total funds £
Heritage Lottery Fund	-	6,990	6,990	27,960
Bradford MDC - Public Health	-	5,625	5,625	22,500
Bradford MDC - Sportivate	-	10,410	10,410	6,119
ShIPLEY College (DCLG)	-	30,885	30,885	27,111
Your Consortium Ltd (talent match)	-	29,693	29,693	26,075
BBC Children in Need	-	19,550	19,550	-
Better Start Bradford (BSB)	-	795	795	-
Garfield Weston	-	10,000	10,000	-
Lloyds	-	14,988	14,988	-
Tampon Tax	-	47,672	47,672	-
WYPCC (Safer Communities)	-	-	-	4,960
BLF (Celebrate)	-	-	-	9,992
Sports England	-	-	-	10,000
	<u>-</u>	<u>176,608</u>	<u>176,608</u>	<u>134,717</u>

3 Staff costs and numbers	2018 £	2017 £
Gross salaries	89,956	110,976
Social security costs	6,213	3,020
Employment allowance	<u>(3,000)</u>	<u>(3,000)</u>
	<u>93,169</u>	<u>110,996</u>

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

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Heritage Lottery Fund	17,104	6,990	24,102	8	-
Bradford MDC - Sportivate	(1,356)	10,410	5,694	(3,360)	-
ShIPLEY College (DCLG)	(9,361)	30,885	21,272	(5,080)	(4,828)
Sports England	3,415	-	3,415	-	-
Bradford MDC - Public Health	-	5,625	5,976	351	-
Talent match	-	29,693	25,381	(600)	3,712
BBC Children in Need	-	19,550	6,202	(832)	12,516
BSB	-	795	-	-	795
Garfield Weston	-	10,000	10,000	-	-
Lloyds	-	14,988	5,976	(4,750)	4,262
Tampon Tax	-	47,672	40,008	(3,120)	4,544
	<u>9,802</u>	<u>176,608</u>	<u>148,026</u>	<u>(17,383)</u>	<u>21,001</u>

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Notes to the accounts continued
for the year ended 31 March 2018

4 Restricted funds (continued)

Fund name	Purpose of restriction
Heritage Lottery Fund	For "Loving Grannies Music" project
Bradford MDC - Sportivate	To provide sporting activities for young women
ShIPLEY College (DCLG)	To provide ESOL and activities to improve English for women
Sports England	To encourage BME women aged 14+ (in particular 14-25 years) to participate in "SPIN" sessions (indoor cycling) reaching out to those who undertake little or no physical activity
Bradford MDC - Public Health	To prevent and reduce obesity and encourage women to breastfeed
Talent match	To give young people employability skills
BBC Children in Need	Stronger Together is an 18 month pilot project for young women and girls in Bradford to raise awareness around CSE in order to keep them safe and build mother/daughter relationships.
BSB	For Parents in the Lead group
Garfield Weston	To support the core costs of Womenzone.
Lloyds	A 12 month pilot to develop and test approaches for supporting women who have experienced domestic abuse to regain independence and control.
Tampon Tax	To support undertaking action research to gather evidence about the health inequalities which BME women face and the effectiveness of peer support approaches in addressing these inequalities.
Transfers	All transfers are for the use of the building

5 Trustee expenses

1 trustee received travel expenses during the year, £42.