

# **Hive Bradford**

Charity number 1100741

A company limited by guarantee number 04720047

## **Annual Report and Financial Statements** **for the year ended 31 March 2020**



West Yorkshire Community Accounting Service

**Annual Report and Financial Statements**  
**for the year ended 31 March 2020**

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# Hive Bradford

## Trustees' report for the year ended 31 March 2020

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

#### Trustees

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

Name	Position	Dates
Steve Mackay	Chair	
Jeannie Crowther		Appointed 12/10/2019
Karen Steenson		
Michael Kennedy		Appointed 12/10/2019
Nicola Shaw		
Peter Walton		Appointed 15/01/2020
Sue Rana		Appointed 12/10/2019
Susan Bale		Appointed 15/01/2020
Anthony Ovenell		Resigned 12/10/2019
Jane Bilton		Resigned 12/10/2019
Lizzy Moyce		Resigned 22/07/2019

#### Company secretary

Lizzy Moyce Resigned 22/07/19

**Charity number** 1100741 Registered in England and Wales

**Company number** 04720047 Registered in England and Wales

#### Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

#### Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

#### Independent examiner

Helen Galvin FCCA

West Yorkshire Community Accounting Service, Stringer House, 34 Lupton Street, Leeds, LS10 2QW

#### Structure, governance and management

The charity is a company limited by guarantee and was formed on 2nd April 2003, as amended by special resolution dated 22nd October 2003. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

#### Method of recruitment and appointment of trustees

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

#### Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

#### Objectives and activities

##### The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view to improving the conditions in life of such persons.

# Hive Bradford

## Trustees' report (continued) for the year ended 31 March 2020

### Objectives and activities (continued)

#### The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and confidence.

#### Public benefit statement

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the advancement of education and the provision of facilities for recreation or other leisure time occupation.

Hive Bradford works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive Bradford also supports local economy and community regeneration through involvement in local visioning events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement where possible and access to workshop facilities.

#### Achievements and performance

In 2019/20 our provision of **classes** continued to develop with 100 classes running this year, with an increased range of classes for home educated children. The range of subject matter extended to include Arabic Calligraphy, woodwork courses for home-educated children, bead work, découpage, and our ever-popular ceramics, stained glass, painting & drawing, and woodwork options. We also hosted nine WEA classes in knitting and crochet, sewing and mixed crafts. These course were impacted by the COVID-19 lockdown that happened on March 23rd which meant that we had to close our doors two weeks before the end of our term two classes. We continued to offer some creative practises on our Facebook page for this period.

We provided 6,900 hours of **independent drop-in access** to creative facilities and equipment for aspiring and practising artists. This also included access to facilities on a Saturday by some of our membership of 450 people, which continues to be run by volunteers. This was impacted by the lockdown towards the end of this period.

Our five-year **Thrive** programme funded by the National Lottery Community Fund came to an end in December 2019, having successfully over achieved on its targets. We were lucky in being able to secure further funding from the National Lottery Community Fund to develop the project, giving it a more targeted approach and looking to establish more permanent Hive wellbeing hubs across the district. At the beginning of lockdown many of our partner organisations closed their doors to the public so sessions were unable to be held at venues after March. We were also lucky in being able to secure funding from the Henry Smith Charity to deliver our **Flourish** project, working with BAME and Refugee and Asylum seeker groups to increase confidence in tackling issues that affect quality of life for these groups. This project is working with Shine in West Bowling, Roshni Ghar in Keighley and also worked with the Gateway Project in Undercliffe. Although unable to deliver sessions in person during lockdown we continued to keep in contact with our groups and thanks to a pot of money from The Clothworkers Foundation were able to deliver tablets to 36 families and deliver some activities to them online.

We continued to deliver our work for young people with Justart, delivering sessions twice a week for 19 young people in partnership with the Youth Offending Team. For the first time we were required to re-bid for the work at the year end, and were successful in winning a new two-year contract.

POP and POP-IN worked with 25 young people on the Creative Team Building project in partnership with Barnardos. We have also been working with local schools to deliver Pottery Sessions, and delivering work with young unaccompanied adult refugees at Communityworks in Undercliffe.

We continued to work with partners at Bradford and Shipley College to offer placements and work experience with partners InCommunities.

# **Hive Bradford**

## **Trustees' report (continued) for the year ended 31 March 2020**

### **Achievements and performance (continued)**

We are also continuing to work with the Kirkgate Centre on a Community Asset Transfer of the building that we occupy.

### **Financial review**

The net income for the year after transfers was £14,092, including net expenditure of £4,462 on unrestricted funds and net income of £18,554 on restricted funds.

### **Reserves policy**

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £106,933 - £160,400).

The charity's free reserves, excluding fixed assets, at the year end were £117,379 (2019: £121,933), within the range required by the reserves policy.

### **Statement of trustees' responsibilities**

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

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

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

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

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

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

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

Signed on behalf of the board of trustees:

Signed: S.B. Mackay (Trustee)

Name: Steve Mackay

Date: 18 November 2020

# **Hive Bradford**

## **Independent examiner's report to the trustees of Hive Bradford**

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2020, which are set out on pages 6 to 12.

### **Responsibilities and basis of report**

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

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent examiner's statement**

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

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Signed: H.R Galvin                      Name: Helen Galvin

Relevant professional qualification or body: FCCA

Date: 24 November 2020

### **West Yorkshire Community Accounting Service**

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

# Hive Bradford

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>					
Grants, contracts and donations	(2)	45,868	111,971	157,839	117,541
Sales and fees		52,281	-	52,281	47,866
Membership fees		9,350	-	9,350	8,697
Room hire income		3,518	-	3,518	2,890
Bank interest		1,487	-	1,487	876
Other income		3,000	-	3,000	5,349
Community Arts Umbrella income		483	-	483	319
<b>Total income</b>		<b>115,987</b>	<b>111,971</b>	<b>227,958</b>	<b>183,538</b>
<b>Expenditure on:</b>					
Salaries, NIC, pensions and payroll fees	(3)	55,400	57,254	112,654	103,953
Sub-contractors (artists)		39,400	2,700	42,100	35,376
Travel and subsistence expenses		23	228	251	371
Training and recruitment		-	1,637	1,637	3,848
Volunteer and participant expenses		-	2,552	2,552	3,149
Rent, rates and insurance		6,074	3,378	9,452	9,453
Utilities		4,288	3,015	7,303	6,224
Internet and telephone		442	932	1,374	1,154
Materials		885	7,593	8,478	9,416
Printing, stationery and office supplies		3,000	540	3,540	3,732
Marketing and publicity		-	2,097	2,097	3,624
Professional fees		1,676	-	1,676	1,678
Accounting (incl. examination)		3,967	-	3,967	4,297
Equipment		575	5,443	6,018	3,771
Cleaning and maintenance		833	1,272	2,105	1,805
Subscriptions		-	84	84	82
Security		173	123	296	314
Bank service charges		1,615	-	1,615	1,408
Community Arts Umbrella		775	-	775	1,129
Other direct costs (sundries)		1,512	2,572	4,084	1,968
Depreciation		1,808	-	1,808	1,910
<b>Total expenditure</b>		<b>122,446</b>	<b>91,420</b>	<b>213,866</b>	<b>198,660</b>
<b>Net (expenditure) / income</b>		<b>(6,459)</b>	<b>20,551</b>	<b>14,092</b>	<b>(15,122)</b>
<b>Transfers between funds</b>		<b>1,997</b>	<b>(1,997)</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(4,462)</b>	<b>18,554</b>	<b>14,092</b>	<b>(15,122)</b>
<b>Fund balances brought forward</b>		<b>125,932</b>	<b>40,115</b>	<b>166,047</b>	<b>181,169</b>
<b>Fund balances carried forward</b>	(4)	<b>121,470</b>	<b>58,669</b>	<b>180,139</b>	<b>166,047</b>

All incoming resources and resources expended derive from continuing activities.

# Hive Bradford

## Balance sheet as at 31 March 2020

		2020	2020	2020	2019
		Unrestricted	Restricted	Total	Total
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	(5)	4,091	-	4,091	3,999
<b>Total fixed assets</b>		<u>4,091</u>	<u>-</u>	<u>4,091</u>	<u>3,999</u>
<b>Current assets</b>					
Debtors and prepayments	(6)	8,045	532	8,577	25,006
Cash at bank and in hand	(7)	116,986	59,768	176,754	150,589
<b>Total current assets</b>		<u>125,031</u>	<u>60,300</u>	<u>185,331</u>	<u>175,595</u>
<b>Current liabilities:</b>					
<b>amounts falling due within one year</b>					
Creditors and accruals	(8)	7,652	1,631	9,283	8,622
<b>Total current liabilities</b>		<u>7,652</u>	<u>1,631</u>	<u>9,283</u>	<u>13,547</u>
<b>Net current assets</b>		<u>117,379</u>	<u>58,669</u>	<u>176,048</u>	<u>162,048</u>
<b>Total assets less current liabilities</b>		<u>121,470</u>	<u>58,669</u>	<u>180,139</u>	<u>166,047</u>
<b>Net assets</b>		<u>121,470</u>	<u>58,669</u>	<u>180,139</u>	<u>166,047</u>
<b>Funds</b>					
Unrestricted funds		121,470	-	121,470	125,932
Restricted funds		-	58,669	58,669	40,115
<b>Total funds</b>		<u>121,470</u>	<u>58,669</u>	<u>180,139</u>	<u>166,047</u>

For the year ending 31 March 2020 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on

Date: 18 November 2020

Signed: S.B. Mackay (Trustee)

Name: Steve Mackay



# **Hive Bradford**

## **Notes to the accounts for the year ended 31 March 2020**

### **1 Accounting policies**

#### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) and with the Charities Act 2011.

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

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

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

#### **Going concern**

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

#### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

#### **Grants and donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

#### **Expenditure and liabilities**

Expenditure is recognised on an accrual basis as a liability is incurred.

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

#### **Taxation**

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

#### **Tangible fixed assets**

Tangible fixed assets costing more than £1,200 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives (3 years for computer equipment, 4 years for other equipment).

#### **Pensions**

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

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity. Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal. Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

#### **Leases**

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

# Hive Bradford

## Notes to the accounts for the year ended 31 March 2020

### 2 Grants, contracts and donations

		2020	2020	2020	2019
		Unrestricted	Restricted	Total	Total
		funds £	funds £	funds £	funds £
All Together Now Choir	Pottery Wheel	-	550	550	-
Bradford Met. District Council	Community buildings	-	-	-	4,030
Bradford Met. District Council	Justart	9,000	-	9,000	9,392
Bradford Met. District Council	POP	-	-	-	1,000
Bradford Met. District Council	Arts & Investment Grant	18,500	-	18,500	18,500
Bradford Youth Build Trust	POP	-	-	-	10,000
Bradford VCS	Bursaries	-	-	-	1,000
Brelms Trust	POP	-	4,950	4,950	4,950
Christine Godfrey Family	Bursaries	-	270	270	270
Fundraising		712	-	712	2,367
Garfield Weston Foundation	POP	-	10,000	10,000	-
Gifts and donations		2,528	-	2,528	1,965
Government Equalities Office	Women's Vote	-	-	-	1,995
	Centenary	-	-	-	-
Hays Travel	POP	-	5,000	5,000	-
Henry Smith Charity	Flourish	-	28,900	28,900	-
Heritage Lottery Fund	Worn Stories	-	592	592	6,178
Morrison's Foundation	Everywhere Your	-	-	-	8,150
	Garden Grows	-	-	-	-
National Lottery Community	Thrive	-	21,382	21,382	40,694
Fund - Reaching Communities	Thrive Development	-	21,702	21,702	-
National Lottery Community Fund	Social toolkit	-	9,700	9,700	-
Scurrah Wainwright Charity	Roma Community	-	3,500	3,500	-
WW Spooner Charitable Trust	Make at Hive	-	500	500	-
WY Police Safer Communities	POP	-	4,925	4,925	-
Yorkshire Building Society	ST@Y	-	-	-	1,000
Other unrestricted grants and contracts		15,128	-	15,128	6,050
		<u>45,868</u>	<u>111,971</u>	<u>157,839</u>	<u>117,541</u>

### 3 Staff costs and numbers

	2020 £	2019 £
Gross salaries	105,147	97,416
Social security costs	7,566	7,117
Employment allowance	(3,000)	(3,000)
Payroll fees	1,356	1,313
Pensions	1,308	842
Pension fees	276	266
	<u>112,654</u>	<u>103,953</u>

The average number of employees during the year was 10.6, being an average of 6.0 full time equivalent (2018-19: 9.25, 4.9 FTE).

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

#### Defined contribution pension scheme

	2020 £	2019 £
Costs of the scheme to the charity for the year	1,584	1,108
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

# Hive Bradford

## Notes to the accounts for the year ended 31 March 2020

(continued)

4 Restricted funds		Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
All Together Now Choir	Pottery Wheel	-	550	550	-	-
Bradford & District Association for Mental Health	Development	15,505	-	2,570	(1,900)	11,035
Bradford Metropolitan District Council / Shipley AGAG	POP	562	-	562	-	-
Bradford VCS / Christine Godfrey Family	Bursaries	327	270	597	-	-
Brelms Trust	POP	1,960	4,950	5,956	-	954
Garfield Weston Foundation	POP	-	10,000	2,861	-	7,139
Hays Travel	POP	-	5,000	2,475	-	2,525
Henry Smith Charity	Flourish	-	28,900	11,157	-	17,743
Morrison's Foundation	Everywhere Your Garden Grows	7,860	-	7,860	-	-
National Lottery Community Fund - Awards for All	Social toolkit	-	9,700	2,706	-	6,994
National Lottery Community Fund - Reaching Communities	Thrive	13,903	21,382	34,982	-	302
	Thrive development	-	21,702	10,368	-	11,334
National Lottery Heritage Fund	Worn Stories	-	592	495	(97)	-
Scurrah Wainwright Charity	Roma Community	-	3,500	2,983	-	517
WW Spooner Charitable Trust	Make at Hive	-	500	375	-	125
West Yorkshire Police Safer Communities	POP	-	4,925	4,925	-	-
		<u>40,115</u>	<u>111,971</u>	<u>91,420</u>	<u>(1,997)</u>	<u>58,669</u>

Fund name	Purpose of restriction
Thrive / Thrive Development	Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community
Worn Stories	Heritage of textile reuse & second hand textiles in Bradford, 1880-2015. £97 was transferred out of this fund to correct a misreporting of the expenditure in 2016-17.
POP	Creative team building for young people with mental health issues.
Social toolkit	Practical handicraft sessions for men with complex issues.
Everywhere Your Garden Grows	Community sessions for people at a disadvantage, including those who are vulnerably housed and refugees / asylum seekers.
B&DAMH Development	Development projects. £1,900 was transferred out of this fund for the cost of the new boiler, which will be depreciated over the next four years.
Bursaries	Funding for individuals to access courses who wouldn't otherwise be able to.
Make at Hive	Creative drop-in sessions, including provision of supported access referrals for people with mental health issues.
Flourish	Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.
Roma Community	Creative activities with the Roma Community in Undercliffe, working with CommunityWorks.
All Together Pottery Wheel	Donation to purchase new pottery wheel.

# Hive Bradford

## Notes to the accounts for the year ended 31 March 2020

(continued)

5 Tangible assets		Equipment £	Computers £	Total £
<b>Cost</b>				
At 1 April 2019		9,424	4,125	13,549
Additions		1,900	-	1,900
At 31 March 2020		11,324	4,125	15,449
<b>Depreciation</b>				
At 1 April 2019		5,425	4,125	9,550
Charge for year		1,808	-	1,808
At 31 March 2020		7,233	4,125	11,358
<b>Net book value</b>				
At 31 March 2020		4,091	-	4,091
At 31 March 2019		3,999	-	3,999
<b>6 Debtors and prepayments</b>			<b>2020 £</b>	<b>2019 £</b>
Debtors	Justart project		4,500	4,500
	Heritage Lottery Fund		-	6,178
	Direct Commissionings / Room Hire		420	1,040
	Bank Interest		677	613
Prepayments	Insurance, copier and alarm		859	753
	Salaries prepayment		2,122	11,923
			8,577	25,006
<b>7 Cash at bank and in hand</b>			<b>2020 £</b>	<b>2019 £</b>
Current account			34,672	39,891
Deposit accounts			141,384	110,574
PayPal			661	-
Petty cash			38	124
			176,754	150,589
<b>8 Creditors and accruals</b>			<b>2020 £</b>	<b>2019 £</b>
Creditors	Direct projects costs (artists, materials, marketing, training)		7,138	6,402
	Overheads (utilities, copier, cleaning, maintenance, security)		1,139	885
	Professional fees		255	300
	Other trade creditors		-	190
	Independent examination		684	684
	Course refunds		67	161
			9,283	8,622
<b>9 Related party transactions</b>				
<b>Trustee expenses</b>				
No trustee received any expenses during this year or the previous year.				
<b>Trustee remuneration and benefits</b>				
No trustee received any remuneration or benefit during this or the previous year.				
<b>Remuneration and benefits received by key management personnel</b>				
The key management personnel of the charity comprises the Manager only. The total employee benefits of the key management personnel of the charity were £25,045 (2019: £22,012)				
No trustee received any remuneration or benefit in this capacity during this or the previous year.				
<b>10 Operating leases</b>				
Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:				<b>Copier £</b>
Within one year				2,064
In the second to fifth years inclusive				7,224
(No payments are committed over five years from the balance sheet date)				9,288

# Hive Bradford

## Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>						
Grants, contracts and donations	45,868	38,274	111,971	79,267	157,839	117,541
Sales and fees	52,281	47,866	-	-	52,281	47,866
Membership fees	9,350	8,697	-	-	9,350	8,697
Room hire income	3,518	2,890	-	-	3,518	2,890
Bank interest	1,487	876	-	-	1,487	876
Other income	3,000	5,349	-	-	3,000	5,349
Community Arts Umbrella income	483	319	-	-	483	319
<b>Total income</b>	<b>115,987</b>	<b>104,271</b>	<b>111,971</b>	<b>79,267</b>	<b>227,958</b>	<b>183,538</b>
<b>Expenditure on:</b>						
Salaries, NIC, pensions and payroll fees	55,400	40,062	57,254	63,891	112,654	103,953
Sub-contractors (artists)	39,400	29,086	2,700	6,290	42,100	35,376
Travel and subsistence expenses	23	11	228	360	251	371
Training and recruitment	-	-	1,637	3,848	1,637	3,848
Volunteer and participant expenses	-	-	2,552	3,149	2,552	3,149
Rent, rates and insurance	6,074	3,242	3,378	6,212	9,452	9,453
Utilities	4,288	4,229	3,015	1,995	7,303	6,224
Internet and telephone	442	230	932	923	1,374	1,153
Materials	885	1,439	7,593	7,977	8,478	9,416
Printing, stationery and office supplies	3,000	1,612	540	2,120	3,540	3,732
Marketing and publicity	-	646	2,097	2,978	2,097	3,624
Professional fees	1,676	1,163	-	514	1,676	1,677
Accounting (incl. examination)	3,967	4,207	-	90	3,967	4,297
Equipment	575	209	5,443	3,562	6,018	3,771
Cleaning and maintenance	833	784	1,272	1,021	2,105	1,805
Subscriptions	-	-	84	82	84	82
Security	173	273	123	41	296	314
Bank service charges	1,615	1,408	-	-	1,615	1,408
Community Arts Umbrella	775	1,129	-	-	775	1,129
Other direct costs (sundries)	1,512	1,025	2,572	943	4,084	1,968
Depreciation	1,808	1,910	-	-	1,808	1,910
<b>Total expenditure</b>	<b>122,446</b>	<b>92,664</b>	<b>91,420</b>	<b>105,996</b>	<b>213,866</b>	<b>198,660</b>
<b>Net (expenditure) / income</b>	<b>(6,459)</b>	<b>11,607</b>	<b>20,551</b>	<b>(26,729)</b>	<b>14,092</b>	<b>(15,122)</b>
<b>Transfers between funds</b>	<b>1,997</b>	<b>-</b>	<b>(1,997)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(4,462)</b>	<b>11,607</b>	<b>18,554</b>	<b>(26,729)</b>	<b>14,092</b>	<b>(15,122)</b>
<b>Fund balances brought forward</b>	<b>125,932</b>	<b>114,325</b>	<b>40,115</b>	<b>66,844</b>	<b>166,047</b>	<b>181,169</b>
<b>Fund balances carried forward</b>	<b>121,470</b>	<b>125,932</b>	<b>58,669</b>	<b>40,115</b>	<b>180,139</b>	<b>166,047</b>

All incoming resources and resources expended derive from continuing activities.