

Thornton Lodge Action Group
Report and Accounts
for the year ended 31 March 2021



Thornton Lodge Action Group
Report and accounts
Contents

	Page
Information Sheet	1
Trustees report	2
Independent Examiner's Report	4
Receipts and payment account	5
Statement of assets and liabilities	6
Notes to the accounts	7

Thornton Lodge Action Group Information Sheet

Trustees

Ibrar Hussain
Shahana Ali
Naeem Jamil
Waqas Bajwa

Accountants

Yorkshire Accountants
Park House
Wilmington Street
Leeds
West Yorkshire
LS7 2BP

Bankers

HSBC
2 Cloth Hall Street
Huddersfield
West Yorkshire
HD1 2ES

Principle address

125 Saint John's Road,
Huddersfield
West Yorkshire
HD1 5EY

Thornton Lodge Action Group Trustees Report

Trustees

The members of the Management Committee during the year were:

Name	Position	Dates
Ibrar Hussain	Chair	Elected 24 September 2018
Shahana Ali	Secretary	Elected 24 September 2018
Naeem Jamil	Treasurer	Elected 23 September 2019
Waqas Bajwa	Member	Elected 23 September 2020

Method of appointment

Committee members are elected by the members at the AGM.

Structure, governance and management

The charity is a charitable incorporated organisation (CIO) and was formed on 21st April 2015 and was entered on the Charity Commission register on 13th May 2015 (CIO No: 1161661). It is governed by a constitution of Charitable Incorporated Organisation. There is no liability of the trustee in the event of the charity being wound up.

Objects of the organisation

The charity's objects are:

- 1) to help young people, especially but not exclusively through leisure time activities, so as to develop their capabilities that they may grow to full maturity as individuals and members of society;
- 2) To preserve and protect the environment;
- 3) To relieve sickness and to preserve and protect good health;
- 4) To advance education; and
- 5) To promote for the benefit of the inhabitants in Thornton Lodge and surrounding areas of Huddersfield without distinction of sex, sexual orientation, race or of political, religious or other opinions, by associating together the said inhabitants 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 other leisure time occupations with the objects of improving the conditions of life of the said inhabitants and in furtherance of this to establish or secure the establishment of a community centre (hereinafter called 'the centre') and to maintain and manage the same (whether alone or in co-operation with any local authority or person or body) in furtherance of these objects."

Change of structure

The Association changed its legal structure by resolution on 21st April 2015 from an association to a charitable incorporated organisation (CIO). On this date the Association assets comprising of laptops, sewing machines and sport equipment were transferred.

Financial review

The net receipts for the year were £236,757.00 including net receipts of £8,376.00 on unrestricted funds and net receipts of £228,199.00 on restricted funds.

Reserves policy

The charity's free cash reserves at the year end were £43,160.00

The trustees have adopted a formal reserves policy of 6 months running costs

Thornton Lodge Action Group Trustees Report

Chairperson Report - 2020-2021

I cannot continue with my annual report without first recognising the impact coronavirus has had on everyone's lives and the function of the Charity. Things have been challenging, and everyone has worked hard to make the new "Un-normal" as near to "Normal" as possible.

As the year progressed, we watched many charities struggle with closures, restrictions, and safety issues. The 1st quarter of the financial year resulted in all our core services stopping from Adult Community Learning, Health and Wellbeing and Sports and recreational activities. Funded projects were put on hold whilst trustees negotiated with fund holders on new ways of working to address emerging needs.

It has been an extremely difficult and often painful time for many. A highly populated BAME community, COVID hit our communities hard causing devastation along the way with families losing loved ones, people losing jobs and falling into debt, uncertainty about future as staff were placed on furlough and many with limited IT skills becoming isolated. Inequality at this stage was rife.

However, with emerging needs and a COVID pandemic gripping our communities, all priorities changed to providing a COVID emergency support relief. Thanks to some emergency funding from the Government, Charities Aid Foundation and Big Lottery and other local funders the Action Group was able to offer an inclusive emergency support offer. This included:

Warm Meal Project:

Eat Well Stay Well provided healthy warm meals to the most vulnerable people in our community. At its peak, 90 meals went out a week with the project expanding into a neighbouring ward supporting more residents.

Benefits & Welfare Support:

Addressing the growing debt our community was falling into we set up a community-based benefits and welfare service offering residents, free independent impartial advice.

Games Library:

National regional and local lockdowns left children experiencing isolation losing contact with their social contacts and close friends. The Action Group developed a project where families could loan out our free weekly games to develop bonds with their parents and siblings by playing board games/ activities which involved the whole family.

Distribution of Key Essentials:

In the height of the pandemic the Action Group supported the most vulnerable who were isolating/ shielding with key essentials providing a door-to-door service with hampers.

Support with Technology and Software:

We provided technical support to residents who were IT illiterate so they can use appropriate software to attend Remote classes and stay in touch with loved ones.

As well as running emergency support relief for the community, the Action Group worked tirelessly to ensure one of the major governments led project "Census 2021" was able to continue safely in the pandemic supporting those with little or no digital skills to complete their Census 2021 forms. It was the first time the Census moved from paper based too electronic. The Action Group was the only organisation to be awarded the contract in Huddersfield. Unfortunately some funds were restricted for what they were intended for and remained suspended until restrictions eased.

As we look forward to the future and restrictions start to lift, we have much to be thankful and hopeful for. We will be able to welcome service users/learners again in a safe manner. We anticipate a surge in people accessing our services again. This year has made us pause and reflect on what really matters. It has challenged us physically and emotionally. It has also given us an appreciation for one another. It has been proven that although we are apart, we cannot do any of this without the support of the local community & funders. From the bottom of my heart, I thank our staff, volunteers, partners, and funders for being in this year together. It was a pleasure to be immersed with the Action Group.



Ibrar Hussain
on behalf of the Management Committee

Thornton Lodge Action Group Independent Examiner's Report

I report on the accounts of the charity for the year ended 31st March 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

"examine the accounts under section 145 of the Charities Act,

" to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and

"to state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1: Which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with Section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations
- to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations have not been met, or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Furqan Ahmed (AFA)
HCA Accountants

Park House
Wilmington Street
Leeds
West Yorkshire
LS7 2BP

18 October 2021

Thornton Lodge Action Group
Receipts and payments account
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Receipts					
Grants and donations	2	9,050	230,179	239,229	110,195
Payments					
Venue/ Office hire		-	9,512	9,512	14,200
Marketing-Producing Information		-	2,811	2,811	992
Postage & Photocopier		-	175	175	64
Stationery		-	848	848	672
Telephone and fax		-	612	612	754
Insurance		-	546	546	617
Sundry expenses		-	478	478	112
Office Equipment		-	2,581	2,581	1,054
Payroll		-	690	690	342
Professional Fees		-	8,026	8,026	12,793
Project Equipment		-	6,396	6,396	4,418
Food/Refreshments		-	13,783	13,783	2,919
Subscriptions & Fees		-	184	184	-
Other Capital Expenses		-	858	858	-
Salaries & NI					
HMRC			4,796	4,796	2,655
IAG			6,552	6,552	2,842
Outreach Worker			17,031	17,031	13,827
Pension			1,585	1,585	756
PAYE		-	876	876	661
Benefits and Welfare Advice		-	16,754	16,754	-
Project Manager		-	12,266	12,266	-
Skills and Training Officer		-	1,190	1,190	-
Childcare Creche		-	2,660	2,660	10,526
Freelance Facilitator-Champions		-	22,986	22,986	23,425
Freelance Tutors		-	10,705	10,705	13,143
Training		-	1,444	1,444	-
Travel and subsistence		-	941	941	239
Total Payments		-	147,286	147,286	107,011
Net Receipts / (Payments)		9,050	82,893	91,943	3,184
Cash fund balances brought forward		50,278	127,934	178,212	175,028
Funds transfers		-	-	-	-
Cash fund balances carried forward		59,328	210,827	270,155	178,212

Thornton Lodge Action Group
Statement of assets and liabilities
as at 31 March 2021

	Notes	2021 Unrestricted £	2021 Restricted £	2021 Total £	2020 Total £
Fixed assets					
Tangible assets	4			1,432	1,790
Current assets					
Cash at bank and in hand	3	59,328	210,827	270,155	178,212
		59,328	210,827	270,155	178,212
Liabilities: amounts falling due within one year	6			(15,793)	(13,087)
Net current assets				254,362	165,125

I have prepared these accounts in accordance with the books, records, information and explanations supplied to me by Thornton Lodge Action Group. I have not carried out an audit or independent examination on these accounts.



Syed Fahad Hashmi
Accountant

Approval of the accounts

The annual report and accounts were approved at a meeting of the Management Committee held on:

Date: 18-Oct-21



Ibrar Hussain
on behalf of the Management Committee

Thornton Lodge Action Group
Notes to the Accounts
for the year ended 31 March 2021

1 Accounting policies

a Basis of preparation

The Management Committee have opted to prepare these accounts on a receipt and payments basis.

b Funds accounting

Funds held by the organisation are either:

Unrestricted general funds

These are funds which can be used in accordance with the organisation's objects at the discretion of the Management Committee.

Restricted funds

These are funds that can only be used for a particular restricted purpose within the objects of the organisation. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Reserve Funds

These are funds set aside by the Management Committee out of unrestricted general funds for specific future purposes or projects.

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

Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Plant and machinery 20% straight line

2 Grants and donations

	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Miscellaneous	2,654	-	2,654	-
KMC	-	39,203	39,203	-
Big Lottery	-	45,095	45,095	-
One Community Foundation	-	7,445	7,445	-
Awards for All	-	10,000	10,000	10,000
Census 2021	-	3,366	3,366	-
Children In Need	-	2,900	2,900	7,998
Comic Relief	-	2,000	2,000	-
Area Committee	-	-	-	500
(BSBT)Building Stranger Britain Together	-	-	-	8,110
Local Giving	-	2,000	2,000	-
Groundwork Tesco	-	500	500	-
Brelms Trust	-	3,321	3,321	3,321
Charities Aid Fondation	-	20,828	20,828	-
Good Things Foundation	-	2,500	2,500	-
Community Learning Works	-	3,610	3,610	3,555
Thomas Wall Trust	-	4,997	4,997	-
Paddock Community Trust	-	9,388	9,388	5,564
Halifax Opp Trust	-	6,285	6,285	6,354
(KYA) Kirklees Youth Alliance	-	-	-	5,354
Grants - Others	-	-	-	1,500
Active Communities (Mix & Fit)	-	1,931	1,931	3,862
Misc Grants	-	-	-	-
Peoples Postcode	-	13,214	13,214	502
Sports England	-	9,982	9,982	2,000
Community Foundation -E-Click	-	6,835	6,835	-
Sir George Martin Trust	-	-	-	5,000
ESF Groundworks	-	27,999	27,999	27,997
Home Study Club	-	-	-	2,000
HMRC	1,059	-	1,059	-
Clothworkers Foundation	-	1,980	1,980	-
Swimming Session Fees	237	-	237	2,303
West Yorkshire Police	-	4,800	4,800	-
Venue Income	5,100	-	5,100	5,725
High Sheriff WY	-	-	-	2,190
Youth Intervention Fund	-	-	-	6,360
	<u>9,050</u>	<u>230,179</u>	<u>239,229</u>	<u>110,195</u>

Thornton Lodge Action Group
Notes to the Accounts
for the year ended 31 March 2021

3 Restricted funds summary

	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Miscellaneous	7,557	-	-	7,557
KMC	13,765	39,203	13,478	39,490
Return2Learn	12,087	-	4,280	7,807
Big Lottery	-	45,095	45,095	-
One Community Foundation	-	7,445	-	7,445
Awards for All	5,191	10,000	7,763	7,428
Census 2021	-	3,366	1,856	1,510
Children In Need	4,548	2,900	3,391	4,057
Kirklees Council -Small Grants	(502)	-	(502)	-
Comic Relief	-	2,000	-	2,000
Area Committee	500	-	500	-
(BSBT)Building Stranger Britain Together	2,545	-	2,545	-
Local Giving	(203)	2,000	-	1,797
Groundwork Tesco	(30)	500	-	470
INGEUS UK	6,285	-	-	6,285
Brelms Trust	327	3,321	-	3,648
Ur Weekend Ur Choice	13,957	-	-	13,957
Charities Aid Fondation	-	20,828	20,828	-
Good Things Foundation	-	2,500	-	2,500
Community Learning Works	2,665	3,610	-	6,275
Thomas Wall Trust	-	4,997	-	4,997
Paddock Community Trust	10,767	9,388	-	20,155
Halifax Opp Trust	2,927	6,285	-	9,212
(KYA) Kirklees Youth Alliance	437	-	-	437
Grants - Others	2,011	-	-	2,011
Active Communities (Mix & Fit)	-	1,931	1,931	-
Peoples Postcode	-	13,214	4,102	9,112
Sports England	-	9,982	9,982	-
Community Foundation -E-Click	-	6,835	-	6,835
Creche Fees (ESBM)	5,154	-	-	5,154
Sir George Martin Trust	3,300	-	1,420	1,880
ESF Groundworks	7,738	27,999	28,637	7,100
Clothworkers Foundation	-	1,980	1,980	-
West Yorkshire Police	4,986	4,800	-	9,786
Youth Intervention Fund	1,680	-	-	1,680
	<u>107,692</u>	<u>230,179</u>	<u>147,286</u>	<u>190,585</u>

Purpose of restricted funds

Awards for All	Extension of Warm meals project
Big Lottery	COVID 19 Emergency support offer with partners Crosland Moor and CUP
Census 2021	Providing community-based IT Support to complete surveys
Charities Aid Foundation	To setup a new Benefits welfare support service One Community Foundation – Providing key essentials to local community
Children In Need	To set up a games library for the community to loan out games
Kirklees Council	Warm Meals Projects
Peoples Postcode	Offering exercise classes to local community
Sports England	COVID 19 Emergency Support
Thomas Wall Trust	To upskill local community with digital skills
West Yorkshire Police	To offer support to victims of domestic violence during lockdown

Thornton Lodge Action Group
Notes to the Accounts
for the year ended 31 March 2021

4 Tangible fixed assets

	Equipment and £
Cost	
At 1 April 2020	30,744
Additions	-
At 31 March 2021	<u>30,744</u>
Depreciation	
At 1 April 2020	28,954
Charge for the year	358
At 31 March 2021	<u>29,312</u>
Net book value	
At 31 March 2021	<u>1,432</u>
At 31 March 2020	<u>1,790</u>
Historical cost	-
Cumulative depreciation based on historical cost	-

Debtors	2021	2020
	£	£
	<u> </u>	<u> </u>

5 Liabilities: amounts falling due within one year

	2021	2020
	£	£
Marketing	540	260
Sessional Workers	3,600	2,300
Venue Hire	1,200	1,800
Travel		
Accountancy/ Professional Fees	1,500	1,500
Professional Fees	600	600
Salaries	5,625	4,065
Office Rent	1,200	1,140
Payroll	191	172
Tax & NI	1,012	925
Insurance		
Residential		
Sundry expenses	325	325
	<u>15,793</u>	<u>13,087</u>

6

Reserves based on 6 months running costs.	£	£
Wages	27,400	24,390
Sessional Tutors/Workers	7,200	7,200
Office Rent	2,460	2,280
Community Centre Hire	4,100	3,800
Mobile	700	902
Professional Fees	1,300	1,200
	<u>43,160</u>	<u>39,772</u>

Management Committee remuneration and expenses

8 No management committee member received any remuneration but did receive expenses during the year.