

**TRUSTEE'S ANNUAL REPORT FOR THE PERIOD**  
**01 JULY 2017 TO 30 JUNE 2018**

**CHARITY NAME:** **BAILIFF BRIDGE COMMUNITY CENTRE LTD**

**OTHER NAME CHARITY**

**KNOWN BY:** BBCC

**REGISTERED CHARITY NO:** 1139333

**COMPANY NO:** 06921373

**PRINCIPAL ADDRESS:** VICTORIA ROAD, BRIGHOUSE, WEST YORKSHIRE, HD6 4DX

**NAMES OF CHARITY TRUSTEES WHO MANAGE THE CHARITY:**

<b>Trustee name</b>	<b>Office</b>	<b>Company Director</b>
DOREEN LEVER	TREASURER	DIRECTOR
MAREA HOLT	SECRETARY	DIRECTOR
JAMES HOLT		
JANETTE LEVER-BACKHOUSE		
MARK FEASEY		
JOHN WARDLE		
GRAHAM ATKINSON		

**NAMES AND ADDRESSES OF ADVISORS**

<b>Type of advisor</b>	<b>Name</b>	<b>Address</b>
Accountant	Taylor, Croft & Winder	PO Box 403, Wakefield, West Yorkshire, WF1 2WT
Bank	Yorkshire Bank	Bradford Road, Brighouse, West Yorkshire, HD6 1RN

**GOVERNING DOCUMENT**

Private company limited by guarantee:

Memorandum and Articles of Association for a Charitable company not having a share Capital  
Passed 17<sup>th</sup> November 2010

Directors appointed as per Companies Act 2006

Trustees are appointed after Committee approval

Additional Governance issues:

Child Protection policy and Vulnerable Adults policy in place

BBCC is a member of Community Matters and Voluntary Action Calderdale both of which provide helpful advice.

BBCC works closely with West Yorkshire Police

All trustees give their time voluntarily and receive no remuneration or other benefits.

### OBJECTIVES AND ACTIVITIES

The objectives of the association are to provide facilities in the interests of social welfare for recreation and leisure-time occupation with the further objective of improving the conditions of life for the inhabitants of Bailiff Bridge and the surrounding neighbourhood.

### MAIN ACTIVITIES

The two halls are hired out to various groups: 'Rainbows', Scouts and Rangers plus a 'Cheer leaders' group for the children in the area.

Social Dancing, Yoga, Keep Fit, Pilates classes etc. that cater for all age groups.

The halls are also used for children's parties, birthdays, anniversaries, Christening parties and weddings.

Annual General Meetings for local associations, weekly local Slimming World and Weight Watchers groups and a weekly AA group

Regular seminars: eg Crime Prevention and Anti-Social Behaviour seminars with West Yorkshire

Police: safety seminars with Fire Brigade in which children from local high schools have participated.

Voluntary work is carried out to maintain and keep tidy the grounds, local Memorial Park and village centre.

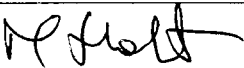

### MAIN COMMUNITY FUNCTIONS/EVENTS IN 2017/18

SUMMER 2017:	Children's summer party
AUTUMN 2017:	'Real Ale' Festival – Charity fundraiser for 2 local Hospices Children's Halloween party Annual Remembrance Service in Memorial Park
WINTER 2017/18:	Children's Christmas Party Christmas Lights 'Switch-on' event
SPRING 2018:	Children's Spring party

### DECLARATION:

The Trustees declare that they have approved the trustee's report above.

Signed on behalf of the charity's trustees:

Signature		
Full name	Marea Holt	Doreen Lever
Position	Secretary	Treasurer
Date	16/01/2019	16/01/19

**BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

**Report and Accounts**

**Year Ended**

**30TH JUNE 2018**

**Company No. 6921373 (England and Wales)**

**Prepared by: Taylor Croft & Winder  
P.O. BOX 403 WAKEFIELD WF1 2WT**

**BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

**COMPANY INFORMATION**

**DIRECTORS**

D. Lever  
M. Holt

**COMPANY NUMBER**

6921373 (England & Wales)

**REGISTERED OFFICE**

Broadacres,  
Bailiff Bridge Community Centre,  
Bailiff Bridge,  
Brighouse,  
West Yorkshire.

**REPORTING ACCOUNTANTS**

Taylor Croft & Winder  
Chartered Accountants  
P.O Box 403  
Wakefield  
West Yorkshire  
WF1 2WT

**BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

**CONTENTS**

Directors' Report

Accountants' Report

Profit and Loss Account

Balance Sheet

Notes to the Financial Statements

The following pages do not form part of the  
statutory accounts:-

Profit and Loss Account and Schedules



# **BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

(COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

## **DIRECTORS' REPORT FOR THE YEAR ENDED 30TH JUNE 2018**

The directors present their report and the financial statements for the year ended 30th June, 2018

### **PRINCIPAL ACTIVITY**

The company's principal activity is that of the provision of Community Services.

### **DIRECTORS**

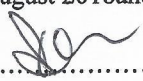
The directors who served during the year were as follows:-

D. Lever  
M. Holt

### **REPORTING ACCOUNTANTS**

The reporting accountants, Taylor, Croft & Winder, will be proposed for reappointment.

The above report has been prepared in accordance with the small companies regime of the Companies Act 2006, and has been approved by the board on the 1st August 2018 and signed on its behalf.

  
.....  
D. Lever  
Director

### **DIRECTORS' RESPONSIBILITIES**

The directors are responsible for preparing the directors' report, the strategic report and the accounts in accordance with applicable law and regulations.

Company law requires the directors to prepare accounts for each financial year. Under the law the directors have elected to prepare the accounts in accordance with United Kingdom Generally Accepted

Accountancy Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing these accounts, the directors are required to:

- \* select suitable accounting policies and then apply them consistently;
- \* make judgements and estimates that are reasonable and prudent;
- \* state whether applicable accounting policies have been followed, subject to any material presume that the company will continue in business.
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in the United Kingdom governing the preparation and dissemination of accounts may differ from legislation in other jurisdictions.

**BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

**PROFIT AND LOSS ACCOUNT**

**FOR THE YEAR ENDED 30TH JUNE 2018**

	<u>Notes</u>	<u>2018</u>	<u>2017</u>
<b><u>TURNOVER</u></b>		86,694	82,095
Cost of Sales		<u>28,096</u>	<u>24,561</u>
<b><u>GROSS PROFIT</u></b>		58,598	57,534
Administrative Expenses		<u>57,566</u>	<u>55,398</u>
		1,032	2,136
<b><u>PROFIT ON ORDINARY ACTIVITIES BEFORE TAXATION</u></b>			
	5	0	0
<b><u>TAXATION ACTIVITIES</u></b>			
<b><u>PROFIT ON ORDINARY ACTIVITIES</u></b>		<u>1,032</u>	<u>2,136</u>
<b><u>RETAINED PROFIT BROUGHT FORWARD</u></b>		12,037	9,901
<b><u>RETAINED PROFIT CARRIED FORWARD</u></b>		<u>13,069</u>	<u>12,037</u>

**BAILIFF BRIDGE COMMUNITY CENTRE LIMITED**

**SCHEDULES TO PROFIT AND LOSS ACCOUNT**

**FOR THE YEAR ENDED 30TH JUNE 2018**

	<u>2018</u>	<u>2017</u>
Fees and Expenses	1,960	2,746
Cleaning, Postages and Incidentals	5,072	5,429
Insurances	1,091	950
Rates, Electricity and Water	8,902	8,129
Repairs and Maintenance	1,080	640
Consultancy Charges	31,008	29,414
Telephone	1,218	1,155
Depreciation on Furniture, Fittings and Equipment	7,235	6,935
	<u>57,566</u>	<u>55,398</u>



**BAILIFF BIDGE COMMUNITY CENTRE LIMITED****BALANCE SHEET****AS AT 30TH JUNE 2018**

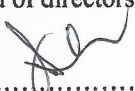
	Notes	2018	2017
<b><u>FIXED ASSETS</u></b>			
Tangible Assets	2	170,000	170,000
<b><u>CURRENT ASSETS</u></b>			
Stocks	3	1,592	1,582
Cash at Bank		<u>43,705</u>	<u>42,962</u>
		45,297	44,544
<b><u>CREDITORS - amounts falling due within one year</u></b>	4	<u>(3,682)</u>	<u>(3,961)</u>
<b><u>NET CURRENT ASSETS</u></b>		41,615	40,583
<b><u>TOTAL ASSETS LESS CURRENT LIABILITIES</u></b>		<u>211,615</u>	<u>210,583</u>
<b><u>CAPITAL AND RESERVES</u></b>			
Capital Reserve		198,546	198,546
Profit and Loss Account		13,069	12,037
<b><u>MEMBERS' FUNDS</u></b>	6	<u>211,615</u>	<u>210,583</u>

For the year ended 30th June, 2018 the company was entitled to exemption from audit under section 477 Companies Act 2006 relating to small companies.

**Directors' responsibilities:**

- \* the members have not required the company to obtain an audit of its accounts for the year in accordance with section 476
- \* the directors 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 of the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the board of directors on 1st August 2018 and were signed on its behalf by:

  
.....  
D.LEVER  
Director

**Chartered Accountant's Report to the Board of Directors on the preparation of the**  
**unaudited statutory accounts of Bailiff Bridge Community Centre Ltd for the**  
**year ended 30th June 2018**

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the accounts of Bailiff Bridge Community Centre Limited for the year ended 30th June 2018 from the company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at [icaew.com/membershandbook](http://icaew.com/membershandbook).

This report is made solely to the Board of Directors of Bailiff Bridge Community Centre Limited, as a body, in accordance with the terms of our engagement letter dated 3rd January 2016. Our work has been undertaken solely to prepare for your approval the accounts of Bailiff Bridge Community Centre Limited and state those matters that we have agreed to state to the Board of Directors of Bailiff Bridge Community Centre Limited, as a body, in this report in accordance with AAF 2/10 as detailed at [icaew.com/compilation](http://icaew.com/compilation). To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Bailiff Bridge Community Centre Limited and its Board of Directors as a body for our work or for this report.

It is your duty to ensure that Bailiff Bridge Community Centre Limited has kept adequate accounting records and to prepare statutory accounts that give a true and fair view of the assets, liabilities, financial position and profit/[loss] of Bailiff Bridge Community Centre Limited. You consider that Bailiff Bridge Community Centre Limited is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of Bailiff Bridge Community Centre Limited. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory accounts.

Signature.....

D.A. Taylor Taylor Croft & Winder  
Chartered Accountants  
PO Box 403  
Wakefield  
West Yorkshire  
WF1 2WT

Date 1 August 2018