Company Registration No. 05572861 (England and Wales)

# BRADNET ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

# LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR ENDING 31 MARCH 2019

Trustees Abid Bashir (Chair)

**Kurshid Saddique** 

Ibrar Hussain – Appointed 31/01/2019

Charity number 1111920

Company number 05572861

Principle address Wright Watson Enterprise Centre

Thorp Garth Bradford BD10 9LD

Registered office Guardian House

22 Manor Row Bradford BD1 4QU

Accountants Torevell Dent Ltd

1 – 3 St Ann's place

Pellon Lane Halifax HX1 5RB

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# TRUSTEE REPORT FOR THE YEAR ENDING 31 MARCH 2019

### 1. Structure, Governance and Management

Bradnet is a company limited by guarantee incorporated on 23 September 2005 with company number 05572861. The company was established under a Memorandum and Articles of Association which form Bradnet's "governing documents".

Bradnet is also a charity registered on 14th November 2005 with charity number 1111920. Accordingly, the Board of Directors of the company are also its trustees for the purpose of charity law; however, throughout this report they are collectively referred to as "Directors".

#### The Directors:

Name:	Start Date:	End Date:
I Naqvi	17/12/2012	31/07/2018
G Iqbal	17/12/2012	10/07/2018
M Hussain	17/12/2012	10/07/2018
F Yasin	17/12/2012	10/07/2018
S Khalil	23/08/2017	10/07/2018
S Grisag	23/08/2017	21/10/2019
A Bashir	31/07/2018	
K Saddique	26/09/2018	
I Hussain	31/01/2019	

Bradnet's Board of Directors is responsible for the strategic director and sound overall management of Bradnet. The Board of Directors has members from a variety of professional backgrounds and experience of disability relevant to Bradnet's ethos and work. The Directors meet about every 6 to 8 weeks to discuss and decide upon strategic and business matters.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rest with the Chief Executive supported by the Care Manager and Finance Officer.

The Chief Executive is responsible for ensuring that Bradnet delivers the services that have been commissioned or funded and that key performance indicators are met.

Our bankers: Lloyds Bank, Bradford City Office 45, Hustlergate, Bradford, BD1 1NT

Our accountants: Torevell Dent Ltd, 1-3 St Ann's Place, Pellon Lane, Halifax, HX1 5RB.

# TRUSTEE REPORT FOR THE YEAR ENDING 31 MARCH 2019

#### 2. Bradnet's Vision, Aims and Mission

Bradnet's vision is that society should be truly inclusive with disabled people being treated as equal citizens.

#### Bradnet's mission is:

"To promote equality and inclusion with disabled people".

#### Bradnet's aim is:

"To empower all disabled people to have choice and control over their lives and achieve real independence and quality of life".

Bradnet's values are that Bradnet is committed to make a positive difference to all the people we work for and with.

To promote and achieve our mission we will continue to:

**Engage** with all Bradnet people to design and deliver personalised quality services.

Enable Bradnet people to maintain dignity, independence, exchanging respect and building trust.

Empower all Bradnet people to have informed choice and control over their lives within their communities.

**Enrich** all Bradnet peoples' life experiences, encouraging access to new opportunities.

### 3. Bradnet's Objectives and Activities

- Bradnet will involve disabled people in the planning and delivery of Bradnet's services and projects
- Bradnet will champion the right of every disabled person to challenge discriminatory or oppressive practice from a rights-based approach
- Bradnet will use the knowledge gained from its direct work with disabled people to campaign for equality and inclusion of disabled people at all levels
- Bradnet will support, inform and advocate for every disabled person and enhance his/her capacity to be independent, have improved life chances, reduce isolation and raise aspirations.

### 4. Achievements and Performance

The past year has been another eventful one, with many positive developments as well as the few challenges.

The most critical change over the past year has been the decision to merge with Inspired Neighbourhoods Community Trust (INCT) group following a review of Bradnet's financial and operational sensitivity, and the need for greater infrastructural support and robustness. As the Board lacked the high level organisation management skills and substantial experience of managing risk that is presented by delivering care, it was resolved to seek INCT's support. Bradnet is most appreciative of the sensitivity and courtesy shown by INCT during this difficult period. However, it is clear that the decision to merge with INCT was appropriate timely in view of INCT's experience and capacity to realise projects and work with stakeholders.

# TRUSTEE REPORT FOR THE YEAR ENDING 31 MARCH 2019

### Achievements and Performance continued

The Care Service has continued to develop, requiring increased investment of financial and management resources, which INCT has made available. Major staffing and operational changes have resulted in positive systemic change.

Unfortunately, the most recent CQC inspection has not been as good as we would have wished, but steady progress is being made and they have confidence that we can continue with real improvement; the local commissioners also remain confident in our ability to ensure a service that is fit for purpose.

In the meantime, we have a new Registered Manager in place who is skilled and experienced in making real change, and our service users remain satisfied.

On another front, efforts have been made to revive contacts and connections with local organisations and stakeholders with a view to developing partnerships for referrals for outreach and support, and strategic alliances for future initiatives. To this end, the Inclusion Manager has met with Bradford Royal Infirmary's Audiology Department, Bradford Social Services, Equality Together, Specialist Autism Services, the Hale Project and many others to profile our work and encourage collaboration.

Following the funding of the Community Hub by Power to Change Trust, INCT has spearheaded the ongoing negotiations with the NHS as the anchor tenant as well as managing the refurbishment of Guardian House purchased last year. At the time of writing, the works are nearly complete and with the co-location of the INCT services including Bradnet at Guardian House it will lay the foundations for the Community Hub, with space for events and engaging with other local providers.

In conclusion, as always Bradnet represents a major opportunity to develop something great within the health and social care arena that is local and user-led; however, as always we need funding and good staff. The difficulty of securing grant funding this year despite several funding bids illustrates the challenging external environment, and the ongoing search for quality personnel shows the under-funded state of the health and social care field in attracting good people with the right level of reward. However, with the merger with INCT we all remain confident of the future.

### 5. Fund- Raising Policy

During this year we have received a new grant from the Power to Change Trust to enable Bradnet to purchase the former Bradford Registry Office and for business development.

We also received a grant from National Lotteries Awards for All to undertake primary research into the needs of disabled people for an Outreach Service so that we can develop this service in response to current need. It is clear that the grant-making environment continues to be very difficult, as many applications to trusts have been unsuccessful. We continue to look for fund raising opportunities so that capital works can be carried out at Guardian House.

### 6. Related Parties

Bradnet remains committed as always to work in partnership with local statutory and voluntary agencies, as this avoids duplication and maximises value for money for funders and the community at large.

We seek partnership with other agencies in Bradford to provide added value services to our service users and bring much needed inward investment to Bradnet.

# TRUSTEE REPORT FOR THE YEAR ENDING 31 MARCH 2019

### 7. Risk Management

The Board continues to manage risks on regular basis to protect the organisation and service users. Due to decreased service user base our income has significantly decreased. We have to improve our operational business to generate income to be more sustainable in longer term.

The Trustees continue to exercise robust controls to remedy operational challenges by adopting robust approaches to implement tighter financial controls, business planning (which will incorporate a SWOT analysis and risk management), implementing a Fund-Raising Strategy and applying for further funding, succession planning, use of expert advice and the implementation of more rigorous recruitment and selection procedures for recruiting staff with the appropriate skills sets; the introduction of further staff benefits to retain staff.

### 8. Reserves Policy

The Directors have examined the company's requirements for reserves in light of the main risks to the company.

### 9. <u>Investment Policy</u>

In current financial climate Bradnet will not be seeking any additional investment. It needs to focus on realising Guardian House as an asset that is income generating. To achieve this, we have engaged various experts to obtain investment advice. This will be reviewed by the Trustees before any commitment is made so that the risk to Bradnet as an organisation is reduced.

### 10. Directors

### 10.1 Responsibilities of the Directors

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Directors should follow best practice and:

- a) Select suitable accounting policies and then apply them consistently;
- b) Make judgements and estimates that are reasonable and prudent;
- c) Prepare the financial statements in the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time Bradnet's financial position, and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Directors are also responsible for safeguarding the assets of the company and, hence, for taking reasonable steps for the presentation and detection of fraud and other irregularities.

#### 10.2 Certification by the Members of the Board of Directors

Members of the Board of Directors, who are Directors for the purpose of company law and trustees for the purposes of charity law, who served during the year and up to the date of this report are set out on page 1 of this Annual Report.

### **TRUSTEE REPORT**

### **FOR THE YEAR ENDING 31 MARCH 2019**

In accordance with company law, as the company's Directors, we certify that:

- a) So far as we are aware there is no relevant audit information of which the company's auditors are unaware; and
- b) As the Directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

### **10.3** Accounting Principles and Authorisation

The Financial Statements have been prepared in accordance with the Statement of recommended Practice: Accounting and Reporting by Charities (issued March 2005 by the Charities Commission) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities, and Bradnet's governing documents.

documents.
Approved by the directors 19 <sup>th</sup> December 2019 and signed on its behalf under delegated authority by:
Abid Darbia
Abid Bashir Chairperson

# BRADNET STATEMENT OF TRUSTEES' RESPONSIBILITIES

### FOR THE YEAR ENDING 31 MARCH 2019

The trustees are responsible for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

The trustees are required by company law to prepare financial statements for each financial year which give a true and fair view of the financial activities of the charity and of its financial position at the end of that year. In preparing those financial statements the trustees are required to:

- a) Select suitable accounting policies and apply them consistently
- b) Make adjustments and estimates that are reasonable and prudent
- c) State whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements
- d) Prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity 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 charity and enable them to ensure that the financial statements 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.

### INDEPENDENT EXAMINERS' REPORT TO THE TRYSTEES OF

### **BRADNET**

### FOR THE YEAR ENDING 31 MARCH 2019

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2019

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purpose 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 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 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 confirm that I am qualified to undertake the examination because I am member of ACCA, which is one of the listed bodies.

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:

- 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.

# Samantha. J. Sutcliffe

Torevell Dent Limited
Chartered Certified Accountants
1 – 3 St Ann's Place
Pellon Lane
Halifax
HX1 5RB

Date 19th December 2019

# STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31 MARCH 2019

		Unrestricted Funds		Total 2019	Total 2018
		£	£	£	£
	Notes				
Income and endowments fro	<u>m:</u>				
Donations and legacies	2	3,753	-	3,753	980
Charitable activities	3	467,791	-	467,791	544,189
Investments	4	-	-	-	74
Other income	5	17,823	-	17,823	26,746
Total income and endowmen	ıts	489,367	-	489,367	571,989
Expenditure on:					
Charitable activities	6	609,436	-	609,436	•
Total resources expended		609,436	-	609,436	
Net (expenditure)/income fo	r the year	(120,069)	-	(120,069)	(97,029)
Transfer between funds		-	-	-	-
Fund balance brought forward	d	360,541	-	360,541	457,570 
Fund balances carried forwar	·d	240,472	-	240,472	
		=====	=====	=====	=====

All income and expenditure derived from continuing activities. The charity has no recognised gains or losses for the year other than the results above.

# BALANCE SHEET AS AT 31 MARCH 2019

Fixed assets         £ <t< th=""><th></th><th></th><th></th><th>2019</th><th></th><th>2018</th></t<>				2019		2018
Tangible assets   10		Notes	£	£	£	£
Total assets   Creditors: amounts falling   Current tabelities   Creditors: amounts falling   Credito	Fixed assets					
Current assets  Debtors 11 37,408 62,880 Cash at bank and in hand 798 33,920  Creditors: amounts falling Due within one year 12 (79,993) (158,451)  Total assets less current Liabilities 359,734 360,541  Creditors: amounts falling Due after more than one year 13 (119,262) (-)  Net assets less current current (liabilities) assets 240,472 360,541  Restricted funds 62,880 62,880 33,920 62,800  Creditors: amounts falling Due after more than one year 13 (119,262) (-)  Income funds General unrestricted funds 240,472 360,541  Restricted funds	_	10		401,520		422,191
Current assets         Debtors       11       37,408       62,880         Cash at bank and in hand       798       33,920         Creditors: amounts falling         Due within one year       12       (79,993)       (158,451)         Net current (liabilities) assets       (41,787)       (61,651)         Total assets less current         Liabilities       359,734       360,541         Creditors: amounts falling         Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Encome funds         General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       -       -         Total funds       -       -	Investments			_		_
Current assets   Debtors						
Cash at bank and in hand       798       33,920         38,206       96,800         Creditors: amounts falling	Current assets			•		,
Creditors: amounts falling Due within one year  Total assets less current Liabilities Due after more than one year  Net assets  Income funds General unrestricted funds General unrestricted funds General unrestricted funds Total funds  Total funds  Total funds  Total funds  Total funds  Total funds  Total funds  Total samounts falling Due after more than one year  Total funds  Total funds  Total funds  Total funds  Total samounts falling Due after more than one year  Total funds	Debtors	11	37,408		62,880	
Creditors: amounts falling   Due within one year   12   (79,993)   (158,451)     (61,651)	Cash at bank and in hand				· ·	
Creditors: amounts falling       12 (79,993) (158,451)         Net current (liabilities) assets       (41,787) (61,651)         Total assets less current Liabilities       359,734       360,541         Creditors: amounts falling Due after more than one year       13 (119,262) (-)       (-)         Net assets       240,472 (360,541)       360,541         ======       Income funds       240,472 (360,541)         General unrestricted funds       240,472 (360,541)         Restricted funds       240,472 (360,541)         Total funds       240,472 (360,541)						
Due within one year       12       (79,993)       (158,451)         Net current (liabilities) assets       (41,787)       (61,651)         Total assets less current Liabilities       359,734       360,541         Creditors: amounts falling Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Income funds General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       240,472       360,541			38,206		96,800	
Net current (liabilities) assets (41,787) (61,651)  Total assets less current Liabilities 359,734 360,541  Creditors: amounts falling Due after more than one year 13 (119,262) (-)  Net assets 240,472 360,541  Restricted funds 240,472 360,541  Restricted funds  Total funds 240,472 360,541	Creditors: amounts falling					
Net current (liabilities) assets       (41,787)       (61,651)         Total assets less current         Liabilities       359,734       360,541         Creditors: amounts falling         Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Income funds       240,472       360,541         Restricted funds       240,472       360,541         Total funds       240,472       360,541	Due within one year	12	(79,993)		(158,451)	
Total assets less current Liabilities 359,734 360,541  Creditors: amounts falling Due after more than one year 13 (119,262) (-)  Net assets 240,472 360,541  ———————————————————————————————————	Net current (liabilities) assets			(41,787)		(61,651)
Liabilities       359,734       360,541         Creditors: amounts falling						
Creditors: amounts falling         Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Income funds         General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       240,472       360,541	Total assets less current					
Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Income funds         General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       240,472       360,541	Liabilities			359,734		360,541
Due after more than one year       13       (119,262)       (-)         Net assets       240,472       360,541         Income funds         General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       240,472       360,541	Creditors: amounts falling					
Net assets         240,472         360,541           Income funds           General unrestricted funds         240,472         360,541           Restricted funds         -         -           Total funds         240,472         360,541		13		(119,262)		( - )
Income funds         240,472         360,541           Restricted funds         -         -           Total funds         240,472         360,541	Net assets					
General unrestricted funds       240,472       360,541         Restricted funds       -       -         Total funds       240,472       360,541				-		•
Restricted funds         -         -           Total funds         240,472         360,541	Income funds					
Total funds 360,541	General unrestricted funds			240,472		360,541
Total funds 240,472 360,541	Restricted funds			-		-
·	Total funds					360.541
				-		-

The financial statements were approved by the board of directors and authorised for issue on  $19^{th}$  December 2019 and are signed on its behalf by:

Trustee	

Company Registration No. 05572861

# STATEMENT OF CASHFLOW AS AT 31 MARCH 2019

, 15 A. 1 M. M. 11 20 15	<u>2019</u>	2018
	<u>Funds</u>	<u>Funds</u>
Cash flows from operating activities:		
Net cash provided by (used in) operating activities as below	(93,444)	(25,099)
Cash flows from investing activities:		
Purchase of property, plant and equipment	-	(33,203)
Proceeds from sale of property, plant and equipment	-	165,000
Net cash provided by (used in) investing activities	-	131,797
Cash flows from financing activities:		
Repayments of borrowing	-	(110,186)
Cash inflows from new borrowing	23,744	
Net cash provided by (used in) financing activities	23,744	(110,186)
Change in cash and cash equivalents in the reporting period	(69,700)	(3,487)
Cash and cash equivalents at the beginning of the reporting Period	20,512	24,000
Cash and cash equivalents at the end of the reporting period	(49,188) ======	20,512 =====
Reconciliation of net income/ (expenditure) to net cash flow From operating activities:		
Net income/ (expenditure) for the reporting period (as per the Statement of financial activities)	(120,070)	(97,029)
Adjustments for:		
Depreciation charges	20,670	23,341
Loss on sale of fixed assets	-	-
Increase/ (decrease) in debtors	25,472	115,147
Decrease/ (increase) in creditors	(19,517)	(64,655)
Decrease/ Increase in deferred Income	-	(1,903)
Net cash provided by (used in) operating activities	(93,444)	(25,099)
iver cash provided by tused in operating activities	(93,444)	(25,099)

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 MARCH 2019

### 1 Accounting policies

#### **Company information**

Bradnet is a private company limited by guarantee incorporated in England and Wales. The registered office is Guardian House, 22 Manor Row, Bradford, BD1 4QU.

#### 1.1 Accounting convention

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The accounts are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principle accounting policies adopted are set out below.

### 1.2 Going concern

Following the Care Quality Commission review (CQC) future funding has become uncertain with wholesale cuts and market pressures. Moreover, Bradford Council still retains confidence in commissioning Bradnet to deliver care, and other funders such as Big Lottery are continuing to make grants for capital and revenue projects. Thus the trustees' continue to adopt the going concern basis in preparing the accounts and at the time of approving the accounts.

As an organisation we need to start to explore options for sustainability which may include merging with other organisations.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are those donated for use in a particular area or are for specific purposes, the use of which is restricted to that area or purpose.

### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognise at the time of the donation.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts, VAT and other sales related taxes.

### 1.5 Resources expended

Resources expended are recognised in the period in which they are incurred. Resources expended are allocated to the particular activity where the cost relates directly to that activity. Overhead expenditure has been allocated between the cost centres of Resources Expended in accordance with the usage of the assets of the benefit of the expenditure concerned.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDING 31 MARCH 2019

### 1 Accounting policies (continued)

### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings 2% straight line
Fixtures, fittings & equipment 25% reducing balance

The gain and loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/ (expenditure) for the year.

### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/expenditure for the year, unless the relevant asset is carried at a valued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts are shown within borrowings in current liabilities.

### 1.9 Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

# **NOTES TO THE FINANCIAL STATMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2019**

### 1 Accounting policies (continued)

### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 1.11 Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the Statement of Financial Activities as they become payable in accordance with the rules of the scheme.

2	Donations and legacies	2040	2010
	Grants receivable	<b>2019 £</b> 3,753	<b>2018 £</b> 980
3	Charitable activities	2019	2018
	Sales within charitable activities	<b>£</b> 467,791 	<b>£</b> 544,189
	Analysis by fund Unrestricted funds Restricted	467,791 -	520,688 23,501
4	Investments		
		2019 £	2018 £
	Interest receivable	-	74 
5	Other income	2019 £	2018 £
	Other income Rental income	-	23,231 3,515
		17,823	26,746

======

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# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

6	Charitable activities	2019	2018
		£	£
	Staff costs (See note 7)	373,583	446,688
	Depreciation and impairment	20,670	23,340
		394,253	470,028
	Share of support costs (See note 9)	215,183	196,107
	Share of governance costs (See note 9)	-	2,883
		609,436	669,018
		=====	======
	Analysis by fund		
	Unrestricted funds	609,436	645,517
	Restricted funds	-	23,501
		609,436	669,018
		======	======

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

7	Staff costs	Total	Total
	Staff costs during the year were:	2019	2018
		£	£
	Wages and salaries	345,887	415,013
	Social security costs	26,151	29,042
	Other pension costs	1,545	2,629
		373.583	446.684

The average number of persons (including senior management team) employed by the Academy during the year based on actual numbers was as follows:

	2019 No.	2018 No.
Charitable Activities Internal staff	59 10	59 10
	69	 69

### 8 Trustees expenses

No expenses were reimbursed to trustees during the year. (2018 - Nil).

### 9 Support costs

	Support Costs £	Governance Costs £	2019 Total £	2018 Total £	Basis of allocation
Premises costs	36,098	-	36,098	45,010	Allocation on time
Office costs	58,260	-	58,260	54,639	Allocation on time
Staff related costs	5,512	-	5,152	22,325	Allocation on time
Finance costs	26,085	-	26,085	4,802	Allocation on time
Marketing	649	-	649	6,039	Allocation on time
Accountancy services	10,621	-	10,621	1,270	Allocation on time
Consultancy	26,684	-	26,684	28,573	Allocation on time
Legal and professional	42,236	-	42,236	32,002	Allocation on time
Sundry expenses	9,398	-	9,398	4,217	Allocation on time
Governance costs		-	-	113	Governance
					-
	215,183	-	215,183	198,990	
	======	======	======	======	=

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

# 10 Tangible fixed assets

	Land and Buildings	Fixtures fittings & Equipment	Total
	£	£	£
Cost			
At 1 April 2018	468,121	143,153	611,274
Additions	-	-	-
Disposals	-	-	-
At 31 March 2019	468,121	143,153	611,274
Depreciation and impairments			
At 1 April 2018	77,967	111,116	189,083
Depreciation charged for the year	12,662	8,009	20,671
At 31 March 2019	90,629	119,125	209,754
Carrying amount			
At 31 March 2019	377,492	24,028	401,520
	======	======	======
At 31 March 2018	390,154	32,037	422,191
	======	======	======

# 11 Debtors

DESIGNS .	2019 £	2018 £
Trade debtors	26,531	26,747
Amounts due from subsidiary undertakings	5,843	5,843
Taxation	5,034	20,597
Other debtors	-	5,325
Prepayments and accrued income	-	4,368
	37,408	62,880
	======	======

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019

# 12 Creditors: Amounts falling due within one year

		2019 £	2018 £
	Secured bank loans & Overdrafts	60,838	119,778
	Other taxation and social security	4,058	7,706
	Trade creditors	12,097	28,517
	Accruals and deferred income	3,000	2,450
		79,993	158,451
		=====	=====
13	Creditors: amounts falling due after more than one year		
		2019	2018
		£	£
	Loans	119,262	-
		=====	=====
14	Loans and overdrafts		
		2019	2018
		£	£
	Bank loans	119,262	106,370
	Payable within one year	108,410	106,370
	Payable after one year	10,852	-
		=====	=====

The bank loans are secured on 22 Manor Row, Bradford, BD1 4QR.