

Charitable Company: 5389427 (England and Wales)
Charity Number: 1109588

The Clarke Foley Centre

Directors' report and accounts
for the year ended 31st March 2023

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Directors Report for the Year Ended 31st March 2023

The Directors / Trustees of the Charity are pleased to present their annual report and the financial statements of the charity for the year ended 31 March 2023. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015).

Our purpose and activities

The Charity's objects are:

- a) to maintain and manage (in co-operation with voluntary bodies) a centre in Ilkley formerly managed by The James Clarke and Sarah Foley Trust for the Elderly (and more recently known as The Clarke Foley Centre) situated in Cunliffe Road, Ilkley, LS29 9DZ and provide at the Centre facilities for recreation, education, or other leisure time occupations in the interests of social welfare for residents over the age of 50 years, of Ilkley, Addingham, Burley in Wharfedale, Menston and surrounding districts within the Metropolitan District of Bradford, without distinction of creed or colour and
- b) to provide a focal point and meeting place for members of the community and for groups whose object is to meet the needs of the neighbourhood and the community.
- c) to provide a focal point for voluntary effort given for the benefit of members of the community who may be disadvantaged.
- d) Nothing in clauses (a) to c) above inclusive shall authorise any non-charitable object or purpose.

Public Benefit

In shaping our objectives for the year and planning our activities, the Trustees confirm that they continue to have regard to the Charity Commission's guidance on Public Benefit. The Charity is a public benefit entity.

Review of the main activities in the year ended 31 March 2023

The year ending 31 March 2023 has been a challenging time for the Centre.

We have experienced very substantial increases in the costs of food, energy and employee wages. We have seen a return in user groups and casual users of the Centre following the end of enforced closures during the Covid pandemic, but the Centre continues to operate in a very challenging economic environment.

Despite these difficulties the Centre has been able to continue to extend the range of activities on offer to the public.

Directors Report for the Year Ended 31st March 2023 (ctd)

Review of the main activities in the year ended 31 March 2023 (ctd)

The Clarke Foley Community Centre continues to operate in four main areas :-

1. The community café is open to all members of the public. Over the year the café has extended the range and improved the quality, of its food and drink offering . It is staffed by employees and volunteers and is open from Monday to Saturday, plus Sundays when other events are taking place in the building.
2. The Lunch Club that provides a subsidised two course meal to elderly people on Tuesdays and Thursdays. This is a major part of the week's social contact for many of the participants. Up to 75 people per week are served at the Lunch Club. The food is prepared by appropriately qualified employees and is largely served by volunteers. We are assisted by the community bus charity with transport to the Centre. Clarke Foley Centre subsidises the charge for this transport service to enable as many people as practicable to afford to attend this social event and meal.
3. The provision of a wide range of classes in such activities as art, keep fit, indoor bowling, dance and music groups. In the year we introduced a programme of entertainment, such as music tribute acts. In some cases these events have included afternoon tea for the attendees. Whilst the events are attended by our existing users of the Centre we are optimistic they will draw wider participation. We are making efforts to increase the numbers and diversity of users of the Centre.
4. Rooms are rented out to many local educational and leisure groups. Current activities include U3A groups with a range of interests, Keep Fit for elderly people, an orchestra and the Ilkley Literature Festival.

Achievements and Performance

The Directors are constantly seeking to improve the facilities on offer to users of the Centre. This year we have provided a new audio-visual system in the large hall, including projector, drop-down screen and sound speakers. We have improved the garden areas at the front and rear of the building. Further improvements are planned, including amalgamation of our two food preparation areas with an associated refurbishment of our main kitchen and the creation of a new external seating area, which will serve as an extension to the café. We have been working with professional advisers, statutory bodies and contractors to this effect.

The Board of Directors meets on a regular basis, usually at least bi-monthly, to review progress on the extension of activities, improvements to the building, finance control, fund-raising, staff issues and compliance with our statutory obligations.

The Board of Directors would like to extend their thanks to all of the staff and volunteers who work tirelessly to keep the Centre providing its service to the community.

Our volunteers

The Clarke Foley Centre relies on voluntary help. We are greatly indebted to the commitment of the many volunteers.

Financial review

The attached financial statements show net outgoing resources for the year of £48,253 (22: £27,249). Investment realised and unrealised losses totalled £41,938 compared to the prior year gain of £14,059. Unrestricted reserves at the year end were £460,340 (22: 506,547).

Directors Report for the Year Ended 31st March 2023 (ctd)

Reserves Policy

In line with our charitable objectives and to continue to provide for the needs of our beneficiaries and our employees, the Board of Directors has agreed that an adequate level of Unrestricted Reserves should be maintained. In accordance with the Reserves Policy adopted on 05 February 2021, the Board considers it would be prudent for Unrestricted Reserves not committed or invested in tangible fixed assets to be within the range of £100,000 to £350,000. The range is not considered excessive in order to allow the charity to continue its support to the community.

Going Concern

The accounts have been prepared on a going concern basis. The Trustees have followed the Financial Reporting Council – Guidance on the going concern basis of accounting and reporting on solvency and liquidity risks (April 2016) in conducting their review.

Reference and administrative details

The Charity's registered name is The Clarke Foley Centre.

The Charity's registration number is 1109588.

The Charity's registered address is The Clarke Foley Centre, Cunliffe Road, Ilkley, LS29 9SZ.

Our advisers

The Charity's bankers are Barclays Bank (ShIPLEY).

The Independent Examiner is D Collier, FCIE, of Wharfedale Accountancy, 10 Marlborough Square, Ilkley.

Directors and Trustees

The Directors who served during the year under review were:

J Finnerty	Appointed 14 th October 2022
S Tomlinson	Resigned 7 th December 2022
P Loy	Resigned 3 rd August 2022
S Hyde	
E Garfitt	Resigned 30 June 2022
A Simpson	Resigned 1 st December 2023
I Ashman	Appointed 7 th October 2022
D Damant (Chair)	Resigned 29 th August 2022 Reappointed 4 th November 2022
T Lynam	Appointed 14 th October 2022
R Wholley	Appointed 27 th July 2022
H Miller	Resigned 13 th March 2023
J McCrickard	Resigned 13 th March 2023
J Redding	Appointed 1 st December 2023

In accordance with the Articles of Association S Hyde, A Simpson, D Damant, I Ashman, J Finnerty, T Lynam, R Wholley, H Miller and J McCrickard offered themselves for re-election at the Annual General Meeting on 14th December 2022. At the AGM on 1st December 2023 J Finnerty, S Hyde, I Ashman, D Damant, T Lynam and R Wholley offered themselves for re-election and all were reappointed.

Directors Report for the Year Ended 31st March 2023 (ctd)

Governing Document

The company is limited by guarantee, with the liability of the directors not exceeding £10. The company is trustee of the endowment assets of the James Clarke and Sarah Foley Trust for the Elderly.

The freehold property is vested in the name of the Official Custodian for Charities who holds it on behalf of the James Clarke and Sarah Foley Trust for the Elderly.

Brewin Dolphin Limited, the companies' investment managers, hold the investments in both the Endowment Fund and the Unrestricted Fund, as trustee for the Clarke Foley Centre.

The James Clarke and Sarah Foley Trust for the Elderly, though dormant, exists as a registered charity but will be treated as forming part of the company in line with Part 8 (accounting) of the Charities Act 2011.

Trustee induction and training

New trustees undergo briefings on their legal obligations under charity and company law, the Charity Commission guidance on public benefit and to inform them on the constitution, committee and decision-making processes and recent financial performance of the Charity.

They meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Risk Management

During the year the Board of Trustees examined the major strategic, business and operational risks which the Charity faces, and these risks and their mitigation are regularly reviewed.

Statement of Directors' Responsibilities

Company and Charity law requires the Directors (the Trustees) to prepare financial statements for each financial year which give a true and fair view of the state of the Charity's affairs and of the income and expenditure and surplus or deficit for the year.

In preparing those financial statements, the Directors are required to:

- select suitable accounting policies and then 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 and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Charity will continue in operation.

The Directors are responsible for:

- keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and to enable them to ensure that the accounts comply with the Charities Act 2011, Companies Act 2006 and UK Generally Accepted Accounting Practice.
- safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Directors Report for the Year Ended 31st March 2023 (ctd)

- the maintenance and integrity of the corporate and financial information included on the charitable company's website in accordance with legislation in the UK.

The Clarke Foley Centre

Ilkley, West Yorkshire

A handwritten signature in black ink that reads "D Damant". The signature is written in a cursive style with a large initial 'D'.

D Damant (Chair)

On Behalf of the Board

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023 which are set out on pages 8 to 14.

Responsibilities and basis of report

As the charity's 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 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

Since the charitable company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Charity Independent Examiners.

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 charitable 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 Charities SORP (FRS102).

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:



15th December 2023

David Collier FCIE
Wharfedale Accountancy
10 Marlborough Square
Ilkley
LS29 8PU

Balance Sheet as at 31st March 2023

	Note	2023 £	£	2022 £	£
FIXED ASSETS					
Tangible assets for use by the company	4		191,945		200,095
INVESTMENTS					
Endowment fund	5		464,627		485,548
Reserve fund	6		<u>227,327</u>		<u>247,913</u>
CURRENT ASSETS					
Stock		2,510		1,165	
Debtors	8	16,107		14,633	
Cash at bank and in hand	9	<u>52,596</u>		<u>81,277</u>	
		<u>71,213</u>		<u>97,075</u>	
CURRENT LIABILITIES					
Creditors: amounts due within one year	10	<u>21,444</u>		<u>16,060</u>	
		<u>21,444</u>		<u>16,060</u>	
NET CURRENT ASSETS					
			49,770		81,015
TOTAL ASSETS LESS CURRENT LIABILITIES					
			<u>933,670</u>		<u>1,014,571</u>
CAPITAL ACCOUNT					
Endowment funds	5		464,627		485,548
Restricted funds	11		8,703		22,476
Unrestricted funds			<u>460,340</u>		<u>506,547</u>
			<u>933,670</u>		<u>1,014,571</u>

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2023 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The financial statements were approved by the Board of Directors on 1st December 2023 and signed on their behalf by:

D J Damant

D Damant (Chair)

The notes on pages 10 to 14 form part of these accounts

Statement of Financial Activities for the year to 31st March 2023

	Note	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2023 £	Total 2022 £
Incoming resources						
Incoming resources from generated funds						
Grant Income		100	10,009		10,109	39,156
Donations		8,134			8,134	8,763
Income from Charitable Activities	3	228,814			228,814	162,523
Investment income		7,916		20,409	28,325	18,819
Other income		1,389			1,389	1,546
TOTAL INCOMING RESOURCES		246,352	10,009	20,409	276,770	230,808
Resources expended						
Costs of Generating Funds						
Investment management costs		1,239		4,428	5,667	6,091
Charitable activities	3	294,974	23,782		318,756	251,416
Governance costs		600			600	550
TOTAL RESOURCES EXPENDED		296,813	23,782	4,428	325,023	258,057
Net (outgoing)/incoming resources		(50,461)	(13,773)	15,981	(48,253)	(27,249)
Transfers between funds		20,409		(20,409)	0	0
NET (OUTGOING) RESOURCES		(30,052)	(13,773)	(4,428)	(48,253)	(27,249)
Realised gains/(losses)		(1,289)		5,240	3,951	(10,147)
Unrealised gains/(losses)		(14,866)		(21,733)	(36,599)	24,206
NET MOVEMENT IN FUNDS		(46,207)	(13,773)	(20,921)	(80,901)	(13,190)
FUND BALANCES BROUGHT FORWARD AT 1st APRIL 2022		506,547	22,476	485,548	1,014,571	1,027,761
FUND BALANCES CARRIED FORWARD AT 31st MARCH 2023		460,340	8,703	464,627	933,670	1,014,571

Notes to the accounts

1. ACCOUNTING POLICIES

1.1 Basis of Preparation of accounts

The accounts are prepared under the historical cost convention with the exception of investments which have been valued at market value and include the results of the company's operations which are described in the Directors' report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice for charity accounts.

The company has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cashflow statement on the grounds that it qualifies as a small company.

1.2 Tangible fixed assets for the use by the company and depreciation

Tangible fixed assets for use by the company are stated at cost less depreciation.

Capitalisation threshold is £500.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold buildings	50 years straight line basis
Furnishings and equipments	10 years straight line basis

1.3 Income

Voluntary income, donations and letting income are accounted for on a receivable basis.

1.4 Value added tax

The Charity was registered for value added tax on 1st November 2009 and accounts for the tax on a quarterly basis.

1.5 Going Concern

The Trustees are of the understanding that there are no material uncertainties about the charities ability to continue as a going concern.

1.6 Donated Goods or Services

Donated services and facilities are included in the SOFA when received at the value of the gift to the charity provided the value of the gift can be measured reliably.

Donated services and facilities that are consumed immediately are recognised as income with an equivalent amount recognised as an expense under the appropriate heading in the SOFA.

1.7 Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

1.8 Valuation of Investments

Fixed asset investments in quoted shares, traded bonds and similar investments are valued at initially at cost and subsequently at fair value (their market value) at the year end. The same treatment is applied to unlisted investments unless fair value cannot be measured reliably in which case it is measured at cost less impairment.

Investments held for resale or pending their sale and cash and cash equivalents with a maturity date of less than 1 year are treated as current asset investments.

Notes to the accounts (ctd)

1.9 Investment gains and losses

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

2. RELATED PARTY TRANSACTIONS

Under section 96(5) of the Charities Act 1993, the James Clarke and Sarah Foley Trust for the Elderly, though dormant, exists as a registered charity but will be treated as forming part of the company for the purposes of Part 8 (accounting) of the Charities Act 2011.

No director received any remuneration or expenses as they act on a voluntary basis.

3. CHARITABLE RESOURCES

Incoming Resources

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	
	£			£
Room Hire	78,417	-	78,417	50,946
Café	104,844	-	104,844	79,244
Functions	8,408	-	8,408	4,110
Clubs and classes	17,946	-	17,946	14,596
Other income	19,198	-	19,198	13,627
	<u>228,814</u>	<u>-</u>	<u>228,814</u>	<u>162,523</u>

Resources Expended

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	
	£			£
Café	41,567		41,567	25,159
Clubs and classes	9,792	1,464	11,256	6,853
Staff costs	172,415		172,415	161,927
Building overheads	45,056	22,319	67,375	46,403
Administrative expenses	26,143		26,143	11,074
	<u>294,974</u>	<u>23,782</u>	<u>318,756</u>	<u>251,416</u>

Notes to the accounts (ctd)

4. TANGIBLE FIXED ASSETS

	Property	Furnishings and equipment	Total
	£	£	£
Cost			
At 1st April 2022	429,460	63,394	492,854
Additions	-	1,560	1,560
At 31st March 2023	429,460	64,954	494,414
Depreciation			
At 1st April 2022	233,190	59,569	292,759
Charge for the year	8,279	1,431	9,710
At 31st March 2023	241,469	61,000	302,469
Net Book Value at 31st March 2023	187,991	3,954	191,945
Net Book Value at 1st April 2022	196,270	3,825	200,095

Included in the cost of the freehold property is land costing £15,574 which has not been depreciated.

Capital Commitments

There were no Capital Commitments as at 31st March 2023 (22: none)

5. ENDOWMENT FUND

	2023	2022
	£	£
Fund Balance at 1st April 2022	485,548	481,002
Purchases less sales in the year	(3,662)	(7,666)
Profit/(Loss) on changes of investments in the year	5,240	(12,167)
Change in uninvested cash	3,662	7,666
Unrealised gain/(loss) on investments	(21,733)	21,541
Portfolio Management Fees	(4,428)	(4,828)
Fund Balance at 31st March 2023	464,627	485,548

Notes to the accounts (ctd)

6. RESERVE FUND

	2023	2022
	£	£
Fund Balance at 1st April 2022	247,913	245,850
Purchases less sales in the year	(1,726)	(2,394)
Profit/(Loss) on changes of investments in the year	(1,290)	2,020
Change in uninvested cash	1,138	(228)
Unrealised gain/(loss) on investments	(18,708)	2,665
Fund Balance at 31st March 2023	<u>227,327</u>	<u>247,913</u>

7. STAFF COSTS

	2023	2022
	£	£
Salaries and wages	165,706	156,171
Employer NI	4,513	3,816
Employer Pension	2,196	1,940
	<u>172,415</u>	<u>161,927</u>

Average number of staff paid in the year 20 (2022: 20)
Highest paid employee received salary and benefits below £30,000.

8. DEBTORS

	2023	2022
	£	£
Letting Debtors	12,847	9,496
Prepayments	3,260	2,826
Taxation and social security	-	2,311
	<u>16,107</u>	<u>14,633</u>

9. CASH AT BANK AND IN HAND

	2023	2022
	£	£
Cash at bank	45,306	79,608
Cash in hand	3,089	371
Stockbrokers	4,201	1,298
	<u>52,596</u>	<u>81,277</u>

Notes to the accounts (ctd)

10. CREDITORS

	2023	2022
	£	£
Trade creditors	827	3,337
Accruals and deferred income	11,893	9,694
Taxation and social security	7,105	2,358
Sundry creditors	1,619	671
	<u>21,444</u>	<u>16,060</u>

11. RESTRICTED FUNDS

Restricted Funds are made up of two elements.

1. grants received by the Charity where the amount can only be used for a designated purpose.
2. amounts raised by fundraising where it is solely for a particular project.

Fund	1 st April 2022	Received in the year	Spent in the Year	31 st March 2023
	£	£	£	£
Garden	10,725	-	(4,338)	6,387
Defibrillator	211	-	(211)	-
Co-op for Technology	2,316	-	-	2,316
Keep me Moving	1,464	-	(1,464)	-
AV Project	3,505	9,509	(13,014)	-
Cockery Fund	255	-	(255)	-
BMDC Heating Survey	4,000	-	(4,000)	-
BMDC Jubilee	-	500	(500)	-
	<u>22,476</u>	<u>10,009</u>	<u>(23,782)</u>	<u>8,703</u>

12. INDEPENDENT EXAMINERS FEES

	2023	2022
	£	£
Independent Examiners Fee	<u>600</u>	<u>550</u>

13. POST BALANCE SHEET EVENTS

There are no post Balance Sheet events to report.

