

## **West Yorkshire Manufacturing Services Limited**

### **Strategic Report for the Year Ended 31 March 2023**

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2023, in compliance with s 414C of the Companies Act 2006

#### **Fair Review of the Business**

In accordance with its objectives formulated in the previous year, in the year ended 31 March 2023, the Trustees appointed a Chief Executive, a Finance and Operations Manager and a Marketing Manager and cemented the relationship between the Charity and Calderdale College with the grant of a 6-year lease on commercial terms. Throughout the year, Charity's workshops, capital equipment and facilities were consistently used for the training of apprentices involved in manufacturing and industry in accordance with the primary charitable objective.

The Trustees declared intention to commercially exploit the remaining resources of the Charity to generate income to contribute towards the supplement the rental income receivable from Calderdale College have been only partially successful as competition for the provision of generic training courses such as First Aid and Health and Safety is fierce, and demand is erratic. By contrast third party demand for the commercial hire of the remaining space and facilities has been and remains high but will not of itself generate sufficient income to ensure that financial goals are met.

The Charity's plans to generate additional income through the provision of a pre-apprenticeship work familiarisation course and the direct delivery of specialist courses in the familiarisation with and use of digital and specialist engineering equipment require further development and will be the focus of the Charity's activities in the coming year.

Administratively, at the AGM held on 5 July 2022, permission from the Charity's Commission having been secured, the members unanimously approved the change of the name of the Charity to West Yorkshire Manufacturing Services. Constitutional decisions were also taken to close down and strike off the Charity's dormant wholly owned subsidiary and to phase out the concept of general membership, to increase the size and diversity of the Board and to streamline macro management by limiting membership of the Charity to the Trustees for the time being only.

The Trustees recognise that the Charity's close relationship with both Calderdale College, other similar organisations and the local manufacturing and engineering industry at large, present a great opportunity for WYMS to become a significant partner and influencer and take a leading role in local, regional and national initiatives which will help to restore its reputation.

REGISTERED COMPANY NUMBER: 01219838 (England and Wales)  
REGISTERED CHARITY NUMBER: 507573

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31st March 2023  
for  
WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Contents of the Financial Statements  
for the Year Ended 31st March 2023**

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**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objectives of the charity are defined in its Memorandum of Association and may be summarised as follows:-

- to provide facilities for and undertake and assist in the provision of industrial and commercial training;
- to generally supervise and further the industrial, commercial and general education of modern apprenticeship trainees and persons seeking re-training and upskilling;
- to organise, co-ordinate and further all training of the above industrial and commercial sectors within member and other companies and other organisations for all levels of employees;
- to provide equip and carry on training centres, workshops, libraries, lecture rooms or other facilities for training and education;
- to provide advice and technical assistance for businesses and organisations in the carrying out by them of the training of their own employees;
- to work in conjunction with government bodies, technical colleges and other educational or public authorities in the provision of industrial and commercial training or education;
- where possible to provide assistance by obtaining grants or otherwise and redistribution to individuals employed or intending to be employed in industry and commerce to enable them to acquire training or education;

**Public benefit**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

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**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

In accordance with its objectives formulated in the previous year, in the year ended 31 March 2023, the Trustees appointed a Chief Executive, a Finance and Operations Manager and a Marketing Manager and cemented the relationship between the Charity and Calderdale College with the grant of a 6-year lease on commercial terms.

Throughout the year, Charity's workshops, capital equipment and facilities were consistently used for the training of apprentices involved in manufacturing and industry in accordance with the primary charitable objective.

The Trustees declared intention to commercially exploit the remaining resources of the Charity to generate income to contribute towards the supplement the rental income receivable from Calderdale College have been only partially successful as competition for the provision of generic training courses such as First Aid and Health and Safety is fierce, and demand is erratic. By contrast third party demand for the commercial hire of the remaining space and facilities has been and remains high but will not of itself generate sufficient income to ensure that financial goals are met.

The Charity's plans to generate additional income through the provision of a pre-apprenticeship work familiarisation course and the direct delivery of specialist courses in the familiarisation with and use of digital and specialist engineering equipment require further development and will be the focus of the Charity's activities in the coming year.

Administratively, at the AGM held on 5 July 2022, permission from the Charity's Commission having been secured, the members unanimously approved the change of the name of the Charity to West Yorkshire Manufacturing Services. Constitutional decisions were also taken to close down and strike off the Charity's dormant wholly owned subsidiary and to phase out the concept of general membership, to increase the size and diversity of the Board and to streamline macro management by limiting membership of the Charity to the Trustees for the time being only.

The Trustees recognise that the Charity's close relationship with both Calderdale College, other similar organisations and the local manufacturing and engineering industry at large, present a great opportunity for WYMS to become a significant partner and influencer and take a leading role in local, regional and national initiatives which will help to restore its reputation.

**FINANCIAL REVIEW**

**Financial review**

The charity is reporting income for the year of £402,991, which has increased significantly from the income level of £143,488 for the prior year.

The charity is reporting expenditure against this income of £489,049 (2022: £388,645), leading to a deficit for the year of £86,058.

The charity has funds brought forward of £2,769,058, which are reduced by this loss for the year to £2,683,000 at 31 March 2023.

**Investment policy and objectives**

The charity's investment policy is currently to retain excess funds in its Santander savings account. The trustees are in the process of reviewing the investment policy for 2023/24.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

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**FINANCIAL REVIEW**

**Reserves policy**

WYMS has a diminishing cash flow position as it re-establishes itself as a going concern, therefore it is important to retain a level of reserves to safeguard the organisation against unforeseen costs or circumstances.

The principles of the proposed reserves policy are:

- The retention of not less than six months' operating costs (based on total overheads) plus any statutory redundancy costs
- The retention of a sum to safeguard against any unforeseen costs relating to the premises infrastructure, including emergency repair and replacement of integral systems

Based on the 2023/24 budget approved by the Board, total annual operating costs are forecast at circa £600,000. Therefore at least £300,000 should be retained within the reserves to wind down the organisation should it ever be required. There is no provision for redundancy costs during 2023/24 as no employees have statutory redundancy rights due to length of service.

In addition, it is recommended that a further £50,000 - £100,000 is held in reserves, to safeguard against any unforeseen premises' costs such as an act of god, or any other such large-scale unplanned infrastructure costs or repairs.

The Executive has recommended that the reserves policy outlined above should be approved and a sum of £350,000 should be held in reserves for 2023/24.

At 31 March 2023 the Charity's reserves were £2,683,000 which equated to 'free' reserves, excluding fixed assets of £1,191,521.

The policy regarding reserves will be reviewed annually in March to ensure that the reserves are appropriate to meet the needs of the business.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

West Yorkshire Manufacturing Services Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 28 April 1975 and amended to allow for current governance arrangements on 29 April 2003. It is registered as a charity with the Charity Commission. In the main the company's membership is individuals representing member companies, with exceptions at the discretion of the Executive Board.

In the event of the company winding up, each member agrees to contribute an amount not exceeding £10 towards the payment of debts and liabilities.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

01219838 (England and Wales)

**Registered Charity number**

507573

WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)

Report of the Trustees  
for the Year Ended 31st March 2023

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**Registered office**

Kirkdale House  
Armytage Road  
Brighouse  
West Yorkshire  
HD6 1QF

**Trustees**

S C Bonfield (appointed 5/7/22)  
D Brennan (resigned 18/8/22)  
A M Denford  
A M Holt (appointed 5/7/22)  
L Mowbray (appointed 24/10/22) (resigned 23/1/23)  
G J Short  
H L Thornber  
J Wright

**Company Secretary**

S C Bonfield

**Independent Examiner**

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

**Solicitors**

Chadwick Lawrence LLP  
The Fire Station  
Dean Clough Mills  
Halifax  
West Yorkshire  
HX3 5AX

**Bankers**

Lloyds Bank  
Commercial Street  
Halifax  
HX1 1BB

Santander  
2 Triton Square  
Regent's Place  
London  
NW1 3AN

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Key Management Personnel**

Chief Executive Officer	- Jill Wheeler (From May 2022 to August 2022)
	- Mark Lewis (From September 2022)
Centre Manager	- Jacqueline Loftus (From July 2022)
Finance Manager	- Ann Dean (From October 2022)

**CHANGE OF NAME**

The charitable company passed a special resolution on 20th July 2022 changing its name from Kirkdale Industrial Training Services Limited to West Yorkshire Manufacturing Services Limited.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of West Yorkshire Manufacturing Services Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements 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 that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on <sup>02/08/2023</sup>..... and signed on its behalf by:



.....  
A M Denford - Trustee

**Independent Examiner's Report to the Trustees of  
West Yorkshire Manufacturing Services  
Limited (Registered number: 01219838)**

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**Independent examiner's report to the trustees of West Yorkshire Manufacturing Services Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

**Responsibilities and basis of report**

As the charity's trustees of the 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 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

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.

V J Atkinson FCA

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

*Riley & Co Limited*

Date: 3 August 2023

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31st March 2023**

	Notes	31/3/23 Unrestricted fund £	31/3/22 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	2	22,560	5,039
<b>Charitable activities</b>			
General charitable activities	4	364,030	131,475
Investment income	3	16,401	3,774
Other income		-	3,200
<b>Total</b>		<u>402,991</u>	<u>143,488</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
General charitable activities	5	489,049	388,645
<b>NET INCOME/(EXPENDITURE)</b>		(86,058)	(245,157)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		2,769,058	3,014,215
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>2,683,000</u></u>	<u><u>2,769,058</u></u>

The notes form part of these financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Balance Sheet  
31st March 2023**

	Notes	31/3/23 Unrestricted fund £	31/3/22 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	11	1,491,478	1,534,798
Investments	12	1	1
		<u>1,491,479</u>	<u>1,534,799</u>
<b>CURRENT ASSETS</b>			
Debtors	13	49,698	6,745
Cash at bank and in hand		1,227,431	1,287,448
		<u>1,277,129</u>	<u>1,294,193</u>
<b>CREDITORS</b>			
Amounts falling due within one year	14	(83,608)	(55,934)
<b>NET CURRENT ASSETS</b>			
		<u>1,193,521</u>	<u>1,238,259</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		2,685,000	2,773,058
<b>CREDITORS</b>			
Amounts falling due after more than one year	15	(2,000)	(4,000)
<b>NET ASSETS</b>			
		<u>2,683,000</u>	<u>2,769,058</u>
<b>FUNDS</b>			
Unrestricted funds	17	2,683,000	2,769,058
<b>TOTAL FUNDS</b>			
		<u>2,683,000</u>	<u>2,769,058</u>

The charitable 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 trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements


WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)

Balance Sheet - continued  
31st March 2023

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 02/08/2023 ..... and were signed on its behalf by:



.....  
A M Denford - Trustee

The notes form part of these financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements  
for the Year Ended 31st March 2023**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Plant and machinery	- Straight line over 8 years and Straight line over 4 years
Fixtures and fittings	- Straight line over 3 years
Computer equipment	- Straight line over 3 years

**Related party exemption**

The charitable company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of any restricted fund is included in the notes to the financial statements.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**1. ACCOUNTING POLICIES - continued**

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. DONATIONS AND LEGACIES**

	31/3/23	31/3/22
	£	£
Donation from subsidiary	12,880	-
Grants	9,680	5,039
	<u>22,560</u>	<u>5,039</u>

Grants received, included in the above, are as follows:

	31/3/23	31/3/22
	£	£
Calderdale Business Trust	2,000	2,008
Coronavirus Job Retention Scheme	-	3,031
Leeds City Council - Digital Enterprise	7,680	-
	<u>9,680</u>	<u>5,039</u>

**3. INVESTMENT INCOME**

	31/3/23	31/3/22
	£	£
Deposit account interest	16,401	3,774
	<u>16,401</u>	<u>3,774</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**4. INCOME FROM CHARITABLE ACTIVITIES**

		31/3/23	31/3/22
	Activity	£	£
Room hire income	General charitable activities	14,020	-
Catering income	General charitable activities	10,205	-
Course income	General charitable activities	77,580	22,119
Tenancy/licence income	General charitable activities	258,265	109,356
Membership fees income	General charitable activities	3,960	-
		<u>364,030</u>	<u>131,475</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6)	Support costs	Totals
	£	£	£
General charitable activities	<u>467,783</u>	<u>21,266</u>	<u>489,049</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31/3/23	31/3/22
	£	£
Staff costs	171,016	85,772
Rates and water	15,326	13,651
Insurance	15,212	8,401
Light and heat	20,643	20,279
Telephone	9,442	9,742
Postage and stationery	4,243	4,065
Advertising and marketing	4,523	12,645
Sundries	1,537	1,239
Repairs and maintenance	14,068	52,574
Cleaning and waste disposal	4,535	-
Computer repairs and maintenance	10,807	8,617
Motor and travel expenses	164	646
Staff welfare	-	2,251
Staff recruitment costs	5,047	-
Training activities costs	57,102	21,579
Consultancy staff fees	9,800	30,789
Irrecoverable VAT	22,445	-
Bank charges	69	-
Credit card charges	72	-
Depreciation	101,732	108,367
Interest payable and similar charges	-	584
	<u>467,783</u>	<u>381,201</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31/3/23	31/3/22
	£	£
Auditors' remuneration for non audit work	-	199
Depreciation - owned assets	101,732	110,965
	<u>101,732</u>	<u>110,965</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**9. STAFF COSTS**

	31/3/23	31/3/22
	£	£
Wages and salaries	139,104	76,399
Social security costs	10,531	3,135
Other pension costs	21,381	6,238
	<u>171,016</u>	<u>85,772</u>

The average monthly number of employees during the year was as follows:

	31/3/23	31/3/22
Administration and management	<u>4</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Included within gross pay and pension costs above are termination payments totalling £9,019 (2022 : £856).

The key management have been identified as the senior management team, comprising the Chief Executive Officer, Centre Manager and Finance Manager, the total emoluments of those key management personnel for the year were £137,005 (2022: £83,616).

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

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**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	5,039
<b>Charitable activities</b>	
General charitable activities	131,475
Investment income	3,774
Other income	3,200
<b>Total</b>	<u>143,488</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
General charitable activities	<u>388,645</u>
<b>NET INCOME/(EXPENDITURE)</b>	(245,157)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	3,014,215
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>2,769,058</u></u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**11. TANGIBLE FIXED ASSETS**

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1st April 2022	2,303,937	798,179	575,390	-	3,677,506
Additions	-	-	55,177	3,235	58,412
At 31st March 2023	<u>2,303,937</u>	<u>798,179</u>	<u>630,567</u>	<u>3,235</u>	<u>3,735,918</u>
<b>DEPRECIATION</b>					
At 1st April 2022	948,049	701,284	493,375	-	2,142,708
Charge for year	44,235	39,696	16,992	809	101,732
At 31st March 2023	<u>992,284</u>	<u>740,980</u>	<u>510,367</u>	<u>809</u>	<u>2,244,440</u>
<b>NET BOOK VALUE</b>					
At 31st March 2023	<u>1,311,653</u>	<u>57,199</u>	<u>120,200</u>	<u>2,426</u>	<u>1,491,478</u>
At 31st March 2022	<u>1,355,888</u>	<u>96,895</u>	<u>82,015</u>	<u>-</u>	<u>1,534,798</u>

The Charity property had previously been used for training directly given by the Charity. The property is now being let to a third party training provider. As the Charity is a public benefit entity, the Trustees have taken the decisions to account for the property under FRS102 s16.3a.

**12. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1st April 2022 and 31st March 2023	<u>1</u>
<b>NET BOOK VALUE</b>	
At 31st March 2023	<u>1</u>
At 31st March 2022	<u>1</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**12. FIXED ASSET INVESTMENTS - continued**

**Kirkdale Business Services Limited**

Registered office: Inside the UK

Nature of business: Conference facilities business

Class of share:	%
Ordinary	holding 100

	31/3/23	31/3/22
	£	£
Aggregate capital and reserves	1	4,145
Profit for the year	-	2,610
	<u>          </u>	<u>          </u>

The directors of Kirkdale Business Services Ltd have applied to Companies House as at 23 February 2023 to strike the company off the register.

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/23	31/3/22
	£	£
Trade debtors	26,969	(17,190)
Amounts owed by group undertakings	-	708
VAT	248	-
Prepayments and accrued income	19,626	23,227
Accrued income	2,855	-
	<u>          </u>	<u>          </u>
	<u>49,698</u>	<u>6,745</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/23	31/3/22
	£	£
Trade creditors	20,770	16,041
Social security and other taxes	-	1,045
VAT	-	13,355
Accruals	10,525	22,493
Deferred income	52,313	3,000
	<u>          </u>	<u>          </u>
	<u>83,608</u>	<u>55,934</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	31/3/23	31/3/22
	£	£
Deferred income	2,000	4,000
	<u>2,000</u>	<u>4,000</u>

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31/3/23	31/3/22
	£	£
Within one year	2,778	3,586
Between one and five years	-	2,778
	<u>2,778</u>	<u>6,364</u>

**17. MOVEMENT IN FUNDS**

	At 1/4/22	Net movement in funds	At 31/3/23
	£	£	£
<b>Unrestricted funds</b>			
General unrestricted funds	2,769,058	(86,058)	2,683,000
	<u>2,769,058</u>	<u>(86,058)</u>	<u>2,683,000</u>
<b>TOTAL FUNDS</b>	<u>2,769,058</u>	<u>(86,058)</u>	<u>2,683,000</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General unrestricted funds	402,991	(489,049)	(86,058)
	<u>402,991</u>	<u>(489,049)</u>	<u>(86,058)</u>
<b>TOTAL FUNDS</b>	<u>402,991</u>	<u>(489,049)</u>	<u>(86,058)</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**17. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
<b>Unrestricted funds</b>			
General unrestricted funds	3,014,215	(245,157)	2,769,058
<b>TOTAL FUNDS</b>	<u>3,014,215</u>	<u>(245,157)</u>	<u>2,769,058</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General unrestricted funds	143,488	(388,645)	(245,157)
<b>TOTAL FUNDS</b>	<u>143,488</u>	<u>(388,645)</u>	<u>(245,157)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/21 £	Net movement in funds £	At 31/3/23 £
<b>Unrestricted funds</b>			
General unrestricted funds	3,014,215	(331,215)	2,683,000
<b>TOTAL FUNDS</b>	<u>3,014,215</u>	<u>(331,215)</u>	<u>2,683,000</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General unrestricted funds	546,479	(877,694)	(331,215)
<b>TOTAL FUNDS</b>	<u>546,479</u>	<u>(877,694)</u>	<u>(331,215)</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

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**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2023.

**19. ULTIMATE CONTROLLING PARTY**

The charity is under the control of the board of trustees.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Detailed Statement of Financial Activities  
for the Year Ended 31st March 2023**

	31/3/23 £	31/3/22 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donation from subsidiary	12,880	-
Grants	9,680	5,039
	<u>22,560</u>	<u>5,039</u>
<b>Investment income</b>		
Deposit account interest	16,401	3,774
<b>Charitable activities</b>		
Room hire income	14,020	-
Catering income	10,205	-
Course income	77,580	22,119
Tenancy/licence income	258,265	109,356
Membership fees income	3,960	-
	<u>364,030</u>	<u>131,475</u>
<b>Other income</b>		
Other income	-	3,200
	<u>402,991</u>	<u>143,488</u>
<b>Total incoming resources</b>		
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	139,104	76,399
Social security	10,531	3,135
Pensions	21,381	6,238
Rates and water	15,326	13,651
Insurance	15,212	8,401
Light and heat	20,643	20,279
Telephone	9,442	9,742
Postage and stationery	4,243	4,065
Advertising and marketing	4,523	12,645
Sundries	1,537	1,239
Repairs and maintenance	14,068	52,574
Cleaning and waste disposal	4,535	-
Computer repairs and maintenance	10,807	8,617
Motor and travel expenses	164	646
Carried forward	271,516	217,631

This page does not form part of the statutory financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Detailed Statement of Financial Activities  
for the Year Ended 31st March 2023**

	31/3/23 £	31/3/22 £
<b>Charitable activities</b>		
Brought forward	271,516	217,631
Staff welfare	-	2,251
Staff recruitment costs	5,047	-
Training activities costs	57,102	21,579
Consultancy staff fees	9,800	30,789
Irrecoverable VAT	22,445	-
Bank charges	69	-
Credit card charges	72	-
Freehold property	44,235	41,638
Plant and machinery	39,696	34,075
Fixtures and fittings	16,992	32,654
Computer equipment	809	-
Interest on VAT	-	584
	<u>467,783</u>	<u>381,201</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Auditors' remuneration for non audit work	-	199
Professional services - Legal	6,531	3,245
Accountancy fees	8,206	4,000
Accountancy fees - Payroll	299	-
Accountancy fees - Software	198	-
Professional services - HR	1,110	-
Professional services - Data protection	35	-
Professional services - VAT	4,887	-
	<u>21,266</u>	<u>7,444</u>
Total resources expended	<u>489,049</u>	<u>388,645</u>
<b>Net expenditure</b>	<u>(86,058)</u>	<u>(245,157)</u>

This page does not form part of the statutory financial statements

REGISTERED COMPANY NUMBER: 01219838 (England and Wales)  
REGISTERED CHARITY NUMBER: 507573

**Report of the Trustees and  
Unaudited Financial Statements  
for the Year Ended 31st March 2023  
for  
WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED  
(A COMPANY LIMITED BY GUARANTEE)**

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Contents of the Financial Statements  
for the Year Ended 31st March 2023**

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**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objectives of the charity are defined in its Memorandum of Association and may be summarised as follows:-

- to provide facilities for and undertake and assist in the provision of industrial and commercial training;
- to generally supervise and further the industrial, commercial and general education of modern apprenticeship trainees and persons seeking re-training and upskilling;
- to organise, co-ordinate and further all training of the above industrial and commercial sectors within member and other companies and other organisations for all levels of employees;
- to provide equip and carry on training centres, workshops, libraries, lecture rooms or other facilities for training and education;
- to provide advice and technical assistance for businesses and organisations in the carrying out by them of the training of their own employees;
- to work in conjunction with government bodies, technical colleges and other educational or public authorities in the provision of industrial and commercial training or education;
- where possible to provide assistance by obtaining grants or otherwise and redistribution to individuals employed or intending to be employed in industry and commerce to enable them to acquire training or education;

**Public benefit**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

---

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

In accordance with its objectives formulated in the previous year, in the year ended 31 March 2023, the Trustees appointed a Chief Executive, a Finance and Operations Manager and a Marketing Manager and cemented the relationship between the Charity and Calderdale College with the grant of a 6-year lease on commercial terms.

Throughout the year, Charity's workshops, capital equipment and facilities were consistently used for the training of apprentices involved in manufacturing and industry in accordance with the primary charitable objective.

The Trustees declared intention to commercially exploit the remaining resources of the Charity to generate income to contribute towards the supplement the rental income receivable from Calderdale College have been only partially successful as competition for the provision of generic training courses such as First Aid and Health and Safety is fierce, and demand is erratic. By contrast third party demand for the commercial hire of the remaining space and facilities has been and remains high but will not of itself generate sufficient income to ensure that financial goals are met.

The Charity's plans to generate additional income through the provision of a pre-apprenticeship work familiarisation course and the direct delivery of specialist courses in the familiarisation with and use of digital and specialist engineering equipment require further development and will be the focus of the Charity's activities in the coming year.

Administratively, at the AGM held on 5 July 2022, permission from the Charity's Commission having been secured, the members unanimously approved the change of the name of the Charity to West Yorkshire Manufacturing Services. Constitutional decisions were also taken to close down and strike off the Charity's dormant wholly owned subsidiary and to phase out the concept of general membership, to increase the size and diversity of the Board and to streamline macro management by limiting membership of the Charity to the Trustees for the time being only.

The Trustees recognise that the Charity's close relationship with both Calderdale College, other similar organisations and the local manufacturing and engineering industry at large, present a great opportunity for WYMS to become a significant partner and influencer and take a leading role in local, regional and national initiatives which will help to restore its reputation.

**FINANCIAL REVIEW**

**Financial review**

The charity is reporting income for the year of £402,991, which has increased significantly from the income level of £143,488 for the prior year.

The charity is reporting expenditure against this income of £489,049 (2022: £388,645), leading to a deficit for the year of £86,058.

The charity has funds brought forward of £2,769,058, which are reduced by this loss for the year to £2,683,000 at 31 March 2023.

**Investment policy and objectives**

The charity's investment policy is currently to retain excess funds in its Santander savings account. The trustees are in the process of reviewing the investment policy for 2023/24.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

---

**FINANCIAL REVIEW**

**Reserves policy**

WYMS has a diminishing cash flow position as it re-establishes itself as a going concern, therefore it is important to retain a level of reserves to safeguard the organisation against unforeseen costs or circumstances.

The principles of the proposed reserves policy are:

- The retention of not less than six months' operating costs (based on total overheads) plus any statutory redundancy costs
- The retention of a sum to safeguard against any unforeseen costs relating to the premises infrastructure, including emergency repair and replacement of integral systems

Based on the 2023/24 budget approved by the Board, total annual operating costs are forecast at circa £600,000. Therefore at least £300,000 should be retained within the reserves to wind down the organisation should it ever be required. There is no provision for redundancy costs during 2023/24 as no employees have statutory redundancy rights due to length of service.

In addition, it is recommended that a further £50,000 - £100,000 is held in reserves, to safeguard against any unforeseen premises' costs such as an act of god, or any other such large-scale unplanned infrastructure costs or repairs.

The Executive has recommended that the reserves policy outlined above should be approved and a sum of £350,000 should be held in reserves for 2023/24.

At 31 March 2023 the Charity's reserves were £2,683,000 which equated to 'free' reserves, excluding fixed assets of £1,191,521.

The policy regarding reserves will be reviewed annually in March to ensure that the reserves are appropriate to meet the needs of the business.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

West Yorkshire Manufacturing Services Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 28 April 1975 and amended to allow for current governance arrangements on 29 April 2003. It is registered as a charity with the Charity Commission. In the main the company's membership is individuals representing member companies, with exceptions at the discretion of the Executive Board.

In the event of the company winding up, each member agrees to contribute an amount not exceeding £10 towards the payment of debts and liabilities.

**Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

01219838 (England and Wales)

**Registered Charity number**

507573

WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)

Report of the Trustees  
for the Year Ended 31st March 2023

---

**Registered office**

Kirkdale House  
Armytage Road  
Brighouse  
West Yorkshire  
HD6 1QF

**Trustees**

S C Bonfield (appointed 5/7/22)  
D Brennan (resigned 18/8/22)  
A M Denford  
A M Holt (appointed 5/7/22)  
L Mowbray (appointed 24/10/22) (resigned 23/1/23)  
G J Short  
H L Thornber  
J Wright

**Company Secretary**

S C Bonfield

**Independent Examiner**

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

**Solicitors**

Chadwick Lawrence LLP  
The Fire Station  
Dean Clough Mills  
Halifax  
West Yorkshire  
HX3 5AX

**Bankers**

Lloyds Bank  
Commercial Street  
Halifax  
HX1 1BB

Santander  
2 Triton Square  
Regent's Place  
London  
NW1 3AN

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Report of the Trustees  
for the Year Ended 31st March 2023**

---

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Key Management Personnel**

Chief Executive Officer	- Jill Wheeler (From May 2022 to August 2022)
	- Mark Lewis (From September 2022)
Centre Manager	- Jacqueline Loftus (From July 2022)
Finance Manager	- Ann Dean (From October 2022)

**CHANGE OF NAME**

The charitable company passed a special resolution on 20th July 2022 changing its name from Kirkdale Industrial Training Services Limited to West Yorkshire Manufacturing Services Limited.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of West Yorkshire Manufacturing Services Limited for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements 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 that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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 statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the board of trustees on <sup>02/08/2023</sup>..... and signed on its behalf by:



.....  
A M Denford - Trustee

**Independent Examiner's Report to the Trustees of  
West Yorkshire Manufacturing Services  
Limited (Registered number: 01219838)**

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**Independent examiner's report to the trustees of West Yorkshire Manufacturing Services Limited ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023.

**Responsibilities and basis of report**

As the charity's trustees of the 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 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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, 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:

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.

V J Atkinson FCA

Riley & Co Limited  
Chartered Accountants  
52 St Johns Lane  
Halifax  
West Yorkshire  
HX1 2BW

*Riley & Co Limited*

Date: 3 August 2023

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31st March 2023**

	Notes	31/3/23 Unrestricted fund £	31/3/22 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	2	22,560	5,039
<b>Charitable activities</b>			
General charitable activities	4	364,030	131,475
Investment income	3	16,401	3,774
Other income		-	3,200
<b>Total</b>		<u>402,991</u>	<u>143,488</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
General charitable activities	5	489,049	388,645
<b>NET INCOME/(EXPENDITURE)</b>		(86,058)	(245,157)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		2,769,058	3,014,215
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>2,683,000</u></u>	<u><u>2,769,058</u></u>

The notes form part of these financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)**

**Balance Sheet  
31st March 2023**

	Notes	31/3/23 Unrestricted fund £	31/3/22 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	11	1,491,478	1,534,798
Investments	12	1	1
		<u>1,491,479</u>	<u>1,534,799</u>
<b>CURRENT ASSETS</b>			
Debtors	13	49,698	6,745
Cash at bank and in hand		1,227,431	1,287,448
		<u>1,277,129</u>	<u>1,294,193</u>
<b>CREDITORS</b>			
Amounts falling due within one year	14	(83,608)	(55,934)
<b>NET CURRENT ASSETS</b>			
		<u>1,193,521</u>	<u>1,238,259</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
		2,685,000	2,773,058
<b>CREDITORS</b>			
Amounts falling due after more than one year	15	(2,000)	(4,000)
<b>NET ASSETS</b>			
		<u>2,683,000</u>	<u>2,769,058</u>
<b>FUNDS</b>			
Unrestricted funds	17	2,683,000	2,769,058
<b>TOTAL FUNDS</b>			
		<u>2,683,000</u>	<u>2,769,058</u>

The charitable 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 trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED (REGISTERED NUMBER: 01219838)

Balance Sheet - continued  
31st March 2023

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 02/08/2023 ..... and were signed on its behalf by:



.....  
A M Denford - Trustee

The notes form part of these financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements  
for the Year Ended 31st March 2023**

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**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- Straight line over 50 years
Plant and machinery	- Straight line over 8 years and Straight line over 4 years
Fixtures and fittings	- Straight line over 3 years
Computer equipment	- Straight line over 3 years

**Related party exemption**

The charitable company has taken advantage of exemption, under the terms of Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', not to disclose related party transactions with wholly owned subsidiaries within the group.

**Taxation**

The charity is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of any restricted fund is included in the notes to the financial statements.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**1. ACCOUNTING POLICIES - continued**

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. DONATIONS AND LEGACIES**

	31/3/23	31/3/22
	£	£
Donation from subsidiary	12,880	-
Grants	9,680	5,039
	<u>22,560</u>	<u>5,039</u>

Grants received, included in the above, are as follows:

	31/3/23	31/3/22
	£	£
Calderdale Business Trust	2,000	2,008
Coronavirus Job Retention Scheme	-	3,031
Leeds City Council - Digital Enterprise	7,680	-
	<u>9,680</u>	<u>5,039</u>

**3. INVESTMENT INCOME**

	31/3/23	31/3/22
	£	£
Deposit account interest	16,401	3,774
	<u>16,401</u>	<u>3,774</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**4. INCOME FROM CHARITABLE ACTIVITIES**

		31/3/23	31/3/22
	Activity	£	£
Room hire income	General charitable activities	14,020	-
Catering income	General charitable activities	10,205	-
Course income	General charitable activities	77,580	22,119
Tenancy/licence income	General charitable activities	258,265	109,356
Membership fees income	General charitable activities	3,960	-
		<u>364,030</u>	<u>131,475</u>

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs (see note 6)	Support costs	Totals
	£	£	£
General charitable activities	<u>467,783</u>	<u>21,266</u>	<u>489,049</u>

**6. DIRECT COSTS OF CHARITABLE ACTIVITIES**

	31/3/23	31/3/22
	£	£
Staff costs	171,016	85,772
Rates and water	15,326	13,651
Insurance	15,212	8,401
Light and heat	20,643	20,279
Telephone	9,442	9,742
Postage and stationery	4,243	4,065
Advertising and marketing	4,523	12,645
Sundries	1,537	1,239
Repairs and maintenance	14,068	52,574
Cleaning and waste disposal	4,535	-
Computer repairs and maintenance	10,807	8,617
Motor and travel expenses	164	646
Staff welfare	-	2,251
Staff recruitment costs	5,047	-
Training activities costs	57,102	21,579
Consultancy staff fees	9,800	30,789
Irrecoverable VAT	22,445	-
Bank charges	69	-
Credit card charges	72	-
Depreciation	101,732	108,367
Interest payable and similar charges	-	584
	<u>467,783</u>	<u>381,201</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**7. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	31/3/23	31/3/22
	£	£
Auditors' remuneration for non audit work	-	199
Depreciation - owned assets	101,732	110,965
	<u>101,732</u>	<u>110,965</u>

**8. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2023 nor for the year ended 31st March 2022.

**9. STAFF COSTS**

	31/3/23	31/3/22
	£	£
Wages and salaries	139,104	76,399
Social security costs	10,531	3,135
Other pension costs	21,381	6,238
	<u>171,016</u>	<u>85,772</u>

The average monthly number of employees during the year was as follows:

	31/3/23	31/3/22
Administration and management	4	2
	<u>4</u>	<u>2</u>

No employees received emoluments in excess of £60,000.

Included within gross pay and pension costs above are termination payments totalling £9,019 (2022 : £856).

The key management have been identified as the senior management team, comprising the Chief Executive Officer, Centre Manager and Finance Manager, the total emoluments of those key management personnel for the year were £137,005 (2022: £83,616).

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

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**10. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund £
<b>INCOME AND ENDOWMENTS FROM</b>	
Donations and legacies	5,039
<b>Charitable activities</b>	
General charitable activities	131,475
Investment income	3,774
Other income	3,200
<b>Total</b>	<u>143,488</u>
<b>EXPENDITURE ON</b>	
<b>Charitable activities</b>	
General charitable activities	<u>388,645</u>
<b>NET INCOME/(EXPENDITURE)</b>	(245,157)
<b>RECONCILIATION OF FUNDS</b>	
Total funds brought forward	3,014,215
<b>TOTAL FUNDS CARRIED FORWARD</b>	<u><u>2,769,058</u></u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**11. TANGIBLE FIXED ASSETS**

	Freehold property £	Plant and machinery £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>					
At 1st April 2022	2,303,937	798,179	575,390	-	3,677,506
Additions	-	-	55,177	3,235	58,412
At 31st March 2023	<u>2,303,937</u>	<u>798,179</u>	<u>630,567</u>	<u>3,235</u>	<u>3,735,918</u>
<b>DEPRECIATION</b>					
At 1st April 2022	948,049	701,284	493,375	-	2,142,708
Charge for year	44,235	39,696	16,992	809	101,732
At 31st March 2023	<u>992,284</u>	<u>740,980</u>	<u>510,367</u>	<u>809</u>	<u>2,244,440</u>
<b>NET BOOK VALUE</b>					
At 31st March 2023	<u>1,311,653</u>	<u>57,199</u>	<u>120,200</u>	<u>2,426</u>	<u>1,491,478</u>
At 31st March 2022	<u>1,355,888</u>	<u>96,895</u>	<u>82,015</u>	<u>-</u>	<u>1,534,798</u>

The Charity property had previously been used for training directly given by the Charity. The property is now being let to a third party training provider. As the Charity is a public benefit entity, the Trustees have taken the decisions to account for the property under FRS102 s16.3a.

**12. FIXED ASSET INVESTMENTS**

	Shares in group undertakings £
<b>MARKET VALUE</b>	
At 1st April 2022 and 31st March 2023	<u>1</u>
<b>NET BOOK VALUE</b>	
At 31st March 2023	<u>1</u>
At 31st March 2022	<u>1</u>

There were no investment assets outside the UK.

The company's investments at the balance sheet date in the share capital of companies include the following:

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**12. FIXED ASSET INVESTMENTS - continued**

**Kirkdale Business Services Limited**

Registered office: Inside the UK

Nature of business: Conference facilities business

Class of share:	%
Ordinary	holding 100

	31/3/23	31/3/22
	£	£
Aggregate capital and reserves	1	4,145
Profit for the year	-	2,610
	<u>          </u>	<u>          </u>

The directors of Kirkdale Business Services Ltd have applied to Companies House as at 23 February 2023 to strike the company off the register.

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/23	31/3/22
	£	£
Trade debtors	26,969	(17,190)
Amounts owed by group undertakings	-	708
VAT	248	-
Prepayments and accrued income	19,626	23,227
Accrued income	2,855	-
	<u>          </u>	<u>          </u>
	<u>49,698</u>	<u>6,745</u>

**14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31/3/23	31/3/22
	£	£
Trade creditors	20,770	16,041
Social security and other taxes	-	1,045
VAT	-	13,355
Accruals	10,525	22,493
Deferred income	52,313	3,000
	<u>          </u>	<u>          </u>
	<u>83,608</u>	<u>55,934</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR**

	31/3/23	31/3/22
	£	£
Deferred income	2,000	4,000
	<u>2,000</u>	<u>4,000</u>

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31/3/23	31/3/22
	£	£
Within one year	2,778	3,586
Between one and five years	-	2,778
	<u>2,778</u>	<u>6,364</u>

**17. MOVEMENT IN FUNDS**

	At 1/4/22	Net movement in funds	At 31/3/23
	£	£	£
<b>Unrestricted funds</b>			
General unrestricted funds	2,769,058	(86,058)	2,683,000
	<u>2,769,058</u>	<u>(86,058)</u>	<u>2,683,000</u>
<b>TOTAL FUNDS</b>	<u>2,769,058</u>	<u>(86,058)</u>	<u>2,683,000</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General unrestricted funds	402,991	(489,049)	(86,058)
	<u>402,991</u>	<u>(489,049)</u>	<u>(86,058)</u>
<b>TOTAL FUNDS</b>	<u>402,991</u>	<u>(489,049)</u>	<u>(86,058)</u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

**17. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1/4/21 £	Net movement in funds £	At 31/3/22 £
<b>Unrestricted funds</b>			
General unrestricted funds	3,014,215	(245,157)	2,769,058
	<u>3,014,215</u>	<u>(245,157)</u>	<u>2,769,058</u>
<b>TOTAL FUNDS</b>	<u><u>3,014,215</u></u>	<u><u>(245,157)</u></u>	<u><u>2,769,058</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General unrestricted funds	143,488	(388,645)	(245,157)
	<u>143,488</u>	<u>(388,645)</u>	<u>(245,157)</u>
<b>TOTAL FUNDS</b>	<u><u>143,488</u></u>	<u><u>(388,645)</u></u>	<u><u>(245,157)</u></u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/21 £	Net movement in funds £	At 31/3/23 £
<b>Unrestricted funds</b>			
General unrestricted funds	3,014,215	(331,215)	2,683,000
	<u>3,014,215</u>	<u>(331,215)</u>	<u>2,683,000</u>
<b>TOTAL FUNDS</b>	<u><u>3,014,215</u></u>	<u><u>(331,215)</u></u>	<u><u>2,683,000</u></u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General unrestricted funds	546,479	(877,694)	(331,215)
	<u>546,479</u>	<u>(877,694)</u>	<u>(331,215)</u>
<b>TOTAL FUNDS</b>	<u><u>546,479</u></u>	<u><u>(877,694)</u></u>	<u><u>(331,215)</u></u>

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Notes to the Financial Statements - continued  
for the Year Ended 31st March 2023**

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**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2023.

**19. ULTIMATE CONTROLLING PARTY**

The charity is under the control of the board of trustees.

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Detailed Statement of Financial Activities  
for the Year Ended 31st March 2023**

	31/3/23 £	31/3/22 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donation from subsidiary	12,880	-
Grants	9,680	5,039
	<u>22,560</u>	<u>5,039</u>
<b>Investment income</b>		
Deposit account interest	16,401	3,774
<b>Charitable activities</b>		
Room hire income	14,020	-
Catering income	10,205	-
Course income	77,580	22,119
Tenancy/licence income	258,265	109,356
Membership fees income	3,960	-
	<u>364,030</u>	<u>131,475</u>
<b>Other income</b>		
Other income	-	3,200
	<u>402,991</u>	<u>143,488</u>
<b>Total incoming resources</b>		
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	139,104	76,399
Social security	10,531	3,135
Pensions	21,381	6,238
Rates and water	15,326	13,651
Insurance	15,212	8,401
Light and heat	20,643	20,279
Telephone	9,442	9,742
Postage and stationery	4,243	4,065
Advertising and marketing	4,523	12,645
Sundries	1,537	1,239
Repairs and maintenance	14,068	52,574
Cleaning and waste disposal	4,535	-
Computer repairs and maintenance	10,807	8,617
Motor and travel expenses	164	646
Carried forward	271,516	217,631

This page does not form part of the statutory financial statements

**WEST YORKSHIRE MANUFACTURING SERVICES  
LIMITED**

**Detailed Statement of Financial Activities  
for the Year Ended 31st March 2023**

	31/3/23 £	31/3/22 £
<b>Charitable activities</b>		
Brought forward	271,516	217,631
Staff welfare	-	2,251
Staff recruitment costs	5,047	-
Training activities costs	57,102	21,579
Consultancy staff fees	9,800	30,789
Irrecoverable VAT	22,445	-
Bank charges	69	-
Credit card charges	72	-
Freehold property	44,235	41,638
Plant and machinery	39,696	34,075
Fixtures and fittings	16,992	32,654
Computer equipment	809	-
Interest on VAT	-	584
	<u>467,783</u>	<u>381,201</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Auditors' remuneration for non audit work	-	199
Professional services - Legal	6,531	3,245
Accountancy fees	8,206	4,000
Accountancy fees - Payroll	299	-
Accountancy fees - Software	198	-
Professional services - HR	1,110	-
Professional services - Data protection	35	-
Professional services - VAT	4,887	-
	<u>21,266</u>	<u>7,444</u>
Total resources expended	<u>489,049</u>	<u>388,645</u>
<b>Net expenditure</b>	<u>(86,058)</u>	<u>(245,157)</u>

This page does not form part of the statutory financial statements