



# Holywood Family Trust

(A company limited by guarantee)

**Charity Accounts  
and  
Financial Statements**  
for the year ended 31 August 2023

Company Registration Number NI50431  
Registered Charity Number NIC103344 (Northern Ireland)

**Hollywood Family Trust**

(A company limited by guarantee)

**Charity Accounts and Financial Statements for the year ended 31 August 2023**

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Community & Family Centre  
108-112 High Street,  
Hollywood,  
Co Down  
BT18 9HW

**LEGAL AND ADMINISTRATIVE INFORMATION**

<b>CHARITY NAME</b>	Hollywood Family Trust (HFT)
<b>REGISTERED CHARITY NUMBER</b>	NIC103344
<b>COMPANY REGISTRATION NUMBER</b>	NI50431
<b>TRUSTEES/DIRECTORS</b>	C McWhirter (Chairperson) Resigned 30.9.23 I Wilson (Director and Chairperson from 1.10.23) M Watson (Treasurer) E Smyrl (Deputy Chairperson) R McCullough (Director)
<b>COMPANY SECRETARY</b>	S Moore
<b>SENIOR MANAGEMENT TEAM</b>	N Dornan A Fitzsimmons
<b>REGISTERED OFFICE &amp; BUSINESS ADDRESS</b>	108-112 High Street Holywood County Down BT18 9HW
<b>AUDITOR</b>	Elaine Mulholland Johnston Graham Ltd 216 Hollywood Road Belfast BT4 1PD
<b>BANKERS</b>	Danske Bank Donegall Square West Belfast Co. Antrim BT1 6JS

**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 AUGUST 2023**  
**(including income and expenditure account)**

	Note	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £	Total 2022 £
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income	2	10,398	37,896	48,294	94,817
Activities for generating funds					
Investment income	4	747		747	63
Incoming resources from charitable activities	5	<u>104,720</u>	<u>438,294</u>	<u>543,014</u>	<u>482,733</u>
Total incoming resources		<u>115,865</u>	<u>476,190</u>	<u>592,055</u>	<u>577,613</u>
<b>Resources used</b>					
Charitable activities	7	73,079	439,737	512,816	561,627
Governance costs	7	500	1,000	1,500	1,980
Total resources used		<u>73,579</u>	<u>440,737</u>	<u>514,316</u>	<u>563,607</u>
<b>Net (loss)/income for the year</b>		<u><b>42,286</b></u>	<u><b>35,453</b></u>	<u><b>77,739</b></u>	<u><b>14,006</b></u>
Transfers					
Gross transfers between funds – in					16,691
Gross transfers between funds – out					<u>(16,691)</u>
Net movement in funds		<u>42,286</u>	<u>35,453</u>	<u>77,739</u>	14,006
Total fund balances brought forward		<u>252,963</u>	<u>114,181</u>	<u>367,144</u>	<u>353,138</u>
<b>Total fund balances carried forward</b>		<u><b>£295,249</b></u>	<u><b>£149,634</b></u>	<u><b>£444,883</b></u>	<u><b>£367,144</b></u>

There were no other gains or losses recognised during the year so that a separate statement of total recognised gains and losses is not required.

There is no difference between the net income for the year stated above and its historical cost equivalent.

**BALANCE SHEET AS AT 31 AUGUST 2023**

	<b>Note</b>	<b>2023</b> £	<b>2023</b> £	<b>2022</b> £	<b>2022</b> £
<b>CURRENT ASSETS</b>					
Debtors	9	<b>3,789</b>		17,851	
Cash at bank and on hand		<b><u>447,526</u></b>		<u>356,589</u>	
		<b>451,315</b>		374,440	
<b>CREDITORS</b> – amounts falling due within one year	10	<b><u>6,432</u></b>		<u>7,296</u>	
<b>NET CURRENT ASSETS</b>			<b><u>444,883</u></b>		<u>367,144</u>
<b>NET ASSETS</b>			<b><u>£444,883</u></b>		<b><u>£367,144</u></b>
<b>REPRESENTED BY</b>					
Restricted funds	11	<b>149,634</b>		114,181	
Unrestricted funds					
General		<b>221,370</b>		218,579	
Designated		<b>73,879</b>		<u>34,384</u>	
Total unrestricted funds	11		<b><u>295,249</u></b>		<u>252,963</u>
			<b><u>£444,883</u></b>		<b><u>£367,144</u></b>

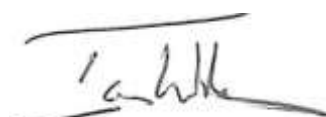
**Year ended 31 August 2023**

	2023 £	2022 £
<b>Cash flows from operating activities</b>		
Net (expenditure)/income	77,739	14,006
<i>Adjustments for:</i>		
Depreciation		
Interest payable and similar charges		
<i>Changes in:</i>		
Trade and other debtors	14,062	18,814
Trade and other creditors	<u>(864)</u>	<u>812</u>
Cash generated from operations	<b><u>90,937</u></b>	<u>33,632</u>
Interest paid	-	--
Net cash used in operating activities	<u><b>90,937</b></u>	<u>33,632</u>
<b>Cash flows from investing activities</b>		
Purchase of tangible assets		
Net cash used in investing activities		
<b>Net increase /(decrease) in cash and cash equivalents</b>	<b>90,937</b>	33,632
<b>Cash and cash equivalents at beginning of year</b>	<b><u>356,589</u></b>	<u>322,957</u>
<b>Cash and cash equivalents at end of year</b>	<b><u>447,526</u></b>	<u>356,589</u>

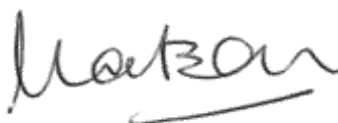
The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

The financial statements were approved by the board of Trustees on 25<sup>th</sup> June 2024 and were signed on their behalf by:



MR IAIN WILSON  
Director



MR M WATSON  
Director

## NOTES ON THE FINANCIAL STATEMENTS - 31 AUGUST 2023

### 1. Accounting policies

The Charity's principal accounting policies are stated below.

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the financial statements.

#### **Basis of preparation of accounts**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities: Statement of recommended practice", applicable to charities preparing in accordance with the Financial Reporting Standard, applicable to UK and ROI, effective from January, 2015 (FRS102), and the Companies Act 2006. The Charity has taken advantage of the exemption in FRS1 'Cash flow statements' from the requirement to produce a cash flow statement because it is a small company.

#### **Fund accounting**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the charitable objectives of the Charity. Designated funds are unrestricted funds earmarked by the Trustees for particular purposes. Restricted income funds are funds subject to specific restrictions imposed by donors or by the purpose of the appeal. The receipt and use of restricted funds are set out in the financial statements.

#### **Incoming resources**

All income (including grants) is accounted for as soon as the Charity has entitlement to the income, there is certainty of receipt and the amount is quantifiable.

The value of donated services cannot be quantified and is not included in the financial statements. Many individuals routinely give of their time and talents that cannot be recorded in these financial statements.

#### **Resources used**

All expenditure is accounted for on an accruals basis and includes any VAT that cannot be fully recovered.

Governance costs include the direct clearly identifiable costs of governance arrangements that relate to the general running of the Charity. These activities provide the governance infrastructure that allows the Charity to operate and to generate the information required for public accountability.

Indirect governance costs, such as staff costs and office supplies, have not been separately identified and accounted for since the cost and time of doing so is not considered sufficiently beneficial to a reader of these financial statements.

#### **Fixed assets**

Assets with a cost in excess of £2,000 intended to be of ongoing use to the Charity in carrying out its activities are capitalised as fixed assets.

Depreciation is charged on tangible fixed assets at 25% of cost per annum, so as to write them off over their expected useful lives.

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

<b>2a Voluntary income</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Donations (see Note 2b)	2,565	(925)
Grants (see Note 3)	<u>45,729</u>	<u>95,742</u>
	<b><u>£48,294</u></b>	<b><u>£94,817</u></b>

**2b Donations**

Donations totalling £2565 were received.

<b>3 Grants received</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bright Start	5,833	6,926
Ards & North Down Borough Council	6,594	8,572
Education Authority SE Region	26,218	59,263
St Anne's Cathedral (Dean's Appeal)		750
Basque Youth Exchange (Erasmus)		4,302
Public Health Agency (Clear Project)		3,420
HSCB Small Grant	2,000	2,500
Other miscellaneous grants		
HMRC Coronavirus Job Retention Scheme		48
Early Years Childcare Recovery Scheme (CV-19)		4,473
Police Property Fund	1,364	5,488
Department for Communities	3,290	
Habinteg	430	
	<b><u>£45,729</u></b>	<b><u>£95,742</u></b>

<b>4. Investment income</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Interest receivable	<b><u>£747</u></b>	<b><u>£63</u></b>

<b>5. Incoming resources from charitable activities</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Fees receivable – Childcare	85,254	58,241
Fees receivable – Counselling	5,695	
Income from government bodies (see Note 6)	438,152	394,898
Income from services and training	11,000	11,927
Rental income	600	808
Participant contributions (youth trips & residential)	898	16,859
Other miscellaneous income	<u>1415</u>	<u>-</u>
	<b><u>£543,014</u></b>	<b><u>£482,733</u></b>

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

<b>6. Income from government bodies</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Department for Communities	58,175	62,806
Education Authority	175,321	210,487
Department of Health	124,635	62,317
Public Health Agency	<u>80,021</u>	<u>59,288</u>
	<b><u>£438,152</u></b>	<b><u>£394,898</u></b>

The Department for Communities (DfC) part-funded the posts of CEO, Operations Support Manager and Finance Officer.

The Public Health Agency (PHA) and Department of Health (DoH) provided funding in connection with counselling services undertaken during the year.

The Education Authority (EA) provided funding to support youth work services during the year.

<b>7. Resources used</b>	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>Funds</b>	<b>Funds</b>	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<i>Charitable activities</i>				
(a) Staff, contract staff and recruitment costs	51,346	329,656	381,002	377,347
(b) Programme costs	9,348	41,031	50,379	84,519
(c) Premises, insurance and utility costs	8,808	58,288	67,096	48,906
(d) Equipment & ICT Systems	3,013	6,974	9,987	48,723
(e) Post, stationery and office costs	3	2,031	2,034	1,969
(f) Miscellaneous costs	<u>561</u>	<u>1,757</u>	<u>2,318</u>	<u>163</u>
	73,079	439,737	512,816	<u>561,627</u>
<i>Governance costs</i>				
(g) Audit	500	1,000	1,500	1,500
(h) Accountancy and independent examination				480
(i) Legal services	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
		-		1,980
	<b><u>£73,579</u></b>	<b><u>£440,737</u></b>	<b><u>£514,316</u></b>	<b><u>£563,607</u></b>

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

**8. Staff costs**

	<b>2023</b>	<b>2022</b>
	£	£
Employment costs of all employees were as follows:		
Gross salaries and wages	355,867	326,206
Social security costs	16,221	18,975
Pension contributions	8,914	9,686
Total staff costs	<b><u>£381,002</u></b>	<b><u>£354,867</u></b>

No employee earned £60,000 p.a. or more.

The average number of paid staff (excluding self-employed contractors) during the year was 26 (previous year 24).

No trustee received any remuneration or expenses for services as a trustee.

**9. Debtors**

	<b>2023</b>	<b>2022</b>
	£	£
Trade debtors	877	1,343
Prepayments	2,000	6,000
Accrued income	<u>912</u>	<u>10,508</u>
	<b><u>£3,789</u></b>	<b><u>£17,851</u></b>

Trade debtors are due within one year.

**10. Creditors – amounts falling due within one year**

	<b>2023</b>	<b>2022</b>
	£	£
Creditors	30	160
Accruals	1,500	1,500
Taxation and social security	<u>4,902</u>	<u>5,636</u>
	<b><u>£6,432</u></b>	<b><u>£7,296</u></b>

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

**11. Movements of funds**

Analysis of **restricted** fund movements:

<b>Fund name</b>	<b>Balance at 31-8-2022 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>Balance at 31-8-2023 £</b>
AND – Community Development Grant	-	1,597	1,597		--
AND–PCSP-Policing & Community Safety Partnership	-	4,996	4,996	-	-
Police Property Fund	1,322	1,364	2,686	-	-
DoH – Counselling services	38,377	124,635	84,655	-	78,357
PHA – Counselling services	2,697	80,020	75,821	-	6,896
DfC – Core Staff	4,679	61,465	59,616	-	6,528
EA – Area funding	9,236	113,400	112,099	-	10,537
EA – Summer Boost	867	-	867	-	-
EA – Small Grant Programme	356		356	-	-
EA – Start/Engage	50,418	68,138	76,736	-	41,820
EA – TPP – Capacity Building		5,000	4,858	-	142
EA – TBUC	6,230	15,000	15,876	-	5,354
Habinteg TBUC		430	430	-	-
YXC-BL-Erasmus Youth Exchange Berlin		141	141	-	-
<b>Total restricted funds</b>	<b><u>£114,182</u></b>	<b><u>£476,186</u></b>	<b><u>£440,734</u></b>	<b>£-</b>	<b><u>£149,634</u></b>

- a) AND is Ards & North Down Borough Council
- b) EA is Education Authority (Youth Programmes)
- c) PHA is Public Health Agency
- d) DfC is Department for Communities
- e) DoH is Department of Health

A separate restricted fund is established for each funding programme. Each fund supports the charitable activities of the Charity.

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

Analysis of **unrestricted** fund movements

<b>Fund name</b>	<b>Balance at 31-8-2022 £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Transfers £</b>	<b>Balance at 31-8-2023 £</b>
Designated funds:					
Community Counselling	4,115	7,355	(3,438)	-	14,908
Families in Need	2,450	900	635	-	2,715
RLPTG – Redburn Loughview Parent and Toddler Group		380	357	-	23
After School Club	11,825	93,086	68,949	-	35,962
Young People Leading Change	5,533	10,930	5,501	-	10,962
Youth Activities	<u>10,461</u>	<u>376</u>	<u>1,528</u>	-	<u>9,309</u>
Total designated funds	34,384	113,027	73,532		73,879
General fund	<u>218,579</u>	<u>2,837</u>	<u>46</u>	-	<u>221,370</u>
Total unrestricted funds	<b><u>£252,963</u></b>	<b><u>£115,864</u></b>	<b><u>£73,578</u></b>		<b><u>£295,249</u></b>

Resources from the designated funds may be transferred to the general fund at any time.

**12. Assets and liabilities held in each fund**

	<b>General fund £</b>	<b>Designated funds £</b>	<b>Restricted funds £</b>	<b>Total funds £</b>
Current assets less liabilities	<b><u>221,370</u></b>	<b><u>73,879</u></b>	<b><u>149,634</u></b>	<b><u>444,883</u></b>

**13. Financial commitments**

The Charity has the following annual financial commitments under operating leases:

	<b>2023 £</b>	<b>2022 £</b>
Expiring in 1 year	<u>24,000</u>	<u>33,500</u>
	<b><u>£24,000</u></b>	<b><u>£33,500</u></b>

The previous lease with Holywood CFC expired in September 2020 the parties renewed the agreement on a year-to-year basis. There is also a memorandum of understanding with Holywood CFC that agrees the year's heat and light, telephone and other sundry expenses.

**NOTES ON THE FINANCIAL STATEMENTS (CONTINUED) - 31 AUGUST 2023**

**14. Related party transactions**

The Charity was originally founded in 2004 by members of Hollywood Christian Fellowship Church ('HCFC') and currently leases HCFC's premises. The Trustees do not consider HCFC to be a related party as each has its own separate Trustees, management and administration organisation. The Trustees consider the disclosure of transactions with HCFC to be appropriate given the origin of the founding members.

<b>Name</b>	<b>Nature of entity</b>	<b>Principal activity</b>
Hollywood Christian Fellowship Church	Trust	Church

The following is a summary of the payments to HCFC during the year:

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Resources expended</b>		
Rent and room hire	24,000	33,500
Electric and gas	8,990	4,633
Water charges	1,007	884

**15. Pension contributions**

HFT continues to make pension contributions to a defined contribution scheme for certain employees and maintains an Auto Enrolment Pension Scheme for all eligible Staff.

**16. Contingent liabilities**

There is a contingent liability to repay certain grants received if the grant aiding authority decides that a project subject to the grant aid was not properly performed in accordance with the grant application.

**17. Taxation**

The Charity is accepted as a charity by HM Revenue & Customs. Consequently, no provision is considered necessary for taxation.

**18. Share capital**

The Charity does not have a share capital and is limited by guarantee.