

Company registration number: 08111343
Charity registration number: 1148348

The Broomhall Centre

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 March 2024

The Broomhall Centre

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The Broomhall Centre

Legal and administrative information For the year ended 31 March 2024

Registered Charity Number

1148348

Registered Company Number

08111343

Directors (Trustees)

Dr Jillian Creasy	Chair	
Peter Sacker	Secretary	
Margaret Phipps	Treasurer	
Dr Maggie Wykes		
Myrtle Hamilton		
Professor Ian Cooke		Resigned 25/07/2023
Duncan Lennox		
Andrew Woodhead		Resigned 13/03/2024
Imran Ahmed		
Amanda Hamilton		
Sausan Sawaf		Appointed 10/05/2022, Resigned 25/07/2023
Tesfa Teferi		Appointed 14/12/2023

Registered Office

The Broomhall Centre
Broomspring Lane
Sheffield
S10 2FD

Accountants

Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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) issued in October 2019.

Structure, governance and management

The charity is operated under the rules of its memorandum and articles of association, which were adopted 19 June 2012 and updated on 7 July 2012 and revised again on 7th November 2017. The company is limited by guarantee and therefore has no share capital.

The full Board of Trustees and the Funding & Finance Group (FFG) met monthly throughout the year. We held an AGM in October 2023. Fifty-four people including Board Members, partner organisations, user groups, staff, volunteers and local people attended. Our Christmas outing in December was a chance to thank Board members, volunteers and staff and for fruitful networking.

In January 2024 we began a process of refreshing our structures, embarking on a series of "special" board meetings to discuss how all Board Members – not just the officers - might take a more proactive role. From summer 2024 we will have fewer full Board meetings and more sub-groups overseeing the staff, building, IT and various projects.

Appointment of trustees

Overall management of the charity is the responsibility of the trustees who are appointed under the terms of the governing document. Potential Board members observe meetings prior to joining. New Board members receive a comprehensive induction pack and individual support as needed from existing Board members.

During this year, three Board members resigned – Prof Ian Cooke, Sausan Sawaf and Andrew Woodhead. We thank them for their contributions. Our new Board member, Tesfe Teferi, is the buildings manager at St Andrew's church and brings valuable insights and a link to a neighbouring facility. We want to appoint some new members and will identify specific skill sets and reach out to younger people. It is important that our Board is representative of local people and of frequent users of the Centre.

Objectives and activities

The objects of the Charity are:

- to promote the benefit of the inhabitants of Broomhall district in the city of Sheffield without distinction of sex or political, religious or other opinions by associating the local authorities, voluntary organisations and the inhabitants in a common effort to advance education.
- to provide facilities in the interest of social welfare, or recreation and leisure time occupation with the object of improving the conditions of life of the said inhabitants.
- to establish or secure the establishment of a Community Centre.

The Charity operates a community centre which is available to hire by groups and individuals. It also applies for grants and raises funds to run its own activities.

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The trustees confirm that they have referred to the Charity Commission's guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities.

The activities run by the Broomhall Centre itself are focussed on education and health promotion and reach dozens of young people and vulnerable women and men. The Centre's facilities are also used by others for a range of public and private activities, with hundreds of beneficiaries a year. Over the last year, all our activities and the number of bookings have increased: we are serving a greater number and wider range of people than in previous years.

The Centre is also a hub for cooperation between local agencies and for engaging people in existing and new projects. Including the Board members, we have a dozen volunteers involved in running the centre, and many more helping with activities, whether regular groups (e.g. Women's Health sessions, the Homework Club) or once off events. In this way, the Broomhall Centre contributes to a sense of community and cohesion within the diverse area of Broomhall.

Achievements during the year 2023 - 24

The building

The Broomhall Centre is far more than a building, but we see maintaining a secular space, accessible both physically and financially to local people and others from further afield as a key role. Renting out the building also provides us with our main income. As the Centre has become busier, keeping up with repairs, maintenance, improvements, cleaning and waste removal has become more onerous.

Sheffield City Council (SCC) owns the building and continues to maintain it. They do essential repairs and oversee our health and safety and fire compliance. Our Centre Manager maintains good communication with the community buildings team and individual maintenance officers. SCC is undertaking a city-wide review of community buildings and, until this is completed, will not commit to major improvements or a programme of redecoration. For the moment, we are relying on an existing management agreement. SCC have suggested using the Broomhall Centre as a case study and we hope that we can act as a positive example of how a charity can enhance the Council's work, making their investment in the building worthwhile. Despite the current policy vacuum, senior officers have worked with us to:

- Refurbish windows and install new secondary glazing. We successfully applied for a Community Infrastructure Levy (CIL) grant but it was not enough to cover the work. SCC took over the £24k project and made up the money. The windows have improved the external and internal appearance of the hall and it is better insulated for draughts and noise.
- Reimburse us to employ our existing, very reliable, cleaner for extra hours rather than relying on the council's mobile team. SCC will continue to provide cleaning and janitorial supplies.
- Redecorate some areas, including the stairway, which would have been difficult for us to do ourselves because it involved working at height.

Other improvements to the building during the year included:

- Redecorating and furnishing the classroom, which is now used for Citizen's Advice sessions (as well as being rented out to external groups). A Board member, Maggie Wykes and her partner, Jonathan Bairstow, did the bulk of the work including recovering the frieze and choosing chairs and rug.
- Painting the window-reveals which were not included in the refurbishment described above (thanks to another Board member, Imran Ahmed and our Centre Manager, Rafik Al-Sakkaf).

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- A new pool table supplied by the SCC-run youth club. This is too big to go in the cupboard but has a protective cover to keep it safe and usable as a table in the side-room (thanks to Rafik for planning and executing the work).

In terms of IT, we continue to update our equipment and software using various gifts and grants (Digital Access and Masons) and unrestricted funds:

- 10 new laptops (needed for the Homework Club)
- A new printer (to supplement the colour photocopier)
- Redesigned and de-bugged website (we employed former Centre manager Jack d'Aguiller to do this work)

Bookings

The lifeblood of the Broomhall Centre is booking it out to individuals and groups. Many of these events are open to the public and run by organisations who have become partners. As stated above, we run some activities ourselves, but by providing an affordable, accessible community space we enable others to add to a very full programme.

In summary, as of March 2024, we had **over 30 sessions of regular activities booked into the weekly calendar**. Some of these are only monthly but there were also other block bookings fitted around them, notably school holiday camps run by Link Learning. Between April 2023 and March 2024, we also accommodated **over 90 once-off events**. Even more impressive than the number of bookings is the **range of activities**, from private parties to religious celebrations and educational/political meetings. Bookings come from local individuals through to charities and businesses and those booking the Centre represent **at least twenty-five different ethnicities**. This is a conservative estimate as we don't insist on recording ethnicity at booking – and of course individual attendees will be even more diverse.

All this happens when the rentable space consists of just one medium size hall, two smaller rooms and a kitchen. We do not have a caretaker: users let themselves in and out with a fob, taking responsibility for removing waste, cleaning and locking up after themselves. Juggling so many bookings and keeping the Centre in good working order with such heavy usage is a huge job and our success is testament to our Centre Manager, Rafik Al Sakkaf and our cleaner, Patrick McLeod. It also reflects the willingness of user groups to care for Centre (leaving it as they found it) and to be tolerant of overlaps and occasional error/misuse.

Repeat (block) bookings

In addition to the weekly/monthly timetable as set out below, there are some frequent users who our manager fits in, sometimes by asking other regular groups to move or cancel their session. During 2023-24, these included:

- Link Learning ran "holiday camp" sessions (with activities and healthy food for school children) for 4 days a week over a couple of weeks in Easter, Summer and Christmas holidays
- Target Housing – runs at least monthly support sessions for homeless people and training for their staff

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Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

- Iraqi group – a religious/educational group who book a fortnight-long series of prayer meetings every year

Weekly bookings

Day	Morning	Afternoon	Evening
Monday	S6 Foodbank CAP session	Funding & Finance Group (occasional)	Hatha Yoga Friends of Broomhall (occasional)
Tuesday	Women's sewing/knitting	Slow cooker club	Girl's Youth Group (moved from Wed) Samba band Board (monthly)
Wednesday	Foodcycle lunch CAP session	Welcome space	Sahaja yoga meditation Samba band (second session started 2024)
Thursday	Employment advice Target Housing (monthly)	SCRAP (monthly)	Homework club Labour party Viva Voce choir
Friday	English conversation Zumba HERB	Sufi workshop	Universal youth club
Saturday	Habla Espanol		
Sunday	Hong Kong church	Crown for Life CGMI & SEROC churches	Broomhall film club Home grown Ceilidh

Once-off bookings

These include private parties, fundraisers, political, cultural, educational and physical activities. Those categories often overlap and there is a core of users who make serial or frequent bookings so counting is difficult, but the following gives a flavour of the number and range of events and the different ethnicities who use the Centre.

12 Iftah and Eid meals/parties including for Indonesian, Malaysian, Turkish, Eritrean, Asian, Libyan, and a human rights group

6 Christian celebrations (Easter, Christmas, New Year) including for African, Filipino, Indian, Caribbean groups

5 other religious/cultural celebrations including Onam, Diwali, lunar year (Taiwanese & Hong Kongers), Iraqi festival

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4 wedding and newborn celebrations (Yemeni, Syrian, Bangladeshi, Iraqi)

15 private parties, mostly birthdays (from children to 80th) and a couple for graduation

5 fundraisers including for the University RAG, Hunters Bar School, Moroccan earthquake, Gaza

17 community/cultural events including committee-style meetings for an ethnic minority group to muster support for themselves (we often do not charge for the initial meetings until they have found funding) and whole-day celebratory events such as fashion shows, food bazaars, carnivals. Bookings came from the following ethnicities: Kurdish, Kuwaitee (Bidoun stateless people), Ethiopian, Caribbean, Sudanese, Hong Kongers, Malaysian, Indonesian, Nigerian, White British church groups.

11 Conferences/educational events including launching reports and a book, film-showing/making and covering topics such as immigration, poverty, food, accessing higher education. The bookings were by the hospital trust, the university, employers, SMEs and assorted charities.

3 sport/dance activities (several bookings each): Sabre cats cheerleaders (a university society); Capoeira dance/martial arts (a start-up which sadly didn't become viable); Ceilidhs and dances often with workshops (Eurosession and the Scratch Ceilidh)

12 political events organised by a range of political parties and organisations. An Indonesian group ran a meeting in support of the elections back home and the Hong Kongers campaigned about their situation. There were also meetings organised by local city councillors and officers: the Friends of Broomhall group, the Local Area Committee's roadshow and the use of the hall as a polling station.

1 business start-up: a woman booked the kitchen to make (Nigerian style) ready-meals but the business didn't take off and she only came for a couple of sessions.

Long-term booking

We continue to rent the upstairs room (office) to Link Learning, a small business which delivers music and arts tutoring to schools. They run a regular Healthy Holidays programme and, in December 2022, when Emily Hearne left, we contracted with them to run the Homework Club.

Activities run by Broomhall Centre

Support@BroomhallCentre

Our biggest achievement during 2023-24 was setting up an advice service funded by Cadent Gas. Cadent calls its community partners "Centres for Warmth" and they are funded in turn by Ofgem setting aside money to support people having difficulty with their energy bills. Cadent has clear outcomes relating to advice given and a calculation of money saved/social good accruing but is otherwise very open in the way their projects are run. Following an approach from Cadent in January 2023, we began negotiations and by July we had signed a two-year contract with Cadent, sub-contracted with Citizens Advice Sheffield (CAS) to run two sessions a week and employed two support workers, Kate Hobbs and Abdi Ahmed to act as outreach workers. They facilitate the use of the Community Access Point (CAP), which allows people to meet a dedicated CAS worker via a zoom link.

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Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

Thanks to the generous funding and flexibility from Cadent, the experience and professionalism of CAS and the hard work, enthusiasm and local knowledge and contacts of our outreach workers, the project has been a huge success. We have met Cadent's targets. The headline statistics for the year ending July 2024 are as follows:

- Referrals for Citizen's Advice (298)
- Income and energy advice (468)
- Priority Service Register sign-ups (345)
- Carbon Monoxide alarms distributed (207)
- Slow cookers given out with advice on how to use (73)

Beyond these figures is the way in which the Support@BroomhallCentre project has enhanced and amplified the other activities run by ourselves and our partners, so that the Centre has become a place where people with financial, social and (mental) health needs can find help. There is constant cross-fertilisation between the various projects, for instance:

- Abdi links with the S6 Foodbank so their users can also get Citizen's Advice (and can refer our clients to them).
- Kate links with the Tuesday Women's Health (sewing and knitting) session which provides social support and, via the link with Shipshape's People Keeping Well worker, can signpost people for health advice.
- The Wednesday Foodcycle lunch club, followed by the Welcome Space (now run by Kate) attracts people with a range of needs and generates many referrals to the parallel CAP session.
- Abdi provides the Thursday employment advice session (still funded by Hanover Tenants and Residents Association) and there are frequent cross-referrals between that and Citizen's Advice.

Kate created a newsletter advertising activities at the Centre which we had delivered in the local area and is available for anyone using the Centre. This has led to people attending seemingly unrelated activities, for instance the church groups and yoga meditation, using or even volunteering at our "provided" services.

Other sessions run by the Broomhall Centre

As explained above, the Board raises funds and takes responsibility for providing some sessions of its own employing staff, some of them on a sessional basis and/or supervising volunteers.

- **Women's Health Sessions** – the Tuesday sewing and knitting group, the Friday English conversation club and women's Zumba. In the summer break there were well-attended outings to local parks and the Peak District. **Shipshape** continues to provide financial support and second a worker to do health checks and signposting. Tuesday is the busiest session (over 40 women of diverse ages and backgrounds on the register).
- **Welcome Space** – Wednesday afternoon session. Up to a dozen people stay on after the free lunch or drop in to play pool, watch TV, do games and crafts or just chat over a hot drink. It is part of Sheffield City Council's network of "warm spaces", but the social element means it is equally welcome in the summer.
- **Homework Club** – we continue to contract Link Learning to run the sessions and they have successfully navigated to a point where there is a core of secondary school children benefiting from serious help with homework and a larger group of primary school children doing more craft and creative activities. Attendance in the Spring term (up to March 2024) was in the high 30s.
- **HERB** – Helping Environment and Regeneration in Broomhall – continues to care for green spaces in the local area and to tend the garden round the Centre itself. The leaders, Polly Blacker and Tony Cornah, raise funds and supervise volunteers.

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- **Broomhall Film Nights** – after many technical hitches we now have a monthly film on a Sunday evening. Donations and profits from the café go to the Centre.

Sessions run by outside groups

- **Youth groups.** St Marks Church have transferred the Girls' Group to Unity Gym and it changed from Wednesday to Tuesday evenings, but the group leader, Sahra Ahmed and clientele – a small group of mostly young Somali women – are the same. Since November 2023, the City Council run a mixed youth group (boys and girls) on a Friday evening. There has been a high staff turnover and it has been harder to establish a relationship, though we are grateful for the new pool table they installed in the Centre!
- **Lunch club.** Foodcycle is a national charity running free lunch clubs. The Wednesday lunch club at the Broomhall Centre celebrated its first anniversary in September 2023. Attendance is high – usually over 30 people. We partner very closely particularly around the CAP session and Welcome Space on the same day. There is often spare food which may generate a new project to use/donate it to other Centre users.
- **Healthy holiday sessions.** These are run by Link Learning, who run our Homework club. They are always fully subscribed and offered 4 days a week of craft activities and a lunch.

We have looser relationships with many other users, for instance **Target Housing**, which runs drop-in sessions for homeless people and with open sessions such as Yoga, Samba, fund-raising Ceilidhs and political events. Our hope is that anyone booking or just coming to the Centre will see it not only as a hall but as a doorway to a range of opportunities for engagement. This is enabled by notice boards, leaflets and above all by the inclusive approach of our Centre Manager and availability of our Activities Facilitator and Board members to cement links.

In conclusion, the Broomhall Centre is once again a “community centre” in the wider sense. It has moved from being primarily a place to hire with some additional provided activities, to a place where people with many different needs can find help. This is a source of pride for Board members, staff, volunteers and users but it is challenging. We have had to adjust policies and practices and develop more robust means of communication within and beyond the organisation. The sheer busy-ness and wear and tear on the facilities means constant “housekeeping” in terms of relationships and practical issues. There is a risk that we don't make time to think strategically. It is good that, as we have moved into a new phase, the Board has set about re-organising itself and remains open to new ways of working and fresh ideas.

Paid workers and volunteers

This year has seen an increase in the number and hours of paid workers reflecting the increased complexity of our offer. We have given pay rises to all our paid staff and sessional workers are on at least minimum wage.

- Rafik Al Sakkaf remains as our **Centre Manager**, ably overseeing bookings and building maintenance and improvement. He has risen to the challenge of working in a more complex team, showing the new support workers the ropes and dealing with more people dropping in for advice and sign-posting.

The Broomhall Centre

Directors' report (incorporating the Trustees' annual report)

For the year ended 31 March 2024

- Kate Hobbs and Abdi Ahmed started as job-sharing **Outreach workers** for the Support@Broomhallcentre project. Abdi was already doing sessional employment advice (seconded from Hanover TARA) so hit the ground running in terms of his knowledge of the local area and the Broomhall Centre. He is widely known and trusted. Kate quickly took a lead on communications, linking with other projects in the Centre and creating a newsletter and using social media. We increased her hours to include some time as an **assistant to the Centre Manager**, tidying up after groups and responding to booking requests.
- Rosie Chitty, our **Activities Facilitator**, resigned (due to health issues) in February 2024 and we appointed Kate. She now oversees the Women's Health sessions and Welcome Space. The role overlaps with Kate's Outreach (support) work and she has done a lot of liaison with user groups. She oversees volunteers and is starting to take on fundraising and a stronger external and internal communication strategy. We also appointed a long-term volunteer, Maryam Shahpouri, as a **sessional worker for the Tuesday sewing session**. Rosie still comes as a volunteer.
- We pay a **sessional worker to run the Women's Zumba session**.
- Patrick McCleod is our **cleaner**. We have recently increased his hours to cover the three hours previously supplied by Sheffield City Council's (SCC) mobile team. He also does occasional overtime when user groups want to book a cleaner.
- We **contract with Link Learning to run the Homework Club**. They in turn employ sessional workers and oversee volunteers. Our contact is Sam Richardson.
- **Shipshape second a worker**, Nur Ali, to support the Women's Health and Welcome Spaces, funded by SCC via People Keeping Well and Warm Spaces respectively.

We have also had more volunteers than ever contributing to the work of the Broomhall Centre. There have been over 90 individuals in our own projects about 30 in partner projects (Foodcycle and S6 Foodbank). This is without counting the volunteers who contribute to occasional events like fundraisers and political/campaigning meetings booked at the Centre. Many volunteers have made the transition from service user to helper and for some it has been a way into paid work either at the Centre or elsewhere.

- **Board Members** (currently 9), as listed above, are volunteers and all contribute over and above the time spent in Board Meetings.
- Sam Finnegan is our **Finance & Admin volunteer**. She assists the treasurer with billing regular users and attends our monthly Finance and Funding Group.
- In the **Tuesday Women's Health session**, one volunteer, Maryam Sharpouri has been promoted to paid sessional work. Others volunteers include Rosie Chitty (previously the paid Activities Facilitator), Lois, Annette and Karen.
- Volunteers Jim Cowley and Vic Lyne continue to lead the **English Conversation group**, now assisted by Ikra.
- **Welcome Space** is led by the Activities Facilitator assisted by Pauline and Shaheen. Two volunteers, Erika and Kathy, contributed to a filming project ("Biofilms").
- During 2023-24, we partnered with **Sheffield Community Makers** who provided volunteers to assist at the Women's Health sessions and Welcome Space. They shared crafting skills but hopefully gained experience which furthered their confidence and careers. They included Kathy and Priya.
- **Homework Club** relies heavily on volunteers (10 – 12 each week) to assist and mentor children. Many of these are university students who provide an important role model for local children. Of particular note are Tom Dearney (long attendance), Corina Sandu (working with the most difficult children), Katie Burtenshaw (very reliable and wonderful with the children) and Lily Stott (a sixth former). One volunteer, Anais Tokley has moved into paid role.

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- The lead volunteers for **HERB** are Polly Blacker and Tony Cornah who organise a band of local residents and many university students for their weekly environmental work and special projects. Over the year, 61 different people contributed 675 hours of their time. Of particular note were Hanyue Lin, Yuhao Zhang and Shiyu Feng, who have gained 1sts in Accounting and Business from the University of Sheffield and now left. Another volunteer, Lila Peppiatt won a Sheffield Volunteering award.

Our partner **Foodcycle** (free Wednesday lunch) also relies on volunteers. The lead host is Mary Wilton and the lead cooks are Kate Connery and Millie Beck. They are assisted by a dozen volunteers who sign up to slots on a weekly basis. The **S6 Foodbank** also has about fifteen volunteers at each weekly session.

Funding and support

In very general terms, our rental income continues to cover the salaries of our Centre Manager and Cleaner and our utility bills. We are clear that activities – such as Support@BroomhallCentre advice sessions, Homework Club, Women's Health sessions and Welcome space, cannot happen without additional funding (and that funding should include rent for use of the Centre). We don't have enough income to subsidise them. We are therefore grateful for the following grants and donations:

- Individual donations, once off and regular giving
- S Yorkshire Community Fund (Mayoral Fund) for Welcome Space (carried over from 2022-23)
- Free Masons – for IT equipment for Homework Club (carried over from 2022-23)
- Magic Little Grants- for Welcome Space
- National Lottery (Awards for All) – for Women's Health
- University of Sheffield – for Homework Club
- Shipshape – for Women's Health
- Ward Pot – for HERB
- Community Infrastructure Levy - for double glazing
- St Mark's Church – for Women's Health
- Local Area Committee (LAC) grants (SCC) – for Welcome Space & Women's Health
- Cadent – for Support@BroomhallCentre

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Going Concern Review

This year has seen significantly increased centre usage. Both Broomhall Centre managed projects and independent bookings have been increasing. Centre managed projects are all fully funded and contribute appropriately to centre running costs (through rent). The centre is better off than we have been for many years both with restricted funds and general funds.

We have continued our modernisation, replacing windows and updating our website and increasing use of social media.

During 2023-24 financial year we entered into an initial two-year contract with Cadent to supply welfare advice. This is generating an additional £50k income each year and is attracting many people to the centre.

We can confidently say we are in a very good position to consider The Broomhall Centre is a going concern.

Reserves Policy

The trustees have made a commitment to maintain reserves equivalent to 6 months of expenditure and closure costs, from unrestricted funds, not committed or invested in tangible assets. This would be approximately £30,000. As of 31 March 2024 our free reserves (unrestricted current assets) were £62,519 (2023: £51,426).

Trustees' responsibilities in relation to the financial statements

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the financial statements, the trustees 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 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

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Directors' report (incorporating the Trustees' annual report) For the year ended 31 March 2024

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Small company provisions

This report has been prepared in accordance with the special provisions relating to small companies' subject to the small companies' regime within Part 15 of the Companies Act 2006.

Approved by the board on _____ and signed on its behalf by:

Dr Jillian Creasy
Board Chair

Independent Examiner’s report to the Trustees of The Broomhall Centre (“the Company”)

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

As the directors of the Company 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 company’s accounts as carried out under section 145 of the Charities Act 2011 (‘the 2011 Act’). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner’s statement

I 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 organisations 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.

Signed: _____
Susan Cochrane, FCA, DChA
Seven Hills Accountants Limited
57 Burton Street
Sheffield
S6 2HH

Date: _____

The Broomhall Centre

Statement of Financial Activities (incorporating an income and expenditure statement) for the year ended 31 March 2024

	Notes	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Income from:							
Grants and Donations	2	755	40,978	41,733	2,441	52,011	54,452
Charitable activities	3	46,174	51,888	98,062	44,229	-	44,229
Investments - bank interest		456	-	456	-	-	-
Total income		47,385	92,866	140,251	46,670	52,011	98,681
Expenditure on:							
Charitable activities	4	49,218	76,488	125,706	55,391	27,676	83,067
Total expenditure		49,218	76,488	125,706	55,391	27,676	83,067
Net income/(expenditure)		(1,833)	16,378	14,545	(8,721)	24,335	15,614
Transfer between funds	12	9,644	(9,644)	-	7,694	(7,694)	-
Net movement on funds		7,811	6,734	14,545	(1,027)	16,641	15,614
Total fund brought forward		61,272	49,637	110,909	62,299	32,996	95,295
Total funds carried forward		69,083	56,371	125,454	61,272	49,637	110,909

The statement of financial activities includes all gains and losses recognised in the year.

The Broomhall Centre

Balance Sheet as at 31 March 2024

	Notes	2024 £	2023 £
Fixed assets			
Tangible fixed assets	9	<u>6,564</u>	<u>9,846</u>
Current assets			
Debtors	10	6,950	4,309
Cash at bank and in hand		<u>119,115</u>	<u>102,817</u>
Total current assets		<u>126,065</u>	<u>107,126</u>
Creditors: amounts falling due within one year	11	(7,175)	(6,063)
Net current assets		<u>118,890</u>	<u>101,063</u>
Total assets less current liabilities		118,890	101,063
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u>125,454</u>	<u>110,909</u>
Funds of the Charity			
Unrestricted funds		69,083	61,272
Restricted funds	12	56,371	49,637
Total funds	13	<u>125,454</u>	<u>110,909</u>

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

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

The financial statements were approved and authorised for issue by the Board on _____
and signed on its behalf by:

Dr Jillian Creasy
Director

The Broomhall Centre

Notes to the Accounts for the year ended 31 March 2024

1 Accounting Policies

(a) General

The Broomhall Centre is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

The Broomhall Centre meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Rental income is accounted for in the year it is due. Investment income is included when receivable.

(c) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

(d) Fund accounting

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off cost of those assets, less their residual value, over their expected useful lives on the following basis:

Improvements to Leasehold property	- 5 years straight line
IT equipment	- 3 years straight line

(f) Trade debtors

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

(g) Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

(h) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2024

(i) Defined contribution pension scheme

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

2 Income from grants and donations

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Donations	505	7,092	7,597	2,441	3,939	6,380
SY Community Foundation	-	7,368	7,368	-	3,471	3,471
Sheffield City Council Ward Pot Grant	-	154	154	-	996	996
Provincial Grand Master's Fund						
Freemasonry in the Community Initiative	-	-	-	-	4,911	4,911
Local Area Committee	250	2,864	3,114	-	1,526	1,526
National Lottery Community Fund	-	10,000	10,000	-	10,000	10,000
Magic Little Grants	-	-	-	-	500	500
The Freshgate Trust Foundation	-	-	-	-	2,000	2,000
Sheffield City Council (CIL)	-	-	-	-	14,705	14,705
St Mark's Church	-	500	500	-	-	-
Shipshape Community Hub	-	3,000	3,000	-	3,000	3,000
University of Sheffield	-	10,000	10,000	-	3,000	3,000
Community Fund (Tara)	-	-	-	-	1,500	1,500
Sheffield City Council Community Fund	-	-	-	-	2,463	2,463
	755	40,978	41,733	2,441	52,011	54,452

3 Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Cadent Gas - service agreement	-	51,888	51,888	-	-	-
Room hire	45,667	-	45,667	44,214	-	44,214
Other income	507	-	507	15	-	15
	46,174	51,888	98,062	44,229	-	44,229

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

4 Expenditure on Charitable Activities

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Staff costs	5	24,401	15,850	40,251	20,039	11,543	31,582
Project costs		90	40,779	40,869	376	4,554	4,930
Refreshment and volunteer expenses		-	235	235	21	479	500
Utilities		11,356	-	11,356	9,704	-	9,704
Cleaning		373	-	373	220	-	220
Equipment repairs and renewals		1,332	3,892	5,224	2,846	630	3,476
Insurances		1,018	-	1,018	1,356	-	1,356
Licences		1,045	-	1,045	1,831	5,250	7,081
Printing, stationery and photocopying		593	358	951	637	140	777
IT equipment and software		2,991	38	3,029	9,580	3,529	13,109
Telephone internet and postage		930	189	1,119	709	-	709
Other costs		907	442	1,349	118	1,551	1,669
Grant repayment		-	14,705	14,705	-	-	-
Independent examiners fee	8	900	-	900	624	-	624
Depreciation		3,282	-	3,282	7,330	-	7,330
		49,218	76,488	125,706	55,391	27,676	83,067

5 Staff costs

	2024 £	2023 £
Salaries	39,796	31,290
Employer's National Insurance contributions	1,667	1,004
Employer's allowance	(1,667)	(1,004)
Employer's pension contributions	455	292
	40,251	31,582

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 4 (2023: 4).

6 Trustee remuneration and expenses, and the cost of key management personnel

The charity trustees were not paid or received any other benefits from employment in the year (2023: £nil). No trustees were reimbursed any out of pocket expenses during the year (2023: No trustees were reimbursed any out of pocket expenses during the year). No charity trustee received payment for professional or other services supplied to the charity.

The key management personnel of the charity comprise the trustees. The total employee benefits of the key management personnel was £nil (2023: £nil).

7 Related Party Transactions

During the year a relative of Myrtle Hamilton and Amanda Hamilton, trustees, was an employee of The Broomhall Centre. The total cost to the charity was £3,072 (2023: £3,087). Myrtle and Amanda Hamilton are not involved in the decision making regarding employment or salary pay rates.

There were no other related party transactions during the year.

8 Fees to the independent examiner's organisation

	2024 £	2023 £
Independent examination fee	900	624

There were no other fees paid to the independent examiner's organisation during the year.

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

9 Tangible fixed assets

	Improvements to Leasehold Property £	IT equipment £	Total £
Cost			
As at 1 April 2023	36,650	8,040	44,690
As at 31 March 2024	<u>36,650</u>	<u>8,040</u>	<u>44,690</u>
Depreciation			
As at 1 April 2023	26,804	8,040	34,844
Charge this period	3,282	-	3,282
As at 31 March 2024	<u>30,086</u>	<u>8,040</u>	<u>38,126</u>
Net book value			
As at 31 March 2024	<u>6,564</u>	<u>-</u>	<u>6,564</u>
As at 31 March 2023	<u>9,846</u>	<u>-</u>	<u>9,846</u>

10 Debtors

	2024 £	2023 £
Trade debtors	6,072	3,617
Prepayments	878	692
	<u>6,950</u>	<u>4,309</u>

11 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	1,280	2,164
Other creditors	4,170	3,275
Accruals	1,725	624
	<u>7,175</u>	<u>6,063</u>

The Broomhall Centre

Notes to the Accounts - continued for the year ended 31 March 2024

12 Restricted funds

	Balance at 1-Apr-23 £	Income £	Expenditure £	Transfer £	Balance at 31-Mar-24 £
Digital access	1,923	-	(1,717)	(206)	-
HERB	418	164	(427)	-	155
Cadent Project (Support@BHC)	-	51,888	(36,626)	(2,315)	12,947
Garfield Weston	452	-	-	(452)	-
Women's Health	6,312	15,798	(7,497)	(3,631)	10,982
Homework club	23,909	17,130	(12,919)	(1,218)	26,902
Double glazing CIL	14,705	-	(14,705)	-	-
Welcome Place	1,266	7,886	(2,213)	(1,554)	5,385
HTA Employment project	652	-	(384)	(268)	-
	49,637	92,866	(76,488)	(9,644)	56,371

Digital access

Project that provided basic computer use training for local people. This year remaining funds used to get better laptops.

HERB

Helping Environmental Regeneration in Broomhall (HERB). The project supports volunteers doing community gardening throughout Broomhall and at the Centre. This year we got Ward Pot funding for a plum tree sheers and other extras.

Cadent Project (Support@BHC)

Major project funded by Cadent to provide access to welfare advice (through our partnership with Sheffield Citizens Advice) and other support with energy costs and other related matters. There are two part time employees who work at the centre and around the district.

Garfield Weston

This fund was provided to refurbish the centre's main kitchen, main hall, AV system and the outside ball play area.

Women's Health

This is a constantly expanding group that is now meeting two days a week with activities including cooking, sewing, conversation, IT and chairrobics. It is funded by numerous funders. See Directors' report.

Homework club

This club provides regular weekly sessions for homework. It is for 7-18 year olds. It is now run in partnership with Link Learning. They employ sessional workers and have student volunteers. Numbers attending have recovered to more than pre Covid level.

Double glazing CIL

All funding transferred to the Council who took on responsibility for the double glazing work. This is now complete.

Welcome Place

Started as part of the City Wide initiative to support people suffering from the cost of living crisis. We provide space with activities every Wednesday afternoon.

Hanover Tenants (HTA) Employment Project

This is a BHC expansion of the employment advice project that is run by the Hanover TARA. It provides two sessions of advice and support each week.

The Broomhall Centre

**Notes to the Accounts - continued
for the year ended 31 March 2024**

12 Restricted funds (continued)

<i>Prior year comparison</i>	<i>Balance at 1-Apr-22</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfer</i>	<i>Balance at 31-Mar-23</i>
	£	£	£	£	£
<i>Garfield Weston</i>	452	-	-	-	452
<i>Herb Project</i>	-	996	(578)	-	418
<i>Digital access</i>	-	2,463	(60)	(480)	1,923
<i>Women's Health</i>	2,483	19,071	(10,918)	(4,324)	6,312
<i>Broomhall Festival 2020</i>	1,504	-	(1,154)	(350)	-
<i>Homework Club</i>	28,557	10,750	(13,802)	(1,596)	23,909
<i>Double glazing CIL</i>	-	14,705	-	-	14,705
<i>Welcome Place</i>	-	2,526	(588)	(672)	1,266
<i>HTA Employment project</i>	-	1,500	(576)	(272)	652
	<u>32,996</u>	<u>52,011</u>	<u>(27,676)</u>	<u>(7,694)</u>	<u>49,637</u>

13 Net assets by fund

	Unrestricted funds	Restricted funds	2024 Total
	£	£	£
Tangible fixed assets	6,564	-	6,564
Current assets	69,694	56,371	126,065
Current liabilities	(7,175)	-	(7,175)
	<u>69,083</u>	<u>56,371</u>	<u>125,454</u>
<i>Net assets by fund - Prior year</i>	<i>Unrestricted funds</i>	<i>Restricted funds</i>	<i>2023 Total</i>
	£	£	£
<i>Tangible fixed assets</i>	9,846	-	9,846
<i>Current assets</i>	57,489	49,637	107,126
<i>Current liabilities</i>	(6,063)	-	(6,063)
	<u>61,272</u>	<u>49,637</u>	<u>110,909</u>

14 Operating lease commitments

At the year end the charity was committed to making the following payments under other operating leases as follows:

	2024	2023
	£	£
Operating lease payments:		
Within 1 year	339	195
Within 2 to 5 years	1,102	-
	<u>1,441</u>	<u>195</u>