

**WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED**

**Company limited by guarantee**

**Company Registration Number:  
03548462 (England and Wales)**

**Unaudited statutory accounts for the year ended 31 March 2022**

**Period of accounts**

**Start date: 1 April 2021**

**End date: 31 March 2022**

# **WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED**

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# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Directors' report period ended 31 March 2022

The directors present their report with the financial statements of the company for the period ended 31 March 2022

### Principal activities of the company

Post Pandemic WATCH management and staff team have throughout the year adopted a hybrid method working remotely from home and in the centre. Over the past year we have resumed face to face interventions, training and support for our service users. We have continued to adapt to deliver flexible services that meet the needs of Hillfields residents, a neighbourhood which is feeling the aftermath of Covid and now a cost of living crisis. Achievements and Performance Over the past year WATCH delivered five ESF Employment support programmes (Accelerate, Groundwork, Succeed, Routes2 and YVYF). Management secured funding to deliver three rounds of HAF (Coventry Holiday Activities and Food Programme) supporting Hillfields children during school term holidays. Our venue hire agreement with Hillfields Library continues to be successful. Our youth and radio development project Young Hillz received year 2 of 3 grant funding from BBC Children In Need to support afterschool activities. WATCH worked with the council and West Midlands Police Violence Reduction Unit to deliver phase 2 of the VRU project in Hillfields. Achieving our programmes Outputs and Results is linked to restricted funds and has been challenging to achieve due to low footfall in the first six months of the year. We have secured a capital grant from Clothworkers Foundation to carry out refurbishment to the centre when funds are received. Three of our ESF programmes Succeed, Routes2 and YVYF have been extended until Dec 2023. This year WATCH joined a consortium of Community Centres in Coventry. The centre manager on behalf of WATCH has been appointed as a trustee and signatory of Coventry Community Spaces CIC Financial Review Trustees make every effort to keep the reserves of the charity at a minimum level equal to three months operating costs to provide financial stability, and recommended good practice. The forecast projections show the charity is generating a small surplus income and the potential to continue to build the free reserves over the next year. Future Plans In 2023 we will review our business plan and strategy until 2025 and apply for funding to sustain our staff and services beyond the fallout ESF funding in December 2023. WATCH will help to develop the Coventry Community Spaces CIC and seek funding and commissioned work to deliver suitable programmes in these community venues. The financial crisis over next 12 months will create very difficult times for people already living below the poverty line. WATCH remains committed to supporting marginalised people and ethnic minority groups, refugees and asylum seekers to access support and services to tackle and reduce growing inequalities for people living in Hillfields and the surrounding areas.

### Additional information

Structure, Governance and Management Governing Document The organisation is a charitable company limited by guarantee, incorporated on 17th April 1998 and registered as a charity on 18th November 2005. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. Recruitment, Appointment, Induction and Training of New Trustees New trustees are invited to stand by existing members and they are selected from local businesses and community organisations. In addition, anyone living or working in the Hillfields area can offer themselves for appointment. No external bodies can make appointments. Induction and training of trustees is carried out in-house in accordance with Charity Commission guidelines. The position of a trustee is considered by the Board of Directors. The deletion of a Trustee from WATCH management committee can take place following a majority vote at an extraordinary, or scheduled Board meeting. Organisational Structure Working Actively To Change Hillfields Ltd Organising Committee members are responsible for the strategic management, development and governance of the charity. The Board membership is made up of representatives from a variety of ethnic backgrounds and cultures with numerous management skills relevant to the work of the charity. There are currently six active Board Members who meet once a month. The centre manager, who is supported and managed by the chairman, provides regular reports to Trustees, and acts as Company Secretary but has no voting right. The existing scheme of delegation is in place and the day-to-day operations of the organisation are the primary responsibility of the centre manager who is accountable for ensuring that the charity delivers specified services, and key performance indicators are met in accordance with grant providers' funding requirements. The centre manager is also responsible for the recruitment and supervision of staff, ensuring individuals develop their skills, in line with their specified job roles and good working practices. Related Parties During the year the organisation received IT services amounting to £17,524 from Cipher-IT Ltd, a company controlled by one of the directors, Mr S M Dickinson. The amount outstanding to Cipher-IT Ltd at 31st March 2022 was £nil. WATCH also received facilitator services amounting to £11,832 from Kate Severn Hills, a company director. There were no amounts outstanding to Kate Severn Hills at 31st March 2022. Risk Management Financial, and other work related risk assessments, including health, and fire safety are assessed, and reviewed annually. Objectives and Activities The objectives for which the company was established are; to secure, co-ordinate and manage resources for the social, economic and environmental improvement of the Hillfields area of Coventry for the benefit of people living and working in the area. Company law requires the trustees to prepare financial statements for each financial year. These statements should give a true and fair view of the state of the 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 these financial statements, the trustees are required to: a) select suitable accounting policies and apply them consistently b) observe the methods and principles in the Charities SORP c) 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 d) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation. The trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy, the financial position of the charitable company and which 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 for taking reasonable steps for the prevention and detection of fraud and other irregularities. In so far as the trustees are aware: a) there is no relevant accounts information of which the charitable company's independent examiner is unaware; and b) the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information. This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime within Part 15 of the Companies Act 2006. Independent Examiner Mr Akbar Dedat, of Crystal Business Services Ltd, Chartered Accountants, has expressed his willingness to continue in this capacity.

**Directors**

The directors shown below have held office during the whole of the period from  
**1 April 2021 to 31 March 2022**

Saleem Sheikh  
Simon Dickinson  
Kate Severn Hills  
Roohullah Roohany  
Suzette Farrelly  
Isiah Williams

**Secretary** Patricia Evans

The above report has been prepared in accordance with the special provisions in part 15 of the Companies Act 2006

This report was approved by the board of directors on  
**25 October 2022**

And signed on behalf of the board by:  
**Name: Saleem Sheikh**  
**Status: Director**

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Profit And Loss Account for the Period Ended 31 March 2022

	2022	2021
	£	£
Turnover:	382,122	368,515
Cost of sales:	( 393,257 )	( 287,334 )
<b>Gross profit(or loss):</b>	<u>(11,135)</u>	<u>81,181</u>
Administrative expenses:	( 2,400 )	( 2,700 )
<b>Operating profit(or loss):</b>	<u>(13,535)</u>	<u>78,481</u>
<b>Profit(or loss) before tax:</b>	<u>(13,535)</u>	<u>78,481</u>
<b>Profit(or loss) for the financial year:</b>	<u>(13,535)</u>	<u>78,481</u>

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Balance sheet

As at 31 March 2022

	<i>Notes</i>	<i>2022</i>	<i>2021</i>
		<i>£</i>	<i>£</i>
<b>Fixed assets</b>			
Tangible assets:	3	<b>263,931</b>	237,925
<b>Total fixed assets:</b>		<b>263,931</b>	237,925
<b>Current assets</b>			
Debtors:	4	<b>70,232</b>	30,050
Cash at bank and in hand:		<b>130,592</b>	182,971
<b>Total current assets:</b>		<b>200,824</b>	213,021
Creditors: amounts falling due within one year:	5	<b>( 7,454 )</b>	( 12,691 )
<b>Net current assets (liabilities):</b>		<b>193,370</b>	200,330
<b>Total assets less current liabilities:</b>		<b>457,301</b>	438,255
Creditors: amounts falling due after more than one year:	6	<b>( 46,125 )</b>	( 38,544 )
<b>Total net assets (liabilities):</b>		<b>411,176</b>	399,711
<b>Members' funds</b>			
Profit and loss account:		<b>411,176</b>	399,711
<b>Total members' funds:</b>		<b>411,176</b>	399,711

The notes form part of these financial statements

## **WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED**

### **Balance sheet statements**

For the year ending 31 March 2022 the company was entitled to exemption 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 directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

**This report was approved by the board of directors on 25 October 2022  
and signed on behalf of the board by:**

Name: Saleem Sheikh  
Status: Director

The notes form part of these financial statements

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements

for the Period Ended 31 March 2022

### 1. Accounting policies

#### Basis of measurement and preparation

These financial statements have been prepared in accordance with the provisions of Section 1A (Small Entities) of Financial Reporting Standard 102

#### Tangible fixed assets depreciation policy

Tangible fixed assets are stated at cost (or deemed cost) less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended. Equipment purchased prior to 31st March 2015 had been fully depreciated. Depreciation is provided on all tangible fixed assets purchased after 1st April 2016, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows: Revalued building - 50 years on straight line basis. Office furniture and equipment - 25% reducing balance"

#### Valuation information and policy

During December 2013 the freehold title of the land and building at 12 Victoria Street, Coventry, CV1 5LZ was transferred from Coventry City Council to Working Actively To Change Hillfields Limited. The land and building have been included in the financial statements at £200,000 in line with an open market valuation conducted by Loveitts Estate Agents, Coventry, CV3 1JA on 16 December 2013. After this date, the charity have spent monies on the roofing, windows, structural alterations and the trustees feel that the building valuation at 31st March 2021 would be at least £250,000.

#### Other accounting policies

General information and basis of preparation WATCH is a charity registered in England. The nature of the charity's operations and principal activities are set out in the directors' report. The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared to give a 'true and fair' view and have not departed from the Charities (Accounts and Reports) Regulations 2008 in order to provide a 'true and fair view'. The charity is defined as small and, therefore, no cashflow statement is required. The financial statements are prepared on a going concern basis under the historical cost convention, modified to include the revalued property at fair value. The financial statements are presented in sterling which is the functional currency of the charity. The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated. Funds Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds to be used in accordance with specific restrictions and conditions imposed by providers of such funds or funds which have been received by the charity for a particular purpose. The aim and use of each restricted fund is set out in the notes to the financial statements. Income recognition All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received. No amount is included in the financial statements for volunteer time in line with the SORP (FRS 102). Further detail is given in the Trustees' Annual Report. Expenditure recognition All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings: Expenditure on charitable activities, and other expenditure represents those items not falling into the categories above. Irrecoverable VAT is charged as an expense against the activity for which expenditure arose. Debtors and creditors receivable / payable within one year Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure. Provisions Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated. Tax The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Going concern The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.



# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements for the Period Ended 31 March 2022

### 2. Employees

	2022	2021
Average number of employees during the period	12	10
2022Accounts and Administration 2Management 1Service Providers 9		

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements

for the Period Ended 31 March 2022

### 3. Tangible assets

	Land & buildings	Plant & machinery	Fixtures & fittings	Office equipment	Motor vehicles	Total
Cost	£	£	£	£	£	£
At 1 April 2021	250,000			216,917		466,917
Additions				8,983		8,983
Disposals						
Revaluations				25,000		25,000
Transfers						
At 31 March 2022	250,000			250,900		500,900
<b>Depreciation</b>						
At 1 April 2021	15,000			213,992		228,992
Charge for year	5,000			2,977		7,977
On disposals						
Other adjustments						
At 31 March 2022	20,000			216,969		236,969
<b>Net book value</b>						
At 31 March 2022	230,000			33,931		263,931
At 31 March 2021	235,000			2,925		237,925

In inputting these figures, we've realised that the paper version of our accounts, for the total cost of tangible fixed assets at 31 Mar 2022, doesn't show the correct total of £500900. It shows £466917 (it didn't add in the £8983 and £25000 under Office Equipment). We will ask our accountant for a correction in our 2022-23 accounts.

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements

for the Period Ended 31 March 2022

### 4. Debtors

	<i>2022</i>	<i>2021</i>
	£	£
Trade debtors	68,713	29,850
Other debtors	1,519	200
Total	<u>70,232</u>	<u>30,050</u>

Trade debtors represents "grant providers" ... Other debtors are staff loans.

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements

for the Period Ended 31 March 2022

### 5. Creditors: amounts falling due within one year note

	<i>2022</i>	<i>2021</i>
	£	£
Bank loans and overdrafts	<b>2,693</b>	1,767
Taxation and social security		3,052
Accruals and deferred income	<b>2,400</b>	2,400
Other creditors	<b>2,361</b>	5,472
Total	<b>7,454</b>	12,691

# WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED

## Notes to the Financial Statements

for the Period Ended 31 March 2022

### 6. Creditors: amounts falling due after more than one year note

	<i>2022</i>	<i>2021</i>
	£	£
Bank loans and overdrafts	27,725	19,744
Other creditors	18,400	18,800
Total	<u>46,125</u>	<u>38,544</u>

# **WORKING ACTIVELY TO CHANGE HILLFIELDS LIMITED**

## **Notes to the Financial Statements**

**for the Period Ended 31 March 2022**

### **7. Financial Commitments**

Leasing Commitments -- The charity's annual commitments for rental payments under non-cancellable operating leases at 31st March 2022 were as set out below: Operating leases which expire within one year - nil Operating leases which expire within 2-5 years - £1382 (photocopier)

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.