

St. Augustine's Centre, Halifax

Charity number 1131784

A company limited by guarantee number 06819800

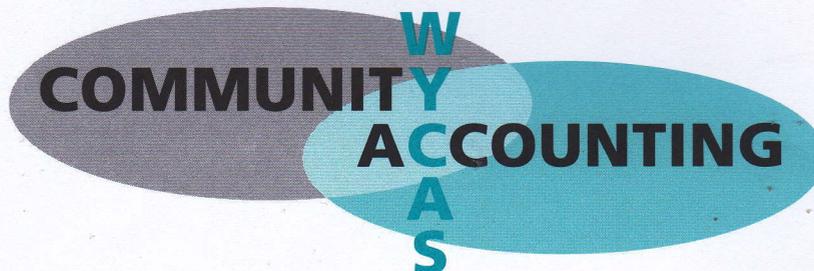
Annual Report and Financial Statements

for the year ended 31 December 2012



St. Augustine's

community • sanctuary • respect • nurture



West Yorkshire Community Accounting Service

St. Augustine's Centre, Halifax

Annual Report and Financial Statements

for the year ended 31 December 2012

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Prepared by West Yorkshire Community Accounting Service

St. Augustine's Centre, Halifax

Trustees' report for the year ended 31 December 2012

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Rev. John Hellewell	Chair	
Caroline Spencer	Treasurer	Resigned March 2013
Catherine Putz		
Jonathan Hirst		
Jennifer Lynn		
Karin Oliver		Appointed May 2012

Company secretary Denise Keenan

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1131784, on 23 September 2009.

Company number

The charity was incorporated in England and Wales as a private limited company, number 06819800, on 16 February 2009.

Registered and principal address

St Augustine's Centre
Hanson Lane
Halifax
HX1 5PG

Bankers

Unity Trust Bank PLC
Nine Brindley Place
Birmingham
B1 2HB

CCLA Investment Management Ltd
The CBF Church of England Funds
80 Cheapside
London
EC2V 6DZ

Independent examiner

Helen Galvin FCCA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is a company limited by guarantee. It is governed by a memorandum and articles of association. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Objectives and activities

The charity's objects

To provide and develop a community based local resource operating from a local base within the Park Ward of Calderdale Borough in West Yorkshire that offers education, care, training, personal development, sanctuary and community outreach; and assists in relieving poverty, deprivation and isolation.

The promotion of and maintenance of health, wellbeing and community cohesion, particularly in the local population.

Public benefit statement

In setting our objectives and planning our activities, the Trustees of St. Augustine's Centre Halifax have given serious consideration to the Charity Commission's general guidance on public benefit and in particular:

- The advancement of education through training, advice and guidance.
- The relief or prevention of poverty and the promotion of good health through the provision of advice, counselling, training, information and guidance sessions and healthy meals.
- The provision of facilities for recreation and other leisure time occupation with the object of improving conditions of life and as a way of promoting community cohesion.
- The education, care and development of children, particularly those of nursery age.

'Heads of charity' that the charity operates within

St. Augustine's Centre Halifax operates within the following 'heads of charity' (as classified on the Charity Commission register):

- Education / Training
- The advancement of health or saving of lives
- The Prevention or relief of Poverty
- Economic / Community development / Employment
- Human rights / religious or racial harmony / equality or diversity
- Recreation
- Other charitable purposes

Achievements and performance

Introduction

2012 proved as eventful a year as 2011 for St. Augustine's.

We said goodbye to some good friends, both staff and volunteers, and welcomed new ones. In particular, Café Wednesday was sad to lose the excellent support of Kath Baker in February as she moved on to pastures new. This led to a rota of different leaders as we tried to maintain the work, who gave so kindly of their time and skills; but it also gave us the opportunity to re-think the approach of the project, and changes are planned in 2013 – come and see how they are working out!

The other major change was in the Refugee Forum with the end of Dan Russell's term of office at the end of the year. During his time with us there have been some significant projects and relationship built up, although it is fair to say that because of the nature of the people we work with in Calderdale the original vision of getting more refugees and asylum seekers onto major committees to represent their perspectives on services was not as successful. Again, 2013 will see changes in the way Refugee Forum is operating, and we would welcome others to get involved.

A major change also occurred with the appointment of a part-time caretaker after a successful bid for funding. David Potter has proved a real asset to the whole team, and you can see his influence in and around the building already.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Achievements and performance (continued)

Of course, many other individuals give so generously on a one-off or on-going basis and to single out individuals is difficult. Indeed, it is the team (or better – family) atmosphere and collaboration that allows us to provide the welcome at St. Augustine's that time and again people comment on.

What has been particularly pleasing is the wider range of people accessing services and events at the Centre, and seeing a greater mixing of people from all over Halifax, Calderdale and indeed the world.

Whilst increasing participation and use of the Centre and partner projects is a cause for celebration, it also raises concerns for the future. Recent changes in government policy will no doubt impact low-income families and individuals significantly, and changes to asylum accommodation will also mean an increase in people in Calderdale requiring support and help. Our prayer for 2013 is that we can continue to meet these needs, and with your help and the help of so many wonderful volunteers, I have no doubt that we will rise to the challenges ahead.

This report outlines in more detail some of the work we are involved in, and I commend it to you.

Revd. John Hellewell, Chair of Trustees

Our Vision – 'I know I am welcome'

The people who come to St. Augustine's Centre to make a community are at the heart of our work. We all share meals and stories. We work together in growing food, cooking food, learning English, developing skills, learning, supporting each other and becoming friends.

Who are the we who meet together at St. Augustine's? We are local children (under 5) who come with our parents to the nursery every day with our staff. We are Hutu and Tutsi from Africa who eat side by side with Iranians, Zimbabweans, people from Sri Lanka and an ex squaddie struggling with alcoholism. We are volunteers; people with learning difficulties, poor mental health, the young, the retired who all have something to offer.

Stories are told as the garden is dug, the food is cooked and eaten and the fashion show is planned. There is laughter, sadness, celebration and struggle. Those who come here are changed: we have found somewhere to live, learnt a new recipe, shared friends, given and received, and are becoming friends.

Operational Overview

Strategy – Much of the change experienced in 2011 in the areas of growth and reorganisation continued into 2012. One of the key attributes of the Centre is the ability to respond to the needs to those who use the Centre; the flexibility this requires necessitates a correspondingly flexible approach to strategy. The Trustees met nine times throughout the year and held an 'away day' with staff in May, which focused primarily on the definition, development and transition of roles.

Management Group – Having reviewed the on-going requirement for a Management Group in addition to the Board of Trustees, it was decided that the Management Group would be disbanded with effect from the beginning of the 2012. The development of the Trustees and their responsibilities meant that the original purposes of the Management Group as a transitional board and to support the staff during the transitional period were no longer relevant.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Achievements and performance (continued)

Board Membership – The Trustees keep under review both the number of Board members and the mix of skills and experience they can offer. During early 2012 it became apparent that it would be appropriate to increase the number of Trustees and widen the skills / experience base; consequently, Karin Oliver was appointed as a Trustee with effect from 14th May.

Communication – A number of initiatives were established / re-established during 2012 to improve communication both internally and externally. Key staff members were invited to attend a Trustees' meeting on a rota basis. This provides an opportunity for face-to-face discussion, the raising of issues and progress reporting. Both the Development Workers and the Early Years Manager attended meetings during 2012. The Chair of Trustees attends the monthly staff and volunteers meetings. Trustees have contributed to the newsletter that was introduced during 2012 and is widely circulated to the many people who have an interest in our work.

Staff Support – As the Centre has a very flat organisational structure with no overall manager, Trustees are allocated responsibility for supporting specific members of staff. The support provided includes being a point of contact for issues, advising on development / delivery of services, providing day-to-day management support and assisting in the preparation of funding bids.

Community Links – During 2012 we had links with the following agencies and organisations: LEA, Halifax Opportunities Trust, Families Information Services, Woodspeen Training, Calderdale Training, Calderdale College, St. Augustine's Church, St. Augustine's School, Pre-school Learning Alliance, Sure Start Children's Centre, Voluntary Action Calderdale, Calderdale and Kirklees Careers Service, Immigration Support Calderdale, Alpha House Calderdale, Day Care Services, Local Authority Asylum Team, CAB, Neighbourhood Police, Local & wider churches, Churches Together, local businesses, Calderdale Community Foundation, Friends of Palestine, Wakefield Diocese, Mothers' Union, PCT, OISC, Red Cross, Local faith groups, Inter-faith Network, Northern Refugee Centre, Halifax Central Initiative, Christians Together Calderdale and Food & Support Drop-in.

Buildings - The charity leases both buildings from which it operates; the Support Centre from Wakefield Diocese and the main building from the Parochial Church Council of St. Augustine's Church.

Staffing Overview

There is a relatively small number of paid staff. There is a full-time nursery manager and 10 (mainly part-time) nursery staff. There are also two part-time development workers, a part-time cleaner and a part-time caretaker (appointed September 2012). The part-time refugee forum development worker left in November 2012 and the part-time community café development worker left in February 2012. Much of the work of the Centre is carried out by an enthusiastic army of volunteers – over 60 in the course of each week. A significant number of volunteers are also Centre users who are very keen to give something back to the community that is also supporting them.

Funding Overview

We are grateful to all those who have provided grants, donations and time to enable the work of the St. Augustine's Centre to continue.

Our Early Years Programme is mainly funded by Calderdale MBC and the Sure Start Service Level Agreement. Additional income includes fees for the provision of a crèche facility for those attending courses.

In recent years, our community support work has been funded by the Henry Smith Charity, while the Joseph Rowntree Charitable Trust has provided money for the establishment of a refugee forum. Both of these projects have now finished their initial periods of funding and plans are being prepared for the use of the remaining balance on the Joseph Rowntree fund.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Achievements and performance (continued)

In the short term, the gap in funding arising from the end of the Henry Smith Charity's grants has been filled by a generous donation from the Calderdale PCT. The Trustees and staff continue to explore new sources of funding to secure future plans.

During 2012, the Hilden Charitable Fund has provided financial assistance for a project to set up a refugee accommodation service and the Scurrah Wainwright Charity has made a contribution towards the new post of a part-time caretaker. This appointment enables us to improve the maintenance of our buildings and, it is envisaged, in due course increase their use.

Funding was received from the W.F. Southall Trust for a 'Made of Money' project to support families on low income as they talk, listen and learn about money, avoiding debt and financial distress. Some sessions were held and it is intended to hold further sessions during the autumn of 2013.

Financial Review

The net income for the year was £70,858 (2011 net expenditure £9,192) consisting of net income of £60,446 on unrestricted funds and net income of £10,412 on restricted funds. The net income for the year includes the donation referred to in the funding review and also reflects increases in room hire income.

Reserves Policy

The charity's free reserves at the year end were £120,820 (2011 £60,374).

The Reserves Policy of St Augustine's Centre Halifax is as follows:

"The charity must have sufficient funds to cover three month's running costs that relate particularly to employee and utility costs at that time. The reserve excludes funds that are designated and restricted for purposes other than relevant employee costs."

"If we could replicate this in every community, the country would be a different nation."

The Archbishop of York, Dr. John Sentamu

Activities



The St. Augustine's Early Years programme nurtures children through their early life in a stimulating and caring environment.

St. Augustine's sees all children as valuable members of the community and treats everyone as an individual, caring for their development and educational needs through play and creative activity, which is delivered by a team of supportive and friendly qualified teaching staff.

Many generations of families have started their early years at St. Augustine's Nursery and have gone

Nursery – The nursery is open 5 days a week during term time, with 2 sessions a day with places for 25 children at each session. We had our Ofsted inspection on 5th December 2011 with an outcome of 'Good' with elements of 'Outstanding'. We were given advice on how to make areas 'outstanding' for the future, which we have implemented.

Parents and Toddler Group – The parent and toddler group has been incorporated into the Wednesday afternoon crèche session.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Activities (continued)

Crèche – The crèche takes place every morning and afternoon from Monday to Thursday each week for parents volunteering or attending training courses at the Centre. Two members of staff work in the crèche.

Book Loan Scheme – Any child attending nursery, parents and toddlers or crèche can use the scheme. The scheme is well used, with over two hundred books. We have made changes to the charge which is now £3, this pays for the book bag which the child gets to keep at the end of the year.

Trips, Parties and Outings – The local area is widely visited, including the Library, local pet shop, building sites, Baby Clinic, and the Sensory Room at the Jubilee Centre. Special festivals are celebrated, such as Eid, Christmas, Milaad, Easter and Chinese New Year.

Parental Support – A file of parent information leaflets has been put together which the staff are able to give out to parents if their child is struggling with an area of learning, which gives them ideas to use at home to help their child.

“Once again there have been a number of changes within early years over the last year, which includes a revised early years curriculum (EYFS), changes to Ofsted Inspections, to the relevance and levels of qualifications of staff and the safety checks carried out on staff who are working with children. This has given us a few challenges but we adapt, access training where we can, try to keep up to date and move forward.”



Support & Guidance

St. Augustine's

Years of listening has seen St. Augustine's Centre prosper with its ability to offer a uniquely tailored, personal and professional programme of support and guidance. The Centre provides help to all members of the local community who need assistance without prejudice.

Qualified advice sessions, social support groups and community forums offer people a chance to have their voices heard, share stories, gain new friends and knowledge of our society, which enables people to improve their lives and reduces the barriers that can cause poverty and isolation.

Due to the country's continuing economic situation and the impact of migration the pressures felt by service users and most organisations we have contact with mean that there is growing demand for our services. This is accompanied by stiff competition for grants and the prospect of further cutbacks in public services during 2013/14.

The Mothers Union – Continues to meet each Thursday, with volunteers providing a lunch, opportunity for socialising and a range of creative opportunities for users to try out or pass on their skills.

Visits – Among the outings and visits undertaken in 2012 was the Across Country trip to Scargill House, Kettlewell; and a day's seaside visit to Scarborough in August.

Café Wednesday – The Café with its reputation for serving up foody delights from almost anywhere in the world, continued to provide a monthly feast for most of 2012 and also catered at some external events. But a change of direction, influenced by the project leader and several volunteers moving on to new pastures, is signalled for 2013.

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Activities (continued)

Employment & Education Workshop – The Workshop is run by Jane Lomas who works for Calderdale & Kirklees Careers and she is accompanied by 2 volunteers. The sessions are increasingly busy with up to 10 people each week coming for support with CV writing, job searching and applications. 2013 is expected to see more people accessing this service due to the benefit reforms.

External relationships – We continue to be a member of the Jantela Partnership and have taken part in regional meetings (normally held in Leeds) when time permits. We also took part in a Jantela stakeholder event in Barnsley, in November.

Partnerships – Examples of working in partnership include NHS Calderdale, the Brunswick Centre, Calderdale & Kirklees Careers, Calderdale Healthy Minds, and a volunteering project through Royal Sun Alliance and Calderdale College. Partnerships with schools have resulted in talks being given to Bolton Brow and Saville Park schools.

"It is a joy to know that the ladies who meet with us on Thursdays value our friendship and regard us as 'family', Our project was featured in the Worldwide Mothers' Union Annual Review for 2010 because it is unique and special."



Building Community

St. Augustine's

St. Augustine's aim is to support and build community. Its ethos comes from the Christian faith which respects and values individuals, welcomes the vulnerable and cares for all. Offering a safe sanctuary and a range of creative and educational resources and activities, St. Augustine's Centre is a place where the isolated become fulfilled individuals who, we believe, are important building blocks for a flourishing and loving community.

Tuesday Support Group – The hot meals available each week are much valued by the 50 – 60 people who gather together Tuesday lunchtimes. The event is always a truly international gathering, probably unique in Calderdale. This is the place to meet people, make friends, share problems and build bridges. The backbone of support to this venture comes from a team of regular volunteers.

Refugee Forum - Funding, provided by the Joseph Rowntree organisation, has come to an end, with the Refugee Worker leaving in November. Volunteer support continues in a number of ways, including participation in a multi-agency group planning Refugee Week in Calderdale for 2013, co-ordinating support to new arrivals in Calderdale, and monitoring the impact of central policy and legislative changes on accommodation.

Volunteers – The Centre is fortunate to have many dedicated volunteers. They fulfil varied roles, including gardening, administration, reception, IT facilitation, and teaching. Plans for next year include opening up further opportunities for volunteering but this is largely dependent on resourcing the funding for a Volunteer Co-ordinator post.

"It is true that I gain a lot from working as a volunteer, and I'm enjoying it a great deal!"

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Activities (continued)



Education & Training

St. Augustine's

Continuingly assessing abilities and needs, the Centre's education and training programme breaks down barriers to learning, offers a safe place to share and gain new skills, builds confidence and improves lives. Most courses, informal and formal, are stepping stones towards further education but they are rewarding in themselves, bringing a sense of achievement to many who live in or pass through the community.

Placements – Once again we provided work experience training for a Greenhead College student during June. We also accepted a fieldwork placement involving a Bradford college student doing a BA course in Youth & Community Development.

Language – 3 Volunteers have continued to provide ESOL classes to individuals who cannot access mainstream support or education. There have been on average 6 – 10 people attending each class and we hope to provide an addition ESOL course in 2013 depending on volunteer numbers.

“From English to knitting, parenting skills to I.T, gardening to cooking, St. Augustine's combines education with real life.”

St. Augustine's Centre, Halifax

Trustees' report (continued) for the year ended 31 December 2012

Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

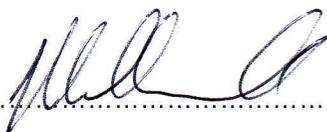
Company law requires the trustees to prepare financial accounts for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005) and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Signed on behalf of the board of trustees:

Signed.....

Name..... JOHN KELLEWELL (Trustee)

Date..... 11 JUNE 2013

St. Augustine's Centre, Halifax

Independent examiner's report to the trustees of St. Augustine's Centre, Halifax

I report on the accounts of the charitable company for the year ended 31 December 2012, which are set out on pages 12 to 16.

Respective responsibilities of the trustees and the examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to examine the accounts under section 145 of the 2011 Act, follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1) which gives me reasonable cause to believe that in any material respect the requirements:

to keep accounting records in accordance with section 386 of the Companies Act 2006; and

to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005).

have not been met; or

2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: 

Name: Helen Galvin

Relevant professional qualification or body: FCCA

Date: 31 July 2013

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

St. Augustine's Centre, Halifax
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2012

	Notes	2012 Unrestricted funds £	2012 Restricted funds £	2012 Total funds £	2011 Total funds £
Incoming resources					
Grants and donations	(2)	58,464	135,711	194,175	167,803
Service level agreement		11,250	-	11,250	15,000
Recharges		-	-	-	2,022
Parental contributions		2,236	-	2,236	4,234
Bank interest		780	-	780	618
Milk refund		1,626	-	1,626	1,466
Service charges		227	-	227	257
Creche fees		18,393	-	18,393	6,661
Café Wednesday		1,316	-	1,316	3,780
Fundraising		5,267	-	5,267	3,425
Room hire		22,051	-	22,051	6,217
Gift Aid		1,433	-	1,433	788
Total incoming resources		123,043	135,711	258,754	212,271
Resources expended					
Salaries and NIC	(3)	34,533	109,227	143,760	183,616
Cleaning		214	100	314	644
Telephone and internet		1,543	289	1,832	679
Destitution project		-	-	-	623
Postage and stationery		369	175	544	576
Publicity		35	-	35	4,052
Repairs and maintenance		6,406	402	6,808	1,785
Refreshments		42	760	802	772
Management charge - use of rooms		(3,024)	3,024	-	-
Sundry expenses		32	-	32	24
Independent examination		696	-	696	611
Grant repayment		-	-	-	265
Equipment		1,516	1,913	3,429	3,359
Insurance		1,312	407	1,719	1,548
Trips and activities		973	272	1,245	391
Food		2,626	2,041	4,667	5,108
Volunteer expenses		102	713	815	513
Workshop tutors and materials		63	220	283	-
Utilities		7,500	-	7,500	1,927
Travel expenses		1,648	307	1,955	715
Training		430	1,949	2,379	1,885
Bank charges		99	-	99	118
Account admin		-	-	-	506
Fundraising expenses		1,143	-	1,143	-
Donations to other charities		498	-	498	205
Rent		3,841	3,500	7,341	4,127
Staff expenses		-	-	-	752
Depreciation		-	-	-	6,662
Total resources expended		62,597	125,299	187,896	221,463
Net income / (expenditure)		60,446	10,412	70,858	(9,192)
Fund balances brought forward		60,374	54,139	114,513	123,705
Fund balances carried forward	(4)	120,820	64,551	185,371	114,513

All incoming resources and resources expended derive from continuing activities.

St. Augustine's Centre, Halifax

Balance sheet

as at 31 December 2012

	2012	2012	2012	2011
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Current assets				
Debtors and prepayments	(5) 3,633	-	3,633	9,087
Cash at bank and in hand	(6) 125,959	85,640	211,599	135,373
Total current assets	<u>129,592</u>	<u>85,640</u>	<u>215,232</u>	<u>144,460</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(7) 8,772	21,089	29,861	29,947
Total current liabilities	<u>8,772</u>	<u>21,089</u>	<u>29,861</u>	<u>29,947</u>
Net current assets	<u>120,820</u>	<u>64,551</u>	<u>185,371</u>	<u>114,513</u>
Total assets less current liabilities	<u>120,820</u>	<u>64,551</u>	<u>185,371</u>	<u>114,513</u>
Net assets	<u>120,820</u>	<u>64,551</u>	<u>185,371</u>	<u>114,513</u>
Funds				
Unrestricted funds	120,820	-	120,820	60,374
Restricted funds	-	64,551	64,551	54,139
Total funds	<u>120,820</u>	<u>64,551</u>	<u>185,371</u>	<u>114,513</u>

For the year ending 31 December 2012 the charitable 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 charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) 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 in accordance with the provisions applicable to companies subject to the small companies' regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved at a meeting of the trustees and signed on its behalf by:

Signed: 

Name JOHN HELLEWELL (Trustee)

Date: 11 JUNE 2013

St. Augustine's Centre, Halifax

Notes to the accounts

for the year ended 31 December 2012

1 Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP 2005), the Companies Act 2006 and Financial Reporting Standard for Smaller Entities (effective April 2008).

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, the trustees are virtually certain they will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out the resources.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets costing more than £500 are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt. Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Equipment: over 3 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

St. Augustine's Centre, Halifax
Notes to the accounts continued
for the year ended 31 December 2012

2 Grants and donations	2012	2012	2012	2011
	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
W.F. Southall Trust	-	5,000	5,000	5,500
CFC - Henry Smith Charity	-	-	-	20,000
Joseph Rowntree Charitable Trust	-	-	-	20,000
CMBC Children & Young People's Services	-	119,616	119,616	101,754
Community Foundation for Calderdale	-	2,640	2,640	4,500
Church Urban Fund	-	-	-	2,500
Central Church & Community Fund	-	-	-	4,000
CMBC Community Small Grants	-	747	747	-
The Hilden Charitable Fund	-	4,500	4,500	-
The Scurrah Wainwright Charity	-	2,500	2,500	-
Donations	58,464	708	59,172	9,549
	<u>58,464</u>	<u>135,711</u>	<u>194,175</u>	<u>167,803</u>

3 Staff costs and numbers	2012 £	2011 £
Gross salaries	145,694	174,176
Social security costs (including SMP/SSP recovered)	(2,864)	8,496
Pensions	930	944
	<u>143,760</u>	<u>183,616</u>

The average number employees during the year was 16.4, being an average of 7.7 full time equivalent (2011:16.75).

There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2012 £	2011 £
Costs of the scheme to the charity for the year	930	2,144
Amount of any contributions outstanding at the year end	227	179

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
W.F. Southall Trust (1)	3,684	14	1,996	1,703
W.F. Southall Trust (2)	385	5,644	6,029	-
CFC - Henry Smith Charity	3,003	-	3,003	-
Joseph Rowntree Charitable Trust	31,207	50	16,320	14,937
CMBC - Graduate Leader	3,475	4,500	3,364	4,611
CMBC - Early Education Funding	11,735	115,116	90,769	36,081
CMBC Community Small Grants	-	747	-	747
Community Foundation for Calderdale (1)	650	-	-	650
Community Foundation for Calderdale (2)	-	2,500	162	2,338
Community Foundation for Calderdale (3)	-	140	140	-
The Hilden Charitable Fund	-	4,500	3,000	1,500
The Scurrah Wainwright Charity	-	2,500	516	1,984
	<u>54,139</u>	<u>135,711</u>	<u>125,299</u>	<u>64,551</u>

St. Augustine's Centre, Halifax
Notes to the accounts continued
for the year ended 31 December 2012

4 Restricted funds continued

Fund name	Purpose of restriction
W.F. Southall Trust (1)	Towards sustaining and developing the weekly support group.
W.F. Southall Trust (2)	For the 'Made of Money' project.
CFC - Henry Smith Charity	Support towards the community support project development worker.
Joseph Rowntree Charitable Trust	To establish a refugee forum.
CMBC - Graduate Leader	Funding towards the training of staff in their conversion to Early Years professional status.
CMBC - Early Education Funding	For the supply of free early years provision for 3 and 4 year olds.
CMBC Community Small Grants	For a programme of five-a-side football games for refugees and asylum seekers and members of the host community.
Community Foundation for Calderdale (1)	Towards publicity.
Community Foundation for Calderdale (2)	To alleviate individuals in crisis, facing disadvantage or deprivation, whose needs cannot be met readily from any other source, be it statutory or charitable.
Community Foundation for Calderdale (3)	Educational need support.
The Hilden Charitable Fund	Towards the refugee accommodation service set up costs.
The Scurrah Wainwright Charity	Contribution towards a part-time caretaker's salary.

5 Debtors and prepayments

	2012	2011
	£	£
Debtors	2,500	8,190
Prepayments	1,133	897
	<u>3,633</u>	<u>9,087</u>

6 Cash at bank and in hand

	2012	2011
	£	£
Current account	120,089	46,787
Savings accounts	91,392	88,392
Cash in hand	118	194
	<u>211,599</u>	<u>135,373</u>

7 Creditors and accruals

	2012	2011
	£	£
Creditors	9,076	500
Accruals	696	611
Deferred income	20,089	28,836
	<u>29,861</u>	<u>29,947</u>

8 Trustee expenses

No trustee received any expenses during this or the previous accounting year.

9 Related party transactions

There were no related party transactions during this or the previous accounting year.