

# Holmfirth Tech Limited

Registered society number 7739

## **Annual Report and Financial Statements** **for the year ended 31 March 2020**



West Yorkshire Community Accounting Service

# **Holmfirth Tech Limited**

## **Annual Report and Financial Statements for the year ended 31 March 2020**

<b>Contents</b>	<b>Page</b>
Trustees' report	2 to 5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 to 12

**Prepared by West Yorkshire Community Accounting Service**

# Holmfirth Tech Limited

## Trustees' report for the year ended 31 March 2020

### 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
Chris Little		
Chris Harrap		Resigned October 2019
Jael Edwards		
Margaret Dale		
Roger Lancaster		Appointed October 2019
Russel Earnshaw		Co-opted March 2020

**Registered society number** 7739

Registered and principal address	Bankers
Fernbank House 9 Greenfield Road Holmfirth HD9 2LA	Nat West Bank plc 8 Market Place Huddersfield HD1 2AL

### Independent examiner

Simon Bostrom FCIE

### West Yorkshire Community Accounting Service

Stringer House  
34 Lupton Street  
Leeds  
LS10 2QW

### Structure, governance and management

The organisation is a Community Benefit Society (CBS) with exempt charity status and was formed on 27 March 2018. Members of the Society hold shares of a nominal value of £1. The liability of members is limited to their shareholding.

### Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of the Co-operatives and Community Benefit Society Law and are appointed by the members at the AGM.

### The charity's objects

The objects of the Society shall be for the public benefit by ensuring the preservation of the Holmfirth Technical Institute (Est. 1894) to further, in today's context, its original founder's ideals of providing education for children and adults and supporting the prosperity of the area. Specifically, the Society shall seek to:

Benefit the residents of the Holme Valley and the neighbourhood, without distinction of age, sex, sexual orientation, race or of political, religious or other opinions by advancing education and providing facilities in the interests of social welfare for recreation and leisure time occupation with the objective of improving the conditions of life for the residents.

Advance the education of the public in the subjects of, in particular but not exclusively, music and art.

Relieve hardship or unemployment of those in financial and economic need, in particular, but not exclusively, by the provision of access to facilities and workspace and other assistance to enable such persons to become self supporting.

# **Holmfirth Tech Limited**

## **Trustees' report (continued) for the year ended 31 March 2020**

### **Our values**

#### **Holmfirth Tech**

Offers a warm welcome to people and businesses who are interested in arts, crafts, cultural activities and more  
Provides safe and stimulating spaces to people to work, learn and enjoy arts, crafts, cultural activities and more  
Things happen @TheTech. We are bold and creative and want The Tech to be the place where new and exciting things happen

The Tech is the go to place for people and businesses who are interested in arts, crafts, cultural activities and more

Works with others to promote Holmfirth, The Tech and the things we believe in

Run professionally to ensure that The Tech remains financially viable so we can pay back our investors and can provide a high standard of service to our users

Adapts to the changing needs of The Tech's users and is prepared to try out new approaches and encourages others to be creative and innovative

Embraces the ethos of sustainability and we do our best to ensure our practices reduce waste and carbon emissions and respect our natural environment

#### **We want to:**

Appeal to everyone and are committed to equality of opportunity

Be warm, welcoming, tolerant, non-judgemental and flexible

Be democratic and focused on the needs of our users

Encourage innovation, sharing of ideas and collaboration

Demonstrate our commitment to sustainability

#### **We are not:**

Traditional, backwards looking and set in our ways

A community or business centre in the accepted sense of these words

Inflexible, rules bound or run for the interests of a few

Quiet, sterile, bureaucratic or driven by monetary considerations

### **The charity's main activities**

Holmfirth Tech Ltd runs The Tech – a creative hub where space is provided for local people to participate in a range of activities, ranging from art, music and fitness classes and events, and make use of its meeting and work rooms.

### **Public benefit statement**

In setting our objectives and planning our activities our Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular by advancing education and providing facilities in the interests of social welfare for recreation and leisure time occupations with the objective of improving the conditions of life for the residents and to relieve hardship or unemployment of those in financial and economic need by the provision of access to facilities and workspace and other assistance to enable such persons to become self-supporting.

# **Holmfirth Tech Limited**

## **Trustees' report (continued) for the year ended 31 March 2020**

### **Achievements and performance**

The last year has seen much activity at The Tech, with more and more activities and classes taking place in the areas of music, art and crafts. We are now regularly seeing up to 400 people a week in the building.

Demand for our co working space continues to grow and as soon as possible, we will be looking to improve the Broadband speed, which is poor in the centre of Holmfirth. This will give our co-working space and office accommodation a leading edge and will also allow us to offer more places.

Commensurate with the fact that we occupy the building on license, we have carried out further improvements to the fabric of the building with much work being done in the co-working space and in the basement. This work will continue and increase as we hopefully move towards ownership.

We have had tremendous support from a major local business owner as well as Holme Valley Parish Council as we seek to accrue funds for the intended purchase. Negotiations to purchase have been protracted but we remain optimistic that Holmfirth Tech will be returning to the ownership of the people of the Holme Valley at some point over the coming 12 months.

We would like to thank all those who have assisted our activities.

As we come to the end of this financial year, we all face the difficulties created by Covid 19. I am pleased to report that we have been nominated as the Community Anchor for the Holme Valley by Third Sector Leaders and Kirklees Council. We will also be involved in administration of the Holme Valley South Hardship Fund together and will be working closely with the Mutual Aid and other local groups. It is important to us that The Tech is seen to be helping those who need support in these difficult times.

Finally, we are very much looking forwards to our Community Share Offer which will be taking place later this year. We hope that the need for The Tech will be recognized and that the offer is strongly supported. Such support will enable us to fully pay for the building, refurbish and carry on with classes and other activities in support of all in the area.

### **Financial review**

The net income for the year was £16,933, including net expenditure of £5,367 on unrestricted funds and net income of £22,300 on restricted funds.

### **Reserves policy**

The Directors have reviewed the Society's need for reserves in line with the guidance issued by the Charity Commission and consider it prudent, if possible, to maintain a level of unrestricted funds to deal with short term fluctuations in cash flow and to enable continuity of activities in the event of an unexpected large variation in income. They consider the optimal range of reserves to be between three and nine months' running costs calculated annually and monitored and reviewed every six months.

The unrestricted net current assets of the charity (its free reserves) were £23,417 at the year end.

### **Covid 19 and going concern**

Whilst the activities of the charity have been affected by the coronavirus pandemic, the trustees have considered the financial outlook for the charity for the next 12 months and are satisfied that there are not material uncertainties that cast doubt over the ability of the charity to continue to operate as a going concern.

# Holmfirth Tech Limited

## Trustees' report (continued) for the year ended 31 March 2020

### Statement of trustees' responsibilities

The trustees (who are also the directors for the purposes of Co-operatives and Community Benefit Society Law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Co-operatives and Community Benefit Society 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 community benefit society 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 Co-operatives and Community Benefit Societies Act 2014. 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.

Signed on behalf of the board of trustees:

Signed.....*C J Little*..... (Trustee and Secretary)

Name.....C J Little.....

Date.....7 November 2020.....

# Holmfirth Tech Limited

## Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>					
Grants and donations	(2)	10,159	40,000	50,159	41,013
Sales and fees		33,963	-	33,963	13,005
<b>Total income</b>		<u>44,122</u>	<u>40,000</u>	<u>84,122</u>	<u>54,018</u>
<b>Expenditure on:</b>					
Salaries NICs and pensions	(3)	16,223	1,000	17,223	6,451
Health and safety		667	-	667	2,753
Repairs and maintenance		2,353	5,200	7,553	5,329
Rates		1,632	-	1,632	-
Utilities		1,547	-	1,547	696
Security		-	-	-	414
Phone and broadband		1,221	-	1,221	393
Insurance		355	1,280	1,635	1,280
Marketing and publicity		1,687	1,500	3,187	657
Office and administration		270	-	270	530
Materials and resources		1,252	-	1,252	-
IT software and licences		190	-	190	178
Memberships and subscriptions		478	-	478	682
Cleaning		3,126	-	3,126	2,025
Independent examination		-	720	720	600
Depreciation		184	-	184	184
Bank charges		18	-	18	-
Professional fees		18,286	8,000	26,286	-
<b>Total expenditure</b>		<u>49,489</u>	<u>17,700</u>	<u>67,189</u>	<u>22,172</u>
<b>Net income / (expenditure)</b>		<u>(5,367)</u>	<u>22,300</u>	<u>16,933</u>	<u>31,846</u>
<b>Fund balances brought forward</b>		<u>29,146</u>	<u>2,700</u>	<u>31,846</u>	<u>-</u>
<b>Fund balances carried forward</b>	(4)	<u>23,779</u>	<u>25,000</u>	<u>48,779</u>	<u>31,846</u>

All incoming resources and resources expended derive from continuing activities.

# Holmfirth Tech Limited

## Balance sheet

as at 31 March 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
<b>Fixed assets</b>				
Tangible assets	(5) 369	-	369	553
<b>Total fixed assets</b>	<u>369</u>	<u>-</u>	<u>369</u>	<u>553</u>
<b>Current assets</b>				
Debtors and prepayments	(6) 13,915	-	13,915	8,701
Cash at bank and in hand	(7) 13,593	25,000	38,593	26,750
<b>Total current assets</b>	<u>27,508</u>	<u>25,000</u>	<u>52,508</u>	<u>35,451</u>
<b>Current liabilities:</b>				
<b>amounts falling due within one year</b>				
Creditors and accruals	(8) 4,091	-	4,091	4,155
<b>Total current liabilities</b>	<u>4,091</u>	<u>-</u>	<u>4,091</u>	<u>4,155</u>
<b>Net current assets / (liabilities)</b>	<u>23,417</u>	<u>25,000</u>	<u>48,417</u>	<u>31,296</u>
<b>Net assets</b>	<u>23,786</u>	<u>25,000</u>	<u>48,786</u>	<u>31,849</u>
<b>Funds</b>				
Unrestricted funds	23,779	-	23,779	29,146
Restricted funds	-	25,000	25,000	2,700
Share capital	7	-	7	3
<b>Total funds</b>	<u>23,786</u>	<u>25,000</u>	<u>48,786</u>	<u>31,849</u>

The financial statements were approved by the trustees on .....7 November 2020.....

Signed: . *CJ Little*

Name Chris Little (Trustee and Secretary)

Signed: *R Lancaster*

Name Roger Lancaster (Trustee)

Signed: *Margaret Dale*

Name Margaret Dale (Trustee)



# **Holmfirth Tech Limited**

## **Notes to the accounts**

### **for the year ended 31 March 2020**

#### **1 Accounting policies**

##### **Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) The charity constitutes a public benefit entity as defined by FRS 102.

##### **Going concern**

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

##### **Incoming resources**

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, it is more likely than not that the trustees 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 where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

##### **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 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:

Project and office equipment: over 4 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.

##### **Leases**

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

**Holmfirth Tech Limited**  
**Notes to the accounts continued**  
**for the year ended 31 March 2020**

<b>2 Grants and donations</b>	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Holme Valley Parish Council	-	25,000	25,000	-
Groundwork UK	-	15,000	15,000	-
Longley Farm	-	-	-	20,000
Holmfirth Transition Town (HoTT)	-	-	-	2,700
Other donations (inc Gift aid)	10,159	-	10,159	18,313
	<u>10,159</u>	<u>40,000</u>	<u>50,159</u>	<u>41,013</u>

<b>3 Staff costs and numbers</b>	2020	2019
	£	£
Gross salaries	16,843	6,451
Pensions	380	-
	<u>17,223</u>	<u>6,451</u>

The average number employees during the year was 1, being an average of 0.7 full time equivalent (2019: 0.4, 0.3 FTE). There were no employees with emoluments above £60,000.

<b>Defined contribution pension scheme</b>	2020	2019
	£	£
Costs of the scheme to the charity for the year	380	-
Amount of any contributions outstanding at the year end	-	-

<b>4 Restricted funds</b>	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
HoTT	2,700	-	2,700	-	-
Groundwork	-	15,000	15,000	-	-
Building purchase fund	-	25,000	-	-	25,000
	<u>2,700</u>	<u>40,000</u>	<u>17,700</u>	<u>-</u>	<u>25,000</u>

<b>Fund name</b>	<b>Purpose of restriction</b>
HoTT	Towards the installation of LED lighting
Groundwork	Towards professional fees, business development and overheads
Building purchase fund	Grants and donations towards the purchase of The Holmfirth Adult Education Centre (Holmfirth Tech)

**Holmfirth Tech Limited**  
**Notes to the accounts continued**  
**for the year ended 31 March 2020**

**5 Tangible assets**

	Office equipment	Freehold property	Total
	£	£	£
<b><u>Cost</u></b>			
At 1 April 2019	737	-	737
Additions	-	-	-
At 31 March 2020	737	-	737
<b><u>Depreciation</u></b>			
At 1 April 2019	184	-	184
Charge for year	184	-	184
At 31 March 2020	368	-	368
<b><u>Net book value</u></b>			
At 31 March 2020	369	-	369
At 31 March 2019	553	-	553

**6 Debtors and prepayments**

	2020	2019
	£	£
Debtors	2,325	7,966
Deposits	10,000	-
Prepayments	1,590	732
	13,915	8,698
		3

**7 Cash at bank and in hand**

	2020	2019
	£	£
Cash at bank	38,537	26,694
Cash in hand	56	56
	38,593	26,750

**8 Creditors and accruals**

	2020	2019
	£	£
Loans, convertible to shares when shares are issued	3,371	3,371
Creditors	-	184
Accruals	720	600
	4,091	4,155

**9 Related party transactions**

**Trustee expenses**

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

**Trustee remuneration and benefits**

No trustee received any remuneration or benefit during this or the previous year.

**Holmfirth Tech Limited**  
**Notes to the accounts continued**  
**for the year ended 31 March 2020**

**10 Operating leases**

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

Land east of  
Huddersfield Rd

Within one year

£

330

In the second to fifth years inclusive

170

Over five years from the balance sheet date

-

500

**11 Non- adjusting post balance sheet events**

Prior to the year end the charity trustees were in negotiations with Kirklees College regarding the purchase of the property known as Holmfirth Adult Education Centre, or Holmfirth Tech.

In May 2020 agreement was reached and the sale was completed. The consideration for the purchase was £225,000. At the date of approval of these accounts, the seller holds a legal charge of £107,500, being the remaining sum payable for the purchase.

Contingent on the purchase being agreed a donation of £80,000 had been offered to the charity.

Since no constructive obligation existed regarding either of these transactions prior to the balance sheet date, neither transactions have been adjusted for within the accounts.

## Holmfirth Tech Limited

### Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2020

	2020 Unrestricted funds £	2019 Unrestricted funds £	2020 Restricted funds £	2019 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income</b>						
Grants and donations	10,159	38,313	40,000	2,700	50,159	41,013
Sales and fees	33,963	13,005	-	-	33,963	13,005
<b>Total income</b>	<b>44,122</b>	<b>51,318</b>	<b>40,000</b>	<b>2,700</b>	<b>84,122</b>	<b>54,018</b>
<b>Expenditure</b>						
Salaries NICs and pensions	16,223	6,451	1,000	-	17,223	6,451
Health and safety	667	2,753	-	-	667	2,753
Repairs and maintenance	2,353	5,329	5,200	-	7,553	5,329
Rates	1,632	-	-	-	1,632	-
Utilities	1,547	696	-	-	1,547	696
Security	-	414	-	-	-	414
Phone and broadband	1,221	393	-	-	1,221	393
Insurance	355	1,280	1,280	-	1,635	1,280
Marketing and publicity	1,687	657	1,500	-	3,187	657
Office and administration	270	530	-	-	270	530
Materials and resources	1,252	-	-	-	1,252	-
IT software and licences	190	178	-	-	190	178
Memberships and subscriptions	478	682	-	-	478	682
Cleaning	3,126	2,025	-	-	3,126	2,025
Independent examination	-	600	720	-	720	600
Depreciation	184	184	-	-	184	184
Bank charges	18	-	-	-	18	-
Professional fees	18,286	-	8,000	-	26,286	-
<b>Total expenditure</b>	<b>49,489</b>	<b>22,172</b>	<b>17,700</b>	<b>-</b>	<b>67,189</b>	<b>22,172</b>
<b>Net income / (expenditure)</b>	<b>(5,367)</b>	<b>29,146</b>	<b>22,300</b>	<b>2,700</b>	<b>16,933</b>	<b>31,846</b>
<b>Fund balances brought forward</b>	<b>29,146</b>	<b>-</b>	<b>2,700</b>	<b>-</b>	<b>31,846</b>	<b>-</b>
<b>Fund balances carried forward</b>	<b>23,779</b>	<b>29,146</b>	<b>25,000</b>	<b>2,700</b>	<b>48,779</b>	<b>31,846</b>