

HIGH HOPES FOR HALLIWELL-BEING CIO

**ANNUAL REVIEW
&
FINANCIAL STATEMENTS
FOR THE PERIOD
JULY 24 2018
TO
DECEMBER 31 2019**

**HIGH HOPES FOR HALLIWELL-BEING CIO
TRUSTEES' REPORT & FINANCIAL STATEMENTS
PERIOD ENDED DECEMBER 31 2019**

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**HIGH HOPES FOR HALLIWELL-BEING CIO
TRUSTEES' AND DIRECTORS' REPORT
PERIOD FROM JULY 24 2018 TO DECEMBER 31 2019**

The Trustees present their annual report and financial statements covering the period from the date the charity was formed to December 31 2019. High Hopes for HalliWell-Being CIO (HHH) was established as a charity when its constitution was signed on July 24 2018. Its primary purpose is to carry out various activities in the Halliwell area of Bolton, focussing on maximising the use of St Paul's community centre for the purposes of education and provide facilities in the interest of social welfare.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The charity was established as a Charitable Incorporated Organisation (CIO) and is governed by its constitution dated July 24 2018. It immediately applied to be registered with the Charity Commission, but due to delays in registering new CIO's the formal registration as Charity number 1182385 became effective March 8 2019.

Membership

Membership of the CIO is open to anyone who is interested in furthering its purposes. A member may be an individual, a corporate body or an individual or corporate body representing an organisation which is not incorporated. If the CIO is wound up, each member is liable to contribute to the assets up to a maximum of £10 per member. The CIO may require members to pay reasonable membership fees. A list of members is available upon request from the Secretary

Appointment of Trustees

The Trustees are either elected or nominated. Elected Trustees are appointed by the members in accordance with the constitution. Nominated Trustees are appointed by one of the Appointing Bodies, as listed on page 1. The current trustees are listed on page 1. The minimum number of Trustees is one and maximum number is six. At each AGM one-third of the Trustees must retire and are eligible for re-appointment by the members. The retiring Trustees shall be those having served for the longest period in their current term, if more than one-third has served for the same length of time this should be decided by lot.

Trustee recruitment, induction and training

The current Trustees were selected on the basis that they were committed to the concept of the CIO and had an appropriate range of skills to ensure that the charity could develop. The Trustees are committed to developing appropriate policies for Trustee recruitment, induction and continuing training. In the meantime, information regarding governance and suitable training opportunities is forwarded to Trustees and a budget is made available to fund specific training opportunities that might arise and to pay for external advice where there is a gap in Trustees' expertise.

OBJECTIVES AND ACTIVITIES

The objectives of the charity are to benefit the residents of Halliwell, Crompton and the surrounding area, without distinction of sex, sexual orientation, race, political, religious or other opinions, by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide 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

STATEMENT OF PUBLIC BENEFIT

The Trustees have referred to the information contained in the Charity Commission's general guidance on public benefit when reviewing the aims and objectives and in planning future activities. The Trustees believe that the activities carried out benefit the public by providing services and otherwise assisting individuals in need because of lack of opportunity, worklessness and ill-health.

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ACHIEVEMENTS AND PERFORMANCE

During the period the Trustees concentrated on setting up the Charity and applying for funding. Some activities carried out by the Charity were previously managed by the West Bolton PCC, Charity number 1131301. That Charity is the owner of the property known as St Paul's Community Centre, HHH is responsible for managing the various activities carried out in the building, and for employing staff to facilitate this.

Funding achieved: Health and Wellbeing Investment from Health from Bolton CVS, Greater Manchester High Sheriffs Police Trust, Eric Wright Trust, Forever Manchester Christmas Together, Sir James and Lady Scott Trust, West Bolton Team Community Fund, Duchy of Lancaster Benevolent Fund.

Our recent evaluation report completed last year evidenced the essential work we are undertaking and the real difference it has made to people's lives. 57% of people rated their confidence as positive before coming to our activities rising to 98% after. Average confidence rose from 5.44 to 8.41.

- 94% said participating in training, volunteering and other activities improved their life skills;
- 91% that it had increased their social interaction;
- 92% that participating in activities gave them a stronger sense of community;
- 88% that participation helped them feel in better health;
- 81% that participation had made them more positive to people from other ethnic groups, which was a key concern from a local survey in 2016.

FINANCIAL REVIEW

Income for the period from unrestricted funds (including designated funds) of £26,908 consisted mainly of grants, donations and room hire.

Expenditure from unrestricted funds of £19,411 consisted mainly of utilities, insurance, rent and maintenance costs.

There was a surplus of income compared with expenditure of £5,546 on general funds which has been used to build reserves and provide financial stability, and a balance of £1,951 on designated funds for future projects.

Income and expenditure on various restricted funds are shown in note 6, with net surplus of income over expenditure of £30,765, which is available for future expenditure on salaries, equipment and other costs.

PLANS FOR THE FUTURE

In 2020 we shall begin the Discovery Award programme to offer personal development opportunities to over 50s akin to the Duke of Edinburgh Award.

We shall apply for additional funding so that the Community Development Worker and Community Peer Workers can work additional hours and so we can be confident about being able to continue their roles. This will enable us to continue our activities and events and also to provide new projects within the community centre throughout the week and at weekends, e.g., a weekly job club, Saturday cinema, half term events such as picnics and games.

We will also continue to look for funds for specific activities at the centre and we will organise fundraising events to help to cover the cost of running of the community centre. We have started recruiting volunteers and this will continue through 2020.

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RISK REVIEW, FUNDS AND RESERVES POLICY

The Trustees regularly review their Charity's risk management systems, risk register and policies developed to mitigate the key risks identified by the Trustees. The key risks are considered to be

- Insufficient funds to pay employees
- General employment risks
- Health and Safety in the building
- Complaints against a member of staff or a Trustee

The Trustees believe that these risks are minimised by holding regular meetings, the level of expertise on the board, monitoring of staff and development of policies. They are satisfied that there are sufficient procedures in place to mitigate these risks to an acceptable level.

The Trustees recognise the need for the Charity to establish and maintain reserves to enable it to continue to carry out its charitable objectives in the event of unforeseeable matters arising. The Trustees aim to maintain unrestricted free reserves, sufficient to cover 3-6 months' average running costs, excluding salaries, which would be c£3,500 to £7,000. At December 31 2019, free reserves stood at £5,546, which is within this range.

The movement on funds held by the charity are detailed in note 6 to the financial statements.

TRUSTEES RESPONSIBILITIES

Charity law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the charity and of its surplus or deficit for that period. In preparing those financial statements the Trustees have:-

- selected suitable accounting policies and applied them consistently
- made judgements and estimates that are reasonable and prudent
- stated whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.
- prepared the financial statements on the going concern basis.

The Trustees are responsible for keeping records which 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 requirements of the Charity Commission. They are also responsible for safeguarding the assets of the charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 11 - 2 - 20 . and signed on their behalf by



Trustee GRAMHAM DARCAY.

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HIGH HOPES FOR
HALLIWELL-BEING CIO FOR THE PERIOD ENDED DECEMBER 31 2019**

This report on the financial statements of the CIO for the period ended December 31 2019, which are set out on pages 6 to 10, is in respect of an examination carried out in accordance with the Charities Act 2011 ("The Act")

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for this year (under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act);
- to follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act); and
- to state whether particular matters have come to my attention.

Basis of this report

My examination was carried out in accordance with 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 I do not express an audit opinion on the accounts.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the trustees have not met the requirements to ensure that:
 - proper accounting records are kept (in accordance with section 41 of the Act); and
 - accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act; 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: 

Date: 24 February 2020

*Helen Bolton, FCA
Chartered Accountant
16 Lee Fold
Tyldesley
Manchester*


HIGH HOPES FOR HALLWELL-BEING CIO**Statement of Financial Activities**

For the period ending December 31 2019

	Note	Unrestricted Funds			TOTAL 2018/19 £
		General Funds £	Designated Funds £	Restricted Funds £	
INCOME					
Grants	2(a)	2,782	-	66,764	69,546
Donations & fundraising	2(b)	2,975	1,951	-	4,926
Charitable Activities	2(c)	19,200	-	-	19,200
TOTAL INCOME		24,957	1,951	66,764	93,672
EXPENDITURE					
Charitable Activities	3	19,411	-	35,999	55,410
TOTAL EXPENDITURE		19,411	-	35,999	55,410
NET INCOME / (EXPENDITURE) BEFORE TRANSFERS		5,546	1,951	30,765	38,262
Transfers between funds	6	-	-	-	-
NET MOVEMENT IN FUNDS		5,546	1,951	30,765	38,262
Balances b/fwd.		-	-	-	-
Balances c/fwd.	6	5,546	1,951	30,765	38,262
The notes on the following pages form part of these accounts.					

HIGH HOPES FOR HALLWELL-BEING CIO

Balance Sheet at December 31 2019

	Note	Unrestricted Funds			TOTAL 2019
		General Funds	Designated Funds	Restricted Funds	
		£	£	£	
<u>CURRENT ASSETS</u>					
Bank Balances		7,019	1,951	30,765	39,735
TOTAL CURRENT ASSETS		7,019	1,951	30,765	39,735
<u>LIABILITIES</u>					
Creditors: Amounts falling due in one year	5	1,473	-	-	1,473
NET CURRENT ASSETS		5,546	1,951	30,765	38,262
TOTAL NET ASSETS		5,546	1,951	30,765	38,262
REPRESENTED BY:					
<u>FUNDS</u>					
Unrestricted - General	6	5,546	-	-	5,546
Unrestricted - Designated	6	-	1,951		1,951
Restricted	6	-	-	30,765	30,765
		5,546	1,951	30,765	38,262
The notes on the following pages form part of these accounts.					
Approved by the trustees on  11-2-20.					
and signed on its behalf by GRAHAM DARCY.					

HIGH HOPES FOR HALLWELL-BEING CIO**NOTES TO THE FINANCIAL STATEMENTS For the period ending December 31 2019****1 ACCOUNTING POLICIES**

The principal accounting policies adopted in the preparation of the financial statements are set out below.

Basis of preparation

The financial statements have been prepared on a going concern basis, in accordance with the Statement of Recommended Practice "Accounting and reporting by Charities 2015 (FRS 102)" and UK Generally Accepted Practice as it applies from 1 January 2016.

The financial statements have been prepared under the historical cost convention. The financial statements include all transactions, assets and liabilities for which the charity is responsible in law. They do not include the accounts of community groups that owe their main affiliation to another body.

Fund accounting

General funds are available at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds subject to specific restrictive conditions imposed by donors, funders or by the purpose of grants. The purpose and use of the restricted funds is set out in note 5 to the accounts.

Donations and grants and similar income

Income from donations and grants, including capital grants and donations, is accounted for when these are receivable, except when they relate to future accounting periods or when the donors or grantors impose pre-conditions that have not been met. In these cases the income is deferred until the future period and/or the conditions have been met.

Where conditions are imposed which restrict the use of the income to specific purpose then it is included in income under restricted funds when it is due.

HIGH HOPES FOR HALLIWELL-BEING CIO

NOTES TO THE FINANCIAL STATEMENTS For the period ending December 31 2019 (Cont.)

2. INCOME	note	Unrestricted Funds			TOTAL 2018/19
		General Funds	Designated Funds	Restricted Funds	
		£	£	£	
2(a) Grants					
Big Lottery Fund		-	-	48,924	48,924
Bolton CVS		4,255	-	15,275	19,530
Less: Deferred grants re future room hire	5	(1,473)	-	-	(1,473)
Forever Manchester		-	-	200	200
Greater Manchester Lieutenant		-	-	1,000	1,000
Manchester Police Trust		-	-	1,365	1,365
		2,782	-	66,764	69,546
2(b) Donations & fundraising					
Fundraising events		1,969	1,451	-	3,420
Donations		1,000	500	-	1,500
Bank Interest		6	-	-	6
		2,975	1,951	-	4,926
2(c) Income from Charitable Activities					
Room hire		19,200	-	-	19,200
		19,200	-	-	19,200
TOTAL INCOME		24,957	1,951	66,764	93,672
3. EXPENDITURE					
Charitable Activities					
Staff costs	4	-	-	31,060	31,060
Rent		7,500	-	-	7,500
Water, Gas, Electricity & phone		3,355	-	-	3,355
Insurance		3,150	-	-	3,150
Cleaning & maintenance		2,087	-	-	2,087
Equipment		1,594	-	563	2,157
Printing, copying & stationery		341	-	500	841
Training costs		-	-	505	505
Costs relating to charitable activities		314	-	1,496	1,810
IT		645	-	-	645
Recruitment & payroll admin		425	-	-	425
Legal and Professional		-	-	1,875	1,875
TOTAL EXPENDITURE		19,411	-	35,999	55,410
4. STAFF COSTS					
Salaries		-	-	31,060	31,060
Employers National Insurance		-	-	-	-
Pension		-	-	-	-
Total		-	-	31,060	31,060

5. CREDITORS: AMOUNTS FALLING DUE IN ONE YEAR	Unrestricted Funds				TOTAL 2019
	General Funds	Designated Funds	Restricted Funds		
	£	£	£	£	
Deferred grants re future room hire	1,473	-	-		1,473
Total Creditors	1,473	-	-		1,473
6. FUNDS					
	Bal July 24 2018	Income	Expenditure	Transfers In / (Out)	Bal Dec 31 2019
Restricted Funds					
Staff Costs	-	58,524	(32,935)	-	25,589
Community activities	-	4,161	(2,501)	-	1,660
Garden and other equipment	-	3,399	(563)	-	2,836
Discovery Award	-	680	-	-	680
Total restricted funds	-	66,764	(35,999)	-	30,765
Unrestricted Funds					
Designated funds re noise reduction	-	1,951	-	-	1,951
General free reserves	-	24,957	(19,411)	-	5,546
Total unrestricted funds	-	26,908	(19,411)	-	7,497
Total Funds	-	93,672	(55,410)	-	38,262
Staff costs	Grants were received from The Big Lottery Fund and Bolton CVS to support staff salaries and consultants fees. Balances at the end of the period are carried forward to fund ongoing costs in the following year.				
Community activities	Various start-up grants related to community activities or direct activity costs such as tutors are held as restricted funds until expended. Balances at the end of the period relate to tutor sessions scheduled for the subsequent year.				
Garden and other equipment	Various grants received to purchase equipment for groups which have not yet been expended are carried forward to the following year. These will be expended in spring 2020 on respect of sheds and other garden equipment.				
Discovery Award	The CIO received a Discovery Award to provide appropriate challenges to people aged over 50, particularly in respect of outdoor pursuits. In 2020 it is expected that group activities will be established and the funds will support start-up costs.				
Designated funds re noise reduction	Funds generated for a noise reduction project at the community centre are held in a designated fund to be used when sufficient funds are available for the work to be carried out.				
General free reserves	Free reserves represent funds that are not restricted or designated for specific purposes. The charity commission guidelines indicate that free reserves should be in the region of 3 to 6 months' running costs which would be c£3,500 to £7,000.				