

Hive Bradford

Charity number 1100741

A company limited by guarantee number 04720047

Annual Report and Financial Statements

for the year ended 31 March 2021



**Annual Report and Financial Statements
for the year ended 31 March 2021**

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Hive Bradford

Trustees' report for the year ended 31 March 2021

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

Trustees

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

| Name | Position | Dates |
|------------------|----------|-------------------------|
| Steve Mackay | Chair | |
| Jeannie Crowther | | |
| Karen Steenson | | |
| Michael Kennedy | | |
| Nicola Shaw | | Resigned 9 January 2021 |
| Peter Walton | | |
| Sue Rana | | |
| Susan Bale | | |

Company secretary

Susan Bale From 9 January 2021

Charity number 1100741 Registered in England and Wales

Company number 04720047 Registered in England and Wales

Registered and principal address

Kirkgate, Shipley, West Yorkshire, BD18 3EH

Bankers

Cooperative Bank, 1 Balloon Street, Manchester, M60 4EP

Virgin Money, Jubilee House, Gosforth, NE3 4PL

Nationwide Building Society, 5-11 St Georges Street, Douglas, Isle of Man, IM99 1AS

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 and was formed on 2nd April 2003, as amended by special resolution dated 22nd October 2003. 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.

Change of name

On 1 April 2012 Kirkgate Studios and Workshops changed its name to Hive Bradford (working name Hive); the name change was registered at Companies House on 16 March 2012.

Objectives and activities

The charity's objects

The advancement of education for the public by the provision of vocational and other training courses. The provision of facilities for recreation and leisure time activities for people who have need of them by reasons of age, infirmity or disablement, poverty or social and economic circumstances with a view of improving the conditions in life of such persons.

The charity's main activities

Hive offers adult education classes in various arts and crafts activities. We also provide a range of activities for specific communities and clients both at the workshop and across Bradford District. We offer access to our facilities, creative equipment and support to individuals and volunteers looking to develop their skills and

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities (continued)

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 the advancement of education and the provision of facilities for recreation or other leisure time occupation.

Hive Bradford works to promote the inclusion of:

- vulnerable and disadvantaged children and young people, young offenders and those at risk of offending, through learning, skills-building, creative opportunities and community projects.
- disadvantaged adults, particularly providing steps back into employment through volunteering, skills-building and self-confidence.
- vulnerable and disadvantaged older people, through providing activities, social links and combatting loneliness.

Hive supports continuing life-long learning through a programme of creative adult learning, creative outreach courses, arts and health activities and free drop-in access. Hive Bradford also supports local economy and community regeneration through involvement in local visioning events, working in and fostering partnership, creating employment and volunteering opportunities, local procurement where possible and access to workshop facilities.

Achievements and performance

We began this financial year in lockdown so Hive's doors closed temporarily, some staff were furloughed and some continued to work from home. Our courses and projects closed 'in person' and we had to find a way to keep people engaged with the arts during this period, particularly those with mental and physical health issues exacerbated by the pandemic.

We were lucky to obtain additional funding during this period from a variety of sources to enable us to run a programme during this year. We were able to offer free sessions online, delivering 350 creative hours on Facebook and 200 via zoom to continue to engage and expand our audience. These included Woodwork, Painting and Drawing, Pottery, Printmaking, Arabic Calligraphy and Stained Glass. Lockdown with Liz started where our tutor live-streamed on Facebook showing us simple crafts and outdoor activities in her garden. This led to contact with the creative network and Liz became a regular guest on "Up for the Arts" on Radio Leeds.

We also developed zoom chat and craft groups for people who missed the interactions of coming to Hive. During this time we also delivered 20 Morrisons food boxes, provide by MHFA (Mental Health First Aid), to some of our most vulnerable users / members.

We purchased and delivered 36 tablets to refugee families, in partnership with Refugee Action. This meant that they were able to take part in our Flourish sessions online, and contribute to an online exhibition as part of refugee week. We have been delivering Flourish sessions via Zoom since June of last year. We have had a great response to these sessions from the participants, having worked with a wide range of people including refugee families, South Asian elders and others in the West Bowling community. During these sessions we have looked at what being in lockdown means and made paper houses lit with battery-operated tealights that we distributed through partner organisations and via post. We have had origami and paper craft sessions with families, as well as continuing with our foot project – exploring the journeys that the participants have made – to be exhibited in the autumn.

Our Thrive programme was put on hold for a while as one of the workers has long COVID. The work continues now on a smaller scale working with families and mental health partners.

Our members and volunteers really rallied round at this time, some of them making masks (over 300 of them) to sell online, raising £1,500 for Hive. One of our tutors made two large COVID pots inspired by the Grayson Perry Brexit pots, and invited service users to explore and represent their "Good" and "Bad" feelings about lockdown. One of our tutor's sons, whilst being home schooled, developed a Hive@Home website so that our service users could download creative worksheets to accompany our online tutorials.

Hive Bradford

Trustees' report (continued) for the year ended 31 March 2021

Achievements and performance (continued)

We installed large screen TVs and additional equipment at Hive so we could deliver courses in the building with people joining in from home via Zoom in preparation for when things started opening up again. We were also able to install this equipment at CommunityWorks in Undercliffe, Shine in West Bowling and Roshni Ghar in Keighley, alongside tablets to distribute to their clients. These clients included a group of unaccompanied young refugee men who were having a particularly bad time, enabling them to take part in creative activities to improve their English and wellbeing.

We adapted our premises to make them secure and safe for service users and restarted pre-booked drop-in sessions in July, meaning artists could access the equipment they need to start making again: after long periods of lockdown many people were keen to get back to Hive. We established a mixed-mode learning programme in September, with courses running for half the students in person, and half at home tuning in via Zoom - swapping round the following week, so each student had equal time in class. We also allowed people to come and pick up materials for classes during this period. Then in October, when we went back into lockdown, all sessions went back to being delivered on Zoom. As the year ended we were planning a cautious return to mixed-mode classes.

We were asked by the Baring Foundation to produce a report on our wellbeing work with BAMER (Black, Asian, Minority Ethnic and Refugee) communities as they are going to be changing their criteria to focus on this group in the near future and wanted some good practice information from groups already doing this work. The Baring Foundation have now released their report, "Culturally Minded and Ethnically Diverse", in which Hive features (available on their website).

At the start of the year we were already developing a new website, and we launched this during lockdown to make it easier for members and non-members to book onto courses and access our facilities, as well as bringing all of our online activities together in one place.

Finally, since January we have been working with Bounceback foods, a Manchester-based charity working to fight food poverty in the UK, on their latest cookbook. Hive is representing Bradford as one of 20 organisations producing artwork for the book representing different cultures' food. We are working with Roshni Ghar to produce artwork which will be displayed on the Bangladeshi recipe page.

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Trustees' report (continued) for the year ended 31 March 2021

Financial review

The net income for the year after transfers was £83,253, including net income of £21,187 on restricted funds and net income of £62,066 on unrestricted funds.

Reserves policy

The management committee of Hive has agreed to maintain reserve funds at sufficient levels in order to allow the smooth operation of the charity's activities (in accordance with Charity Commission guidelines). Hive aims to hold free reserves (ie. unrestricted funds not committed or invested in tangible fixed assets) of between 6 and 9 months (currently £119,603 - £179,405). In line with the Charities Commissions SORP 2005 Paragraph 55(a) Hive will include information about our reserves policy and the level of reserves held in its Annual Report.

The charity's free reserves, excluding fixed assets, at the year end were £172,230 (2020: £116,900), within the range required by the reserves policy.

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 (Charities SORP (FRS102)), 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..... (Trustee)

Name.....

Date.....

Hive Bradford

Independent examiner's report to the trustees of Hive Bradford

I report to the charity on my examination of the accounts of the charitable company for the year ended 31 March 2021, which are set out on pages 7 to 13.

Responsibilities and basis of report

As the trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Acts.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Name: Helen Galvin

Relevant professional qualification or body: FCCA

Date:

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Hive Bradford

Statement of Financial Activities

(including summary income and expenditure account)

for the year ended 31 March 2021

| | Notes | 2021 Unrestricted funds £ | 2021 Restricted funds £ | 2021 Total funds £ | 2020 Total funds £ |
|--|-------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from: | | | | | Restated |
| Grants, contracts and donations | (2) | 55,819 | 253,718 | 309,537 | 157,839 |
| Sales and fees | | 4,042 | - | 4,042 | 52,281 |
| Membership fees | | 1,440 | - | 1,440 | 9,350 |
| Room hire income | | - | - | - | 3,518 |
| Bank interest | | 536 | - | 536 | (1) 1,008 |
| Other income | | 1,551 | - | 1,551 | 3,000 |
| Community Arts Umbrella income | | 1,353 | - | 1,353 | 483 |
| Total income | | <u>64,741</u> | <u>253,718</u> | <u>318,459</u> | <u>227,479</u> |
| Expenditure on: | | | | | |
| Salaries, NIC, pensions and payroll fees | (3) | 2,963 | 115,095 | 118,058 | 112,654 |
| Sub-contractors (artists) | | 8,000 | 21,106 | 29,106 | 42,100 |
| Travel and subsistence expenses | | - | 45 | 45 | 251 |
| Training and recruitment | | - | 300 | 300 | 1,637 |
| Volunteer and participant expenses | | 10 | 377 | 387 | 2,552 |
| Rent, rates and insurance | | 911 | 842 | 1,753 | 9,452 |
| Utilities | | 386 | 2,268 | 2,654 | 7,303 |
| Internet and telephone | | - | 1,087 | 1,087 | 1,374 |
| Materials | | 511 | 2,547 | 3,058 | 8,478 |
| Printing, stationery and office supplies | | 456 | 2,375 | 2,831 | 3,540 |
| Marketing and publicity | | - | 1,655 | 1,655 | 2,097 |
| Professional fees | | 955 | 718 | 1,673 | 1,676 |
| Accounting (incl. examination) | | 3,112 | 2,948 | 6,060 | 3,967 |
| Equipment | | 100 | 34,879 | 34,979 | 6,018 |
| Van | | - | 3,194 | 3,194 | - |
| Room hire | | - | 4,000 | 4,000 | - |
| Cleaning and maintenance | | 1,764 | 6,492 | 8,256 | 2,105 |
| Subscriptions | | - | 379 | 379 | 84 |
| Security | | 747 | 708 | 1,455 | 296 |
| Bank Service Charges | | 273 | 14 | 287 | 1,615 |
| Community Arts Umbrella | | 163 | 3,000 | 3,163 | 775 |
| Repayment of cancelled commission | | 3,208 | - | 3,208 | - |
| Other Direct Costs (sundries) | | 3 | 2,958 | 2,961 | 4,084 |
| Depreciation | | 4,657 | - | 4,657 | 1,808 |
| Total expenditure | | <u>28,219</u> | <u>206,987</u> | <u>235,206</u> | <u>213,866</u> |
| Net income / (expenditure) | | 36,522 | 46,731 | 83,253 | 13,613 |
| Transfers between funds | | 25,544 | (25,544) | - | - |
| Net movement in funds | | <u>62,066</u> | <u>21,187</u> | <u>83,253</u> | <u>13,613</u> |
| Fund balances brought forward | | <u>120,992</u> | <u>58,668</u> | <u>179,660</u> | <u>166,047</u> |
| Fund balances carried forward | (4) | <u>183,058</u> | <u>79,855</u> | <u>262,913</u> | (1) <u>179,660</u> |

All incoming resources and resources expended derive from continuing activities.

Hive Bradford

Balance sheet as at 31 March 2021

| | 2021 | 2021 | 2021 | 2020 |
|--|----------------|---------------|----------------|----------------|
| | Unrestricted | Restricted | Total | Total |
| | £ | £ | £ | £ |
| Fixed assets | | | | Restated |
| Tangible assets (5) | 10,828 | - | 10,828 | 4,091 |
| Total fixed assets | <u>10,828</u> | <u>-</u> | <u>10,828</u> | <u>4,091</u> |
| Current assets | | | | |
| Debtors and prepayments (6) | 14,496 | 3,601 | 18,097 | (1) 7,900 |
| Cash at bank and in hand (7) | 158,418 | 78,707 | 237,125 | (1) 176,952 |
| Total current assets | <u>172,914</u> | <u>82,308</u> | <u>255,222</u> | <u>184,852</u> |
| Current liabilities: | | | | |
| amounts falling due within one year | | | | |
| Creditors and accruals (8) | 684 | 2,453 | 3,137 | 9,283 |
| Total current liabilities | <u>684</u> | <u>2,453</u> | <u>3,137</u> | <u>9,283</u> |
| Net current assets | <u>172,230</u> | <u>79,855</u> | <u>252,085</u> | <u>175,569</u> |
| Total assets less current liabilities | <u>183,058</u> | <u>79,855</u> | <u>262,913</u> | <u>179,660</u> |
| Net assets | <u>183,058</u> | <u>79,855</u> | <u>262,913</u> | <u>179,660</u> |
| Funds | | | | |
| Unrestricted funds | 183,058 | - | 183,058 | 120,991 |
| Restricted funds | - | 79,855 | 79,855 | 58,669 |
| Total funds | <u>183,058</u> | <u>79,855</u> | <u>262,913</u> | <u>179,660</u> |

For the year ending 31 March 2021 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 are 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 FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on

Date:

Signed: (Trustee)

Name:

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

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

In preparing these accounts it was noticed that £677 of bank interest had been mistakenly accrued last year, whilst £198 had been omitted. The opening balance for this year therefore differs by £479, and the previous year's income should be reduced by £479, with cash balance increased by £198 and debtors balance reduced by £677. There were also two errors in note 3: the social security costs were overstated by £3,000 and should have been £4,566, whilst the average number of employees was overstated and should have been 9.6 (5.4 FTE).

In previous years employment allowance was shown separately as income, whilst this year it has been netted off payroll expenditure.

Going concern

At the time of signing these accounts the charity has been impacted by the global COVID-19 virus. The trustees have reassessed the charity's ability to continue for at least 12 months from the date the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

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 costing more than £1,200 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 (3 years for computer equipment, 4 years for other equipment).

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.

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

| 2 Grants, contracts and donations | | 2021 | 2021 | 2021 | 2020 |
|--|-------------------------|---------------|----------------|----------------|----------------|
| | | Unrestricted | Restricted | Total | Total |
| | | funds £ | funds £ | funds £ | funds £ |
| Arts Council | Emergency Response | - | 25,246 | 25,246 | - |
| | Culture Recovery | - | 48,081 | 48,081 | - |
| Baring Foundation | COVID-19 response | 8,250 | - | 8,250 | - |
| | Arts & Investment Grant | 18,500 | - | 18,500 | 18,500 |
| Bradford Met. District Council | COVID-19 | 10,000 | - | 10,000 | - |
| | Justart | 9,000 | - | 9,000 | 9,000 |
| Bradford Met. District Council / Participate | VCS Transformation | - | 6,400 | 6,400 | - |
| Brelms Trust | POP | - | 4,950 | 4,950 | 4,950 |
| Clothworkers Foundation | COVID-19 capital | - | 4,390 | 4,390 | - |
| Co-op | Community Fund | 2,933 | - | 2,933 | - |
| Comic Relief | COVID-19 room hire | - | 4,000 | 4,000 | - |
| Donation | Tools | - | 500 | 500 | - |
| Fundraising | | 158 | - | 158 | 712 |
| Gifts and donations | | 6,828 | - | 6,828 | 2,528 |
| Henry Smith Charity | Flourish | - | 15,350 | 15,350 | 28,900 |
| Heritage Lottery Fund | Worn Stories | - | - | - | 592 |
| | COVID-19 | - | 5,000 | 5,000 | - |
| HMRC | Job Retention Scheme | - | 30,874 | 30,874 | - |
| Leeds Community Foundation | Resilience | - | 10,000 | 10,000 | - |
| National Lottery Community Fund - Reaching Communities | Thrive | - | - | - | 21,382 |
| | Thrive Development | - | 44,267 | 44,267 | - |
| | Here and There | - | 51,860 | 51,860 | 21,702 |
| Shipley Town Council | Fire door | - | 800 | 800 | - |
| Yorkshire Building Society | COVID-19 salaries | - | 2,000 | 2,000 | - |
| Other unrestricted grants and contracts | | * | 150 | 150 | 49,573 |
| | | <u>55,819</u> | <u>253,718</u> | <u>309,537</u> | <u>157,839</u> |

* This includes the return of £3,208 for a youth work commissioning which was curtailed by the pandemic.

| 3 Staff costs and numbers | 2021 £ | 2020 £ |
|---------------------------|----------------|----------------|
| Gross salaries | 113,589 | 108,147 |
| Social security costs | 4,866 | 4,566 |
| Employment allowance | (4,000) | (3,000) |
| Payroll fees | 1,410 | 1,356 |
| Furlough fees | 600 | - |
| Pensions | 1,485 | 1,308 |
| Pension fees | 108 | 276 |
| | <u>118,058</u> | <u>112,654</u> |

The average number of employees during the year was 9.9, being an average of 5.5 full time equivalent (2019-20: 9.6, 5.4 FTE - previously stated as 10.6, 6.0 FTE). There were no employees with emoluments above £60,000.

| Defined contribution pension scheme | 2021 £ | 2020 £ |
|---|--------|--------|
| Costs of the scheme to the charity for the year | 1,593 | 1,584 |
| Amount of any contributions outstanding at the year end | - | - |
| Amount of any contributions prepaid at the year end | - | - |

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

(continued)

| 4 Restricted funds | | Balance b/f £ | Incoming £ | Outgoing £ | Transfers £ | Balance c/f £ |
|---|------------------|------------------|----------------|----------------|-----------------|------------------|
| Arts Council | C19 Emergency | - | 25,246 | 11,096 | (14,150) | - |
| | C19 Recovery | - | 48,081 | 48,081 | - | - |
| Bradford & District Association for Mental Health | Development | 11,035 | - | 5,990 | - | 5,045 |
| Brelms Trust | POP | 954 | 4,950 | 2,399 | - | 3,505 |
| Clothworkers Foundation | C19 Equipment | - | 4,390 | 4,390 | - | - |
| Comic Relief | C19 Room hire | - | 4,000 | 4,000 | - | - |
| Donation | Tools | - | 500 | 500 | - | - |
| Garfield Weston Foundation | POP | 7,139 | - | 7,139 | - | - |
| Give Bradford | C19 Resilience | - | 10,000 | 10,000 | - | - |
| Hays Travel | POP | 2,525 | - | 2,525 | - | - |
| Henry Smith Charity | Flourish | 17,743 | 15,350 | 15,241 | - | 17,852 |
| Heritage Lottery | C19 Response | - | 5,000 | 5,000 | - | - |
| HMRC Job Retention Scheme | Furlough | - | 30,874 | 30,874 | - | - |
| National Lottery Community Fund (NLCF) - Reaching Communities | Here and There | - | 51,860 | 40,466 | (11,394) | - |
| | Thrive | 302 | - | 302 | - | - |
| | Thrive develop't | 11,334 | 44,267 | 9,348 | - | 46,253 |
| NLCF - Awards for All | Social toolkit | 6,994 | - | 6,994 | - | - |
| Scurrah Wainwright Charity | Roma C'munity | 517 | - | 517 | - | - |
| Shipley Town Council | Fire door | - | 800 | - | - | 800 |
| VCS Transformation Fund | CAU costs | - | 6,400 | - | - | 6,400 |
| WW Spooner Charitable Trust | Make at Hive | 125 | - | 125 | - | - |
| Yorkshire Building Society | C19 Salaries | - | 2,000 | 2,000 | - | - |
| | | <u>58,668</u> | <u>253,718</u> | <u>206,987</u> | <u>(25,544)</u> | <u>79,855</u> |

Fund name

Purpose of restriction

Thrive / Thrive Development

Creative engagement promoting volunteering for people with mental health issues, originally taking place at Hive but now in the wider community.

Here and There

Development of infrastructure and delivery of arts and wellbeing activities in person and online simultaneously, with CommunityWorks (Undercliffe), Shine (West Bowling) and Roshni Ghar (Keighley). £11,394 was transferred out of this fund for the cost of a van, which will be depreciated over the next four years.

POP

Creative team building for young people with mental health issues.

Social toolkit

Practical handicraft sessions for men with complex issues.

B&DAMH Development

Development projects.

Make at Hive

Creative drop-in sessions, including provision of supported access referrals for people with mental health issues.

Flourish

Creative programme to improve representation, access to support services, and wellbeing, and to build support networks for vulnerable new communities, in West Bowling, Undercliffe and Keighley.

Roma Community

Creative activities with Roma Community in Undercliffe, with CommunityWorks.

COVID-19 (various)

Emergency COVID-19 funding for equipment for remote delivery (Clothworkers), extra space for distancing (Comic Relief), staff time to deliver remote or online activities (YBS, Heritage Lottery Fund), and building resilience (Give Bradford).

COVID-19 Emergency / Recovery (Arts Council)

Funding to subsidise lost revenue; to deliver online, remote, and in person creative activities; and to set up a creative helpline for those unfamiliar with technology. £14,150 was transferred out of the emergency fund as it was subsidising lost income from student fees, membership and room hire due to COVID-19.

Furlough

The Government's Job Retention Scheme

Tools

Donation to fund woodworking tools

Fire door

Contribution to replacement of external fire door

CAU costs (VCS)

Survey costs for the Community Asset Transfer

Hive Bradford

Notes to the accounts for the year ended 31 March 2021

(continued)

| 5 Tangible assets | | Vehicles and equipment £ | Computers £ | Total £ |
|---|---|--------------------------|-----------------------------|-----------------|
| Cost | | | | |
| At 1 April 2020 | | 11,324 | 4,125 | 15,449 |
| Additions | | 11,394 | - | 11,394 |
| At 31 March 2021 | | <u>22,718</u> | <u>4,125</u> | <u>26,843</u> |
| Depreciation | | | | |
| At 1 April 2020 | | 7,233 | 4,125 | 11,358 |
| Charge for year | | 4,657 | - | 4,657 |
| At 31 March 2021 | | <u>11,890</u> | <u>4,125</u> | <u>16,015</u> |
| Net book value | | | | |
| At 31 March 2021 | | <u>10,828</u> | <u>-</u> | <u>10,828</u> |
| At 31 March 2020 | | <u>4,091</u> | <u>-</u> | <u>4,091</u> |
| 6 Debtors and prepayments | | | 2021 £ | 2020 £ |
| Debtors | Justart project | | 7,500 | 4,500 |
| | Student placements | | 1,183 | - |
| | Restricted grants | | 3,281 | - |
| | Unrestricted grants | | 4,625 | - |
| | Direct Commissionings / Room Hire | | 150 | 420 |
| Prepayments | Insurance (previous year copier and alarm too) | | 320 | 859 |
| | Salaries prepayment | | 1,038 | 2,122 |
| | | | <u>18,097</u> | <u>7,900</u> |
| 7 Cash at bank and in hand | | | 2021 £ | 2020 £ |
| Current account | | | 65,616 | 34,672 |
| Deposit accounts | | | 170,441 | 141,582 |
| PayPal | | | 1,003 | 661 |
| Petty cash | | | 64 | 38 |
| | | | <u>237,125</u> | <u>176,952</u> |
| 8 Creditors and accruals | | | 2021 £ | 2020 £ |
| Creditors | Direct projects costs (artists, materials, marketing, training) | | 1,698 | 7,138 |
| | Overheads (utilities, copier, cleaning, maintenance, security) | | 125 | 1,139 |
| | Professional fees | | 630 | 255 |
| | Independent examination | | 684 | 684 |
| | Course refunds | | - | 67 |
| | | | <u>3,137</u> | <u>9,283</u> |
| 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. | | | | |
| Remuneration and benefits received by key management personnel | | | | |
| The key management personnel of the charity comprises the Manager only. The total employee benefits of the key management personnel of the charity were £23,236 (2020: £25,045) | | | | |
| 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 and buildings £ | Copier £ |
| Within one year | | | - | 2,064 |
| In the second to fifth years inclusive | | | - | 5,160 |
| (No payments are committed over five years from the balance sheet date) | | | <u>-</u> | <u>7,224</u> |

Hive Bradford

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2021

| | 2021 Unrestricted funds £ | 2020 Unrestricted funds £ | 2021 Restricted funds £ | 2020 Restricted funds £ | 2021 Total funds £ | 2020 Total funds £ |
|--|------------------------------------|------------------------------------|----------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from: | | | | | | |
| Grants, contracts and donations | 55,819 | 45,868 | 253,718 | 111,971 | 309,537 | 157,839 |
| Sales and fees | 4,042 | 52,281 | - | - | 4,042 | 52,281 |
| Membership fees | 1,440 | 9,350 | - | - | 1,440 | 9,350 |
| Room hire income | - | 3,518 | - | - | - | 3,518 |
| Bank interest | 536 | 1,008 | - | - | 536 | 1,008 |
| Other income | 1,551 | 3,000 | - | - | 1,551 | 3,000 |
| Community Arts Umbrella income | 1,353 | 483 | - | - | 1,353 | 483 |
| Total income | 64,741 | 115,508 | 253,718 | 111,971 | 318,459 | 227,479 |
| Expenditure on: | | | | | | |
| Salaries, NIC, pensions and payroll fees | 2,963 | 55,400 | 115,095 | 57,254 | 118,058 | 112,654 |
| Sub-contractors (artists) | 8,000 | 39,400 | 21,106 | 2,700 | 29,106 | 42,100 |
| Travel and subsistence expenses | - | 23 | 45 | 228 | 45 | 251 |
| Training and recruitment | - | - | 300 | 1,637 | 300 | 1,637 |
| Volunteer and participant expenses | 10 | - | 377 | 2,552 | 387 | 2,552 |
| Rent, rates and insurance | 911 | 6,074 | 842 | 3,378 | 1,753 | 9,452 |
| Utilities | 386 | 4,288 | 2,268 | 3,015 | 2,654 | 7,303 |
| Internet and telephone | - | 442 | 1,087 | 932 | 1,087 | 1,374 |
| Materials | 511 | 885 | 2,547 | 7,593 | 3,058 | 8,478 |
| Printing, stationery and office supplies | 456 | 3,000 | 2,375 | 540 | 2,831 | 3,540 |
| Marketing and publicity | - | - | 1,655 | 2,097 | 1,655 | 2,097 |
| Professional fees | 955 | 1,676 | 718 | - | 1,673 | 1,676 |
| Accounting (incl. examination) | 3,112 | 3,967 | 2,948 | - | 6,060 | 3,967 |
| Equipment | 100 | 575 | 34,879 | 5,443 | 34,979 | 6,018 |
| Van | - | - | 3,194 | - | 3,194 | - |
| Room hire | - | - | 4,000 | - | 4,000 | - |
| Cleaning and maintenance | 1,764 | 833 | 6,492 | 1,272 | 8,256 | 2,105 |
| Subscriptions | - | - | 379 | 84 | 379 | 84 |
| Security | 747 | 173 | 708 | 123 | 1,455 | 296 |
| Bank Service Charges | 273 | 1,615 | 14 | - | 287 | 1,615 |
| Community Arts Umbrella | 163 | 775 | 3,000 | - | 3,163 | 775 |
| Repayment of cancelled commission | 3,208 | - | - | - | 3,208 | - |
| Other Direct Costs (sundries) | 3 | 1,512 | 2,958 | 2,572 | 2,961 | 4,084 |
| Depreciation | 4,657 | 1,808 | - | - | 4,657 | 1,808 |
| Total expenditure | 28,219 | 122,446 | 206,987 | 91,420 | 235,206 | 213,866 |
| Net income / (expenditure) | 36,522 | (6,938) | 46,731 | 20,551 | 83,253 | 13,613 |
| Transfers between funds | 25,544 | 1,997 | (25,544) | (1,997) | - | - |
| Net movement in funds | 62,066 | (4,941) | 21,187 | 18,554 | 83,253 | 13,613 |
| Fund balances brought forward | 120,992 | 125,932 | 58,668 | 40,115 | 179,660 | 166,047 |
| Fund balances carried forward | 183,058 | 120,991 | 79,855 | 58,669 | 262,913 | 179,660 |

All incoming resources and resources expended derive from continuing activities.