

HUCKNALL HOPE LEA
PROJECT LTD

Providing Services For Adults With
Learning

Disabilities and Their Carers



TRUSTEES ANNUAL
REPORT

For the period 1.4.20 to 31.3.21

Company Reg. No. 3321416 Reg. Charity No. 1069660

MISSION STATEMENT

The Hucknall Hope Lea Project is a registered charity and a limited company by guarantee which aims to:

- ' Improve the quality of life for Adults with a Learning Disability living in or originating from Hucknall And to
- Provide a comprehensive service for Service Users and their Carers.

AIMS AND OBJECTIVES

- ' To improve the quality of life for each Service User
- ' To provide a secure base to allow people to develop their self confidence.
- To help each person to be valued and to make a positive contribution to the community.
- To provide sensitive - appropriate and professional support to encourage people to attain their own potential and goals in life.
- To continue to provide the present standard of service to each Service User.
- To give continuing support to Parents and Carers.

AIMS AND OBJECTIVES

The Aims and Objectives of the Residential home and the Supported Living home includes the following:-

To provide people living in the house with an environment, which they regard as their own home and in which they can feel safe and supported, to be accepted as themselves and be accepting of others.

To support and encourage people living in the house to achieve their chosen potential in all aspects of their lives.

To provide a secure base through warmth, understanding and support which will enable people to develop their personality and self-confidence.

To promote independence through acquisition of skills by teaching experience.

To provide opportunity for choice and decision-making, and the sense of responsibility for independent actions.

To provide an environment in which acceptable and evaluated risk taking is part of everyday life.

To develop positive working relationships based on respect, trust and empathy between staff and people living in the houses.

To provide sensitive, appropriate professional support.

To respect people's rights as individuals and the choice people have to exercise these rights.

To enable people living in the house to be seen by others as a valued and positive contribution to the local and wider community.

To establish and maintain positive working relationships with outside agencies and professional bodies and to use such resources as the need arises.

To provide support for parents, siblings and carers and facilitate their involvement in the lives of people living in the house.

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Residential Services	Office and Day Services	Supported Living
11/13 Annesley Road Hucknall Nottingham NG15 7AD	150 Watnall Road Hucknall Nottingham NG15 7NH	20 Herbert Buzzard Court Hankin Street Hucknall Nottingham NG15 7SS
Tel. 0115 9538385	0115 9530825 (office) 0115 9561709 (day services) e.mail hope.lea.proiect@ntlworld.com	0115 9538385

Hope Lea accounts have been examined and a financial statement produced by Cobb Burgin & Co. Chartered Accountants.

Solicitor Sheltons Solicitors

Funded By Nottinghamshire County Council; Adult Social Care, Health And Public Protection

Nottingham Community Housing Association re Annesley road property

Ashfield District Council landlord of 150 Watnall road

Directors

Janet Simpson – Chairperson

Ena Unwin

Norah Hatton

Kim Challand

Jacky Vere

Staff at Watnall road

Sharon Saxton -Office Manager

Sheila -Day Services

Wildgoose Manager

David Allinson -Support Assistant

Claire Norman -Support Assistant

Sandra Pietras -Support Assistant

Jan Lees - Administrator

Staff at Annesley road and 20 Herbert Buzzard Court

Helen Simpson -Home
Manager

Jayne Leivers -Support
Worker

Marjorie Emson -Support
Worker

Merisa -Support
Chambers Worker

Daniel Knight -Support
Worker

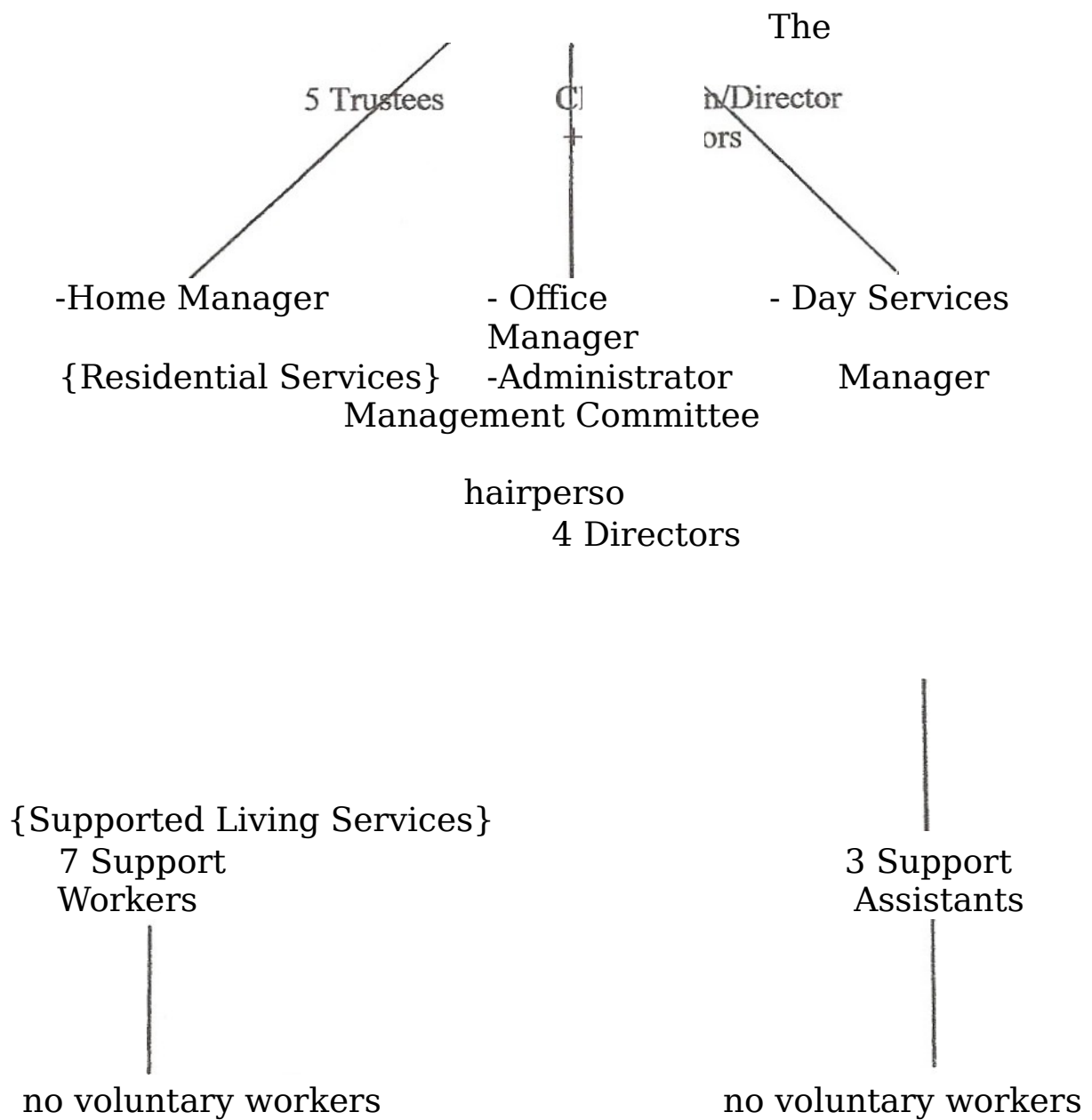
Sarah -Support
Wroblewski Worker

Tracey Jackson - Support
Worker

Brian Simpson - Support
Worker

HUCKNALL HOPE LEA PROJECT LTD

Organisational Structure



The Chairperson is the Line Manager for the Home Manager, the Day Services Manager and the Office Manager.

The Home Manager is the Line Manager for Residential and Supported Living Staff.

The Day Services Manager is the Line Manager for the Day Service staff. The Management Trustees are all Directors and voluntary workers including the Chairperson.31.3.21

THE HUCKNALL HOPE LEA PROJECT LTD

PROVIDING COMPREHENSIVE SERVICES FOR ADULTS WITH LEARNING DISABILITIES AND THEIR CARERS

The project provides Day - Residential and Supported Living Services to Adults with Learning Disabilities and their Carers and has been established since 1984 allowing Service Users to have choice, opportunities, security and importantly personal progress and independence. The project is a charitable company limited by guarantee. Our constitution is set out in the Memorandum and Articles of Association dated the 20th of February 1997.

We have a fully qualified, dedicated and professional staff team throughout the project whose role it is to support the Service Users and Residents.

The Day Services and Head office are based at 150 Watnall road

Hucknall; the house is leased to the Directors/ Trustees from Ashfield District Council. This is on a five year lease which commenced on the 1st April 2020 - at a rent charge of E 7,000 per annum. The

charge of the rent will be covered by Ashfield District Council Grant Funding' for the full term of the five year lease: which effectively means there is no charge for the rental of the property. The new lease document and grant funding agreement letter is filed at Head Office.

The Project is a Nottinghamshire County Council accredited service for both Residential and Day Services.

We have four residents living in our residential home at Annesley road in Hucknall. The property is owned by Nottingham Community Housing Association and the Management Committee are the Managing Agents. Our staff also support two

Service Users at 20 Herbert Buzzard Court under the 'Supported Living project'.

Brian Simpson commenced employment in August 2020, he will be

working with two residents at our Supported Living Project providing support over the weekend.

Due to the unprecedented effects of Covid:19 the last year has been a real challenge. The Project has had to overcome many serious obstacles. The Residential home and Supported Living home have remained open throughout with staff and service users following all the Government health and safety guidelines enabling them to keep safe. The Day Service closed for part of the year but still had to provide a support network to the Service Users. This involved producing and delivering

activity packs, regular phone calls with both service users and their carers, and many other duties such as delivering shopping, collecting prescriptions; basically anything to help support the well being and needs of the service users and their families at such a difficult time.

The Directors and Trustees would like to thank the staff throughout the project who have worked tirelessly and professionally whilst adapting to new and often restricting methods of working practices and adhering to new risk assessments and rules to enable the Project to continue.

Fundraising plays a large part in the success of the project as a whole. Unfortunately, we have not been able to undertake any fundraising events during the pandemic. However we are extremely lucky to have received donations from friends of Hope Lea and local businesses throughout the year. Our local butcher (Cassidy's and Sons) has a collection box in the shop and also makes extra donations to us on a regular basis. A member of the staff team at Watnall road; Jan Lees, is a well known member of the Hucknall community and dresses as Mrs Claus at Christmas - she raised €600 for our project. A Committee member made and sold face masks through the winter months and donated €412.50. The list goes on which considering the year we have been through is really quite

fabulous to know we have such great support from our staff, friends and local community.

The pandemic has meant that we have not been able to participate in any of our usual trips and outings, bowling trips, theatre visits, pub lunches etc this has

been a great loss for our Services Users as our fundraising efforts and donations mean we can usually enjoy many social events. We hope things will get back to normal soon so as we can enjoy all the community and social activities that we have been used to.

The Directors and Trustees would like to say Thank you to the people and organisations who made donations and have given regular contributions and support to the project during 2020/21. This money really does make a difference and enables us to enhance the quality of life we provide for our Service Users.

Financial Report

Our principal source of funding for both Day and Residential services is from Nottinghamshire County Council.

All our donations and funding are recorded and can be viewed at the office base. Any donations received are strictly earmarked and tied to the purpose of the donation unless otherwise stated.

The Trustees/Directors aim to keep the reserves at a level sufficient to cover at least three months of the years planned spending and to cover any emergency that should arise. Redundancy payment costs are also covered in the plan.

The unrestricted funds finance the day to day running of the project and the restricted funds are designated to specific use.

The staff team working at our Day Centre had to be put onto the Government Job Retention Scheme for part of this financial year this was the flexible furlough scheme and claims were made for the period 11.1.21 to 9.4.21. This helped enormously with the Watnall Road budget during this period of lockdown.

Covid 19 Grants received from Nottinghamshire County Council and Ashfield District Council have enabled our project to purchase furniture, computer equipment, storage items and teaching equipment which have been necessary to enable us to redesign our Day Services to make it covid secure and usable for the staff and service users so that social distancing and support bubbles can be in place.

We receive a small percentage increase in our funding each year from the local authority which helps towards the increases that have to be met in our budgets for the general running costs, the statutory increases to the national living wage, the increase in the employers pension contribution, and employers national insurance contributions.

Hucknall Hope Lea Project Ltd.

Residential Services Annual Report 2020/21

Residential Home: - 11-13, Annesley Road, Hucknall, Nottingham. NG15 6LP

Supported Living: - 20, Herbert Buzzard Court, Hankin Street, Hucknall, Nottingham. NG15 7SS Report

At time of writing this report there is a lockdown situation due to the Pandemic.

The Residential and Supported Living Services currently employ eight staff, comprising one Home Manager and seven Support Workers.

Hope Lea continues to support the Residential Home on Annesley Road which has four Service Users and the Supported Living Project at Herbert Buzzard Court which has two Service Users.

The Home Manager has all mandatory qualifications required to Manage the Projects and all staff are currently qualified to mandatory level as required for Support Workers.

The training for all staff members this year has been via DVD's sessions where they can work in own time and not have to attend training days which have been cancelled due to the Pandemic.

The staff Supervisions and Annual Appraisals have all been completed.

All Service Users have remained fully involved in the decision making in the house by way of weekly House Meetings.

The Monthly Monitoring visits by Committee Members have been suspended until safe to re commence after Lockdown.

Home Manager has been completing weekly and monthly Quality Assurance checks during this period to maintain quality of care throughout the Lockdown period.

All staff have been trained in the use of PPE and Infection Control and all staff are having weekly PCR tests and two LFD tests per week.

Service Users are tested either weekly or monthly depending on supply of testing kits. We have only had one positive test for a staff member very early in the year and no positive tests for any Service Users.

All staff have worked over and above their role to keep themselves and the Service Users safe from the Virus.

All holidays have been cancelled for this year due to the Pandemic but we have been able to hold over the deposits until we can safely re book the holiday.

Day Centers have remained closed so all service Users have been at home, Day Centre staff have been keeping in contact by socially distanced visits, activity packs and phone calls.

Staff kept the Service Users happy by playing card games, dominoes, jigsaws, skittles and other table top games and also when nice weather having drinks/ice creams and playing ball games in the garden. When some of the Lockdown eased one staff member from Day Service came to Annesley Road twice a week, she did the PCR and LFD tests prior to entering the building, and they set up the craft room in an empty bedroom where they were able to do some baking and arts and crafts which they all enjoyed. As lockdown eased and when given the go ahead by the PM the Service Users had socially distanced and PPE wearing visits with nominated family members at home, all arranged via the Home Manager. Annesley Road's Landlord is Nottingham Community Housing Association and Herbert Buzzard Court is part of Housing and Care 21 Group.

CQC have not been inspecting during the Pandemic but have kept Manager informed of any information by email and telephone.

The Manager has been completing the daily NHS Capacity Tracker and the NCC Capacity Planner twice a week.

All staff members had their first Vaccination at the end of December 2020 at QMC and all had their second vaccination during March 2021.

All Service Users had their first Vaccination in February 2021 and are booked in for their Second Vaccination in May 2021.

Hucknall Hope Lea Project Ltd — Day Services Report
Hucknall Hope Lea Project Day Services
150 Watnall Road, Hucknall, Notts, NG15 7NH

Hucknall Hope Lea Project Day Services continues to be on the list of accredited Day Service Providers with Nottinghamshire County Council and they conduct their own audit to ensure we are providing a good standard of service for the funding they provide — the last audit was March 2020.

The Day Services currently employs 4 staff— the Day Services Manager and 3 Support Workers. All staff complete mandatory training throughout the year and receive regular supervisions and an annual appraisal with the Day Services Manager. The performance of the Day Services Manager is monitored by the Management Committee. The staff team have a weekly staff meeting to discuss any issues/concerns, to suggest and plan activities for the monthly timetable, to keep in touch and to assess the progress of the Service Users and the service we provide.

We currently have 18 Service Users attending the Day Services and we continue to try and attract new Service Users by promoting and advertising our Day Services.

Each Service User has individual support plans and risk assessments which are reviewed regularly and amended if/when necessary. A person centred approach is in place with all Service Users being involved in the compilation of their own personal plans with the support of the Day Services Manager. All Service Users complete an annual quality assurance questionnaire and they also all have an annual review. Service Users take an active part in monthly housemeetings and are actively involved in the planning of the monthly timetable with their interests, ideas and choices being listened to and accommodated wherever

possible so they are engaged in as many meaningful activities as possible.

We promote independence wherever possible as well as equipping the Service Users with life skills and opportunities to challenge themselves within a safe environment where they can tackle any difficult issues they may experience or require help and support with.

This year has been extremely challenging for both the staff and the Service Users due to the Covid-19 pandemic. The Day Services closed to Service Users from 23rd March 2020 until 10th August 2020. Whilst the Service Users shielded at home the staff deep cleaned the Day Services and made it Covid secure, set up new safety procedures to comply with the Government's guidelines, secured supplies of PPE and trained how to use it effectively whilst also working tirelessly to support the Service Users and their carers. They provided activity packs with a different theme each week, wrote letters and made phone calls weekly and, whilst delivering the activity packs, carried out wellbeing checks, made socially distanced visits to both the Service User and their carers as well as picking up and delivering shopping.

Not all Service Users returned when we re-opened as they had to shield due to medical conditions so we continued to support them at home as well as providing a day service for those attending the premises.

Circumstances and safety procedures prevented us from carrying out many of our usual activities such as bowling, going on trips, attending coffee mornings and exercise classes at the Leisure Centre but we made the most of our situation and utilised our rooms, garden and local park more.

All of us at the Day Services look forward to restrictions being lifted when we can properly celebrate all our hard

work, our achievements and our success at getting safely through the pandemic together.

Sheila Wildgoose — Day Services Manager

HUCKNALL HOPE LEA PROJECT LTD

FINANCIAL RISK ANALYSIS STATEMENT

The Directors of the Hope Lea Project Ltd recognise that there are certain major risks to which the Charity could be exposed. Therefore these risks have been identified, reviewed and systems have been established to help mitigate those risks.

The risks identified in the day- to- day activities of the Hope Lea Project Ltd have been assessed and the following procedures put into place.

Financial Risks

Any transactions by cheque must be signed by two authorised cheque signatories. No blank cheques to be signed at any time.

Our procedure for the application and recording of paying invoices online ensures financial security.

Income and expenditure figures produced by the Home Manager at the Residential home are checked and monitored by the Office Manager on a monthly basis.

We aim to maintain good communication and bonds with local fundraisers, local authorities who provide our funding, our accountants and pensions advisor who are able to help with advice and guidance if required.

An adequate amount of funding is kept in reserve.

The Directors must receive regular financial statements and budget figures which are discussed and scrutinized at the Committee Meetings.

The Chairperson to oversee all the yearly budget transactions and check the salaries and online payment of salaries to report back to the Directors.

Adequate insurance cover is obtained.

All other risks that could affect the aims and objectives or the good name of the charity have been identified in the policies

HUCKNALL HOPE LEA PROJECT
and guidelines and the Staff Handbook of the Hope Lea Project
Ltd. These include the policy on Charity Reserves.

Policy statement dated 13th March 2003 Passed by Committee
2nd April 2003 Reviewed 12.3.2007,
Reviewed and updated 6th July 2021

_____LTD

POLICY ON CHARITY RESERVES

The Directors are held responsible for all finances connected with the project. Therefore it is their policy that there is a need for funding to be kept in reserve for the following reasons:-

In the event of the project closing due to:-

1. Lack of funding
2. Resignation of the Directors
3. Any other suitable reason

There would be a need for funding to clear any monies owing and to pay the appropriate staff salaries. Therefore the Directors have designated the appropriate amount of funding to cover any emergencies that may arise. .

If at any time a more urgent need to use the reserves arises then the Directors will reconsider their decision.

This policy will be monitored regularly and reviewed annually by the Directors.

Policy adapted and passed by Committee 8th August 2007
Updated

HUCKNALL HOPE LEA PROJECT

Updated

19.5.14

Updated

1.6.16

Updated

17.6.19 J.S.

LTD

EQUAL OPPORTUNITIES POLICY

The Directors and Trustees of the Hope Lea Project Ltd are committed to being an Equal Opportunities Organisation. The project is committed to promoting equal opportunities and to ensure that a review of its employment policies, procedures and practices is undertaken on a regular basis to ensure all Service Users, Staff and Visitors are treated fairly.

This policy is to ensure that no Service User, Staff or any Visitor receives less favourable treatment than another on the grounds of:-

- | | |
|---------------------------|---|
| - Disability | - Cultural-Ethnic or
National Origin |
| - Sex | - Sexual Orientation |
| — Age | - Religion and Belief |
| - Race | - Marriage and Civil
Partnerships |
| - Gender reassignment | - Responsibility Of
Dependents |
| - Pregnancy and Maternity | |

This applies to all Service Users and Staff employed by the project and it is our intention that no person is turned away on the grounds of any of the above. All people will be treated with respect and will not be subjected to discriminatory practices, intimidation or harassment either by other staff or service users. Each voice will be valued.

At present the Hope Lea Project Ltd is unable to provide wheelchair access to all of its buildings. There is a wheelchair access and a downstairs toilet to the building at the Day Services at Watnall road and a stair lift to the bedrooms at Annesley road.

We believe that all Service Users have the right to access services and activities of their choice and as such are supported in their choices.

No Service User will be denied access to the Community in which they live.

Each person is supported where choice affects health and safety issues.

These are worked through with the person concerned and all parties involved.

All staff employed by the project will be offered the appropriate training and promotion opportunities. Employees who believe that they have

HUCKNALL HOPE LEA PROJECT

suffered from any form of discrimination or harassment will have their grievance dealt with promptly and confidentially.

The Hucknall Hope Lea Project Ltd follows the:

Code Of Practice of the Race Relations Act 1976.

Disability Discrimination Act 2005

Human Rights 1998. Sex Discrimination 1975

The Commission For Race Equality Code of Practise.

Safeguarding Adults

Mental Capacity Act 2005

Equality Act 2010

Data protection Act 1998

Health and Safety at work Act 1974

Protection from Harassment Act 1997

Civil Partnership Act 2004

It is the policy of the Hope Lea Project Ltd that no relative of any person or participants involved with the project including Service Users will be allowed to take up paid employment with the charity.

J.S. policy March 1995

Updated and reviewed: - 15.5.02J 31.3.05, 15.5.09, 19.5.14, 13.3.17, 24.10.18

The Trustees/ Directors follow the guidelines as directed by the Charity Commission and S.O.R.P.

The Trustees declare that they have approved the Trustees Report.

Signed on behalf of the charity's Trustees:

Signature JA Simpson

Full name JANET SIMPSON

Position CHAIRPERSON

Date 5/7/21

HUCKNALL HOPE LEA PROJECT LIMITED

Company Registration Number 3321416
Charity Number 1069660

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

HUCKNALL HOPE LEA PROJECT LIMITED

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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HUCKNALL HOPE LEA PROJECT LIMITED
OFFICERS AND PROFESSIONAL ADVISERS

Registered office	Hope Lea 150 Watnall Road Hucknall Nottingham NG15 7NH
Independent examiner	N. A. Burgin HSKSG 3 rd Floor, Butt Dyke House 33 Park Row Nottingham NG1 6EE
Bankers	Nat West Bank Plc 75 Main Street Bulwell Nottingham NG6 8BQ
Solicitors	Shelton & Co 388 Carlton Hill Carlton Nottingham NG4 1JA
Home Manager	Helen Simpson

HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2021

The Trustees present their annual directors report and financial statements for the Charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

LEGAL STATUS

Registered charitable company limited by guarantee, incorporated on February 20, 1997 and registered as a Charity on May 21, 1998. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

OBJECTIVES AND PUBLIC BENEFIT

The objects of the charity are to improve the quality of life for people with learning disability living in or originating in Hucknall and provide a comprehensive local service for individuals and their parents or carers.

Full details of the activities can be found in the Trustees Annual Report which can be obtained from the registered office.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging.

The following to be inserted under Objectives :-

The Charities purpose as set out in the Companies Memorandum of Association are to :-

Provide services for the benefit of Adults with Learning Disabilities and their Carers and

To fulfil the aim and objectives of the charity by providing a secure locally based service i.e.

– Day Services, Residential and Supported Living for adults with learning disabilities and to help each individual to be a valued person in their own right.

Our aims fully demonstrate the purpose the charity was set up to provide.

AIMS

- I. To improve the quality of life for each service user.
- II. To provide a secure base to allow people to develop their self-confidence.
- III. To help each person to be a valued and to make a positive contribution to the community.
- IV. To provide sensitive, appropriate and professional support to encourage people to attain their own potential and goals in life.
- V. To continue to provide the present standard of service to each service user.
- VI. To give continuing support and advice to parents and carers.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

REVIEW OF ACTIVITIES AND PERFORMANCE

The Day Services and Head office are based at 150 Watnall Road Hucknall; the house is leased to the Directors/ Trustees from Ashfield District Council. This is on a five-year lease which commenced on the 1st April 2020 - at a rent charge of £7,000 per annum. The charge of the rent will be covered by Ashfield District Council Grant Funding' for the full term of the five-year lease: which effectively means there is no charge for the rental of the property. The new lease document and grant funding agreement letter is filed at Head Office.

The Project is a Nottinghamshire County Council accredited service for both Residential and Day Services.

We have four residents living in our residential home at Annesley Road in Hucknall. The property is owned by Nottingham Community Housing Association and the Management Committee are the Managing Agents. Our staff also support two Service Users at 20 Herbert Buzzard Court under the 'Supported Living project'.

Brian Simpson commenced employment in August 2020, he will be working with two residents at our Supported Living Project providing support over the weekend.

Due to the unprecedented effects of Covid:19 the last year has been a real challenge. The Project has had to overcome many serious obstacles. The Residential home and Supported Living home have remained open throughout with staff and service users following all the Government health and safety guidelines enabling them to keep safe. The Day Service closed for part of the year but still had to provide a support network to the Service Users. This involved producing and delivering activity packs, regular phone calls with both service users and their careers, and many other duties such as delivering shopping, collecting prescriptions; basically, anything to help support the wellbeing and needs of the service users and their families at such a difficult time.

The Directors and Trustees would like to thank the staff throughout the project who have worked tirelessly and professionally whilst adapting to new and often restricting methods of working practices and adhering to new risk assessments and rules to enable the Project to continue.

Fundraising plays a large part in the success of the project as a whole. Unfortunately, we have not been able to undertake any fundraising events during the pandemic. However, we are extremely lucky to have received donations from friends of Hope lea and local businesses throughout the year. Our local butcher (Cassidy's and Sons) has a collection box in the shop and also makes extra donations to us on a regular basis. A member of the staff team at Watnall Road; Jan Lees, is a well-known member of the Hucknall community and dresses as Mrs Claus at Christmas - she raised £600 for our project. A Committee member made and sold face masks through the winter months and donated £412.50. The list goes on which considering the year we have been through is really quite fabulous to know we have such great support from our staff, friends and local community.

The pandemic has meant that we have not been able to participate in any of our usual trips and outings, bowling trips, theatre visits, pub lunches etc. has been a great loss for our Services Users as our fundraising efforts and donations mean we can usually enjoy many social events. We hope things will get back to normal soon so as we can enjoy all the community and social activities that we have been used to.

The Directors and Trustees would like to say Thank you to the people and organisations who made donations and have given regular contributions and support to the project during 2020/21. This money really does make a difference and enables us to enhance the quality of life we provide for our Service Users.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

RISK REVIEW

The Management Committee has conducted its own review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

FINANCIAL REVIEW

Our principal source of funding for both Day and Residential services is from Nottinghamshire County Council.

All our donations and funding are recorded and can be viewed at the office base. Any donations received are strictly earmarked and tied to the purpose of the donation unless otherwise stated

There has been a shortfall in the Day Services budget for the 19/20 financial year – we are still down on the number of Service Users attending the Day Service even though we have seen an increase in attendees throughout the year.

We receive a small percentage increases we receive in our funding each year from the local authority which helps towards the increases that have to be met in our budgets for the general running costs, the statutory increases to the national living wage, the increase in the employers pension contribution, and employers national insurance contributions.

The charity made a surplus of £6,035 for the year.

All our donations and funding can be viewed at the office base. Any donation received are strictly earmarked and tied to the purpose of the donation unless otherwise stated.

RESERVES POLICY

The Directors aim to keep the reserves at a level sufficient to cover at least three months of the years planned spending and to cover any emergency that should arise. Redundancy payment costs are also covered in the plan.

The unrestricted funds help to finance the day to day running and the activities of the project and the restricted funds are designated to specific activities and needs of the Service Users.

At 31 March 2021 the charity had free reserves of £79,887 equivalent to 4 months running costs.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

In addition to free reserves there were designated reserves of £121,110 at the year end. Of these designated reserves £28,767 has been set aside for building and repair costs, this is also to cover potential dilapidations cost for when the current property lease expires in 2021. A further £70,000 is a designated contingency fund to cover closure costs which would include redundancies and continuation of services until residents can be re-housed.

The balance of £22,343 relates to donations from the public set aside for outings and activities for services users and residents.

FUTURE PLANS

Due to the spread of COVID:19 it was decided that the Day Service had to close to Service Users with effect from 23 Monday 2021. The residential care home to remain open with staff carrying out their duty of care to the residents at Annesley Road and Herbert Buzzard Court following all health and safety guidelines issued by the Government.

THE TRUSTEES

The Trustees who served the charity during the year were as follows:

Mrs E D. Unwin
Mrs J Vere
Mrs J Simpson
Mrs N Hatton
Mrs K Challand

Trustees, who are also directors of the company, are appointed by a member vote at a board meeting. These persons shall be admitted as members, following the approval of the trustees and shall continue to be members of Hucknall Hope Lea Project Limited until they resign.

KEY MANAGEMENT PERSONAL

Home Manager	Helen Simpson
Office Manager	Sharon Saxton
Team Leader	Shelia Wildgoose

RESPONSIBILITIES OF THE TRUSTEES

The charity trustees (who are also directors of Hucknall Hope Lea Project Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 that period. In preparing the financial statements the trustees are required to :

- select suitable accounting policies and then 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

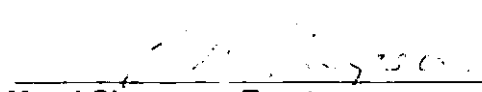
Mr N.A. Burgin of HSKSG was appointed as Independent Examiner during the year.

SMALL COMPANY PROVISIONS

The report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered Office:
Hope Lea
committee
150 Watnall Road
Hucknall
Nottingham
NG15 7NH

Signed by order of the
members of the



Mrs J Simpson - Trustee

Approved by the members of the committee on 13/10/2021

INDEPENDENT EXAMINERS' REPORT HUCKNALL HOPE LEA PROJECT LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 8 to 19.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the 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 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 company's accounts as carried out under 145 of the Charities Act 2011 ('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 Act.

Independent examiner's statement

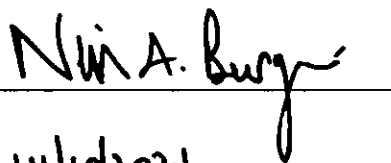
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material aspect:

- 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 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

N Burgin



Date

14/12/2021

HSKSG
3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

HUCKNALL HOPE LEA PROJECT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Designated Funds £	Total £	2020 Total £
INCOME					
Donations and legacies	3	18,813	3,260	22,073	9,279
Charitable Activities	4	251,316	-	251,316	231,090
Investment Income	5	-	145	145	-
Total Incoming Resources		270,129	3,405	273,534	240,369
Expenditure					
Charitable Activities	6	266,195	1,304	267,499	250,977
Total Expenditure		266,195	1,304	267,499	250,977
Net Incoming/ (Expenditure)		3,934	2,101	6,035	(10,608)
Transfer between funds		(62)	62	-	-
Net Movements in Funds		3,872	2,163	6,035	(10,608)
Reconciliation of funds					
Total Funds Brought Forward		82,983	118,947	201,930	212,538
Total Funds Carried Forward		86,855	121,110	207,965	201,930

The charitable company has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charitable company are classed as continuing.

HUCKNALL HOPE LEA PROJECT LIMITED (COMPANY NO – 3321416)

BALANCE SHEET YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible assets	9	3,096	2,024
Current Assets			
Debtors	10	3,049	6,514
Cash at bank and in hand		206,411	208,359
		<u>209,460</u>	<u>214,873</u>
Liabilities			
Creditors falling due within one year	11	4,591	14,967
Net Current Assets		<u>204,869</u>	<u>199,906</u>
Total Assets Less Current Liabilities		<u>207,965</u>	<u>201,930</u>
The funds of the charity			
Unrestricted funds		86,855	82,983
Designated funds	12	121,110	118,947
		<u>207,965</u>	<u>201,930</u>


The trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the accounts for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees of the charity acknowledge their responsibilities for:

- ensuring that the charitable company keeps proper accounting records which comply with sections 386 of the Act, and
- preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficiency for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the FRS 102. Financial Reporting Standard 102.

These financial statements were approved and signed by the members of the committee on 13/10/2021


Mrs J Simpson - Trustee


Mrs E D Unwin - Trustee

HUCKNALL HOPE LEA PROJECT LIMITED**STATEMENT OF CASH FLOWS YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	2020 £
Cash provided by/(used in) operating activities	1	(376)	(13,900)
Cash flows from investing activities		145	-
Interest income			
Capital expenditure	2	<u>(1,717)</u>	<u>(1,268)</u>
Cash used in investing activities		<u>(1,717)</u>	<u>(1,268)</u>
Increase/(decrease) in cash and cash equivalents		(1,948)	(15,168)
Cash and cash equivalents at 1 April 2020		<u>(208,359)</u>	<u>(223,527)</u>
Total cash and cash equivalents at 31 March 2021		<u>206,411</u>	<u>208,359</u>

The notes on pages 11 to 19 form part of these financial statements

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE STATEMENT OF CASH FLOWS YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the year before interest received and paid	5,891	(10,608)
Depreciation charges	644	646
Decrease/(Increase) in debtors	3,465	(2,121)
(Decrease)/Increase in creditors	(10,376)	(1,817)
Net cash outflow from operating activities	<u>(376)</u>	<u>(13,900)</u>

2. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT

	2021 £	2020 £
Capital expenditure		
Purchase of tangible fixed assets	(1,717)	(1,268)
Sale of tangible fixed assets	-	-
Net cash outflow for capital expenditure	<u>(1,717)</u>	<u>(1,268)</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	1 April 2020 £	Cash flow £	31 March 2021 £
Net cash			
Cash at bank and in hand	<u>208,359</u>	<u>1,948</u>	<u>206,411</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

1. STATUTORY INFORMATION

Hucknall Hope Lea Project Limited is a private company, limited by guarantee, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member. The company's registered number and registered office can be found on the company information page.

2. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared with Accounting and Reporting by Charities, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2020) (Charities SORP (FRS 102)) and Companies Act 2006.

Hucknall Hope Lea Project Limited meets the definition of a public benefit under FRS 102.

Assets and liabilities are initially recognised at historical cost.

The financial statements are prepared on a going concern basis as there are no material uncertainties about the charities ability to continue.

Income recognition and policies

Items of income are recognised and included in the accounts when all the following criteria are met.

- the charity have entitlement to the funds
 - any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
 - there is sufficient certainty that the receipt of the income is considered probable, and
 - the amount can be measured reliably.
- For legacies, entitlement is taken as the earlier of.
- the date on which the charity is aware that the probate has been granted
 - the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made ; or

Receipt of legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified the charity, or the charity is aware the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

For interest receivable.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable at the bank.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

Fixed Assets

Fixed assets are included in the balance sheet at costs less accumulated depreciation. Depreciation is calculated so as to write off the costs of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements	- 20% on cost
Office equipment	- 20% on cost
Fixtures and fittings	- 20% on cost

Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- expenditure on charitable activities included the cost of services to women and other educational activities undertaken to further the purposes of the charity and their associated support costs; and
- other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Furnishings are written off as the expenditure is incurred.

Expenditure on equipment and fixtures above £500 is capitalised.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity had a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes of the financial statements.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

Pensions

The company operates a defined contributions pensions scheme. Contributions are charged to the Income and Expenditure account as they become payable.

3. INCOME FROM DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	6,179	9,279
Grant income	15,894	-
	<u>22,073</u>	<u>9,279</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Grants - Nottinghamshire County Council	110,449	107,451
Property management fees and Housing benefit	140,867	123,639
	<u>251,316</u>	<u>231,090</u>

5. INVESTMENT INCOME

All of the charity's investment income arises from money held in interest bearing deposit accounts.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

6. EXPENDITURE ON CHARITABLE ACTIVITIES

	General Fund £	Designated Funds £	Total £	2020 Total £
Professional fees	436		436	547
Equipment hire	3,013		3,013	3,026
NICHA – management fee	15,516		15,516	15,468
Salaries and NIC	200,131		200,131	180,020
Rates/water	1,529		1,529	1,469
Heat and light	7,059		7,059	7,995
Repairs and maintenance	5,362	643	6,005	8,091
Training	696		696	591
Travel	271		271	696
Furnishings and appliances	1,062		1,062	395
Telephone	3,099		3,099	2,920
Postage and stationery	2,049		2,049	2,415
Insurance	3,657		3,657	3,509
Printing	457		457	350
Depreciation	644		644	646
House-keeping and cleaning	10,017		10,017	12,965
Teaching materials	471		471	529
TV licences	315		315	309
Registration	1,001		1,001	1,366
Sundry	-		-	100
Social Fund expenses	-	398	398	894
Holidays and outings	-	263	263	4,397
Bank charges	-		-	4
Governance costs (7)	2,410		2,410	2,275
Rent	7,000		7,000	-
	<u>266,195</u>	<u>1,304</u>	<u>267,499</u>	<u>250,977</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

7. GOVERNANCE COSTS	2021	2020
	£	£
Independent examiners remuneration	2,250	2,094
Trustees expenses	160	181
	<u>2,410</u>	<u>2,275</u>

Trustees expenses reimbursed were in respect of travel costs and telephone costs and these were reimbursed to four trustees.

No remuneration was paid to the trustees.

8. TOTAL RESOURCES EXPENDED

The aggregate payroll costs were:	2021	2020
	£	£
Wages and salaries	188,780	170,247
Social security costs	6,112	5,145
Pension	5,239	4,628
	<u>200,131</u>	<u>180,020</u>

The average number of staff employed by the Charitable Company was 14 (2020:13).

No employee earned in excess of £60,000 is NIL (2020: nil).

Total key management personnel compensation for the year amounted to £53,670.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

9. TANGIBLE FIXED ASSETS

	Property Improvements £	Equipment £	Fixtures & fittings £	Total £
COST				
At 1 April 2020	24,271	8,653	14,961	47,885
Additions			1,717	1,717
Disposals				
At 31 March 2021	<u>24,271</u>	<u>8,653</u>	<u>16,678</u>	<u>49,602</u>
DEPRECIATION				
At 1 April 2020	24,269	8,199	13,394	45,862
Charge for the year	1	166	477	644
Disposals				
At 31 March 2021	<u>24,270</u>	<u>8,365</u>	<u>13,871</u>	<u>46,506</u>
NET BOOK VALUE				
At 31 March 2021	<u>1</u>	<u>288</u>	<u>2,807</u>	<u>3,096</u>
At 31 March 2020	<u>2</u>	<u>454</u>	<u>1,568</u>	<u>2,024</u>

10. DEBTORS

	2021 £	2020 £
Prepayments	220	250
Other debtor	<u>2,829</u>	<u>6,264</u>
	<u>3,049</u>	<u>6,514</u>

11. CREDITORS: Amounts falling due within one year

	2021 £	2020 £
Accruals	4,591	4,643
Other Creditors	<u>-</u>	<u>10,324</u>
	<u>4,591</u>	<u>14,967</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

12. DESIGNATED FUNDS

	Opening Balance £	Designated Income £	Designated expenditure £	Transfers £	Closing balance £
Social fund	7,424	1,120	(398)	(100)	8,046
Watnall Road fund	10,372	804	(263)	162	11,075
Workshop fund	830	-	-	-	830
Repair fund	28,622	145	-	-	28,767
Contingency fund	70,000	-	-	-	70,000
Garden fund	1,699	1,336	(643)	-	2,392
	<u>118,947</u>	<u>3,405</u>	<u>(1,304)</u>	<u>62</u>	<u>121,110</u>

DESIGNATED FUNDS

Social fund

To pay for social outings and parties for the Service Users, careers and everyone.

Watnall Road fund

For the Service Users and staff to pay for outings, meals out, special birthdays (Party) and many other activities that provide a better quality of service.

Workshop fund

To provide activities in the workshop ie: making bird houses and other craft items.

Repair fund

For any major repairs that occur on the property at 150 Watnall Road.

Contingency fund

Set aside in event of organisation closure, to pay for redundancy and any outstanding debts.

Garden fund

To purchase plants, seeds, compost, hanging baskets and tools required to keep our garden looking good which the Service Users take a pride in.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total funds £
Unrestricted funds	3,096	83,759	86,855
Designated funds	-	121,110	121,110
	<u>3,096</u>	<u>204,869</u>	<u>207,965</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

14. COMMITMENTS UNDER OPERATING LEASES

The following lease payments are committed to be paid

	Equipment lease	
	2021	2020
	£	£
Expiring		
Within one year	9,134	10,030
Between 2 and 5 years	26,811	35,639
Over 5 years	-	306

During 2020 the charity entered into a 5 year lease on a property. The rent was set at £7,000 per annum and is covered by an annual grant from the landlord Ashfield District Council.

15. COMPANY LIMITED BY GUARANTEE

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

HUCKNALL HOPE LEA PROJECT LIMITED

**MANAGEMENT INFORMATION
YEAR ENDED 31 MARCH 2021**

The following pages do not form part of the statutory financial statements

HUCKNALL HOPE LEA PROJECT LIMITED
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2021

	2021		2020	
INCOME	£	£	£	£
Grant income		15,894		-
Donations and fundraising		6,179		9,280
Nottinghamshire County Council		110,449		107,451
Property management fee		140,867		123,638
Bank interest receivable		145		-
TOTAL INCOME		273,534		240,369
OPERATING COSTS				
Equipment hire	3,013		3,026	
Rent	22,516		15,468	
Wages and salaries	200,131		180,020	
Rates and water	1,529		1,469	
Light and heat	7,059		7,995	
Insurance	3,657		3,509	
Repairs and maintenance	6,005		8,091	
Training	696		591	
Travel	271		696	
Furnishings	1,062		395	
Telephone	3,099		2,920	
Postage and stationery	2,049		2,415	
Printing	457		350	
House keeping	10,017		12,965	
Teaching materials	471		529	
TV licenses	315		309	
Registration	1,001		1,366	
Sundry	-		100	
Professional fees	436		547	
Social fund expenses	398		894	
Holidays and outings	263		4,397	
Depreciation of fixed assets	644		646	
Bank charges	-		4	
		265,089		248,702
GOVERNANCE COSTS				
Accountancy fees	2,250		2,094	
Trustees expenses	160		181	
		2,410		2,275
TOTAL EXPENDITURE		267,499		250,977
NET INCOMING RESOURCES FOR THE YEAR		6,035		(10,608)

HUCKNALL HOPE LEA PROJECT LIMITED

Company Registration Number 3321416
Charity Number 1069660

UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

HUCKNALL HOPE LEA PROJECT LIMITED

**FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

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Trustees Report	2-6
Independent examiners report	7
Statement of financial activities	8
Balance sheet	9
Cash flow statement	10-11
Notes to the financial statements	12-19

The following page does not form part of the financial statements

Detailed Statement of financial activities	21
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HUCKNALL HOPE LEA PROJECT LIMITED
OFFICERS AND PROFESSIONAL ADVISERS

Registered office	Hope Lea 150 Watnall Road Hucknall Nottingham NG15 7NH
Independent examiner	N. A. Burgin HSKSG 3 rd Floor, Butt Dyke House 33 Park Row Nottingham NG1 6EE
Bankers	Nat West Bank Plc 75 Main Street Bulwell Nottingham NG6 8BQ
Solicitors	Shelton & Co 388 Carlton Hill Carlton Nottingham NG4 1JA
Home Manager	Helen Simpson

HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2021

The Trustees present their annual directors report and financial statements for the Charity for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

LEGAL STATUS

Registered charitable company limited by guarantee, incorporated on February 20, 1997 and registered as a Charity on May 21, 1998. The company was established under a Memorandum of Association which established the objectives and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

OBJECTIVES AND PUBLIC BENEFIT

The objects of the charity are to improve the quality of life for people with learning disability living in or originating in Hucknall and provide a comprehensive local service for individuals and their parents or carers.

Full details of the activities can be found in the Trustees Annual Report which can be obtained from the registered office.

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance on public benefit and fee charging.

The following to be inserted under Objectives :-

The Charities purpose as set out in the Companies Memorandum of Association are to :-

Provide services for the benefit of Adults with Learning Disabilities and their Carers and

To fulfil the aim and objectives of the charity by providing a secure locally based service i.e.

– Day Services, Residential and Supported Living for adults with learning disabilities and to help each individual to be a valued person in their own right.

Our aims fully demonstrate the purpose the charity was set up to provide.

AIMS

- I. To improve the quality of life for each service user.
- II. To provide a secure base to allow people to develop their self-confidence.
- III. To help each person to be a valued and to make a positive contribution to the community.
- IV. To provide sensitive, appropriate and professional support to encourage people to attain their own potential and goals in life.
- V. To continue to provide the present standard of service to each service user.
- VI. To give continuing support and advice to parents and carers.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

REVIEW OF ACTIVITIES AND PERFORMANCE

The Day Services and Head office are based at 150 Watnall Road Hucknall; the house is leased to the Directors/ Trustees from Ashfield District Council. This is on a five-year lease which commenced on the 1st April 2020 - at a rent charge of £7,000 per annum. The charge of the rent will be covered by Ashfield District Council Grant Funding' for the full term of the five-year lease: which effectively means there is no charge for the rental of the property. The new lease document and grant funding agreement letter is filed at Head Office.

The Project is a Nottinghamshire County Council accredited service for both Residential and Day Services.

We have four residents living in our residential home at Annesley Road in Hucknall. The property is owned by Nottingham Community Housing Association and the Management Committee are the Managing Agents. Our staff also support two Service Users at 20 Herbert Buzzard Court under the 'Supported Living project'.

Brian Simpson commenced employment in August 2020, he will be working with two residents at our Supported Living Project providing support over the weekend.

Due to the unprecedented effects of Covid:19 the last year has been a real challenge. The Project has had to overcome many serious obstacles. The Residential home and Supported Living home have remained open throughout with staff and service users following all the Government health and safety guidelines enabling them to keep safe. The Day Service closed for part of the year but still had to provide a support network to the Service Users. This involved producing and delivering activity packs, regular phone calls with both service users and their careers, and many other duties such as delivering shopping, collecting prescriptions; basically, anything to help support the wellbeing and needs of the service users and their families at such a difficult time.

The Directors and Trustees would like to thank the staff throughout the project who have worked tirelessly and professionally whilst adapting to new and often restricting methods of working practices and adhering to new risk assessments and rules to enable the Project to continue.

Fundraising plays a large part in the success of the project as a whole. Unfortunately, we have not been able to undertake any fundraising events during the pandemic. However, we are extremely lucky to have received donations from friends of Hope lea and local businesses throughout the year. Our local butcher (Cassidy's and Sons) has a collection box in the shop and also makes extra donations to us on a regular basis. A member of the staff team at Watnall Road; Jan Lees, is a well-known member of the Hucknall community and dresses as Mrs Claus at Christmas - she raised £600 for our project. A Committee member made and sold face masks through the winter months and donated £412.50. The list goes on which considering the year we have been through is really quite fabulous to know we have such great support from our staff, friends and local community.

The pandemic has meant that we have not been able to participate in any of our usual trips and outings, bowling trips, theatre visits, pub lunches etc. has been a great loss for our Services Users as our fundraising efforts and donations mean we can usually enjoy many social events. We hope things will get back to normal soon so as we can enjoy all the community and social activities that we have been used to.

The Directors and Trustees would like to say Thank you to the people and organisations who made donations and have given regular contributions and support to the project during 2020/21. This money really does make a difference and enables us to enhance the quality of life we provide for our Service Users.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

RISK REVIEW

The Management Committee has conducted its own review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

FINANCIAL REVIEW

Our principal source of funding for both Day and Residential services is from Nottinghamshire County Council.

All our donations and funding are recorded and can be viewed at the office base. Any donations received are strictly earmarked and tied to the purpose of the donation unless otherwise stated

There has been a shortfall in the Day Services budget for the 19/20 financial year – we are still down on the number of Service Users attending the Day Service even though we have seen an increase in attendees throughout the year.

We receive a small percentage increases we receive in our funding each year from the local authority which helps towards the increases that have to be met in our budgets for the general running costs, the statutory increases to the national living wage, the increase in the employers pension contribution, and employers national insurance contributions.

The charity made a surplus of £6,035 for the year.

All our donations and funding can be viewed at the office base. Any donation received are strictly earmarked and tied to the purpose of the donation unless otherwise stated.

RESERVES POLICY

The Directors aim to keep the reserves at a level sufficient to cover at least three months of the years planned spending and to cover any emergency that should arise. Redundancy payment costs are also covered in the plan.

The unrestricted funds help to finance the day to day running and the activities of the project and the restricted funds are designated to specific activities and needs of the Service Users.

At 31 March 2021 the charity had free reserves of £79,887 equivalent to 4 months running costs.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

In addition to free reserves there were designated reserves of £121,110 at the year end. Of these designated reserves £28,767 has been set aside for building and repair costs, this is also to cover potential dilapidations cost for when the current property lease expires in 2021. A further £70,000 is a designated contingency fund to cover closure costs which would include redundancies and continuation of services until residents can be re-housed.

The balance of £22,343 relates to donations from the public set aside for outings and activities for services users and residents.

FUTURE PLANS

Due to the spread of COVID:19 it was decided that the Day Service had to close to Service Users with effect from 23 Monday 2021. The residential care home to remain open with staff carrying out their duty of care to the residents at Annesley Road and Herbert Buzzard Court following all health and safety guidelines issued by the Government.

THE TRUSTEES

The Trustees who served the charity during the year were as follows:

Mrs E D. Unwin
Mrs J Vere
Mrs J Simpson
Mrs N Hatton
Mrs K Challand

Trustees, who are also directors of the company, are appointed by a member vote at a board meeting. These persons shall be admitted as members, following the approval of the trustees and shall continue to be members of Hucknall Hope Lea Project Limited until they resign.

KEY MANAGEMENT PERSONAL

Home Manager	Helen Simpson
Office Manager	Sharon Saxton
Team Leader	Shelia Wildgoose

RESPONSIBILITIES OF THE TRUSTEES

The charity trustees (who are also directors of Hucknall Hope Lea Project Limited for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 that period. In preparing the financial statements the trustees are required to :

- select suitable accounting policies and then 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

**HUCKNALL HOPE LEA PROJECT LIMITED
TRUSTEES REPORT (CONTINUED)
YEAR ENDED 31 MARCH 2021**

The trustees are responsible for keeping proper accounting records that 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 Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

INDEPENDENT EXAMINER

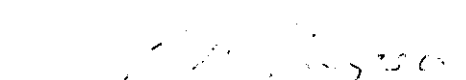
Mr N.A. Burgin of HSKSG was appointed as Independent Examiner during the year.

SMALL COMPANY PROVISIONS

The report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered Office:
Hope Lea
committee
150 Watnall Road
Hucknall
Nottingham
NG15 7NH

Signed by order of the
members of the



Mrs J Simpson - Trustee

Approved by the members of the committee on 13/10/2021

INDEPENDENT EXAMINERS' REPORT HUCKNALL HOPE LEA PROJECT LIMITED

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 8 to 19.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity trustees of the 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 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 company's accounts as carried out under 145 of the Charities Act 2011 ('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 Act.

Independent examiner's statement

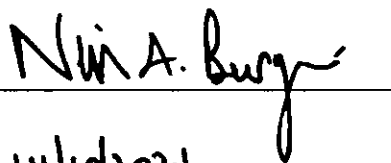
I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material aspect:

- 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 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

N Burgin



Date

14/12/2021

HSKSG
3rd Floor
Butt Dyke House
33 Park Row
Nottingham
NG1 6EE

HUCKNALL HOPE LEA PROJECT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT) YEAR ENDED 31 MARCH 2021

	Note	Unrestricted Funds £	Designated Funds £	Total £	2020 Total £
INCOME					
Donations and legacies	3	18,813	3,260	22,073	9,279
Charitable Activities	4	251,316	-	251,316	231,090
Investment Income	5	-	145	145	-
Total Incoming Resources		270,129	3,405	273,534	240,369
Expenditure					
Charitable Activities	6	266,195	1,304	267,499	250,977
Total Expenditure		266,195	1,304	267,499	250,977
Net Incoming/ (Expenditure)		3,934	2,101	6,035	(10,608)
Transfer between funds		(62)	62	-	-
Net Movements in Funds		3,872	2,163	6,035	(10,608)
Reconciliation of funds					
Total Funds Brought Forward		82,983	118,947	201,930	212,538
Total Funds Carried Forward		86,855	121,110	207,965	201,930

The charitable company has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charitable company are classed as continuing.

HUCKNALL HOPE LEA PROJECT LIMITED (COMPANY NO – 3321416)

BALANCE SHEET YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible assets	9	3,096	2,024
Current Assets			
Debtors	10	3,049	6,514
Cash at bank and in hand		206,411	208,359
		<u>209,460</u>	<u>214,873</u>
Liabilities			
Creditors falling due within one year	11	4,591	14,967
Net Current Assets		<u>204,869</u>	<u>199,906</u>
Total Assets Less Current Liabilities		<u>207,965</u>	<u>201,930</u>
The funds of the charity			
Unrestricted funds		86,855	82,983
Designated funds	12	121,110	118,947
		<u>207,965</u>	<u>201,930</u>


The trustees are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the accounts for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees of the charity acknowledge their responsibilities for:

- ensuring that the charitable company keeps proper accounting records which comply with sections 386 of the Act, and
- preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its surplus or deficiency for the financial year in accordance with the requirements of sections 394 and 395, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the FRS 102. Financial Reporting Standard 102.

These financial statements were approved and signed by the members of the committee on 13/10/2021


Mrs J Simpson - Trustee


Mrs E D Unwin - Trustee

HUCKNALL HOPE LEA PROJECT LIMITED**STATEMENT OF CASH FLOWS YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	2020 £
Cash provided by/(used in) operating activities	1	(376)	(13,900)
Cash flows from investing activities		145	-
Interest income			
Capital expenditure	2	<u>(1,717)</u>	<u>(1,268)</u>
Cash used in investing activities		<u>(1,717)</u>	<u>(1,268)</u>
Increase/(decrease) in cash and cash equivalents		(1,948)	(15,168)
Cash and cash equivalents at 1 April 2020		<u>(208,359)</u>	<u>(223,527)</u>
Total cash and cash equivalents at 31 March 2021		<u>206,411</u>	<u>208,359</u>

The notes on pages 11 to 19 form part of these financial statements

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE STATEMENT OF CASH FLOWS YEAR ENDED 31 MARCH 2021

1. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income/(expenditure) for the year before interest received and paid	5,891	(10,608)
Depreciation charges	644	646
Decrease/(Increase) in debtors	3,465	(2,121)
(Decrease)/Increase in creditors	(10,376)	(1,817)
Net cash outflow from operating activities	<u>(376)</u>	<u>(13,900)</u>

2. ANALYSIS OF CASH FLOWS FOR HEADINGS NETTED IN THE CASH FLOW STATEMENT

	2021 £	2020 £
Capital expenditure		
Purchase of tangible fixed assets	(1,717)	(1,268)
Sale of tangible fixed assets	-	-
Net cash outflow for capital expenditure	<u>(1,717)</u>	<u>(1,268)</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	1 April 2020 £	Cash flow £	31 March 2021 £
Net cash			
Cash at bank and in hand	<u>208,359</u>	<u>1,948</u>	<u>206,411</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS YEAR ENDED 31 MARCH 2021

1. STATUTORY INFORMATION

Hucknall Hope Lea Project Limited is a private company, limited by guarantee, registered in England and Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member. The company's registered number and registered office can be found on the company information page.

2. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared with Accounting and Reporting by Charities, Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2020) (Charities SORP (FRS 102)) and Companies Act 2006.

Hucknall Hope Lea Project Limited meets the definition of a public benefit under FRS 102.

Assets and liabilities are initially recognised at historical cost.

The financial statements are prepared on a going concern basis as there are no material uncertainties about the charities ability to continue.

Income recognition and policies

Items of income are recognised and included in the accounts when all the following criteria are met.

- the charity have entitlement to the funds
 - any performance conditions attached to the item(s) of income have been met or are fully within the control of the charity.
 - there is sufficient certainty that the receipt of the income is considered probable, and
 - the amount can be measured reliably.
- For legacies, entitlement is taken as the earlier of.
- the date on which the charity is aware that the probate has been granted
 - the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made ; or

Receipt of legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified the charity, or the charity is aware the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

For interest receivable.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable at the bank.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

Fixed Assets

Fixed assets are included in the balance sheet at costs less accumulated depreciation. Depreciation is calculated so as to write off the costs of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements	- 20% on cost
Office equipment	- 20% on cost
Fixtures and fittings	- 20% on cost

Expenditure and Irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- expenditure on charitable activities included the cost of services to women and other educational activities undertaken to further the purposes of the charity and their associated support costs; and
- other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Furnishings are written off as the expenditure is incurred.

Expenditure on equipment and fixtures above £500 is capitalised.

Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any trade discounts due.

Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors and provisions

Creditors and provisions are recognised where the charity had a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Fund Accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes of the financial statements.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

Pensions

The company operates a defined contributions pensions scheme. Contributions are charged to the Income and Expenditure account as they become payable.

3. INCOME FROM DONATIONS AND LEGACIES

	2021	2020
	£	£
Donations	6,179	9,279
Grant income	15,894	-
	<u>22,073</u>	<u>9,279</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	2021	2020
	£	£
Grants - Nottinghamshire County Council	110,449	107,451
Property management fees and Housing benefit	140,867	123,639
	<u>251,316</u>	<u>231,090</u>

5. INVESTMENT INCOME

All of the charity's investment income arises from money held in interest bearing deposit accounts.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

6. EXPENDITURE ON CHARITABLE ACTIVITIES

	General Fund £	Designated Funds £	Total £	2020 Total £
Professional fees	436		436	547
Equipment hire	3,013		3,013	3,026
NICHA – management fee	15,516		15,516	15,468
Salaries and NIC	200,131		200,131	180,020
Rates/water	1,529		1,529	1,469
Heat and light	7,059		7,059	7,995
Repairs and maintenance	5,362	643	6,005	8,091
Training	696		696	591
Travel	271		271	696
Furnishings and appliances	1,062		1,062	395
Telephone	3,099		3,099	2,920
Postage and stationery	2,049		2,049	2,415
Insurance	3,657		3,657	3,509
Printing	457		457	350
Depreciation	644		644	646
House-keeping and cleaning	10,017		10,017	12,965
Teaching materials	471		471	529
TV licences	315		315	309
Registration	1,001		1,001	1,366
Sundry	-		-	100
Social Fund expenses	-	398	398	894
Holidays and outings	-	263	263	4,397
Bank charges	-		-	4
Governance costs (7)	2,410		2,410	2,275
Rent	7,000		7,000	-
	<u>266,195</u>	<u>1,304</u>	<u>267,499</u>	<u>250,977</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

7. GOVERNANCE COSTS	2021	2020
	£	£
Independent examiners remuneration	2,250	2,094
Trustees expenses	160	181
	<u>2,410</u>	<u>2,275</u>

Trustees expenses reimbursed were in respect of travel costs and telephone costs and these were reimbursed to four trustees.

No remuneration was paid to the trustees.

8. TOTAL RESOURCES EXPENDED

The aggregate payroll costs were:	2021	2020
	£	£
Wages and salaries	188,780	170,247
Social security costs	6,112	5,145
Pension	5,239	4,628
	<u>200,131</u>	<u>180,020</u>

The average number of staff employed by the Charitable Company was 14 (2020:13).

No employee earned in excess of £60,000 is NIL (2020: nil).

Total key management personnel compensation for the year amounted to £53,670.

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

9. TANGIBLE FIXED ASSETS

	Property Improvements £	Equipment £	Fixtures & fittings £	Total £
COST				
At 1 April 2020	24,271	8,653	14,961	47,885
Additions			1,717	1,717
Disposals				
At 31 March 2021	<u>24,271</u>	<u>8,653</u>	<u>16,678</u>	<u>49,602</u>
DEPRECIATION				
At 1 April 2020	24,269	8,199	13,394	45,862
Charge for the year	1	166	477	644
Disposals				
At 31 March 2021	<u>24,270</u>	<u>8,365</u>	<u>13,871</u>	<u>46,506</u>
NET BOOK VALUE				
At 31 March 2021	<u>1</u>	<u>288</u>	<u>2,807</u>	<u>3,096</u>
At 31 March 2020	<u>2</u>	<u>454</u>	<u>1,568</u>	<u>2,024</u>

10. DEBTORS

	2021 £	2020 £
Prepayments	220	250
Other debtor	<u>2,829</u>	<u>6,264</u>
	<u>3,049</u>	<u>6,514</u>

11. CREDITORS: Amounts falling due within one year

	2021 £	2020 £
Accruals	4,591	4,643
Other Creditors	<u>-</u>	<u>10,324</u>
	<u>4,591</u>	<u>14,967</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

12. DESIGNATED FUNDS

	Opening Balance £	Designated Income £	Designated expenditure £	Transfers £	Closing balance £
Social fund	7,424	1,120	(398)	(100)	8,046
Watnall Road fund	10,372	804	(263)	162	11,075
Workshop fund	830	-	-	-	830
Repair fund	28,622	145	-	-	28,767
Contingency fund	70,000	-	-	-	70,000
Garden fund	1,699	1,336	(643)	-	2,392
	<u>118,947</u>	<u>3,405</u>	<u>(1,304)</u>	<u>62</u>	<u>121,110</u>

DESIGNATED FUNDS

Social fund

To pay for social outings and parties for the Service Users, careers and everyone.

Watnall Road fund

For the Service Users and staff to pay for outings, meals out, special birthdays (Party) and many other activities that provide a better quality of service.

Workshop fund

To provide activities in the workshop ie: making bird houses and other craft items.

Repair fund

For any major repairs that occur on the property at 150 Watnall Road.

Contingency fund

Set aside in event of organisation closure, to pay for redundancy and any outstanding debts.

Garden fund

To purchase plants, seeds, compost, hanging baskets and tools required to keep our garden looking good which the Service Users take a pride in.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Other net assets £	Total funds £
Unrestricted funds	3,096	83,759	86,855
Designated funds	-	121,110	121,110
	<u>3,096</u>	<u>204,869</u>	<u>207,965</u>

HUCKNALL HOPE LEA PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) YEAR ENDED 31 MARCH 2021

14. COMMITMENTS UNDER OPERATING LEASES

The following lease payments are committed to be paid

	Equipment lease	
	2021	2020
	£	£
Expiring		
Within one year	9,134	10,030
Between 2 and 5 years	26,811	35,639
Over 5 years	-	306

During 2020 the charity entered into a 5 year lease on a property. The rent was set at £7,000 per annum and is covered by an annual grant from the landlord Ashfield District Council.

15. COMPANY LIMITED BY GUARANTEE

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1.

HUCKNALL HOPE LEA PROJECT LIMITED

**MANAGEMENT INFORMATION
YEAR ENDED 31 MARCH 2021**

The following pages do not form part of the statutory financial statements

HUCKNALL HOPE LEA PROJECT LIMITED
DETAILED STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2021

	2021		2020	
INCOME	£	£	£	£
Grant income		15,894		-
Donations and fundraising		6,179		9,280
Nottinghamshire County Council		110,449		107,451
Property management fee		140,867		123,638
Bank interest receivable		145		-
TOTAL INCOME		273,534		240,369
OPERATING COSTS				
Equipment hire	3,013		3,026	
Rent	22,516		15,468	
Wages and salaries	200,131		180,020	
Rates and water	1,529		1,469	
Light and heat	7,059		7,995	
Insurance	3,657		3,509	
Repairs and maintenance	6,005		8,091	
Training	696		591	
Travel	271		696	
Furnishings	1,062		395	
Telephone	3,099		2,920	
Postage and stationery	2,049		2,415	
Printing	457		350	
House keeping	10,017		12,965	
Teaching materials	471		529	
TV licenses	315		309	
Registration	1,001		1,366	
Sundry	-		100	
Professional fees	436		547	
Social fund expenses	398		894	
Holidays and outings	263		4,397	
Depreciation of fixed assets	644		646	
Bank charges	-		4	
		265,089		248,702
GOVERNANCE COSTS				
Accountancy fees	2,250		2,094	
Trustees expenses	160		181	
		2,410		2,275
TOTAL EXPENDITURE		267,499		250,977
NET INCOMING RESOURCES FOR THE YEAR		6,035		(10,608)