

PROJECT 34

England & Wales · Charity number 1079475

Details

Status Registered

Legal form Charitable company

Company number [03816738](#)

Registered 2000-02-21

Register [View on the Charity Commission register](#)

Contact

Address 32-34 Weaste Road
Salford
M5 5FW

Phone 01617438099

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Activities

Objects: TO PROVIDE RESIDENTIAL ACCOMMODATION FOR PERSONS WHO BY REASON OF THEIR SOCIAL AND ECONOMIC CIRCUMSTANCES ARE IN NEED OF ACCOMMODATION ON TERMS APPROPRIATE TO THEIR MEANS

Activities: PROVISION OF ACCCOMMODATION, CARE AND SUPPORT FOR THE HOMELESS

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services
- **What:** Accommodation/housing
- **Who:** People With Disabilities

Geography

- Salford City

Finances

Period end	Income	Expenditure	Assets	Employees
2024-10-31	£713,463	£662,450	£675,622	11
2023-10-31	£662,409	£615,814	£624,609	11
2022-10-31	£587,919	£597,122	£578,014	11
2021-10-31	£593,393	£539,214	£587,217	11
2020-10-31	£570,404	£585,563	£533,038	11

Trustees

Name	Role	Appointed
LINDA BOWE		2013-08-02
Sharon Worgan		2015-02-17
TONY TURNER		
XAVIER VERNON		2013-08-02

PROJECT 34

England & Wales - Charity number 1079475

Accounts

Charity Registration No. 1079475

Company Registration No. 03816738 (England and Wales)

PROJECT 34

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2024

PROJECT 34

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr A Turner Mr X Vernon Mrs L Bowe Mrs S Worgan
Secretary	Mr A Turner
Charity number (England and Wales)	1079475
Company number	03816738
Registered office	32-34 Weaste Road Salford M5 5FW
Independent examiner	AJP Corporate Accountants Limited 9 Brenton Business Complex Bond Street Bury BL9 7BE

PROJECT 34

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PROJECT 34

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees, who are also the directors of Project 34 for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Project and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Project will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Project and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Project and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees present their annual report and financial statements for the year ended 31 October 2024.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Project's objects are to provide social housing accommodation, care and support for the vulnerable homeless. From 4 December 2014 Project 34 is also a Registered Provider with the 'Regulator of Social Housing' (RSH) – Registration number 4800 and is required to comply with their Regulatory Framework. There has been no change in activities during the year.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Project should undertake.

Achievements and performance

Significant activities and achievements against objectives

At the main hostel, Project 34 provides fully-furnished individual rooms, with cleaning services and laundry, together with communal kitchen, dining and lounge facilities, for 27 vulnerable homeless people. There is also a 'move on' hostel with duplicate communal services, but much lighter supervision, this can accommodate a further 8 individuals. Occupancy levels are usually over 95%.

Project 34 sees the demonstration of Value for Money (VfM) as an important factor in ensuring that our Commissioners and Regulators are able to take a view on the investment made of public monies. We already monitor against various VfM indicators and are looking to identify how we can adapt our systems so as to reflect some of the new Standards that the RSH have introduced, even though these are mainly geared towards 'large Registered Providers with bed-units of 1,000 or more.

Tenant Satisfaction Survey

Project 34 has always had high regard to what its tenants think of the overall service it provides, The Regulator of Social Housing (RSH) now require all Registered Providers to carry out a formal survey to ascertain this - in Project 34's case, every two years.

Accordingly, we have surveyed all Tenants using the following relevant questions suggested by the RSH

- a) Overall satisfaction?
- b) Satisfaction with repairs?
- c) Satisfaction with time taken to complete most recent repair?
- d) Satisfaction that the home is well maintained?
- e) Satisfaction that the home is safe?
- f) Satisfaction that the landlord listens to tenant views and acts upon them?
- g) Satisfaction that the landlord keeps tenants informed about things that matter to them?
- h) Agreement that the landlord treats tenants fairly and with respect?
- i) Satisfaction with the landlord's approach to handling complaints?
- j) Satisfaction that the landlord keeps communal areas clean and well maintained?
- k) Satisfaction that the landlord makes a positive contribution to neighbourhoods?
- l) Satisfaction with the landlord's approach to handling anti-social behaviour?

Some of the questions were not relevant to individual tenants as they hadn't experienced certain aspects of the service (eg b), c) and i)) and after taking these in account, the satisfaction levels averaged 98%. For the small minority who expressed non-satisfaction (ie 2%), further discussions took place and the respective issues were resolved.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

The Housing Ombudsman have subsequently confirmed that they are satisfied that we have provided and published all necessary documents as part of its submission. Their Duty to Monitor team will in due course carry out an assessment of the annual submission to determine if the landlord demonstrates compliance with the Complaint Handling Code and will contact the landlord once this is commenced. It is worth noting that in the various press releases that the Housing Ombudsman have recently issued, there has been a very mixed response to other organisation's performance in carrying out this Tenant's Satisfaction survey and therefore it is very encouraging that the initial Housing Ombudsman's report is positive in that we have fully complied with submission requirement requirements. It is however important not to become complacent regarding Tenants Satisfaction and if any actions points are required following the Duty Monitor assessment, these will be immediately actioned.

Financial review

Income from room rentals was up this year. In total, incoming resources rose by 8% to £713,114. Increases in the costs of wages, repairs and depreciation were the main reasons why expenditure rose by 8% so that income exceeded expenditure by £51,013.

Also as the building is aging and with its specific usage, the frequency and cost of 'standard/annual repairs' is increasing but also the need for additional ad-hoc repair costs which though they may not occur every year, do need to be 'saved for' (i.e. 'contingency provision') so that they can be afforded when they happen.

The total funds at 31 October 2024 amounted to £675,622, so the project is still well able to fund its day to day operations and to seek new opportunities for its expertise while remaining completely self-supporting and without having to resort to public appeals.

Reserves policy

It is the policy of the Project that unrestricted funds which have not been designated for a specific use should be maintained at a level to give it an adequate safety margin and that will enable it to consider running other hostels as and when the opportunity arises. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Project's current activities while consideration is given to ways in which additional funds may be raised. The trustees have maintained the £300,000 capital building fund in order to support the proposed new building development. This level of reserves has been maintained throughout the year.

Principal funding sources

The project's primary source of income is currently Housing Benefit claimed on behalf of the client group. We are however continually looking at opportunities to diversify with other income streams whilst maintaining the overall aims and objectives of the Charity and also complying fully with RSH registration and standards.

The Charity is currently liaising with Salford City Council rough sleeper team with a view to locating sleeping pods on land owned by the Charity which is currently vacant. This would be utilised for entrenched rough sleepers with extensive needs and issues that would make it difficult to accommodate them within the main Project. This would be a useful source of future income.

Plans for future periods

Project 34 is still mindful that the Government may still at sometime in the near future look to impose restrictions on social housing funding and is therefore will continue to explore ways in which can demonstrate Value for Money. Project 34 has also purchased a plot of land immediately adjacent to the main building with a view to immediate development. Full planning permission is now in place for 9 one bed room flats for affordable rent. This decision was made to increase the Project's operating surplus and also mitigate against any potential future funding changes. The trustees are aware that this building project will absorb some cash reserves, but do not expect this will put undue pressure on their reserves policy. Trustees are also looking to further improve upon 'Tenants Satisfaction Measures (TSM)' monitoring in order to ensure that they are able to demonstrate a greater transparency concerning landlord performance and are also able to inform the RSH in its efforts to improve 'consumer standards' nationally.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

Structure, governance and management

Project 34 is a company limited by guarantee, incorporated on 30 July 1999 and registered as a charity from that time. The Memorandum of Association sets out the powers and objects of the charitable company which is governed under its Articles of Association. In the event of a winding up, members have guaranteed to contribute an amount not exceeding £10.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A Turner
Mr X Vernon
Mrs L Bowe
Mrs S Worgan

Recruitment and appointment of trustees

The Articles prescribe that there shall be a minimum of 3 and a maximum of 12 Trustees and that one third of their number shall retire at each Annual General Meeting. Only a retiring Trustee, or a person nominated by the Trustees, is eligible for election.

The trustees, networking with the local authority, the police, the probation service and other interested parties, are continuing to seek new candidates to join their ranks, and particularly, younger people with appropriate specialist knowledge. Trustee numbers and responsibility awareness will remain a key feature in the Project's governance arrangements.

Trustee Induction and Training

The legal, financial and managerial framework, together with the obligations of a Trustee, are thoroughly explained to each candidate, before he or she accepts office. After that, the new Trustee, in the company of the very experienced hostel manager, spends time at the hostels, seeing at first hand, how operations are conducted and how the day to day problems are dealt with in order to gain a reasonable understanding of the breadth of the social business. This is followed by discussions with other trustees as to the contribution the newcomer can make and how this fits into the future plans for the development of the Charity. Trustees also receive external training so as to better understand their role and responsibilities.

Risk Management

Risks, Risk Management and Stress Testing is a frequent agenda item at staff and Trustee Meetings and risks such as:

- Funding- both current and future funding;
- Safeguarding;
- Issues affecting RSH Standards;
- Business Continuity, including dealing with public health emergencies such as Covid 19;
- Relevant changes in legislation and/or Salford Council policy;
- Continuing to meet the National Housing Federation's 'Code of Governance' (2020);
- Maintaining Tennant and other Stakeholder Satisfaction.

are assessed and mitigation options considered.

A thorough assessment of the risks to which the charity is exposed, is also regularly undertaken externally by a professional risk assessment firm, covering the risks faced by the Charity, its staff and its users in all departments. Their recommendations have been implemented and risks are kept under constant review.

There have been no collections from the public and cash receipts are small, so risks to the Charity's funds from dishonesty are minimal. With 4 trustees it has been possible to institute a simple, but robust system of internal control, as recommended by the Charity's independent examiner.

Trustees and Senior Staff also state 'Declarations of Interest' at any discussion/decision making process (eg Trustee meetings)

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

Organisational structure

Organisational Structure

The trustees meet formally or informally, whenever necessary, in order to manage the Charity's affairs. Administration is delegated to a full-time Project Manager (reporting to the Trustee Chairman as required) and he and his staff, look after the day to day operation of the hostel. The Trustees provide their services on a voluntary basis; the manager and other staff are paid.

Employee involvement

The Project's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting performance.

The trustees' report was approved by the Board of Trustees.

Mr A Turner
Trustee

Mr X Vernon
Trustee

24 April 2025

PROJECT 34

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PROJECT 34

I report to the trustees on my examination of the financial statements of Project 34 (the Project) for the year ended 31 October 2024.

Responsibilities and basis of report

As the trustees of the Project (and also its directors for the purposes of company law), you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006.

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

Independent examiner's statement

Since the Project's gross income exceeded £250,000, the independent examiner must be a member of a body listed in section 145 of the Charities Act 2011. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 respect:

- 1 accounting records were not kept in respect of the Project as required by section 386 of the Companies Act 2006.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the Companies Act 2006 other than any requirement that the financial statements give a true and fair view, which is not a matter considered as part of an independent examination; or
- 4 the financial statements 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 financial statements 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 financial statements to be reached.

AJP Corporate Accountants Limited

9 Brenton Business Complex
Bond Street
Bury
BL9 7BE
24 April 2025

PROJECT 34

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2024

		Unrestricted funds	Restricted funds Capital fund	Total	Unrestricted funds	Restricted funds Capital fund	Total
	Notes	2024 £	2024 £	2024 £	2023 £	2023 £	2023 £
Income from:							
Donations and legacies	3	-	-	-	10	-	10
Income from letting	4	713,114	-	713,114	661,841	-	661,841
Investments	5	349	-	349	558	-	558
Total income		713,463	-	713,463	662,409	-	662,409
Expenditure on:							
Charitable activities	6	662,450	-	662,450	615,814	-	615,814
Total expenditure		662,450	-	662,450	615,814	-	615,814
Net income and movement in funds		51,013	-	51,013	46,595	-	46,595
Reconciliation of funds:							
Fund balances at 1 November 2023		324,609	300,000	624,609	278,014	300,000	578,014
Fund balances at 31 October 2024		375,622	300,000	675,622	324,609	300,000	624,609

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

PROJECT 34

BALANCE SHEET

AS AT 31 OCTOBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	11		235,422		246,359
Current assets					
Debtors	12	117,529		117,861	
Cash at bank and in hand		343,914		283,033	
		<u>461,443</u>		<u>400,894</u>	
Creditors: amounts falling due within one year	13	<u>(21,243)</u>		<u>(22,644)</u>	
Net current assets			440,200		378,250
Total assets less current liabilities			<u>675,622</u>		<u>624,609</u>
Capital funds					
Building			300,000		300,000
Income funds					
Unrestricted funds			375,622		324,609
			<u>675,622</u>		<u>624,609</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 24 April 2025

Mr A Turner
Trustee

Mr X Vernon
Trustee

Company Registration No. 03816738

PROJECT 34

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	19		63,462		38,103
Investing activities					
Purchase of tangible fixed assets		(2,930)		(648)	
Investment income received		349		558	
Net cash used in investing activities			(2,581)		(90)
Net cash generated from financing activities			-		-
Net increase in cash and cash equivalents			60,881		38,013
Cash and cash equivalents at beginning of year			283,033		245,020
Cash and cash equivalents at end of year			343,914		283,033

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

Charity information

Project 34 is a private company limited by guarantee incorporated in England and Wales. The registered office is 32-34 Weaste Road, Salford, M5 5FW.

1.1 Accounting convention

The accounts have been prepared in accordance with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Project is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Project. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Project has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the Project is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2%
Leasehold land and buildings	10%
Fixtures and fittings	33.3%
Motor vehicles	20%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Impairment of fixed assets

At each reporting end date, the Project reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

(Continued)

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Project has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Project's balance sheet when the Project becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Project's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Project is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

2 Critical accounting estimates and judgements

In the application of the Project's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	-	10

4 Income from income from letting

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Letting and licensing arrangements	713,114	661,841

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	349	558

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

6 Charitable activities

	2024 £	2023 £
Staff costs	377,726	358,960
Depreciation and impairment	13,867	4,158
Property rental costs	69,003	71,509
Council tax and insurance	10,022	9,596
Light, heat and water	43,220	42,690
Cleaning	11,670	12,193
Repairs and maintenance	85,983	73,168
Printing, postage and stationery	2,413	6,474
Telephone	4,578	4,395
Motor running expenses	5,199	2,548
Travelling expenses	1,076	230
Consultancy fees	8,696	4,875
Accounting and payroll services	5,870	5,850
Sundry expenses	3,628	1,810
Food	13,672	10,376
Computer running costs	5,827	6,982
	<u>662,450</u>	<u>615,814</u>

7 Net movement in funds

	2024 £	2023 £
The net movement in funds is stated after charging/(crediting):		
Depreciation of owned tangible fixed assets	<u>13,867</u>	<u>4,158</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Project during the year.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

9 Employees

The average monthly number of employees during the year was:

	2024 Number	2023 Number
	11	11
Employment costs		
	£	£
Wages and salaries	341,590	324,971
Social security costs	28,596	26,735
Other pension costs	7,540	7,254
	377,726	358,960

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Tangible fixed assets

	Freehold land and buildings	Leasehold land and buildings	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 November 2023	238,887	57,407	159,658	47,079	503,031
Additions	-	-	2,930	-	2,930
At 31 October 2024	238,887	57,407	162,588	47,079	505,961
Depreciation and impairment					
At 1 November 2023	40,010	57,406	149,840	9,416	256,672
Depreciation charged in the year	3,066	-	10,801	-	13,867
At 31 October 2024	43,076	57,406	160,641	9,416	270,539
Carrying amount					
At 31 October 2024	195,811	1	1,947	37,663	235,422
At 31 October 2023	198,877	1	9,818	37,663	246,359

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

12 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	57,813	58,496
Other debtors	450	800
Prepayments and accrued income	59,266	58,565
	<u>117,529</u>	<u>117,861</u>

13 Creditors: amounts falling due within one year

	2024 £	2023 £
Other taxation and social security	7,383	7,166
Payments received on account	1,677	2,270
Accruals and deferred income	12,183	13,208
	<u>21,243</u>	<u>22,644</u>

14 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>7,540</u>	<u>7,254</u>

The Project operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the Project in an independently administered fund.

15 Restricted funds - Capital fund

These are restricted funds which are material to the Project's activities.

	At 1 November 2023 £	At 31 October 2024 £
Building fund	<u>300,000</u>	<u>300,000</u>
	<u>300,000</u>	<u>300,000</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

16 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of income which are not subject to specific conditions as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2023	Incoming resources	Resources expended	At 31 October 2024
	£	£	£	£
General funds	324,609	713,463	(662,450)	375,622
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 November 2022	Incoming resources	Resources expended	At 31 October 2023
	£	£	£	£
General funds	278,014	662,409	(615,814)	324,609
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total
	2024	2024	2024
	£	£	£
Fund balances at 31 October 2024 are represented by:			
Tangible assets	235,422	-	235,422
Current assets/(liabilities)	140,200	300,000	440,200
	<u> </u>	<u> </u>	<u> </u>
	375,622	300,000	675,622
	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds	Restricted funds	Total
	2023	2023	2023
	£	£	£
Fund balances at 31 October 2023 are represented by:			
Tangible assets	246,359	-	246,359
Current assets/(liabilities)	78,250	300,000	378,250
	<u> </u>	<u> </u>	<u> </u>
	324,609	300,000	624,609
	<u> </u>	<u> </u>	<u> </u>

18 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

19	Cash generated from operations	2024 £	2023 £
	Surplus for the year	51,013	46,595
	Adjustments for:		
	Investment income recognised in statement of financial activities	(349)	(558)
	Depreciation and impairment of tangible fixed assets	13,867	4,158
	Movements in working capital:		
	Decrease/(increase) in debtors	332	(13,787)
	(Decrease)/increase in creditors	(1,401)	1,695
	Cash generated from operations	<u>63,462</u>	<u>38,103</u>

20 Analysis of changes in net funds

The Project had no material debt during the year.

PROJECT 34

England & Wales - Charity number 1079475

Accounts

Charity Registration No. 1079475

Company Registration No. 03816738 (England and Wales)

PROJECT 34

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2023

PROJECT 34

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr A Turner Mr X Vernon Mrs L Bowe Mrs S Worgan
Secretary	Mr A Turner
Charity number	1079475
Company number	03816738
Registered office	32-34 Weaste Road Salford M5 5FW
Independent examiner	AJP Corporate Accountants Limited 9 Brenton Business Complex Bond Street Bury BL9 7BE

PROJECT 34

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PROJECT 34

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees, who are also the directors of Project 34 for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Project and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Project will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Project and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Project and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees present their annual report and financial statements for the year ended 31 October 2023.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Project's objects are to provide social housing accommodation, care and support for the vulnerable homeless. From 4 December 2014 Project 34 is also a Registered Provider with the 'Regulator of Social Housing' (RSH) – Registration number 4800 and is required to comply with their Regulatory Framework. There has been no change in activities during the year.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Project should undertake.

Achievements and performance

Significant activities and achievements against objectives

At the main hostel, Project 34 provides fully-furnished individual rooms, with cleaning services and laundry, together with communal kitchen, dining and lounge facilities, for 27 vulnerable homeless people. There is also a 'move on' hostel with duplicate communal services, but much lighter supervision, this can accommodate a further 8 individuals. Occupancy levels are usually over 95%.

Project 34 sees the demonstration of Value for Money (VfM) as an important factor in ensuring that our Commissioners and Regulators are able to take a view on the investment made of public monies. We already monitor against various VfM indicators and are looking to identify how we can adapt our systems so as to reflect some of the new Standards that the RSH have introduced, even though these are mainly geared towards 'large Registered Providers with bed-units of 1,000 or more.

Tenant Satisfaction Survey

Project 34 has always had high regard to what its tenants think of the overall service it provides, The Regulator of Social Housing (RSH) now require all Registered Providers to carry out a formal survey to ascertain this - in Project 34's case, every two years.

Accordingly, we have surveyed all Tenants using the following relevant questions suggested by the RSH

- a) Overall satisfaction?
- b) Satisfaction with repairs?
- c) Satisfaction with time taken to complete most recent repair?
- d) Satisfaction that the home is well maintained?
- e) Satisfaction that the home is safe?
- f) Satisfaction that the landlord listens to tenant views and acts upon them?
- g) Satisfaction that the landlord keeps tenants informed about things that matter to them?
- h) Agreement that the landlord treats tenants fairly and with respect?
- i) Satisfaction with the landlord's approach to handling complaints?
- j) Satisfaction that the landlord keeps communal areas clean and well maintained?
- k) Satisfaction that the landlord makes a positive contribution to neighbourhoods?
- l) Satisfaction with the landlord's approach to handling anti-social behaviour?

Some of the questions were not relevant to individual tenants as they hadn't experienced certain aspects of the service (eg b), c) and i)) and after taking these in account, the satisfaction levels averaged 98%. For the small minority who expressed non-satisfaction (ie 2%), further discussions took place and the respective issues were resolved.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) **FOR THE YEAR ENDED 31 OCTOBER 2023**

Financial review

Income from room rentals was up this year. In total, incoming resources rose by 12% to £661,841. Increases in the costs of wages, rent and heating were the main reasons why expenditure rose by 3% so that income exceeded expenditure by £46,595.

Also as the building is aging and with its specific usage, the frequency and cost of 'standard/annual repairs' is increasing but also the need for additional ad-hoc repair costs which though they may not occur every year, do need to be 'saved for' (i.e. 'contingency provision') so that they can be afforded when they happen.

The total funds at 31 October 2023 amounted to £624,609, so the project is still well able to fund its day to day operations and to seek new opportunities for its expertise while remaining completely self-supporting and without having to resort to public appeals.

Reserves policy

It is the policy of the Project that unrestricted funds which have not been designated for a specific use should be maintained at a level to give it an adequate safety margin and that will enable it to consider running other hostels as and when the opportunity arises. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Project's current activities while consideration is given to ways in which additional funds may be raised. The trustees have maintained the £300,000 capital building fund in order to support the proposed new building development. This level of reserves has been maintained throughout the year.

Principal funding sources

The project's primary source of income is currently Housing Benefit claimed on behalf of the client group. We are however looking at opportunities to diversify with other income streams whilst maintaining the overall aims and objectives of the Charity and also complying fully with RSH registration and standards.

The Charity is currently liaising with Salford City Council rough sleeper team with a view to locating sleeping pods on land owned by the Charity which is currently vacant. This would be utilised for entrenched rough sleepers with extensive needs and issues that would make it difficult to accommodate them within the main Project. This would be a useful source of future income.

Plans for future periods

Project 34 is still mindful that the Government may still at sometime in the near future look to impose restrictions on social housing funding and is therefore will continue to explore ways in which can demonstrate Value for Money. Project 34 has also purchased a plot of land immediately adjacent to the main building with a view to immediate development. Full planning permission is now in place for 9 one bed room flats for affordable rent. This decision was made to increase the Project's operating surplus and also mitigate against any potential future funding changes. The trustees are aware that this building project will absorb some cash reserves, but do not expect this will put undue pressure on their reserves policy. Trustees are also looking to further improve upon 'Tenants Satisfaction Measures (TSM)' monitoring in order to ensure that they are able to demonstrate a greater transparency concerning landlord performance and are also able to inform the RSH in its efforts to improve 'consumer standards' nationally.

Structure, governance and management

Project 34 is a company limited by guarantee, incorporated on 30 July 1999 and registered as a charity from that time. The Memorandum of Association sets out the powers and objects of the charitable company which is governed under its Articles of Association. In the event of a winding up, members have guaranteed to contribute an amount not exceeding £10.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A Turner
Mr X Vernon
Mrs L Bowe
Mrs S Worgan

Recruitment and appointment of trustees

The Articles prescribe that there shall be a minimum of 3 and a maximum of 12 Trustees and that one third of their number shall retire at each Annual General Meeting. Only a retiring Trustee, or a person nominated by the Trustees, is eligible for election.

The trustees, networking with the local authority, the police, the probation service and other interested parties, are continuing to seek new candidates to join their ranks, and particularly, younger people with appropriate specialist knowledge. Trustee numbers and responsibility awareness will remain a key feature in the Project's governance arrangements.

Trustee Induction and Training

The legal, financial and managerial framework, together with the obligations of a Trustee, are thoroughly explained to each candidate, before he or she accepts office. After that, the new Trustee, in the company of the very experienced hostel manager, spends time at the hostels, seeing at first hand, how operations are conducted and how the day to day problems are dealt with in order to gain a reasonable understanding of the breadth of the social business. This is followed by discussions with other trustees as to the contribution the newcomer can make and how this fits into the future plans for the development of the Charity. Trustees also receive external training so as to better understand their role and responsibilities.

Risk Management

Risks, Risk Management and Stress Testing is a frequent agenda item at staff and Trustee Meetings and risks such as:

- Funding- both current and future funding from April 2022;
- Safeguarding;
- Issues affecting RSH Standards;
- Business Continuity, including dealing with public health emergencies such as Covid 19;
- Relevant changes in legislation and/or Salford Council policy;
- Continuing to meet the National Housing Federation's 'Code of Governance' (2020)

are assessed and mitigation options considered.

A thorough assessment of the risks to which the charity is exposed, is also regularly undertaken externally by a professional risk assessment firm, covering the risks faced by the Charity, its staff and its users in all departments. Their recommendations have been implemented and risks are kept under constant review.

There have been no collections from the public and cash receipts are small, so risks to the Charity's funds from dishonesty are minimal. With 4 trustees it has been possible to institute a simple, but robust system of internal control, as recommended by the Charity's independent examiner.

Trustees and Senior Staff also state 'Declarations of Interest' at any discussion/decision making process (eg Trustee meetings)

Organisational structure

Organisational Structure

The trustees meet formally or informally, whenever necessary, in order to manage the Charity's affairs. Administration is delegated to a full-time Project Manager (reporting to the Trustee Chairman as required) and he and his staff, look after the day to day operation of the hostel. The Trustees provide their services on a voluntary basis; the manager and other staff are paid.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 OCTOBER 2023*

Employee involvement

The Project's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting performance.

The trustees' report was approved by the Board of Trustees.

Mr A Turner
Trustee

Mr X Vernon
Trustee

18 April 2024

PROJECT 34

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PROJECT 34

I report to the trustees on my examination of the financial statements of Project 34 (the Project) for the year ended 31 October 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the Project 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 the Project's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Project's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 respect:

- 1 accounting records were not kept in respect of the Project as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

AJP Corporate Accountants Limited

9 Brenton Business Complex
Bond Street
Bury
BL9 7BE

Dated: 18 April 2024

PROJECT 34

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	Unrestricted funds 2023 £	Capital funds 2023 £	Total 2023 £	Total 2022 £
<u>Income from:</u>					
Donations and grants	3	10	-	10	5
Charitable activities	4	661,841	-	661,841	589,455
Investments	5	558	-	558	22
Other income	6	-	-	-	(1,563)
Total income		<u>662,409</u>	<u>-</u>	<u>662,409</u>	<u>587,919</u>
<u>Expenditure on:</u>					
Charitable activities	7	<u>615,814</u>	<u>-</u>	<u>615,814</u>	<u>597,122</u>
Net income/(expenditure) for the year/ Net movement in funds		46,595	-	46,595	(9,203)
Fund balances at 1 November 2022		<u>278,014</u>	<u>300,000</u>	<u>578,014</u>	<u>587,217</u>
Fund balances at 31 October 2023		<u><u>324,609</u></u>	<u><u>300,000</u></u>	<u><u>624,609</u></u>	<u><u>578,014</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PROJECT 34

BALANCE SHEET

AS AT 31 OCTOBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	11		246,359		249,869
Current assets					
Debtors	12	117,861		104,074	
Cash at bank and in hand		283,033		245,020	
		<u>400,894</u>		<u>349,094</u>	
Creditors: amounts falling due within one year	13	<u>(22,644)</u>		<u>(20,949)</u>	
Net current assets			378,250		328,145
Total assets less current liabilities			<u>624,609</u>		<u>578,014</u>
Capital funds					
Building			300,000		300,000
Income funds					
Unrestricted funds			324,609		278,014
			<u>624,609</u>		<u>578,014</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 18 April 2024

Mr A Turner
Trustee

Mr X Vernon
Trustee

Company Registration No. 03816738

PROJECT 34

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	17		38,103		(9,345)
Investing activities					
Purchase of tangible fixed assets		(648)		(57,339)	
Proceeds from disposal of tangible fixed assets		-		23,000	
Investment income received		558		22	
Net cash used in investing activities			(90)		(34,317)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			38,013		(43,662)
Cash and cash equivalents at beginning of year			245,020		288,682
Cash and cash equivalents at end of year			283,033		245,020

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

Charity information

Project 34 is a private company limited by guarantee incorporated in England and Wales. The registered office is 32-34 Weaste Road, Salford, M5 5FW.

1.1 Accounting convention

The accounts have been prepared in accordance with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Project is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Project. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Project has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the Project is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2%
Leasehold land and buildings	10%
Fixtures and fittings	33.3%
Motor vehicles	20%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Impairment of fixed assets

At each reporting end date, the Project reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

(Continued)

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Project has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Project's balance sheet when the Project becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Project's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Project is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

2 Critical accounting estimates and judgements

In the application of the Project's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	10	5

4 Income from charitable activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Services provided under contract	661,841	589,455

5 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	558	22

6 Other income

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Net gain on disposal of tangible fixed assets	-	(1,563)

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

7 Charitable activities

	2023 £	2022 £
Staff costs	358,960	337,554
Depreciation and impairment	4,158	10,881
Property rental costs	71,509	66,512
Council tax and insurance	9,596	9,116
Light, heat and water	42,690	31,769
Cleaning	12,193	7,838
Repairs and maintenance	73,168	87,305
Printing, postage and stationery	6,474	2,594
Telephone	4,395	4,120
Motor running expenses	2,548	6,898
Travelling expenses	230	1,329
Consultancy fees	4,875	3,854
Accounting and payroll services	5,850	5,830
Sundry expenses	1,810	3,929
Food	10,376	11,970
Computer running costs	6,982	5,623
	<u>615,814</u>	<u>597,122</u>

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Project during the year.

9 Employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
	<u>11</u>	<u>11</u>
Employment costs	2023 £	2022 £
Wages and salaries	324,971	304,803
Social security costs	26,735	25,983
Other pension costs	7,254	6,768
	<u>358,960</u>	<u>337,554</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Tangible fixed assets

	Freehold land and buildings	Leasehold land and buildings	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 November 2022	238,887	57,407	159,010	47,079	502,383
Additions	-	-	648	-	648
At 31 October 2023	238,887	57,407	159,658	47,079	503,031
Depreciation and impairment					
At 1 November 2022	36,944	57,406	148,748	9,416	252,514
Depreciation charged in the year	3,066	-	1,092	-	4,158
At 31 October 2023	40,010	57,406	149,840	9,416	256,672
Carrying amount					
At 31 October 2023	198,877	1	9,818	37,663	246,359
At 31 October 2022	201,943	1	10,262	37,663	249,869

12 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	58,496	42,039
Other debtors	800	100
Prepayments and accrued income	58,565	61,935
	117,861	104,074

13 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	7,166	8,796
Payments received on account	2,270	2,270
Accruals and deferred income	13,208	9,883
	22,644	20,949

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

14 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of income which are not subject to specific conditions as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 November 2022 £	Incoming resources £	Resources expended £	At 31 October 2023 £
General funds	278,014	662,409	(615,814)	324,609
Previous year:	At 1 November 2021 £	Incoming resources £	Resources expended £	At 31 October 2022 £
General funds	287,217	587,919	(597,122)	278,014

15 Analysis of net assets between funds

	Unrestricted funds 2023 £	Capital funds 2023 £	Total 2023 £
Fund balances at 31 October 2023 are represented by:			
Tangible assets	246,359	-	246,359
Current assets/(liabilities)	78,250	300,000	378,250
	324,609	300,000	624,609
	Unrestricted funds 2022 £	Capital funds 2022 £	Total 2022 £
Fund balances at 31 October 2022 are represented by:			
Tangible assets	249,869	-	249,869
Current assets/(liabilities)	28,145	300,000	328,145
	278,014	300,000	578,014

16 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

17	Cash generated from operations	2023	2022
		£	£
	Surplus/(deficit) for the year	46,595	(9,203)
	Adjustments for:		
	Investment income recognised in statement of financial activities	(558)	(22)
	(Gain)/loss on disposal of tangible fixed assets	-	1,563
	Depreciation and impairment of tangible fixed assets	4,158	10,881
	Movements in working capital:		
	(Increase) in debtors	(13,787)	(10,974)
	Increase/(decrease) in creditors	1,695	(1,590)
	Cash generated from/(absorbed by) operations	38,103	(9,345)
		<u><u> </u></u>	<u><u> </u></u>
18	Analysis of changes in net funds		
	The Project had no material debt during the year.		

PROJECT 34

England & Wales - Charity number 1079475

Accounts

Charity Registration No. 1079475

Company Registration No. 03816738 (England and Wales)

PROJECT 34

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2022

PROJECT 34

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr A Turner Mr X Vernon Mrs L Bowe Mrs S Worgan
Secretary	Mr A Turner
Charity number	1079475
Company number	03816738
Registered office	32-34 Weaste Road Salford M5 5FW
Independent examiner	AJP Corporate Accountants Limited 9 Brenton Business Complex Bond Street Bury BL9 7BE

PROJECT 34

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PROJECT 34

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2022

The trustees, who are also the directors of Project 34 for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Project and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Project will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Project and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Project and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 OCTOBER 2022

The trustees present their annual report and financial statements for the year ended 31 October 2022.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Project's objects are to provide social housing accommodation, care and support for the vulnerable homeless. From 4 December 2014 Project 34 is also a Registered Provider with the 'Regulator of Social Housing' (RSH) – Registration number 4800 and is required to comply with their Regulatory Framework. There has been no change in activities during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Project should undertake.

Achievements and performance

At the main hostel, Project 34 provides fully-furnished individual rooms, with cleaning services and laundry, together with communal kitchen, dining and lounge facilities, for 27 vulnerable homeless people. There is also a 'move on' hostel with duplicate communal services, but much lighter supervision, this can accommodate a further 8 individuals. Occupancy levels are usually over 95%.

Project 34 sees the demonstration of Value for Money (VfM) as an important factor in ensuring that our Commissioners and Regulators are able to take a view on the investment made of public monies. We already monitor against various VfM indicators and are looking to identify how we can adapt our systems so as to reflect some of the new Standards that the RSH have introduced, even though these are mainly geared towards 'large Registered Providers with bed-units of 1,000 or more.

Financial review

Income from room rentals was unchanged for the previous year.. Government wage subsidies were nil this year. In total, incoming resources fell by 1% to £587,919.

Increases in the costs of maintenance, heat and light and computer running costs were the main reasons why expenditure rose by 11% to that expenditure exceeded income by £9,203.

The total funds at 31 October 2022 amounted to £578,014, so the project is still well able to fund its day to day operations and to seek new opportunities for its expertise while remaining completely self-supporting and without having to resort to public appeals.

It is the policy of the Project that unrestricted funds which have not been designated for a specific use should be maintained at a level to give it an adequate safety margin and that will enable it to consider running other hostels as and when the opportunity arises. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Project's current activities while consideration is given to ways in which additional funds may be raised. The trustees have maintained the £300,000 capital building fund in order to support the proposed new building development. This level of reserves has been maintained throughout the year.

The project's primary source of income is currently Housing Benefit claimed on behalf of the client group. We are however looking at opportunities to diversify with other income streams whilst maintaining the overall aims and objectives of the Charity and also complying fully with RSH registration and standards.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

Plans for future periods

Project 34 is still mindful that the Government may still at sometime in the near future look to impose restrictions on social housing funding and is therefore will continue to explore ways in which can demonstrate Value for Money. Project 34 has also purchased a plot of land immediately adjacent to the main building with a view to immediate development. Full planning permission is now in place for 9 one bed room flats for affordable rent. This decision was made to increase the Project's operating surplus and also mitigate against any potential future funding changes. The trustees are aware that this building project will absorb some cash reserves, but do not expect this will put undue pressure on their reserves policy. Trustees are also looking to further improve upon 'Tenants Satisfaction Measures (TSM)' monitoring in order to ensure that they are able to demonstrate a greater transparency concerning landlord performance and are also able to inform the RSH in its efforts to improve 'consumer standards' nationally.

Structure, governance and management

Project 34 is a company limited by guarantee, incorporated on 30 July 1999 and registered as a charity from that time. The Memorandum of Association sets out the powers and objects of the charitable company which is governed under its Articles of Association. In the event of a winding up, members have guaranteed to contribute an amount not exceeding £10.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A Turner
Mr X Vernon
Mrs L Bowe
Mrs S Worgan

The Articles prescribe that these shall be a minimum of 3 and a maximum of 12 Trustees and that one third of their number shall retire at each Annual General Meeting. Only a retiring Trustee, or a person nominated by the Trustees, is eligible for election.

The trustees, networking with the local authority, the police, the probation service and other interested parties, are continuing to seek new candidates to join their ranks, and particularly, younger people with appropriate specialist knowledge. Trustee numbers and responsibility awareness will remain a key feature in the Project's governance arrangements.

Trustee Induction and Training

The legal, financial and managerial framework, together with the obligations of a Trustee, are thoroughly explained to each candidate, before he or she accepts office. After that, the new Trustee, in the company of the very experienced hostel manager, spends time at the hostels, seeing at first hand, how operations are conducted and how the day to day problems are dealt with in order to gain a reasonable understanding of the breadth of the social business. This is followed by discussions with other trustees as to the contribution the newcomer can make and how this fits into the future plans for the development of the Charity. Trustees also receive external training so as to better understand their role and responsibilities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

Risk Management

Risks, Risk Management and Stress Testing is a frequent agenda item at staff and Trustee Meetings and risks such as:

- Funding- both current and future funding from April 2022;
- Safeguarding;
- Issues affecting RSH Standards;
- Business Continuity, including dealing with public health emergencies such as Covid 19;
- Relevant changes in legislation and/or Salford Council policy;
- Continuing to meet the National Housing Federation's 'Code of Governance' (2020)

are assessed and mitigation options considered.

A thorough assessment of the risks to which the charity is exposed, is also regularly undertaken externally by a professional risk assessment firm, covering the risks faced by the Charity, its staff and its users in all departments. Their recommendations have been implemented and risks are kept under constant review.

There have been no collections from the public and cash receipts are small, so risks to the Charity's funds from dishonesty are minimal. With 4 trustees it has been possible to institute a simple, but robust system of internal control, as recommended by the Charity's independent examiner.

Trustees and Senior Staff also state 'Declarations of Interest' at any discussion/decision making process (eg Trustee meetings)

Organisational Structure

The trustees meet formally or informally, whenever necessary, in order to manage the Charity's affairs. Administration is delegated to a full-time Project Manager (reporting to the Trustee Chairman as required) and he and his staff, look after the day to day operation of the hostel. The Trustees provide their services on a voluntary basis; the manager and other staff are paid.

Employee involvement

The Project's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting performance.

The trustees' report was approved by the Board of Trustees.

Mr A Turner
Trustee

Mr X Vernon
Trustee

25 April 2023

PROJECT 34

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PROJECT 34

I report to the trustees on my examination of the financial statements of Project 34 (the Project) for the year ended 31 October 2022.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the Project 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 the Project's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Project's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

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 respect:

- 1 accounting records were not kept in respect of the Project as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

AJP Corporate Accountants Limited

9 Brenton Business Complex
Bond Street
Bury
BL9 7BE

Dated: 25 April 2023

PROJECT 34

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	Unrestricted funds 2022 £	Capital funds 2022 £	Total 2022 £	Total 2021 £
<u>Income from:</u>					
Donations and grants	3	5	-	5	4,344
Charitable activities	4	589,455	-	589,455	589,008
Investments	5	22	-	22	41
Other income	6	(1,563)	-	(1,563)	-
Total income		<u>587,919</u>	<u>-</u>	<u>587,919</u>	<u>593,393</u>
<u>Expenditure on:</u>					
Charitable activities	7	<u>597,122</u>	<u>-</u>	<u>597,122</u>	<u>539,214</u>
Net (expenditure)/income for the year/ Net movement in funds		(9,203)	-	(9,203)	54,179
Fund balances at 1 November 2021		<u>287,217</u>	<u>300,000</u>	<u>587,217</u>	<u>533,038</u>
Fund balances at 31 October 2022		<u><u>278,014</u></u>	<u><u>300,000</u></u>	<u><u>578,014</u></u>	<u><u>587,217</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PROJECT 34

BALANCE SHEET

AS AT 31 OCTOBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	10		249,869		227,974
Current assets					
Debtors	11	104,074		93,100	
Cash at bank and in hand		245,020		288,682	
		<u>349,094</u>		<u>381,782</u>	
Creditors: amounts falling due within one year	12	<u>(20,949)</u>		<u>(22,539)</u>	
Net current assets			328,145		359,243
Total assets less current liabilities			<u>578,014</u>		<u>587,217</u>
Capital funds					
Building			300,000		300,000
Income funds					
Unrestricted funds			278,014		287,217
			<u>578,014</u>		<u>587,217</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2022.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 25 April 2023

Mr A Turner
Trustee

Mr X Vernon
Trustee

Company Registration No. 03816738

PROJECT 34

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	15		(9,345)		67,223
Investing activities					
Purchase of tangible fixed assets		(57,339)		-	
Proceeds from disposal of tangible fixed assets		23,000		-	
Investment income received		22		41	
Net cash (used in)/generated from investing activities			(34,317)		41
Net cash used in financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(43,662)		67,264
Cash and cash equivalents at beginning of year			288,682		221,418
Cash and cash equivalents at end of year			245,020		288,682

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

Charity information

Project 34 is a private company limited by guarantee incorporated in England and Wales. The registered office is 32-34 Weaste Road, Salford, M5 5FW.

1.1 Accounting convention

The accounts have been prepared in accordance with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Project is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Project. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Project has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the Project is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2%
Leasehold land and buildings	10%
Fixtures and fittings	33.3%
Motor vehicles	20%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Impairment of fixed assets

At each reporting end date, the Project reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

(Continued)

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Project has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Project's balance sheet when the Project becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Project's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Project is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

2 Critical accounting estimates and judgements

In the application of the Project's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and grants

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Donations and gifts	5	10
Coronavirus job retention scheme grants	-	4,334
	<u>5</u>	<u>4,344</u>

4 Charitable activities

	2022 £	2021 £
Services provided under contract	<u>589,455</u>	<u>589,008</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2022 £	2021 £
Interest receivable	<u>22</u>	<u>41</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

6 Other income

	Unrestricted funds	Total
	2022 £	2021 £
Net gain on disposal of tangible fixed assets	(1,563)	-

7 Charitable activities

	2022 £	2021 £
Staff costs	337,554	333,022
Depreciation and impairment	10,881	15,394
Property rental costs	66,512	64,436
Council tax and insurance	9,116	7,750
Light, heat and water	31,769	26,068
Cleaning	7,838	7,582
Repairs and maintenance	87,305	44,550
Printing, postage and stationery	2,594	3,006
Telephone	4,120	3,599
Motor running expenses	6,898	5,009
Travelling expenses	1,329	1,726
Consultancy fees	3,854	4,807
Accounting and payroll services	5,830	5,820
Sundry expenses	3,929	4,560
Food	11,970	10,241
Computer running costs	5,623	1,644
	597,122	539,214

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Project during the year.

9 Employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
11	11

Employment costs

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

9 Employees

(Continued)

	£	£
Wages and salaries	304,803	303,013
Social security costs	25,983	23,450
Other pension costs	6,768	6,559
	<u>337,554</u>	<u>333,022</u>

10 Tangible fixed assets

	Freehold land and buildings	Leasehold land and buildings	Fixtures and Motor vehicles fittings		Total
	£	£	£	£	£
Cost					
At 1 November 2021	238,887	57,407	148,750	40,925	485,969
Additions	-	-	10,260	47,079	57,339
Disposals	-	-	-	(40,925)	(40,925)
	<u>238,887</u>	<u>57,407</u>	<u>159,010</u>	<u>47,079</u>	<u>502,383</u>
Depreciation and impairment					
At 1 November 2021	36,944	57,406	147,283	16,362	257,995
Depreciation charged in the year	-	-	1,465	9,416	10,881
Eliminated in respect of disposals	-	-	-	(16,362)	(16,362)
	<u>36,944</u>	<u>57,406</u>	<u>148,748</u>	<u>9,416</u>	<u>252,514</u>
Carrying amount					
At 31 October 2022	<u>201,943</u>	<u>1</u>	<u>10,262</u>	<u>37,663</u>	<u>249,869</u>
At 31 October 2021	<u>201,943</u>	<u>1</u>	<u>1,467</u>	<u>24,563</u>	<u>227,974</u>

11 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	42,039	33,836
Other debtors	100	1,250
Prepayments and accrued income	61,935	58,014
	<u>104,074</u>	<u>93,100</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

12 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	8,796	6,325
Payments received on account	2,270	3,287
Accruals and deferred income	9,883	12,927
	<u>20,949</u>	<u>22,539</u>

13 Analysis of net assets between funds

	Income Fund	Capital Fund	Total	Income Fund	Capital Fund	Total
	2022 £	2022 £	2022 £	2021 £	2021 £	2021 £
Fund balances at 31 October 2022 are represented by:						
Tangible assets	249,869	-	249,869	227,974	-	227,974
Current assets/(liabilities)	328,145	-	328,145	59,243	300,000	359,243
	<u>578,014</u>	<u>-</u>	<u>578,014</u>	<u>287,217</u>	<u>300,000</u>	<u>587,217</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

15 Cash generated from operations

	2022 £	2021 £
(Deficit)/surplus for the year	(9,203)	54,179
Adjustments for:		
Investment income recognised in statement of financial activities	(22)	(41)
Loss on disposal of tangible fixed assets	1,563	-
Depreciation and impairment of tangible fixed assets	10,881	15,394
Movements in working capital:		
(Increase) in debtors	(10,974)	(3,852)
(Decrease)/increase in creditors	(1,590)	1,543
Cash (absorbed by)/generated from operations	<u>(9,345)</u>	<u>67,223</u>

16 Analysis of changes in net funds

The Project had no debt during the year.

PROJECT 34

England & Wales - Charity number 1079475

Accounts

Charity Registration No. 1079475

Company Registration No. 03816738 (England and Wales)

PROJECT 34
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2021

PROJECT 34

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr A Turner Mr X Vernon Mrs L Bowe Mrs S Worgan
Secretary	Mr A Turner
Charity number	1079475
Company number	03816738
Registered office	32-34 Weaste Road Salford M5 5FW
Independent examiner	AJP Corporate Accountants Limited 9 Brenton Business Complex Bond Street Bury BL9 7BE

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PROJECT 34

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2021

The trustees, who are also the directors of Project 34 for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Project and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Project will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Project and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Project and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2021

The trustees present their annual report and financial statements for the year ended 31 October 2021.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Project's objects are to provide social housing accommodation, care and support for the vulnerable homeless. From 4 December 2014 Project 34 is also a Registered Provider with the 'Regulator of Social Housing' (RSH) – Registration number 4800 and is required to comply with their Regulatory Framework. There has been no change in activities during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Project should undertake.

Achievements and performance

At the main hostel, Project 34 provides fully-furnished individual rooms, with cleaning services and laundry, together with communal kitchen, dining and lounge facilities, for 27 vulnerable homeless people. There is also a 'move on' hostel with duplicate communal services, but much lighter supervision, this can accommodate a further 8 individuals. Occupancy levels are usually over 95%.

Project 34 sees the demonstration of Value for Money (VfM) as an important factor in ensuring that our Commissioners and Regulators are able to take a view on the investment made of public monies. We already monitor against various VfM indicators and are looking to identify how we can adapt our systems so as to reflect some of the new Standards that the RSH have introduced, even though these are mainly geared towards 'large Registered Providers with bed-units of 1,000 or more.

Financial review

The results for this year show the recovery from the effects of Covid 19. Income from room rentals has risen 6%, primarily due a rise in occupancy levels made possible by learning to live with Covid 19. Government wage subsidies have also boosted income. In total, incoming resources rose by 4% to £593,393.

In addition, reductions in the costs of maintenance and dealing with the pandemic have fallen, helping to reduce expenditure by 8% to that income exceeded expenditure by £54,179. The principal areas where costs were reduced are repairs and maintenance, overtime wage payments, cleaning costs and spending on food.

The total funds at 31 October 2021 amounted to £587,217, so the project is still well able to fund its day to day operations and to seek new opportunities for its expertise while remaining completely self-supporting and without having to resort to public appeals.

It is the policy of the Project that unrestricted funds which have not been designated for a specific use should be maintained at a level to give it an adequate safety margin and that will enable it to consider running other hostels as and when the opportunity arises. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Project's current activities while consideration is given to ways in which additional funds may be raised. The trustees have maintained the £300,000 capital building fund in order to support the proposed new building development. This level of reserves has been maintained throughout the year.

The project's primary source of income is currently Housing Benefit claimed on behalf of the client group. We are however looking at opportunities to diversify with other income streams whilst maintaining the overall aims and objectives of the Charity and also complying fully with RSH registration and standards.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

Plans for future periods

Project 34 is still mindful that the Government may still at sometime in the near future look to impose restrictions on social housing funding and is therefore will continue to explore ways in which can demonstrate Value for Money.

Project 34 has also purchased a plot of land immediately adjacent to the main building with a view to immediate development. Full planning permission is now in place for 9 one bed room flats for affordable rent. This decision was made to increase the Project's operating surplus and also mitigate against any potential future funding changes. The trustees are aware that this building project will absorb some cash reserves, but do not expect this will put undue pressure on their reserves policy.

Structure, governance and management

Project 34 is a company limited by guarantee, incorporated on 30 July 1999 and registered as a charity from that time. The Memorandum of Association sets out the powers and objects of the charitable company which is governed under its Articles of Association. In the event of a winding up, members have guaranteed to contribute an amount not exceeding £10.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A Turner

Mr X Vernon

Mrs L Bowe

Mrs S Worgan

The Articles prescribe that there shall be a minimum of 3 and a maximum of 12 Trustees and that one third of their number shall retire at each Annual General Meeting. Only a retiring Trustee, or a person nominated by the Trustees, is eligible for election.

The trustees, networking with the local authority, the police, the probation service and other interested parties, are continuing to seek new candidates to join their ranks, and particularly, younger people with appropriate specialist knowledge. Trustee numbers and responsibility awareness will remain a key feature in the Project's governance arrangements.

Trustee Induction and Training

The legal, financial and managerial framework, together with the obligations of a Trustee, are thoroughly explained to each candidate, before he or she accepts office. After that, the new Trustee, in the company of the very experienced hostel manager, spends time at the hostels, seeing at first hand, how operations are conducted and how the day to day problems are dealt with in order to gain a reasonable understanding of the breadth of the social business. This is followed by discussions with other trustees as to the contribution the newcomer can make and how this fits into the future plans for the development of the Charity. Trustees also receive external training so as to better understand their role and responsibilities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

Risk Management

Risks, Risk Management and Stress Testing is a frequent agenda item at staff and Trustee Meetings and risks such as:

- Funding- both current and future funding from April 2022;
- Safeguarding;
- Issues affecting RSH Standards;
- Business Continuity, including dealing with public health emergencies such as Covid 19;
- Relevant changes in legislation and/or Salford Council policy;
- Continuing to meet the National Housing Federation's 'Code of Governance' (2020)

are assessed and mitigation options considered.

A thorough assessment of the risks to which the charity is exposed, is also regularly undertaken externally by a professional risk assessment firm, covering the risks faced by the Charity, its staff and its users in all departments. Their recommendations have been implemented and risks are kept under constant review.

There have been no collections from the public and cash receipts are small, so risks to the Charity's funds from dishonesty are minimal. With 4 trustees it has been possible to institute a simple, but robust system of internal control, as recommended by the Charity's independent examiner.

Trustees and Senior Staff also state 'Declarations of Interest' at any discussion/decision making process (eg Trustee meetings)

Organisational Structure

The trustees meet formally or informally, whenever necessary, in order to manage the Charity's affairs. Administration is delegated to a full-time Project Manager (reporting to the Trustee Chairman as required) and he and his staff, look after the day to day operation of the hostel. The Trustees provide their services on a voluntary basis; the manager and other staff are paid.

Employee involvement

The Project's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting performance.

Supplier payment policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

Trade creditors of the company at the year end were equivalent to 12 day's purchases, based on the average daily amount invoiced by suppliers during the year.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

The trustees' report was approved by the Board of Trustees.

Mr A Turner
Trustee



Mr X Vernon
Trustee



27 April 2022

PROJECT 34

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PROJECT 34

I report to the trustees on my examination of the financial statements of Project 34 (the Project) for the year ended 31 October 2021.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the Project 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 the Project's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

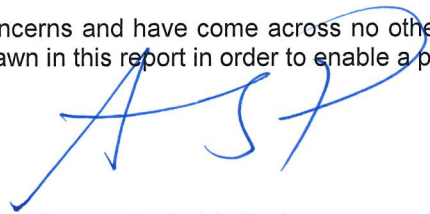
Independent examiner's statement

Since the Project's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of ICAEW, which is one of the listed bodies.

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 respect:

- 1 accounting records were not kept in respect of the Project as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.



AJP Corporate Accountants Limited

9 Brenton Business Complex
Bond Street
Bury
BL9 7BE

Dated: 27 April 2022

PROJECT 34

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2021

	Notes	Unrestricted funds 2021 £	Capital funds 2021 £	Total 2021 £	Total 2020 £
<u>Income and endowments from:</u>					
Donations and grants	3	4,344	-	4,344	9,354
Charitable activities	4	589,008	-	589,008	553,884
Investments	5	41	-	41	90
Other income	6	-	-	-	7,076
Total income		<u>593,393</u>	<u>-</u>	<u>593,393</u>	<u>570,404</u>
<u>Expenditure on:</u>					
Charitable activities	7	<u>539,214</u>	<u>-</u>	<u>539,214</u>	<u>585,563</u>
Net income/(expenditure) for the year/ Net movement in funds		54,179	-	54,179	(15,159)
Fund balances at 1 November 2020		<u>233,038</u>	<u>300,000</u>	<u>533,038</u>	<u>548,197</u>
Fund balances at 31 October 2021		<u><u>287,217</u></u>	<u><u>300,000</u></u>	<u><u>587,217</u></u>	<u><u>533,038</u></u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PROJECT 34

BALANCE SHEET

AS AT 31 OCTOBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	10		227,974		243,368
Current assets					
Debtors	11	93,100		89,248	
Cash at bank and in hand		288,682		221,418	
		381,782		310,666	
Creditors: amounts falling due within one year	12	(22,539)		(20,996)	
Net current assets			359,243		289,670
Total assets less current liabilities			587,217		533,038
Capital funds					
Building			300,000		300,000
Income funds					
Unrestricted funds			287,217		233,038
			587,217		533,038

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 27 April 2022

Mr A Turner
Trustee

Mr X Vernon
Trustee



Company Registration No. 03816738

PROJECT 34

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	15		67,223		(15,536)
Investing activities					
Purchase of tangible fixed assets		-		(45,305)	
Proceeds on disposal of tangible fixed assets		-		14,850	
Investment income received		41		90	
Net cash generated from/(used in) investing activities			41		(30,365)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			67,264		(45,901)
Cash and cash equivalents at beginning of year			221,418		267,319
Cash and cash equivalents at end of year			288,682		221,418

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

Charity information

Project 34 is a private company limited by guarantee incorporated in England and Wales. The registered office is 32-34 Weaste Road, Salford, M5 5FW.

1.1 Accounting convention

The accounts have been prepared in accordance with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Project is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Project. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Project has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the Project is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2%
Leasehold land and buildings	10%
Fixtures and fittings	33.3%
Motor vehicles	20%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.6 Impairment of fixed assets

At each reporting end date, the Project reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Project has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Project's balance sheet when the Project becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Project's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Project is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

2 Critical accounting estimates and judgements

In the application of the Project's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and grants

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Donations and gifts	10	700
Coronavirus job retention scheme grants	4,334	8,654
	<u>4,344</u>	<u>9,354</u>

4 Charitable activities

	2021 £	2020 £
Services provided under contract	<u>589,008</u>	<u>553,884</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2021 £	2020 £
Interest receivable	<u>41</u>	<u>90</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

6 Other income

	Total	Unrestricted funds
	2021	2020
	£	£
Net gain on disposal of tangible fixed assets	-	7,076

7 Charitable activities

	2021	2020
	£	£
Staff costs	333,022	325,341
Depreciation and impairment	15,394	19,739
Property rental costs	64,436	66,512
Council tax and insurance	7,750	8,090
Light, heat and water	26,068	27,356
Cleaning	7,582	11,038
Repairs and maintenance	44,550	85,526
Printing, postage and stationery	3,006	3,434
Telephone	3,599	4,126
Motor running expenses	5,009	3,265
Travelling expenses	1,726	2,156
Consultancy fees	4,807	3,566
Accounting and payroll services	5,820	5,210
Sundry expenses	4,560	5,504
Food	10,241	13,052
Computer running costs	1,644	1,648
	539,214	585,563

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Project during the year.

9 Employees

The average monthly number of employees during the year was:

2021	2020
Number	Number
11	11

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

9 Employees

Employment costs

	£	£
Wages and salaries	303,013	293,465
Social security costs	23,450	25,400
Other pension costs	6,559	6,476
	<u>333,022</u>	<u>325,341</u>

10 Tangible fixed assets

	Freehold land and buildings	Leasehold land and buildings	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 November 2020	<u>238,887</u>	<u>57,407</u>	<u>148,750</u>	<u>40,925</u>	<u>485,969</u>
At 31 October 2021	<u>238,887</u>	<u>57,407</u>	<u>148,750</u>	<u>40,925</u>	<u>485,969</u>
Depreciation and impairment					
At 1 November 2020	33,878	57,149	143,393	8,181	242,601
Depreciation charged in the year	<u>3,066</u>	<u>257</u>	<u>3,890</u>	<u>8,181</u>	<u>15,394</u>
At 31 October 2021	<u>36,944</u>	<u>57,406</u>	<u>147,283</u>	<u>16,362</u>	<u>257,995</u>
Carrying amount					
At 31 October 2021	<u>201,943</u>	<u>1</u>	<u>1,467</u>	<u>24,563</u>	<u>227,974</u>
At 31 October 2020	<u>205,009</u>	<u>258</u>	<u>5,357</u>	<u>32,744</u>	<u>243,368</u>

11 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	33,836	31,065
Other debtors	1,250	228
Prepayments and accrued income	<u>58,014</u>	<u>57,955</u>
	<u>93,100</u>	<u>89,248</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

12 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	6,325	6,236
Payments received on account	3,287	1,815
Accruals and deferred income	12,927	12,945
	<u>22,539</u>	<u>20,996</u>

13 Analysis of net assets between funds

	Income Fund	Capital Fund	Total	Income Fund	Capital Fund	Total
	2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Fund balances at 31 October 2021 are represented by:						
Tangible assets	227,974	-	227,974	243,368	-	243,368
Current assets/(liabilities)	59,243	300,000	359,243	(10,330)	300,000	289,670
	<u>287,217</u>	<u>300,000</u>	<u>587,217</u>	<u>233,038</u>	<u>300,000</u>	<u>533,038</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

15 Cash generated from operations

	2021 £	2020 £
Surplus/(deficit) for the year	54,179	(15,159)
Adjustments for:		
Investment income recognised in statement of financial activities	(41)	(90)
Gain on disposal of tangible fixed assets	-	(7,076)
Depreciation and impairment of tangible fixed assets	15,394	19,739
Movements in working capital:		
(Increase) in debtors	(3,852)	(2,922)
Increase/(decrease) in creditors	1,543	(10,028)
Cash generated from/(absorbed by) operations	<u>67,223</u>	<u>(15,536)</u>

16 Analysis of changes in net funds

The Project had no debt during the year.

PROJECT 34

England & Wales - Charity number 1079475

Accounts

Charity Registration No. 1079475

Company Registration No. 03816738 (England and Wales)

PROJECT 34
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2020

PROJECT 34

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr A Turner Mr X Vernon Mrs L Bowe Mrs S Worgan
Secretary	Mr A Turner
Charity number	1079475
Company number	03816738
Registered office	32-34 Weaste Road Salford M5 5FW
Independent examiner	AJP Corporate Accountants Limited Unit 9, Brenton Business Complex Bury Lancs. BL9 7BE

PROJECT 34

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PROJECT 34

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 OCTOBER 2020

The trustees, who are also the directors of Project 34 for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Project and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Project will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Project and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Project and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 OCTOBER 2020

The trustees present their report and financial statements for the year ended 31 October 2020.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The Project's objects are to provide social housing accommodation, care and support for the homeless. From 4 December 2014 Project 34 is also a Registered Provider with the 'Regulator of Social Housing' (RSH) – Registration number 4800 and is required to comply with their Regulatory Framework. There has been no change in these objects and activities during the year.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the Project should undertake.

Achievements and performance

At the main hostel, Project 34 provides fully-furnished individual rooms, with cleaning services and laundry, together with communal kitchen, dining and lounge facilities, for 27 homeless people. There is also a 'move on' hostel with duplicate communal services, but much lighter supervision, this can accommodate a further 8 individuals. Occupancy levels are usually over 95%.

Project 34 sees the demonstration of Value for Money (VfM) as an important factor in ensuring that our Commissioners and Regulators are able to take a view on the investment made of public monies. We already monitor against various VfM indicators and are looking to identify how we can adapt our systems so as to reflect some of the new Standards that the RSH have introduced from 1st April 2018 ie even though these are geared towards 'large Registered Providers with bed-units of 1,000 or more.

Financial review

The results for this year are dominated by the effects of Covid 19. Income from room rentals has risen 1% due a reduction in void periods arising from fewer changes of tenants. Government wage subsidies have also boosted income. In total, incoming resources rose by 4% to £570,404.

However, the costs of dealing with the pandemic have exceeded the additional income by £15,159. The principal areas where additional costs were incurred are overtime wage payments, higher cleaning costs and increased spending on food.

The total funds at 31 October 2020 amounted to £533,038, so the project is still well able to fund its day to day operations and to seek new opportunities for its expertise while remaining completely self-supporting and without having to resort to public appeals.

It is the policy of the Project that unrestricted funds which have not been designated for a specific use should be maintained at a level to give it an adequate safety margin and that will enable it to consider running other hostels as and when the opportunity arises. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the Project's current activities while consideration is given to ways in which additional funds may be raised. The trustees have maintained the £300,000 capital building fund in order to support the proposed new building development. This level of reserves has been maintained throughout the year.

The project's primary source of income is currently Housing Benefit claimed on behalf of the client group. We are however looking at opportunities to diversify with other income streams whilst maintaining the overall aims and objectives of the Charity and also complying fully with RSH registration and standards.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

Project 34 is still mindful that the Government may still at sometime in the near future look to impose restrictions on social housing funding and is therefore will continue to explore ways in which can demonstrate Value for Money.

Project 34 has also purchased a plot of land immediately adjacent to the main building with a view to immediate development. Full planning permission is now in place for 9 one bed room flats for affordable rent. This decision was made to increase the Project's operating surplus and also mitigate against any potential future funding changes. The trustees are aware that this building project will absorb some cash reserves, but do not expect this will put undue pressure on their reserves policy.

Structure, governance and management

Project 34 is a company limited by guarantee, incorporated on 30 July 1999 and registered as a charity from that time. The Memorandum of Association sets out the powers and objects of the charitable company which is governed under its Articles of Association. In the event of a winding up, members have guaranteed to contribute an amount not exceeding £10.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr A Turner

Mr X Vernon

Mrs L Bowe

Mrs S Worgan

The Articles prescribe that these shall be a minimum of 3 and a maximum of 12 Trustees and that one third of their number shall retire at each Annual General Meeting. Only a retiring Trustee, or a person nominated by the Trustees, is eligible for election.

The trustees, networking with the local authority, the police, the probation service and other interested parties, are continuing to seek new candidates to join their ranks, and particularly, younger people with appropriate specialist knowledge. Trustee numbers and responsibility awareness will remain a key feature in the Project's governance arrangements.

Trustee Induction and Training

The legal, financial and managerial framework, together with the obligations of a Trustee, are thoroughly explained to each candidate, before he or she accepts office. After that, the new Trustee, in the company of the very experienced hostel manager, spends time at the hostels, seeing at first hand, how operations are conducted and how the day to day problems are dealt with in order to gain a reasonable understanding of the breadth of the social business. This is followed by discussions with other trustees as to the contribution the newcomer can make and how this fits into the future plans for the development of the Charity. Trustees also receive external training so as to better understand their role and responsibilities.

PROJECT 34

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

Risk Management

Risks, Risk Management and Stress Testing is a frequent agenda item at staff and Trustee Meetings and risks such as:

- Funding- both current and future funding from April 2022;
- Safeguarding;
- Issues affecting RSH Standards;
- Business Continuity, including dealing with public health emergencies such as Covid 19;
- Relevant changes in legislation and/or Salford Council policy;
- Continuing to meet the National Housing Federation's 'Code of Governance' (2015)

are assessed and mitigation options considered.

A thorough assessment of the risks to which the charity is exposed, is also regularly undertaken externally by a professional risk assessment firm, covering the risks faced by the Charity, its staff and its users in all departments. Their recommendations have been implemented and risks are kept under constant review.

There have been no collections from the public and cash receipts are small, so risks to the Charity's funds from dishonesty are minimal. With 4 trustees it has been possible to institute a simple, but robust system of internal control, as recommended by the Charity's independent examiner.

Trustees and Senior Staff also state 'Declarations of Interest' at any discussion/decision making process (eg Trustee meetings)

Organisational Structure

The trustees meet formally or informally, whenever necessary, in order to manage the Charity's affairs.

Administration is delegated to a full-time Project Manager (reporting to the Trustee Chairman as required) and he and his staff, look after the day to day operation of the hostel. The Trustees provide their services on a voluntary basis; the manager and other staff are paid.

Disabled persons

The Project's policy is to consult and discuss with employees, through unions, staff councils and at meetings, matters likely to affect employees' interests.

Information of matters of concern to employees is given through information bulletins and reports which seek to achieve a common awareness on the part of all employees of the financial and economic factors affecting performance.

The trustees' report was approved by the Board of Trustees.

Mr A Turner

Trustee

Dated: 27 April 2021

A. Turner.

Mr X Vernon

Trustee

Dated: 27 April 2021

Mr X Vernon

PROJECT 34

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF PROJECT 34

I report to the trustees on my examination of the financial statements of Project 34 (the Project) for the year ended 31 October 2020.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the Project 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 the Project's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

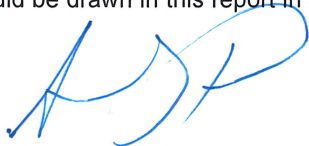
Independent examiner's statement

Since the Project's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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 respect:

- 1 accounting records were not kept in respect of the Project as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.



AJP Corporate Accountants Limited

Unit 9, Brenton Business Complex
Bury
Lancs.
BL9 7BE

Dated: 27 April 2021

PROJECT 34

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2020

	Notes	Unrestricted funds 2020 £	Capital funds 2020 £	Total 2020 £	Total 2019 £
<u>Income and endowments from:</u>					
Donations and grants	3	9,354	-	9,354	-
Charitable activities	4	553,884	-	553,884	547,492
Investments	5	90	-	90	330
Other income	6	7,076	-	7,076	-
Total income		570,404	-	570,404	547,822
<u>Expenditure on:</u>					
Charitable activities	7	585,563	-	585,563	552,142
Gross transfers between funds		-	-	-	300,000
Net movement in funds		(15,159)	-	(15,159)	295,680
Fund balances at 1 November 2019		248,197	300,000	548,197	252,517
Fund balances at 31 October 2020		233,038	300,000	533,038	548,197

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PROJECT 34

BALANCE SHEET

AS AT 31 OCTOBER 2020

	Notes	2020 £	£	2019 £	£
Fixed assets					
Tangible assets	10		243,368		225,576
Current assets					
Debtors	11	89,248		86,326	
Cash at bank and in hand		221,418		267,319	
		<u>310,666</u>		<u>353,645</u>	
Creditors: amounts falling due within one year	12	<u>(20,996)</u>		<u>(31,024)</u>	
Net current assets			289,670		322,621
Total assets less current liabilities			<u>533,038</u>		<u>548,197</u>
Capital funds					
Building			300,000		300,000
Income funds					
Unrestricted funds			233,038		248,197
			<u>533,038</u>		<u>548,197</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 October 2020.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, 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 company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 27 April 2021

Mr A Turner
Trustee

A. Turner

Mr X Vernon
Trustee

Mr X Vernon

Company Registration No. 03816738

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2020

1 Accounting policies

Charity information

Project 34 is a private company limited by guarantee incorporated in England and Wales. The registered office is 32-34 Weaste Road, Salford, M5 5FW.

1.1 Accounting convention

The accounts have been prepared in accordance with the Project's governing document, the Companies Act 2006 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The Project is a Public Benefit Entity as defined by FRS 102.

The Project has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Project. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the Project has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

1.4 Incoming resources

Income is recognised when the Project is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

1.5 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	2%
Leasehold land and buildings	10%
Fixtures and fittings	33.3%
Motor vehicles	20%

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

1 Accounting policies

1.6 Impairment of fixed assets

At each reporting end date, the Project reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.8 Financial instruments

The Project has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Project's balance sheet when the Project becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Project's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Project is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

1 Accounting policies

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the Project's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and grants

	Unrestricted funds	Total
	2020 £	2019 £
Donations and gifts	700	-
Coronavirus job retention scheme grants	8,654	-
	<u>9,354</u>	<u>-</u>

4 Charitable activities

	2020 £	2019 £
Services provided under contract	<u>553,884</u>	<u>547,492</u>

5 Investments

	Unrestricted funds	Unrestricted funds
	2020 £	2019 £
Interest receivable	<u>90</u>	<u>330</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

6 Other income

	Unrestricted funds	Total
	2020 £	2019 £
Net gain on disposal of tangible fixed assets	7,076	-

7

Charitable activities

	2020 £	2019 £
Staff costs	325,341	303,893
Depreciation and impairment	19,739	17,582
Property rental costs	66,512	66,512
Council tax and insurance	8,090	7,223
Light, heat and water	27,356	22,864
Cleaning	11,038	8,327
Repairs and maintenance	85,526	81,258
Printing, postage and stationery	3,434	2,617
Telephone	4,126	5,766
Motor running expenses	3,265	5,435
Travelling expenses	2,156	1,284
Consultancy fees	3,566	4,620
Accounting and payroll services	5,210	5,317
Sundry expenses	5,504	5,257
Food	13,052	8,741
Computer running costs	1,648	5,446
	585,563	552,142
	585,563	552,142

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the Project during the year.

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

9 Employees

The average monthly number of employees during the year was:

	2020 Number	2019 Number
	11	11
Employment costs		
	£	£
Wages and salaries	293,465	274,938
Social security costs	25,400	23,795
Other pension costs	6,476	5,160
	<u>325,341</u>	<u>303,893</u>

10 Tangible fixed assets

	Freehold land and buildings	Leasehold land and buildings	Fixtures and fittings	Motor vehicles	Total
	£	£	£	£	£
Cost					
At 1 November 2019	238,887	57,407	144,350	38,886	479,530
Additions	-	-	4,400	40,905	45,305
Disposals	-	-	-	(38,866)	(38,866)
At 31 October 2020	<u>238,887</u>	<u>57,407</u>	<u>148,750</u>	<u>40,925</u>	<u>485,969</u>
Depreciation and impairment					
At 1 November 2019	30,812	56,628	135,422	31,092	253,954
Depreciation charged in the year	3,066	521	7,971	8,181	19,739
Eliminated in respect of disposals	-	-	-	(31,092)	(31,092)
At 31 October 2020	<u>33,878</u>	<u>57,149</u>	<u>143,393</u>	<u>8,181</u>	<u>242,601</u>
Carrying amount					
At 31 October 2020	<u>205,009</u>	<u>258</u>	<u>5,357</u>	<u>32,744</u>	<u>243,368</u>
At 31 October 2019	<u>208,075</u>	<u>779</u>	<u>8,928</u>	<u>7,794</u>	<u>225,576</u>

PROJECT 34

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2020

11 Debtors

	2020 £	2019 £
Amounts falling due within one year:		
Trade debtors	31,065	27,283
Other debtors	228	1,590
Prepayments and accrued income	57,955	57,453
	<u>89,248</u>	<u>86,326</u>

12 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	6,236	13,241
Payments received on account	1,815	3,250
Accruals and deferred income	12,945	14,533
	<u>20,996</u>	<u>31,024</u>

13 Analysis of net assets between funds

	Income Fund	Capital Fund	Total	Income Fund	Capital Fund	Total
	2020 £	2020 £	2020 £	2019 £	2019 £	2019 £
Fund balances at 31 October 2020 are represented by:						
Tangible assets	243,368	-	243,368	225,576	-	225,576
Current assets/(liabilities)	(10,330)	300,000	289,670	22,621	300,000	322,621
	<u>233,038</u>	<u>300,000</u>	<u>533,038</u>	<u>248,197</u>	<u>300,000</u>	<u>548,197</u>

14 Related party transactions

There were no disclosable related party transactions during the year (2019 - none).