



The Wheels Project



Annual meeting of Trustees and Committee.

Venue.... Unit 4 Prince Consort Ind Est

Date..... 7th December 2023

Trustees in attendance..... Mr Alan Rice

Mr Christopher Bushell

Mr Richard Sawyer

Mr Glenn Merton

Mr Danny Richardson

Committee members in.... Mrs Susan Rice

Attendance Mrs June Merton

Mr Lewis Ridley

Mrs Julie Beerling

Agenda.....

End of year accounts

Staffing/ Volunteers

AQA Units

New working relationships

Voices and conclusions

End of year accounts

Another very pleasing and productive 2022/2023, rising from the previous year.

Mrs Julie Beerling printed and distributed end of year accounts, along with the aid of Mr Alan Rice and Mr Richard Sawyer. All committee members now have in their possession a copy of the 2022/2023 accounts. All members are aware of the pleasing progress The Wheels Project has made as discussed in quarterly meetings.

All members are united and very positive with the results on review of the 2022/2023 accounts.

Staffing/ Volunteers

We welcomed a new member of staff during financial year 2022/2023 to the salon. Clare Walker was appointed and has settled into the team very nicely who has quickly become a valued member of staff. Unfortunately, Clare Walker replaced a previous employee Rachel Smith, who was dismissed due to misconduct.

We as trustees and committee have met regularly with staff and are pleased to report that all staff have a healthy DBS check and things are progressing very well. A very strong team.

AQA Unit Award Scheme

We are pleased to report that AQA certifications have once again gone from strength to strength! This year we have been in a position to help 120+ students gain an impressive 500+ qualifications to take with them as they continue on their journey in life. Well done to each and every one. This covered three areas, Hair and Beauty, Mechanics and Construction. We also received a very pleasing Quality Assurance Report from AQA thanking us for the hard work we do.

New Working Relationships

Along with our new member of staff, we would like to thank, The High Sherriff, The Mayor of South Tyneside, Carr Ellison Foundation and The Hokey Cokey Trust for their very kind donations during this financial year.

We would also like to thank Greggs for their continued support in supplying food every day for the students.

Voices and Conclusions

Another overwhelming, productive year is the all-round consensus. It has been a very strong year where the numbers have risen once again.

Mr Alan Rice voices his praise and thanks to all involved and who continue to work closely dedicating their time to The Wheels Project. We are all in agreement that this will continue to allow the Wheels Project to flourish further and grow, whilst finding it very rewarding. We look forward to what another productive and prosperous year, next year brings!

Signed.....*A. Rice*.....7.12.23 Chairman.

Signed.....*J. Beerling*.....7.12.23 Director.

The Wheels Project (South Tyneside)
Charity No. 1084227
Company No. 06668676

Financial Statements for the Year Ended 31st March 2023

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Optimal Accountancy Limited
301a Sunderland Road
South Shields
Tyne & Wear
NE34 6RB

The Wheels Project (South Tyneside)

Legal and Administrative Information

The Wheels Project is a registered charity, governed by its Trust Deed. The Charity registration number is 1084227. The Wheels Project is also a company limited by guarantee; company registration number 06668676.

Management Committee

Mr Alan Rice (Chairman)
Mr Richard Sawyer (Vice Chairman)
Mr Chris Bushell (Treasurer)
Mrs Susan Rice (Secretary)
Mrs Julie Beerling (Director)
Mrs June Merton
Mr Glenn Merton
Mr Lewis Ridley
Mrs Carol Bushell
Mr John Welsh

Trustees

Mr Alan Rice
Mr Richard Sawyer
Mr Christopher Bushell
Mr Glen Merton
Mrs Julie Beerling
Mr Danny Richardson

Wheels Project Solicitor

Mr Danny Richardson

Registered Address

Unit 4 Prince Consort Industrial Estate
Hebburn
Tyne & Wear
NE31 1EH

Bankers

Barclays Bank plc
Tyne Dock
South Shields
NE33 1NH

Independent Examiner

Optimal Accountancy Limited
301a Sunderland Road
South Shields
Tyne & Wear
NE34 6RB

The Wheels Project (South Tyneside)

Report of the Trustees

The trustees have pleasure in presenting their report and the un-audited financial statements of the company charity for the year ended 31st March 2023.

. The financial statements have been prepared on the basis of the accounting policies set out in note one to the financial statements, and comply with the company charity's Trust Deed, the Charities Act 2006, the Companies Act 1985 and the Statement of Recommended Practice, 'Accounting and Reporting by Charities, (SORP 2006) issued in March 2006.

Objectives of the Charity

- To advance the education and training primarily of persons aged between eight and twenty-five years ("young people"), who are resident in South Tyneside, in motor mechanics, workshop skills and motor sport.
- To promote the benefit of such young people through the provision of educational, recreational and training opportunities.

Review of Activities and Achievements

To all the schools and referral units we work with we offer free work experience via Connexions for a week or two weeks at a time.

A full review of the activities is shown in the charity's annual report, attached to the financial statement.

Recruitment and Appointment of the Management Committee and Trustees

The recruitment and appointment to the charity's management committee and trustees is carried out via nominating each year prior to the Annual General Meeting. These positions are then filled at the business meeting of the management committee immediately following the Annual General Meeting.

Reserves Policy

The charity has a fund's policy to build up sufficient funds to cover unrestricted funds for a minimum of thirteen weeks, whilst trying to achieve a surplus to provide improvements to the existing facilities and allow new and extended activities when required.

Risk Management

Major risks, to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to mitigate these risks.

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Independent Examiners Report on the Accounts

Income Statement and Balance Sheet

Report to the Directors of:	The Wheels Project
Registered Company Number:	06668676
On Accounts for the Year Ended:	31.03.2023
Set out on Pages:	5 - 6

Respective responsibilities of the Directors and Examiner

The company's Directors are responsible for the preparation of the accounts. The company's Directors consider that an audit is not required for this year, and that an Independent Examination is needed.

It is my responsibility to:

- Examine the accounts;
- Follow the procedures laid down in the General Directions given by Companies House: and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by Companies House. An examination includes a review of the accounting records kept by the company and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the Directors concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with the Companies Act: and
- To prepare accounts which accord with the accounting records and comply with the accounting requirements of the Act.

Have not been met; or

(2) To which, in my opinion, attention should be in order to enable a proper understanding of the accounts to be reached.

Signed 

Date 22/11/23

Name PAUL G. WHITE.

The Wheels Project (South Tyneside)

Statement of Financial Activities for the Year ended 31 March 2023

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
<u>Incoming resources</u>					
Incoming resources from generated funds:					
Voluntary income	2	3,300	0	3,300	10,120
Activities for generating funds	2	0	0		0
Incoming resources from Charitable activities:					
	3	128,675	0	128,675	128,484
Other Incoming resources:					
	4		0	0	0
Total Incoming resources		<u>131,975</u>	<u>0</u>	<u>131,975</u>	<u>138,604</u>
<u>Resources expended</u>					
Charitable activities:	5	37,964	0	37,964	33,411
Governance costs:	6	91,760	0	91,760	91,033
Total resources expended		<u>129,725</u>	<u>0</u>	<u>129,725</u>	<u>124,444</u>
Gross transfers between funds					
		0	0	0	0
Net movement in funds		<u>2,250</u>	<u>0</u>	<u>2,250</u>	<u>14,160</u>
Total funds brought forward		<u>47,538</u>	<u>0</u>	<u>47,538</u>	<u>33,378</u>
Total funds carried forward		<u>49,788</u>	<u>0</u>	<u>49,788</u>	<u>47,538</u>


The Wheels Project (South Tyneside)

Balance Sheet for the Year Ended 31st March 2023

	Notes	2023 £	2022 £
Fixed Assets			
Tangible assets		113	150
Current Assets			
Cash at bank		49,675	47,388
Creditors: amounts falling due Within one year		<u>0</u>	<u>0</u>
Net current assets		49,675	47,388
Total assets less total liabilities		<u>49,788</u>	<u>47,538</u>
Funds			
Unrestricted funds		49,788	47,538
Restricted funds		<u>0</u>	<u>0</u>
		<u>49,788</u>	<u>47,538</u>

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company under Section 476 of the Companies Act 2006, to obtain an audit for the year ended 31st March 2023. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with the Companies Act 2006, and for preparing accounts which give a true and fair view of the state of affairs of the company as at 31st March 2021 and of its profit or loss for the year then ended in accordance with the requirements, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements which have been prepared in accordance with the special provisions of the Companies Act 2006 applicable to small companies were approved by the board of directors and trustees on 22/11/23 and signed on its behalf.

Signed 
Print Name: Alan Rice

Director Alan Rice
Date of Approval 22.11.23

The Wheels Project (South Tyneside)

Notes to the accounts for the year ended 31st March 2023

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2006) published in March 2006 and the Charities Act 2006.

Voluntary Income

Voluntary income received by way of donations and gifts to the charity is included in full in the Statement of Financial Activities when received. Intangible income is not included unless it represents goods or services which would have otherwise been purchased. Gifts in kind are valued and brought in as income and the appropriate expenditure is brought in as expenditure.

Resources expended

All expenditure is accounted for on an accrual basis. The charity is not VAT registered therefore all expenditure is accounted for gross.

- Charitable activities include all resources applied by the charity in undertaking work to meet its charitable objectives.
- Governance costs include the general running costs of the charity as opposed to generating funds, service delivery and project work. This includes the costs associated with the independent examination of accounts.

Funds

(a) Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets those criteria is identified to the fund, together with a fair allocation of overhead and support costs.

(b) Unrestricted funds are donations and other incoming resources received or generated for the purposes of the charity.

Tangible Fixed Assets and Depreciation

Tangible fixed assets costing more than £500 are capitalised and included at cost. Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life to that asset as follows:

Furniture and equipment	25% reducing balance
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The Wheels Project (South Tyneside)

Notes to the accounts for the year ended 31 March 2023

2. Voluntary income

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	£	£
Sundry Donations	3,300	0	3,300	10,120
Donations for Africa	0	0	0	0
	<u>3,300</u>	<u>0</u>	<u>3,300</u>	<u>10,120</u>

2. Activities for generating funds

	Unrestricted	Restricted	Total 2023 Funds	Total 2022 Funds
	£	£	£	£
Tea Machine	0	0	0	0
Sale of scrap	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

3. Incoming resource from charitable activities

	Unrestricted	Restricted	Total 2023 Funds	Total 2022 Funds
	£	£	£	£
Schools Grants	0	0	0	0
Awards for all	0	0	0	0
CAF Grant	0	0	0	0
High Sheriff Award	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

The Wheels Project (South Tyneside)

Notes to the accounts for the year ended 31st March 2023

4. Other incoming resources

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	Funds	Funds
	£	£	£	£
Tax Rebate	0	0	0	0
Gas Refund	0	0	0	0
Electric Refund	0	0	0	0
Photocopier Refund	0	0	0	0
Telephone Refund	0	0	0	0
Water Refund	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

5. Charitable activities

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	Funds	Funds
	£	£	£	£
Training	1,068	0	1,068	0
Photocopier	0	0	0	0
Telephone and Fax	2,216	0	2,216	1,958
Heat, Light and Water	2,715	0	2,715	3,574
Catering	0	0	0	0
Rent	17,070	0	17,070	16,279
Insurance	6,657	0	6,657	3,611
Capital		0	0	0
Travel and Fuel	4,173	0	4,173	2,873
Workshop Materials	0	0	0	0
Other	4,066	0	4,066	5,116
	<u>37,964</u>	<u>0</u>	<u>37,964</u>	<u>33,411</u>

The Wheels Project (South Tyneside)

Notes to the accounts for the year ended 31st March 2023

6. Governance costs

	Unrestricted	Restricted	Total 2023	Total 2022
	£	£	Funds	Funds
			£	£
Staff Costs	90,330	0	90,330	87,600
Office Costs	93	0	93	221
Staff Training	0	0	0	1,180
Professional Fees	1,300	0	1,300	1,982
Depreciation	38	0	38	50
	<u>91,760</u>	<u>0</u>	<u>91,760</u>	<u>91,033</u>

7. Fixed assets

	Furniture and Equipment £
<u>Fixed assets as at 31st March 2023</u>	
Four post Ramp	1,500
Tools	2,000
Power Tools	500
Hair Salon Equipment	500
Bench Power Tools	1,000
Benches *6	1,000
Valued at cost	<u>6,500</u>
Depreciation Charge for year	38
Net book value as at 31 st March 2022	150
Net book value as at 31 st March 2023	113

The Wheels Project (South Tyneside)

Notes to the accounts for the year ended 31st March 2023

8. Analysis of net assets between funds

	Unrestricted £	Restricted £	Total 2023 Funds £	Total 2022 Funds £
Fund balances at 31 st March 2022 are represented by:				
Fixed asset	113	0	113	150
Current assets	49,675	0	49,675	47,388
Current liabilities	0	0	0	0
	<u>49,788</u>	<u>0</u>	<u>49,788</u>	<u>47,538</u>

UAS assessment report

Centre number:

Centre name:

Coordinator:

Assessment:

Cohort ID:

	Yes	No	N/A
Was the coordinator checklist and declaration completed and returned?			
Was all of the required evidence and supporting documentation received?			
Did all of the student evidence carry the required information: name, ID, unit name and code?			
Was all of the evidence marked by the teacher and all outcomes clearly identified?			
Were the summary sheets completed correctly, with all outcomes included, completion date and signed and dated by both coordinator and teacher?			
Was the evidence uploaded after the UAS request?			

If NO has been answered to any of the above, please see details below:

As the necessary documentation wasn't provided, the following units were deleted from this claim:

Further comments

Assessor:

Date: