



## The Wheels Project



### Annual meeting of Trustees and Committee.

Venue.... Unit 4 Prince Consort Ind Est

Date..... 18th November 2024

Trustees in attendance..... Mr Alan Rice

Mr Christopher Bushell

Mr Richard Sawyer

Mr Glenn Merton

Mrs Julie Beerling

Mr Danny Richardson

Committee members in.... Mrs Susan Rice

Attendance Mrs June Merton

Mr Lewis Ridley

Mr John Welsh

Agenda.....

End of year accounts

Staffing/ Volunteers

AQA Units

New working relationships

Voices and conclusions

## **End of year accounts**

**An outstanding and productive 2023/2024, rising once again from the previous year.**

**Mrs Susan Rice printed and distributed end of year accounts, along with the aid of Mr Alan Rice and Mrs Julie Beerling. All committee members now have in their possession a copy of the 2023/2024 accounts. All members are aware of the outstanding progress The Wheels Project has made as discussed very positively in quarterly meetings.**

**All members are in agreement and very positive with the outstanding results on review of the 2023/2024 accounts. The Wheels Project is thriving and going from strength to strength.**

## **Staffing/ Volunteers**

**We welcomed a new member of staff towards the end of the financial year 2023/2024. Micheal brought a lot of skills and knowledge which was very beneficial in both mechanics and construction areas.**

**Micheal Oughton was appointed and has settled into the team very nicely and has quickly become a valued and popular member of staff.**

**We as trustees and committee have met regularly with staff and are pleased to report that all staff continue to have a healthy DBS check and everything and everyone 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 160+ students gain an impressive 1000+ 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 and Carr Ellison Foundation for their very kind donations during this financial year.**

**At Christmas we worked with Age Concern, making Christmas table decorations which were distributed to the elderly and people in need at Christmas within our local community.**

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

## **Voices and Conclusions**

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

**Mr Alan Rice and Mrs Julie Beerling voiced their 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 grow further to enable us to help more vulnerable and disadvantaged students, whilst continuing to find it very rewarding. We look forward to what another productive and prosperous year, next year brings!**

**Signed.....*A. Rice*.....18.11.24 Chairman.**

**Signed.....*J. Beerling*.....18.11.24 Director.**

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

**Financial Statements for the Year Ended 31st March 2024**

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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

#### **Wheels Project Solicitor**

Mr Danny Richardson

#### **Registered Address**

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

#### **Independent Examiner**

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

#### **Trustees**

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

#### **Bankers**

Barclays Bank plc  
Tyne Dock  
South Shields  
NE33 1NH

## **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 31<sup>st</sup> March 2024.

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.



**Optimal Accountancy Limited**  
**301a Sunderland Road, South Shields, NE33 4EB**

**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:	31.03.2024
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 5/11/24

Name PAUL G. WHITE

**The Wheels Project (South Tyneside)**

**Statement of Financial Activities for the Year ended 31 March 2024**

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	2,200	0	2,200	3,300
Activities for generating funds	2	0	0		0
<b>Incoming resources from Charitable activities:</b>					
	3	185,245	0	185,245	128,675
<b>Other Incoming resources:</b>	4		0	0	0
<b>Total Incoming resources</b>		<b><u>187,445</u></b>	<b><u>0</u></b>	<b><u>187,445</u></b>	<b><u>131,975</u></b>
<b><u>Resources expended</u></b>					
<b>Charitable activities:</b>	5	47,242	0	47,242	37,964
<b>Governance costs:</b>	6	122,957	0	122,957	91,760
<b>Total resources expended</b>		<b><u>170,199</u></b>	<b><u>0</u></b>	<b><u>170,199</u></b>	<b><u>129,724</u></b>
<b>Gross transfers between funds</b>		0	0	0	0
<b>Net movement in funds</b>		<b><u>17,246</u></b>	<b><u>0</u></b>	<b><u>17,246</u></b>	<b><u>2,250</u></b>
<b>Total funds brought forward</b>		<b><u>49,788</u></b>	<b><u>0</u></b>	<b><u>49,788</u></b>	<b><u>47,538</u></b>
<b>Total funds carried forward</b>		<b><u>67,034</u></b>	<b><u>0</u></b>	<b><u>67,034</u></b>	<b><u>49,788</u></b>

**The Wheels Project (South Tyneside)**

**Balance Sheet for the Year Ended 31<sup>st</sup> March 2024**

		2024		2023	
	Notes	£	£	£	£
<b>Fixed Assets</b>			85		113
Tangible assets					
<b>Current Assets</b>					
Cash at bank		66,942		49,675	
<b>Creditors: amounts falling due Within one year</b>		<u>0</u>		<u>0</u>	
Net current assets			66,942		49,675
Total assets less total liabilities			<b><u>67,027</u></b>		<b><u>47,788</u></b>
<b>Funds</b>					
<b>Unrestricted funds</b>			49,788		47,538
<b>Restricted funds</b>			<u>0</u>		<u>0</u>
			<b><u>49,788</u></b>		<b><u>47,538</u></b>

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 2024. 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 31<sup>st</sup> March 2024 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 .....and signed on its behalf.

Signed.....  
 Print Name:.....

Director.....  
 Date of Approval.....

## **The Wheels Project (South Tyneside)**

### **Notes to the accounts for the year ended 31<sup>st</sup> March 2024**

#### **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 2024**

**2. Voluntary income**

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	£	£
Sundry Donations	2,200	0	2,200	3,300
Donations for Africa	0	0	0	0
	<u>2,200</u>	<u>0</u>	<u>2,200</u>	<u>3,300</u>

**2. Activities for generating funds**

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	Funds £	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 2024	Total 2023
	£	£	Funds £	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 31<sup>st</sup> March 2024**

**4. Other incoming resources**

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	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 2024	Total 2023
	£	£	Funds	Funds
	£	£	£	£
Training	833	0	833	1,068
Photocopier	0	0	0	0
Telephone and Fax	2,338	0	2,338	2,216
Heat, Light and Water	3,878	0	3,878	2,715
Catering	0	0	0	0
Rent	23,026	0	23,026	17,070
Insurance	3,434	0	3,434	6,657
Capital		0	0	0
Travel, Fuel, Food	6,143	0	6,143	4,173
Workshop Materials	0	0	0	0
Other	7,589	0	7,589	4,066
	<u>47,242</u>	<u>0</u>	<u>47,242</u>	<u>37,964</u>

**The Wheels Project (South Tyneside)**

**Notes to the accounts for the year ended 31<sup>st</sup> March 2024**

**6. Governance costs**

	Unrestricted	Restricted	Total 2024	Total 2023
	£	£	Funds £	Funds £
Staff Costs	120,556	0	120,556	90,330
Office Costs	577	0	577	93
Staff Training	0	0	0	0
Professional Fees	1,796	0	1,796	1,300
Depreciation	28	0	28	38
	<b><u>122,957</u></b>	<b><u>0</u></b>	<b><u>122,957</u></b>	<b><u>91,761</u></b>

**7. Fixed assets**

	Furniture and Equipment £
<b><u>Fixed assets as at 31<sup>st</sup> March 2023</u></b>	
Four post Ramp	1,500
Tools	2,000
Power Tools	500
Hair Salon Equipment	500
Bench Power Tools	1,000
Benches *6	1,000
<b>Valued at cost</b>	<b><u>6,500</u></b>
Depreciation Charge for year	28
Net book value as at 31 <sup>st</sup> March 2023	113
Net book value as at 31 <sup>st</sup> March 2024	85

**The Wheels Project (South Tyneside)**

**Notes to the accounts for the year ended 31<sup>st</sup> March 2024**

**8. Analysis of net assets between funds**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>	<b>Funds</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 <sup>st</sup> March 2024 are represented by:				
Fixed asset	85	0	85	113
Current assets	66,942	0	66,942	49,675
Current liabilities	0	0	0	0
	<b><u>67,027</u></b>	<b><u>0</u></b>	<b><u>67,027</u></b>	<b><u>49,788</u></b>



Dear Julie

Thank you for providing the evidence to support your recent UAS submission.

I have completed the assessment and found all documents to be well organised and presented. As we have now completed our annual assessment, you do not need to provide any summary sheets/student work for the remainder of the academic year (unless we request a spot check).

Your certificates will now be sent out from our Manchester office. Certificates will be addressed to 'UAS Coordinator' so please make the recipient of your centre's post aware that you are the UAS Coordinator.

Thanks again for all your efforts in producing this assessment and please do not hesitate to contact UAS if you have any queries.

Kind regards,

Jo Stancombe  
Delivery Administrator – Unit Award Scheme (UAS)  
T: 01423 534 235

**AQA**