



## The Wheels Project



### Annual meeting of Trustees and Committee.

Venue.... Unit 4 Prince Consort Ind Est

Date..... Tuesday 16<sup>th</sup> December 2025

Trustees in attendance.....

Mr Alan Rice

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

Agenda.....

Apologies

End of year accounts

Trustees Visits

AQA Units

Working relationships

Voices and conclusions

### **Apologies**

**Mr John Welsh apologises, he is unable to attend the annual meeting due to prior commitments. John is happy to receive a copy of the minutes on this occasion.**

**We also pass our sincere condolences on to Mr Christopher Bushell (trustee) who is not in attendance due to the passing of his wife Mrs Carol Bushell who was also a valued member of our committee.**

### **End of year accounts**

**Thanking Mrs Susan Rice who once again, 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 2024/2025 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 2024/2025 accounts. The Wheels Project continues to thrive by going from strength to strength.**

### **Trustees Visits**

**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 committed and strong team!**

## **AQA Unit Award Scheme**

**Due to the increase of students and demand for placements, we are pleased to share that AQA certifications have once again gone from strength to strength! This academic year we have helped many students gain an impressive 1200+ qualifications covering three areas, Hair and Beauty, Mechanics and Construction which the students can take with them as they continue their journey in life. Well done to each and every one.**

## **Working Relationships**

**We would like to thank the Carr Ellison Foundation for their very kind donation during this financial year.**

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

## **Voices and Conclusions**

**Mr Alan Rice opened the meeting and voiced, another very pleasing and outstanding 2024/2025! There has been a rise in students who have been helped and gained from The Wheels Project. Mr Alan Rice and Mrs Julie Beerling voiced how pleasing and a productive year it has been.**

**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*.....18.12.25** Chairman/Trustee/Director

**Signed.....*J. Beerling*.....18.12.25** Trustee/Director

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

**Amended Financial Statements for the Year Ended 31st March 2025**

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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 (Director)  
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  
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 31<sup>st</sup> March 2025.

. 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 eleven and eighteen years ("young people"), who are resident in South Tyneside, Gateshead, North Tyneside, Durham, Sunderland and Surrounding Areas in motor mechanics, workshop skills and hair and beauty activities.
- To promote the benefit of such young people through the provision of educational, recreational and training opportunities.

### **Review of Activities and Achievements**

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:	31.03.2025
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** .....

**Name** .....

**The Wheels Project (South Tyneside)**

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

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2025	Total Funds 2024
<b><u>Incoming resources</u></b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	1,000	0	1,000	2,300
Activities for generating funds	2	0	0		0
<b>Incoming resources from Charitable activities:</b>					
	3	192,010	0	192,010	185,245
<b>Other Incoming resources:</b>	4		0	0	0
<b>Total Incoming resources</b>		<b><u>193,010</u></b>	<b><u>0</u></b>	<b><u>193,010</u></b>	<b><u>187,445</u></b>
<b><u>Resources expended</u></b>					
<b>Charitable activities:</b>	5	47,137	0	47,137	47,242
<b>Governance costs:</b>	6	133,803	0	133,803	122,957
<b>Total resources expended</b>		<b><u>180,940</u></b>	<b><u>0</u></b>	<b><u>180,940</u></b>	<b><u>170,199</u></b>
<b>Gross transfers between funds</b>		0	0	0	0
<b>Net movement in funds</b>		<b><u>12,070</u></b>	<b><u>0</u></b>	<b><u>12,070</u></b>	<b><u>17,246</u></b>
<b>Total funds brought 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>
<b>Total funds carried forward</b>		<b><u>79,104</u></b>	<b><u>0</u></b>	<b><u>79,104</u></b>	<b><u>67,034</u></b>

**The Wheels Project (South Tyneside)**

**Balance Sheet for the Year Ended 31<sup>st</sup> March 2025**

		2025		2024	
	Notes	£	£	£	£
<b>Fixed Assets</b>			57		85
Tangible assets					
<b>Current Assets</b>					
Cash at bank		79,104		66,949	
<b>Creditors: amounts falling due Within one year</b>		<u>0</u>		<u>0</u>	
Net current assets			79,104		66,949
Total assets less total liabilities			<b><u>79,104</u></b>		<b><u>67,034</u></b>
<b>Funds</b>					
<b>Unrestricted funds</b>			79,104		67,034
<b>Restricted funds</b>			<u>0</u>		<u>0</u>
			<b>79,104</b>		<b><u>67,034</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 2025. 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 2025 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 2025**

#### **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 2025**

**2. Voluntary income**

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	£	£
Sundry Donations	1,000	0	1,000	2,200
	<b><u>1,000</u></b>	<b><u>0</u></b>	<b><u>1,000</u></b>	<b><u>2,200</u></b>

**2. Activities for generating funds**

No activities undertaken

**3. Incoming resource from charitable activities**

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	Funds £	Funds £
High Sheriff Award	0	0	0	1,000
Comm Foundation	1,000	0	1,000	1,000
Mayors Charity	0	0	0	200
	<b><u>1,000</u></b>	<b><u>1,000</u></b>	<b><u>1,000</u></b>	<b><u>2,200</u></b>

## The Wheels Project (South Tyneside)

### Notes to the accounts for the year ended 31<sup>st</sup> March 2025

#### 4. Other incoming resources

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	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 2025	Total 2024
	£	£	Funds	Funds
	£	£	£	£
Training	1,097	0	1,097	833
Photocopier	0	0	0	0
Telephone and Fax	4,034	0	4,034	2,339
Heat, Light and Water	3,926	0	3,926	3,878
Catering	0	0	0	0
Rent	20,905	0	20,905	23,026
Insurance	3,896	0	3,896	3,434
Capital		0	0	0
Travel, Fuel, Food	5,085	0	5,085	6,143
Workshop Materials	1,833	0	1,833	0
Other	6,361	0	6,361	7,589
	<u>47,137</u>	<u>0</u>	<u>47,137</u>	<u>47,242</u>

**The Wheels Project (South Tyneside)**

**Notes to the accounts for the year ended 31<sup>st</sup> March 2025**

**6. Governance costs**

	Unrestricted	Restricted	Total 2025	Total 2024
	£	£	Funds	Funds
			£	£
Staff Costs	130,888	0	130,888	120,556
Office Costs	589	0	589	577
Staff Training	0	0	0	0
Professional Fees	2,298	0	2,298	1,796
Depreciation	28	0	28	28
	<b><u>133,803</u></b>	<b><u>0</u></b>	<b><u>133,803</u></b>	<b><u>122,957</u></b>

**7. Fixed assets**

	Furniture and Equipment £
<b><u>Fixed assets as at 31<sup>st</sup> March 2024</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	<b>28</b>
Net book value as at 31 <sup>st</sup> March 2024	85
Net book value as at 31 <sup>st</sup> March 2025	<b>57</b>

**The Wheels Project (South Tyneside)**

**Notes to the accounts for the year ended 31<sup>st</sup> March 2025**

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

	<b>Unrestricted £</b>	<b>Restricted £</b>	<b>Total 2025 Funds £</b>	<b>Total 2024 Funds £</b>
Fund balances at 31 <sup>st</sup> March 2025 are represented by:				
Fixed asset	57	0	57	85
Current assets	79,104	0	79,104	66,949
Current liabilities	0	0	0	0
	<b><u>79,161</u></b>	<b><u>0</u></b>	<b><u>79,161</u></b>	<b><u>67,034</u></b>



From: AQA Unit Award Scheme <[unitawardscheme@aqa.org.uk](mailto:unitawardscheme@aqa.org.uk)>

Date: 2 Jan 2025 14:45

Subject: RE: 39408 / Query / Qualifications Support / [CAS-4632525-Z6W2S8] AQA:015870009851

To: Julie Beerling <[j500lsb@hotmail.co.uk](mailto:j500lsb@hotmail.co.uk)>

Cc:

Dear Julie,

## **AQA Unit Award Scheme- 39408**

Thank you for providing the evidence to support your recent UAS submission. I have successfully completed your assessment. I have also processed your certificates for cohorts 90459 & 90460.

This was a well organised assessment and all documentation was prepared with care. It was good to see the student completed work. As I've now completed your annual review, there is no need to provide supporting documentation for the remainder of this academic year. It is possible that we will conduct a 'spot check' later in the year and you will be requested to upload the supporting evidence.

Please note, certificates will be addressed to 'UAS Coordinator' and will be despatched week commencing Monday 06 January 2025. 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.

Best wishes,

Linda

**Linda Selway**

Delivery Administrator, Unit Award Scheme

T: 01423 534 235 E: [unitawardscheme@aqa.org.uk](mailto:unitawardscheme@aqa.org.uk)

**AQA** Devas Street, Manchester, M15 6EX



**Every journey starts**

