



Thanks to Trumpton

Melton & District Furniture Project

Annual report 2021/2022



Registered charity number: 1086010
Company Registration Number: 4105094

Location & Contact Information

Address

The warehouse
3B Park Road
Melton Mowbray
Leicestershire
LE13 1TT

Telephone number

01664 410380

E-mail address

melton@meltonfurnitureproject.co.uk

Website address

www.meltonfurnitureproject.co.uk

Facebook page website address

www.facebook.com/mdfp1987



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Chairmans report

As chairman i know that our volunteers always come first in our thanks for all the time they commit to us. As always the hard work they do in all the different roles within the project is greatly appreciated.

My staff have also put alot of input to improve the warehouse and its user friendly signage and lots more.

Three volunteers have attended first aid and fire marshal courses. All fire equipment has been serviced and is now all up to date.

Myself and the CEO continue our risk assessments daily and the complete record taking each month, we check everything.

I am really happy with everything about the project, its staff and volunteers. I must also include many thanks for the support of my proactive board.

Mr I Ruddle

CEO report

Our year has had its ups and downs.

We have improved our electrical display and it looks great and more visible. Mr Ruddle tests everything with his pat testing equipment. We have a good steady flow of electrical donations.

The office volunteers have excelled. We have had periods when we are busy and also times when we seem very quiet. This can be worrying but as ever we're on a good footing with lots of furniture and bric a brac going into 2022/2023.

Finances are steady and I have positive vibes for the next year.

We have had many new volunteers this year and it is a pleasure to watch them flourish.

Melton Borough Council and Rutland County Council continue to contribute to a small but much needed input of money into our valued service, this is to help us continue our referral service to our clients in need of this.

Our carpark reached a head with Mr Leftever who was continuing to get parking fines. The camera had registered him coming in and out as if it was more than 10 minutes, he received £100 parking ticket. After

months of discussion we finally squashed the parking ticket as he was parked in our warehouse and not the car park.

It is still an issue for us as the rules dictated by the car park owner and Company who are also involved on a managing basis do not allow suitable time for loading and unloading our much needed donations, also client that collect items especially those who are disabled as this can cause great problems. We are a much needed service and we are only open for 20 hours a week, so a 20 minute window would be much better for us at the project. We look forward to a good working relationship in 2022/2023.

Dylan Pugh and Brenda Calsela also resigned from the board this year. They left a big gap as their input to the board was a great help to drive the project and input ideas for development and future direction. I hope their new challenges are brilliant and I take this opportunity to always welcome their return if they wish.

Melton borough councillor Pat Cumbers has been moved after many years of being a spokeswoman at the council. She is missed as her saying 'win, win, win' will always stay in my mind. We hope she will still find success in whatever she undertakes. A new councillor to assist us is Malise Graham. We met and introduced ourselves, he saw the project in action and we look forward to a good working relationship. Lastly I have to inform everyone that we lost a valued member on the 13th of June 2022 after a short illness. She was a much loved volunteer/director. She gave her loyalty to the project. She helped it develop into the successful charity it is now. She gave her time four mornings a week over 21 years and all the volunteers were proud to work alongside her and to call her their friend. She will be sadly missed.

I look forward to 2023 with a positive heart that the project will excel as always

Mrs Angela Dawson
CEO

Company Report

Project Report on Behalf Of The Directors

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statement of the charity for the year ended 31st March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective January 2015).

Objectives & Activities

Objectivities & Aims

The company is a charity and its objectives are to relieve, either generally or individually, persons resident in the borough of Melton District and Rutland County Council who are in condition of need, hardship and distress arising from:

-
- the provision of furniture and other household accessories calculated to reduce the need, hardship or distress of such persons; and
- the relief of unemployment by provision of training, advice and support.

To achieve these objectives, the company operates a furniture recycling project, utilising the services of volunteers and trainees on placement schemes. Furniture and household items are collected from all over the Melton Borough and County of Rutland, cleaned and restored as necessary and re-distributed to qualifying people in the area. At the same time, volunteers and trainees receive experience and instruction on dealing with the public, handling goods and warehouse duties and office responsibilities.

The directors have taken due account of the guidelines laid down by the Charity Commission in meeting the requirements as described in principles 1 and 2 regarding identifiable public benefits and feel that this Project meets with them. This Project additionally assists the donating public to make a significant contribution to the local authority targets, in its area of benefit, to meet their “waste stream” obligations.

Achievements & Performances

Charitable activities

Total incoming resources for the year amounted to £81,226 with total resources expended of £77,956 resulting in net incoming resources of £3,270 (2019: net expenditure of £3,270). The total value of services provided by volunteers and work experience placements has not been included, but is calculated to be in the region of £68,232 for the year. General reserves stood at £36,361 at 31st March 2022.

The Rutland Project showed net outgoing resources for the year with no balance brought forward therefore gave rise to the transfer from the general fund to support it. The directors are looking at ways to improve the position of the Rutland Project including grants available and improving awareness in the area.

Financial Review**Investment Policy & Objectives**

The directors have considered the most appropriate policy for investing funds and maintain high interest bank accounts for this purpose.

Reserves Policy

The directors have established a policy whereby reserves are set aside for capital asset replacement for staff costs, in case emergency cover is required, and for redundancies.

Structure, Governance & Management

Governing Document

The charity is controlled by its governing document, a deed of trust and constitutes a limited company, limited by guarantee, as defined by Companies Act 2006.

Recruitment & Appointment of New Trustees

The methods adopted for the recruitment of new directors are by seeking from the volunteer pool persons with interest, expertise and / or time to give for this purpose and to actively encourage their participation as directors of the Project. Members

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees on 31 March 2022 was 5.

Induction & Training of New Trustees

New directors are given written guidance on trustee duties and responsibilities.

Approved by order of the board of trustees and signed on its behalf by:

Mr I Ruddle
Chairman

Volunteer voting board members of the board

Chairman

Ivor Ruddle

Company secretary

Merelyn Greaves

Directors

Merelyn Greaves

Leanda Smalley

Gloria Blaney

Graham Greaves – Volunteer Representative

Bookkeeper

Sarah Amos

Foxwise Accountancy limited

22a Burton Street

Melton Mowbray

Leicestershire

LE13 1AF

Staff

Chief Executive Officer - Staff

Project Manager – 22 hours

Driver Assistant – 22 hours

Personal Assistant – 8 hours

Cleaner – 1.5 hours

Melton Borough Council Representative member

Councillor – Malise Graham

Statement of intent on equal opportunities

The Melton & District Furniture Project recognises that everyone has a contribution to make to our society and a right to equality. We aim to ensure that no job applicant, staff member, volunteer, organisation or individual to whom we provide services will be discriminated against, by us on the grounds of: -

- Age;
- Class;
- Disability;
- Employment status;
- Political belief, religion;
- Race, colour, nationality, ethnic or national origins;
- Sex, marital status, childcare responsibilities; or
- Sexuality.

Introduction

The project was established in 1987, at a time when the idea of giving pre-loved furniture, household and small electrical items to a second home was sweeping the county. We have gone on to provide thousands of items every year to low income families/individuals, reducing items no longer wanted from filling landfill. We established a referral system, to allow us to work with other charities and help those in dire need who have nothing.

Our project has grown over the last three decades, from one person with a van, to a community that welcomes volunteers of varying ages and skills. Our volunteer programme caters to those with mental health issues, physical disabilities and provides a place for people to support their community.

The Melton Borough Council has funded our project since its conception. We are very grateful that they understand our purpose and values.

The Volunteers

Volunteers are at the heart of our project. Without their support we wouldn't be able to function as we do. Our volunteers have varied backgrounds. We have volunteers with learning challenges, mental health issues, drug and alcohol dependency and other disabilities.

We are able to provide training for our valued volunteers to aid them in getting back into paid employment or offer them a place of sanctuary and a chance to excel in a safe environment with a friendly team of colleagues. For some this is their only social interaction and we pride ourselves on forming a community where everyone is welcome and feel part of the team.

This year we have had many retired people join our team. It is an honour to welcome those who wish to give their time from wherever they are in life. Our aim will always be to encourage and give opportunity to those who need it. Many of this year's new starters and long-term volunteers are over 65 and upwards.

Training

Many of the long-standing volunteers 'buddy train' our new starters in the roles they wish to do at the project. We always encourage them to try every department.

We offer training and experience in

Warehouse

Retail / sales / using tills / filling in forms / interacting with customers / locating and selling items / answering enquiries / marking items that are sold (these are coloured coded for anyone facing any challenges.)

Bric a brac department

Bric a brac shop sales / calculating totals / wrapping items / answering enquiries / pricing items / sorting out items for sale / cash handling.

Reception

Taking money from customers (cash handling) / arranging delivery dates / using a Barclays card machine / some village delivery/ colour coordinated red/blue delivery data base usage.

Telephone answering / using phones for arranging collections / taught how to speak to customers / using collection data base / a 4 weekly wipe delivery board for vehicle and volunteers to use to organise routes.

Office duties

Photocopying / composing letters on a laptop / filing paper work / designing forms.

Volunteers can also assist with helping with petty cash book / testing electrical items / sorting and pricing bric a brac items / sweeping and polishing / tidying the unit.

Vehicle

Driving the vehicle / assisting / introducing themselves to the public / interacting with the public / ensuring correct trained manual handling / following polices.

The project will help with: -

- Building confidence
- Offer support
- Reduce isolation
- Improve skills
- Offer learning opportunities
- Offer help and advice with access to work and references
- Increase help in the community
- Provide more opportunities for people to socialise
- Above all a reason to get up and go out where they are valued as a person.

Work. Live. Leicestershire

We have teamed up with Work Live Leicestershire to offer our volunteers a chance to have more in-depth training, if they choose.

This service provides access to holistic tailored support, based on individual needs and can be accessed by anyone. It can help with financial issues, the benefits system, and helping those who would like to move into paid employment, opportunity for training.

Job centre

We work very closely with the Job Centre and have a good working relationship with their job coaches. Sometimes we receive referrals for those who are unemployed to experience volunteering as a starting point to gaining paid employment. We can provide training for this as well as an opportunity to learn new skills or develop current skills further. We also help with and references if they need one. Many of our volunteers have been successful in finding work with our help and our partners

Statistics

If volunteers were paid £13 an hour, they have saved the funding stream £90,545 in unpaid work and given their skills and commitment over the April 1st 2020 to 31st March 2021 period. Our volunteers gave every hour for free. They work hard and endure stress at times but they all believe in, 'Working for a common goal-The community'.

Those involved with the Melton & district furniture Project During 2021/2022
Current volunteers

Darren Mclean
Neil Close
Scott Cooper
Leanda Smalley
Darren Hazelwood

Ivor Ruddle
Merelyn Greaves
Gloria Blaney

Volunteers who joined us

Scott Hudson
Fran Hearn
Christine Scott
Gemma Wright

Shannon Nugent
Bethany Blatherwick
Michael Matts
Nick Coutts

Aaron Jackson
Anne Cheesman
Michael Husdon
Barbara Mortimer

Volunteers we said goodbye too

Lynne Hewitt
Brenda Calsela

Emma Reeder
Vernon Calsela

Charlie Chaplin
Dylan Pugh

Outcomes

We have 3 first aiders, 2 health and safety, 2 fire marshals and 1 volunteer representative.

Statistics

month	Volunteer hours	Items collected	total deliveries	Items sold	Rutland millage	Melton mileage
April 2021	485	211	111	922	119	1356
May 2021	655	228	254	1124	267	448
June 2021	708	278	137	1030	226	567
July 2021	838	224	103	908	150	531
August 2021	1126	245	118	996	245	467
September 2021	864	276	99	1490	168	393
October 2021	714	269	130	1364	121	563
November 2021	738	173	99	1574	141	308
December 2021	502	167	42	828	0	337
January 2022	743	197	86	1448	0	474
February 2022	642	149	75	1315	115	502
March 2022	833	213	90	1417	226	475
Total	8848	2,630	1,344	26,416	1,778	6,421

Unable to produce tonnage of items saved from landfill due to new form used for recycling credits, it goes by how many items now.

If volunteers who gave their time freely were paid £15 per hour, it would total £132,720 for the year. This shows the value of their time they give freely.

Main objectives of the organisation

To relieve, either generally or individually, persons who reside in the Borough of Melton and the County of Rutland (areas of benefit) who are in need, due to hardship or distress, by : -

- Providing furniture and other household accessories, including electrical appliances, which in turn reduce landfill and offer the residents of both an alternative to tipping thus reducing potential pollution and waste.
- Relieving the needs, hardship or distress of such persons in need by providing furniture, household accessories and bric-a-brac. A referral scheme, which is linked into local social service and charity providers, ensures help is available for the neediest to access this as an emergency service.
- The relief of unemployment by the provision of work experience, training, support, guidance and help back into work.
- To provide a supportive educational environment for special needs, mental health, and other groups who for any reason have a temporary or permanent inability to maintain an effective role in mainstream employment.

Current Services

- Re-use and testing of electrical goods.
- Re-use of furniture and household accessories and furnishings.
- Bric-a-brac shop
- Volunteer opportunities
- Training of volunteers and preparation for work
- To source companies that could help us re-use large electrical items that are always in need. We are unable to do this ourselves due to age of building and cost of setting up.

Anticipated Developments

- Build on our training and record keeping
- More training for staff and volunteers
- Apply for big lottery fund for disability needs- reached stage 2. On hold due to covid 19.
- To keep updating the warehouse members of staff
- Continue to apply for further funding for Project running costs
- Encourage more Re-use donations
- To continue to develop the relationship with Melton Borough Council and Rutland County Council to try to meet their waste stream policy targets

Families and individuals can come in and purchase our items that start at £5 for small furniture items, i.e. coffee tables. We aim to provide a service in which our clients are able to experience a shop/retail environment.

Many people on benefits or low income lose the ability to choose. We ensure that when they enter, they are feeling like they are entering a furniture shop, but the prices are within their range.

To better advertise our referral systems we emailed the agents and also sent leaflets and poster. If we are successful with the lottery bid the CEO is going out into the community we serve and increase awareness of our essential services as she will have more time to do some out reach work.

Brand-new three-piece suites can be too much for some individuals/families to afford and due to the amazing support we receive, we are able to offer them with prices starting from £50. In order to maintain this we do not make profit at the end of each year.

Our prices reflect what we are able to budget for each year and by doing so our Committee insist we are following our core aims. We have been able to help 2,769 individuals and families to access low cost items, reducing waste and offering an alternative for those on low income.

Referral Agents

We have 33 agencies available to request emergency help. These are listed and those in need are able to use our referral forms and packs to obtain items. We are able to provide a whole house pack which includes furniture, pots and pans, tea sets, mugs, cutlery, bedding, quilt covers, blankets and curtains, towels, bowls, sponges and tea towel, pictures, ornaments etc.

The cost of this via referral is £200 for all the furniture, with all other household accessories at £50 for a large box full.

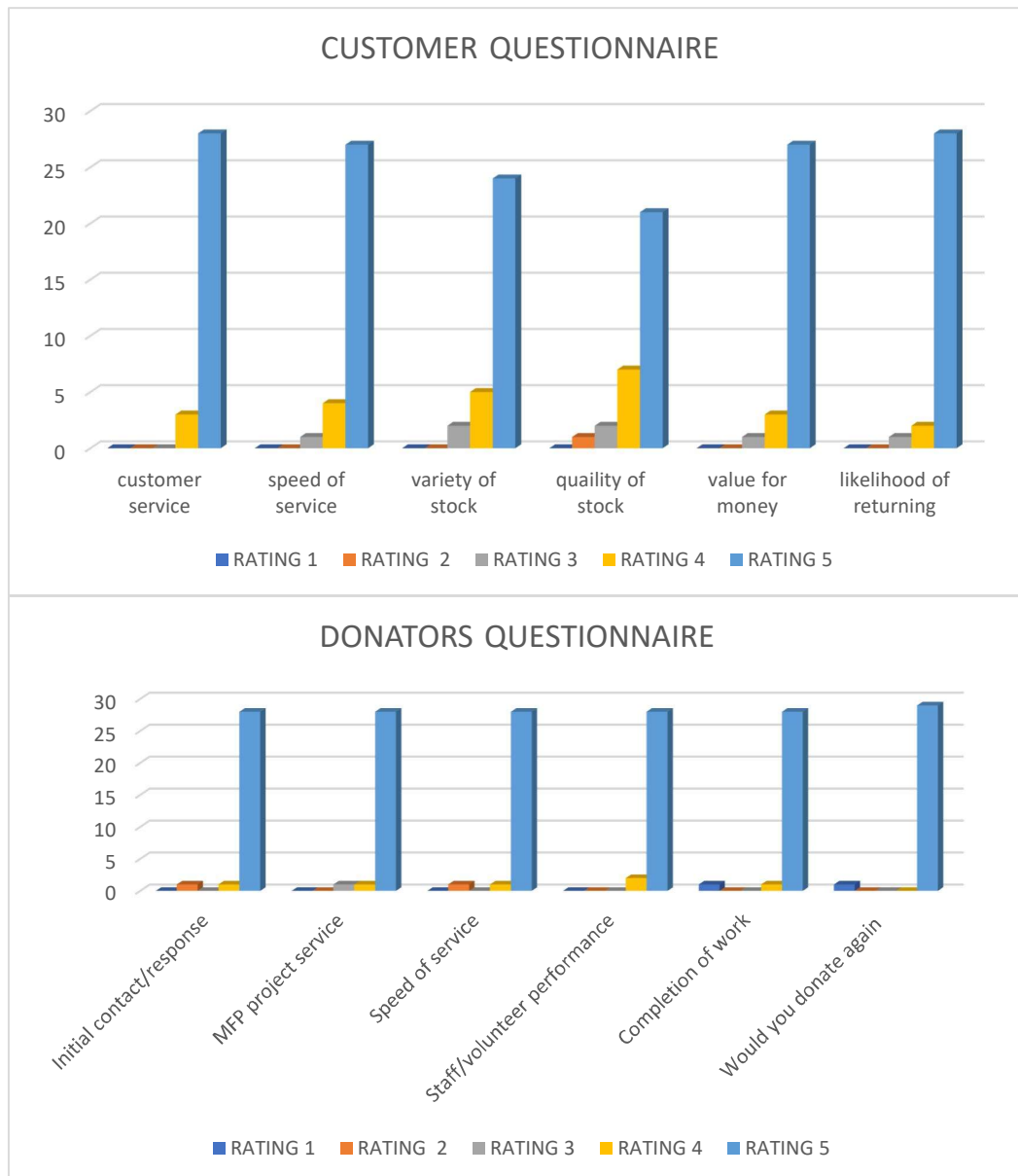
Stock take

Item	amount	item	Amount	Item	Amount
Tv stand	9	Chest of drawers	56	Dressing table	8
Bedside cabinet	111	Corner unit	8	Complete single bed	15
Complete double/king bed	14	3 piece suite	3	Single sofas	38
Electric recliner chair	3	Misc items	31	Bric a brac	21,000 Approx.
Dining chairs	135	Bar stool	12	Office chair	6
Disability items	16	Baby/children's items	13	Rugs	5
Garden items	6	Mirrors	40	Fold up beds	3
Dining tables	76	Electrical items	40	bookcases	23
Wardrobes	14	Bureau	4	Welsh dresser	14
Sideboards	7				

There also much more available.

CUSTOMER/DONATORS QUESTIONNAIRE RESULTS

The project carried out surveys to both customers and people that donate to the project to find out how they find the service. Here are the results of those questionnaires with 1 rating poor to 5 rating excellent.



Here are some of the comments we have received from our customers and donors.

“Friendly staff, wide range of items, very keen pricing. Will be back regularly”

“love visiting here each time we holiday in Melton friendly staff well done”

“fav shop in Melton, lovely staff”

“I enjoyed being able to walk around at my leisure and finding help when I needed it”

“Wonderful service and support on collection – thanks”

“Excellent, friendly service from start to finish! Prompt and reliable delivery. Very welcoming store and bonnie loved her visit”

Melton and District Furniture Project
Statement of Financial Activities for the year ended
31 MARCH 2022

		Unrestricted	Restricted	2022	2021
		Funds	Funds	Total	Total
		£	£	Funds	Funds
				£	£
<u>Incoming Resources</u>					
Incoming and endowments from					
Donations and Legacies	1	5110	4,300	9,410	17487
Other trading activities	2	73000	12,748	85,748	82490
Investment Income	3	5	0	5	10
		<hr/>	<hr/>	<hr/>	<hr/>
		78115	17048	95163	99987
<u>Resources Expended</u>					
Costs of Generating Funds					
Establishment ex-					
penses		21014	3708	24722	27598
Staff costs		39871	4,916	44787	38682
Vehicle running costs		4391	1,742	6133	3712
Volunteer / placement					
costs		2,340	413	2753	850
Administration		9,301	1,557	10857	10019
Cost of goods sold		0	0	0	25
		<hr/>	<hr/>	<hr/>	<hr/>
Total Resources Ex-		76,916	12,336	89,252	80,886
pended		<hr/>	<hr/>	<hr/>	<hr/>
Net Income/(Expendi-					
ture)		1,200	4,712	5,911	19,101
		<hr/>	<hr/>	<hr/>	<hr/>
Reconciliation of Funds					
Total funds brought forward					
		34,875	20,857	55,732	36,631
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried for-					
ward		36,075	25,569	61,643	55,732
		<hr/>	<hr/>	<hr/>	<hr/>

Melton and District Furniture Project
Balance Sheet as at 31 March 2022

		Unrestricted Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
Fixed Assets	Notes				
Tangible Assets	8	<u>4691</u>	<u>0</u>	<u>4691</u>	<u>5683</u>
Current Assets					
Debtors	9	830	0	830	198
Cash at bank and in hand		36519	20356	56875	51480
		<u>37348</u>	<u>20356</u>	<u>57704</u>	<u>51678</u>
Current Liabilities					
Creditors - amounts falling due within one year		<u>750</u>	<u>0</u>	<u>750</u>	<u>1626</u>
Net Current Assets		<u>36598</u>	<u>20356</u>	<u>56954</u>	<u>50051</u>
Total Net Assets		<u>41289</u>	<u>20356</u>	<u>61643</u>	<u>55732</u>
Funds					
Unrestricted				41,289	35,378
Restricted				20,356	20,356
Total Funds				<u>61643</u>	<u>55,732</u>

**Melton and District Furniture Project
Trustees' Report and Financial Statements
For the year ended 31 March 2022**

Charity No 1086010

**Melton and District Furniture Project
Contents of the Financial Statements
for the year ended 31 March 2022**

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Melton and District Furniture Project
Report of the Trustees for the year ended 31 March 2022

The Trustees present their report and financial statements for the year ended 31 March 2022.

Reference and Administrative information

Charity Name	Melton and District Furniture Project
Charity Registration Number	1086010
Operational Address & Trust Office	The Warehouse 3b Park Road Park Road Melton Mowbray LE13 1TT

Trustees

Trustees as at 31 March 2022

Mr I Ruddle
Mrs A S Ruddle
Mrs G Blaney
Mrs L Smalley
Mr G Greaves
Mrs M Greaves

Independent Examiners

Foxwise Accountancy Ltd, 22a Burton Street, Melton Mowbray, Leics LE13 1AF

Bankers

Barclays Bank Plc
Wilton Road
Melton Mowbray
Leicestershire
LE13 0TZ

Melton and District Furniture Project Trustee Report 2022

The trustees who are also the directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The company is a charity and its objects are to relieve, either generally or individually, persons resident in the borough of Melton District and Rutland County Council who are in a condition of need, hardship and distress arising therefrom by:-

- the provision of furniture and other household accessories calculated to reduce the need, hardship or distress of such persons; and
- the relief of unemployment by the provision of training, advice and support.

To achieve these objectives, the company operates a furniture recycling project, utilising the service of volunteers and trainees on placement schemes. Furniture and household items are collected from all over the Melton Borough and County of Rutland, cleaned and restored as necessary and re-distributed to qualifying people in the area. At the same time, volunteers and trainees receive experience and instruction on dealing with the public, handling goods and warehouse duties, and office responsibilities.

The directors have taken due account of the guidance laid down by the Charity Commission in meeting the requirements as described in principles 1 and 2 regarding identifiable public benefits and feel that this Project meets with them. The Project additionally assists the donating public to make a significant contribution to the local targets, in its area of benefit, to meet their 'water stream' obligations.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Total incoming resources for the year amounted to £95,163 with total resources expended of £89,252 resulting in net incoming resources of £5911 (2021: net incoming resources of £19101). The total value of services provided by volunteers and work experience placements has not been included, but is calculated to be in the region of £42960 for the year. General reserves stood at £61643 at 31 March 2022.

FINANCIAL REVIEW

Investment policy and objectives

The directors have considered the most appropriate policy for investing funds and maintain high interest bank accounts for this purpose.

Reserves policy

The directors have established a policy whereby reserves are set aside for capital asset replacement, for staff costs in case emergency cover is required and for redundancies.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The method adopted for the recruitment and appointment of new directors are by seeking from the volunteer pool persons with interest, expertise and/or time to give for this purpose and to actively encourage their participation as directors in the Project.

Members

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2022 was 6.

Induction and training of new trustees

New directors are given written guidance on trustee duties and responsibilities.

REFERENCE AND ADMINISTRATION DETAILS**Registered Company Number**

04105094 (England and Wales)

Signed by Mr I Ruddle - Trustee

Independent Examiner's Report on the Accounts of Melton and District Furniture Project

We report to the charity trustees on the examination of the accounts of the Company for the year ended 31 March 2022

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is our responsibility to

Examine the accounts (under Section 145 of the Charities Act) to follow the procedures laid down by the general directions given by the Charity Commission (under Section 145 (b) of the Charities Act), and to state whether particular matters have come to our attention.

Basis of Independent Examiner's Statement

Our examination was carried out in accordance with general directions given by the Charities Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the account and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view, and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In the course of our examination no matter has come to our attention

- which gives us reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that proper accounting records are kept in accordance with Section 130 of the Charities Act
and
accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act.
- to which in our opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Foxwise Accountancy Ltd., 22a Burton Street, Melton Mowbray, Leics LE13 1AF

Melton and District Furniture Project
Statement of Financial Activities for the year ended
31 MARCH 2022

		Unrestricted Funds	Restricted Funds	2022 Total Funds	2021 Total Funds
		£	£	£	£
<u>Incoming Resources</u>					
Incoming and endowments from					
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Cost of goods sold		0	0	0	25
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Total Resources Expended		76,916	12,336	89,252	80,886
		<hr/>	<hr/>	<hr/>	<hr/>
Net Income/(Expenditure)		1,200	4,712	5,911	19,101
Reconciliation of Funds					
Total funds brought forward		34,875	20,857	55,732	36,631
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		36,075	25,569	61,643	55,732

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**Melton and District Furniture Project
Balance Sheet as at 31 March 2022**

				2022	2021
		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
Fixed Assets	Notes				
Tangible Assets	8	4691	0	4691	5683
Current Assets					
Debtors	9	830	0	830	198
Cash at bank and in hand		36519	20356	56875	51480
		37348	20356	57704	51678
Current Liabilities					
Creditors - amounts falling due within one year		750	0	750	1626
Net Current Assets		36598	20356	56954	50051
Total Net Assets		41289	20356	61643	55732
Funds					
Unrestricted				41,289	35,378
Restricted				20,356	20,356
Total Funds				61643	55,732

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records that comply with Section 386 and 387 of the Companies Act 2006 and preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These statements have been prepared in accordance with the special provision of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the board of Trustees on 13th May 2022 and were signed on its behalf by:

Mr I Ruddle - Trustee

MELTON AND DISTRICT FURNITURE PROJECT
NOTES AND ACCOUNTING POLICIES FOR THE YEAR ENDED
31 MARCH 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

These accounts have been prepared with the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all the cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment	- 25% on reducing balance
Motor Vehicles	- 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees. Restricted funds can only be used for particular and restricted purposes within the charity. Restrictions arise when specified by the donor or when funds are raised for restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits.

The charitable company operates defined contributions pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2022

2 Donations and Gifts	2022	2021
	£	£
Donations	610	530
Grants	8800	16957
Gift Aid	0	0
	<u>9410</u>	<u>17487</u>

3 Other Trading Activities	2022	2021
	£	£
Self Generated Income	84986	36973
Recycling Credits	0	2088
Covid Grants	762	43429
	<u>85748</u>	<u>82490</u>

4 Investment Income		
To Organisations		
Deposit Account Interest	<u>5</u>	<u>10</u>

5 Net Income/(Expenditure)

Net Income/(Expenditure) is stated after chargeing/(crediting)

Depreciation on own assets	1346	1677
Loss on disposal of fixed asset	0	0

6 Trustee Remuneration Benefits and Expenses

None for the year ended 31 March 2022 (2021 - None)

7 Staff Costs

The average monthly number of employees during the year was	5	5
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No employee received emoluments in excess of £65000

Melton and District Furniture Project
Notes and Accounting Policies for the year ended 31 March 2022

8 Comparatives for the Statement of Financial Activities

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	11887	5600	17487
Other trading activities	76944	5546	82490
Investment income	10	0	10
Total	88842	11146	99987
EXPENDITURE ON			
Charitable activities			
Establishment expenses	23458	4140	27598
Staff costs	33710	4972	38682
Vehicle running costs	2658	1054	3712
Volunteer/placement costs	723	128	850
Administration	8,516	1503	10,019
Cost of goods sold	21	4	25
Total	69086	11800	80886
Net Income/(Expenditure)	19755	-654	19101
Reconciliation of Funds			
Funds brought forward	34875	20857	55732
Net Income	19755	-654	19101
Funds carried forward	54630	20203	74833

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2022

9 Tangible Fixed Assets

	Improvements to Property Equipment		Total
Cost			
At 1 April 2021	11451	28823	40274
Additions (Laptop)		354	
Disposals			
At 31 March 2022	11451	29177	40274
Depreciation			
At 1 April 2021	10800	23790	34590
Charge for the year		1346	
Disposals			
At 31 March 2022	10800	25136	35936
Net Book Value			
At 31 March 2022	651	4040	4691
At 31 March 2021	651	5033	5684

	2022	2021
	£	£
10 Debtors: Amounts falling due within one year	830	198

11 Creditors: Amounts falling due within one year

Social Security and other taxes	0	444
Other Creditors	0	0
Accrual and deferred income	750	1182
	750	1626

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2022

12 Movement in Funds

	At 01-Apr-21 £	Net Movement £	At 31-Mar-22 £
Unrestricted Funds			
General Operating Fund	23498	1,200	24,698
Capital asset fund	2	0	2
Emergency Staff Costs Fund	11375	0	11,375
	<hr/> 34875	<hr/> 1200	<hr/> 36075
Restricted Funds			
Rutland Project	7390	4,712	12,102
Ragdale Hall Fund	170	0	170
Redundancy Costs Fund	13297	0	13,297
	<hr/> 20857	<hr/> 4712	<hr/> 25569
Total Funds	<hr/> 55732	<hr/> 5911	<hr/> 61643

Net movement in Funds included in the above, are as follows:-

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General operating fund	78115	76916	1199
Restricted Funds			
Rutland project	17048	12336	4712
	<hr/> 95163	<hr/> 89252	<hr/> 5911

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2022

12 Movement in Funds continued

	At 01-Apr-20 £	Net Movement £	At 31-Mar-21 £
Unrestricted Funds			
General Operating Fund	3743	19,755	23,498
Capital asset fund	2	0	2
Emergency Staff Costs Fund	11375	0	11,375
	<hr/> 15120	<hr/> 19755	<hr/> 34875
Restricted Funds			
Rutland Project	8044	-654	7,390
Ragdale Hall Fund	170	0	170
Redundancy Costs Fund	13297	0	13,297
	<hr/> 21511	<hr/> -654	<hr/> 20857
Total Funds	<hr/> 36631	<hr/> 19101	<hr/> 55732

Net movement in Funds included in the above, are as follows:-

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General operating fund	88841	69086	19755
Restricted Funds			
Rutland project	11146	11800	-654
	<hr/> 99987	<hr/> 80886	<hr/> 19101

Melton and District Furniture Project
Notes and Accounting Policies for the year ended 31 March 2022

13. RELATED PARTY DISCLOSURES

There are no related party transactions for the year ended 31 March 2022.

14. PURPOSES OF FUNDS

Rent and insurance fund

This fund comprises a grant from Melton Borough Council towards rent and insurance costs.

Rutland Project

This fund originated from grants from the Welland Catalyst Fund, Henry Smith Charity and the Social Capital Small Grants Programme, which were received specifically to assist with funding expansion of the work of the Project across the County of Rutland, together with capital equipment purchased. This venture actively began in April 2006, and the relevant proportions of income and expenditure for the year have been allocated to the fund.

DESIGNATED FUNDS

Capital Asset Replacement Fund

The directors have designated funds for the purchase of new equipment and provision of motor vehicles for the project in the future. All the designated funds have been utilized.

Emergency Staff Costs Fund

This fund is designated to meet the costs of redundancy should the project be forced to close in the future, and the cost of emergency staff cover, should it be required.

Melton and District Furniture Project
Detailed Statement of Financial Activities
For the Year ended 31 March 2022

	2022	2021
	£	£
Income and Endowments		
Donations and legacies		
Donations	610	530
Grants	8800	16957
Gift Aid	0	0
	<u>9410</u>	<u>17487</u>
Other trading activities		
Self generated income	84986	36,973
Recycling credits	0	2,088
Covid grants	762	43,429
	<u>85748</u>	<u>82,490</u>
Investment income		
Deposit account interest	<u>5</u>	<u>10</u>
Total incoming resources	<u>95,163</u>	<u>99,987</u>
Expenditure		
Raising donations and legacies		
Bought in purchases	<u>0</u>	<u>25</u>
Depreciation and other amounts written off		
Depreciation	1346	1677
Loss on disposal of fixed assets	<u>0</u>	<u>0</u>
	<u>1346</u>	<u>1677</u>
Charitable activities		
Wages and salaries	44353	37,879
Pensions	434	228
Rent	15000	19841
Rates	939	690
Light and heat	2924	1,635
Cleaning	979	657
Telephone	2889	4453
Postage and stationery	3332	1544
Advertising and PR	480	0
Insurance	1168	377
IT expenses	1047	257

Melton and District Furniture Project
Detailed Statement of Financial Activities
For the Year ended 31 March 2022

Continued	£	£
Repairs and maintenance	3280	3938
Volunteer expenses	2318	638
Refreshments	435	212
Insurance, repairs and road tax	3,054	1561
Diesel and oil	2165	933
Sundry expenses	433	1314
Charitable Activities	85230	76,157
Support costs		
Finance		
Bank charges	1124	595
Governance costs		
Accountancy and legal fees	1552	2432
Support Costs	2676	3027
Total resources expended	89252	80886
Net Income/(Expenditure	5,911	19,101

Independent Examiner's Report on the Accounts of Melton and District Furniture Project

We report to the charity trustees on the examination of the accounts of the Company for the year ended 31 March 2022

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed.

It is our responsibility to

Examine the accounts (under Section 145 of the Charities Act) to follow the procedures laid down by the general directions given by the Charity Commission (under Section 145 (b) of the Charities Act), and to state whether particular matters have come to our attention.

Basis of Independent Examiner's Statement

Our examination was carried out in accordance with general directions given by the Charities Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the account and seeking explanations from the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a true and fair view, and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

In the course of our examination no matter has come to our attention

- which gives us reasonable cause to believe that in any material respect, the trustees have not met the requirements to ensure that proper accounting records are kept in accordance with Section 130 of the Charities Act
and
accounts are prepared which agree with the accounting records and comply with the accounting requirements of the Act.
- to which in our opinion attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Foxwise Accountancy Ltd., 22a Burton Street, Melton Mowbray, Leics LE13 1AF