



Melton
Borough
Council



Rutland
County Council

Melton & District Furniture Project

Annual report 2022/2023



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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Chief Executive Officer And Chairman's Report.

The project has been very busy this year and we have helped many families and individuals who are in need and we fulfilled our referral system requirements, also to people who drop in to access items they require.

Our new volunteers and long term volunteers have done very, very well and we could not operate without them. Also we must thank our hard working staff. They have been very proactive and have steered the project into a healthy position, we thank the board for their valued input. They welcomed a new member.

A big thank you to the communities of Melton, Melton District and Rutland for their continued donations and support. Their continued donations of many assorted items helps us do our much needed work. This also gives preloved furniture, household goods and small electrical items a new home to many who may not have resources to purchase new items.

We had to replace our large heater / boiler which took some reserves but unfortunately it had to be done.

We look forward to 2023/2024 and we hope we will continue to be an asset to the Melton Borough and Rutland County Council who continue to support us in our work.

Our new council representative is Councillor Malise Graham MBE and we would like to welcome him along. He is proud of the project and all we do.

I hope you find this annual report interesting and a window into what we do.

Mrs Angela Dawson
CEO

Mr Ivor Ruddle
Chairman

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 2023. 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 assist, either generally or individually, persons resident in the borough of Melton District and Rutland County Council who are in conditions of need, hardship and distress:

- the provision of furniture and other household accessories calculated to reduce the need, hardship 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 in 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 £95,163 with total resources expended of £89,252 resulting in net incoming resources of £5,911 (2021: net incoming resources of £19,101). 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 £42,960 for the year. General reserves stood at £61,643 at 31 March 2023.

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. A current account is used for online banking.

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 2023 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

Trustees and Staff

Melton and District Furniture Project

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 – 4 hours

Melton Borough Council Representative member

Councillor – Malise Graham MBE

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 going to 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.

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 would not 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.

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.

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 Barclaycard 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 / 4 weekly wipe delivery board for vehicle and volunteers to use to arrange 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.

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 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 £15 an hour, they have saved the funding stream £133,785 in unpaid work and given their skills and commitment over the April 1st 2021 to 31st March 2023 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 2022/2023
Current volunteers

Darren Mclean
Neil Close
Scott Cooper
Leanda Smalley
Darren Hazelwood
Anne Cheeseman
Christine Scott
Michael Hudson

Ivor Ruddle
Merelyn Greaves
Gloria Blaney
Fran Hearn
Barbara Mortimer
Aaron Jackson
Michael Matts

Volunteers who joined us

Mo Monks

Josh Ogden

Sharon Jackson

Volunteers who moved on

Scott Hudson

Gemma Wright

Shannon Nugent

Bethany Blatherwick

Nick Coutts

Josh Ogden

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 2022	638	339	96	231	186	456
May 2022	703	227	102	258	127	368
June 2022	814	467	98	276	264	387
July 2022	681	285	129	313	141	475
August 2022	851	334	88	329	271	469
September 2022	823	364	105	321	138	496
October 2022	789	333	89	363	203	418
November 2022	860	362	130	355	251	452
December 2022	564	148	134	281	106	363
January 2023	658	238	87	326	208	479
February 2023	755	267	129	313	185	337
March 2023	783	305	178	415	189	503
Total	8919	3669	1503	3781	2269	5195

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

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 of 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. It 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

Anticipated Developments

- Build on our training and record keeping
- More training for staff and volunteers
- 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 our supporters and also sent leaflets and posters.

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.

Melton and District Furniture Project
Statement of Financial Activities for the year ended
31 MARCH 2023

		Unrestricted Funds	Restricted Funds	2023 Total Funds	2022 Total Funds
		£	£	£	£
<u>Incoming Resources</u>					
Incoming and endowments from					
Donations and Legacies	1	6377	6,800	13,177	9410
Other trading activities	2	85080	14,773	99,853	85748
Investment Income	3	66	0	66	5
		91523	21573	113096	95163
<u>Resources Expended</u>					
Costs of Generating Funds					
Establishment expenses		29702	5242	34944	24722
Staff costs		42378	4,920	47298	44787
Vehicle running costs		6550	2,598	9148	6133
Volunteer / placement costs		3,398	600	3997	2753
Administration		14,429	2,410	16839	10857
Cost of goods sold		0	0	0	0
Total Resources Expended		96,457	15,770	112,227	89,252
Net Income/(Expenditure)		-4,933	5,803	869	5,911
Reconciliation of Funds					
Total funds brought forward		36,075	25,569	61,644	55,732
Total funds carried forward		31,142	31,372	62,513	61,643

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**Melton and District Furniture Project
Balance Sheet as at 31 March 2023**

			2023	2022
		Unrestricted	Restricted	
		Funds	Funds	Total
				Funds
				Total
				Funds
Fixed Assets	Notes			
Tangible Assets	8	3681	0	3681
				4691
Current Assets				
Debtors	9	0	0	0
Cash at bank and in hand		39240	20356	59596
				56875
		39240	20356	59596
				57705
Current Liabilities				
Creditors - amounts falling due within one year		763	0	763
				750
Net Current Assets		38478	20356	58834
				56954
Total Net Assets		42159	20356	62513
				61643
Funds				
Unrestricted				42,159
Restricted				41,289
				20,356
Total Funds				62513
				61,643

Company No 04105094

**Melton and District Furniture Project
Trustees' Report and Financial Statements
For the year ended 31 March 2023**

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 2023**

The Trustees present their report and financial statements for the year ended 31 March 2023.

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 2023

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

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 2023

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 2023. 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 £113,096 with total resources expended of £112,226 resulting in net incoming resources of £869 (2022: net incoming resources of £5911). 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 £92936 for the year. General reserves stood at £65074 at 31 March 2023.

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 2023 was 7.

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 2023

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 2023

		Unrestricted	Restricted	2023	2022
		Funds	Funds	Total	Total
		£	£	Funds	Funds
				£	£
<u>Incoming Resources</u>					
Incoming and endowments from					
Donations and Legacies	1	6377	6,800	13,177	9410
Other trading activities	2	85080	14,773	99,853	85748
Investment Income	3	66	0	66	5
		91523	21573	113096	95163
<u>Resources Expended</u>					
Costs of Generating Funds					
Establishment expenses		29702	5242	34944	24722
Staff costs		42378	4,920	47298	44787
Vehicle running costs		6550	2,598	9148	6133
Volunteer / placement costs		3,398	600	3997	2753
Administration		14,429	2,410	16839	10857
Cost of goods sold		0	0	0	0
Total Resources Expended		96,457	15,770	112,227	89,252
Net Income/(Expenditure)		-4,933	5,803	869	5,911
Reconciliation of Funds					
Total funds brought forward		36,075	25,569	61,644	55,732
Total funds carried forward		31,142	31,372	62,513	61,643

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

**Melton and District Furniture Project
Balance Sheet as at 31 March 2023**

				2023	2022
		Unrestricted	Restricted	Total	Total
		Funds	Funds	Funds	Funds
Fixed Assets	Notes				
Tangible Assets	8	3681	0	3681	4691
Current Assets					
Debtors	9	0	0	0	830
Cash at bank and in hand		39240	20356	59596	56875
		39240	20356	59596	57705
Current Liabilities					
Creditors - amounts falling due within one year		763	0	763	750
Net Current Assets		38478	20356	58834	56954
Total Net Assets		42159	20356	62513	61643
Funds					
Unrestricted				42,159	41,289
Restricted				20,356	20,356
Total Funds				62513	61,643

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 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 20th June 2023 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 2023

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 2023

2 Donations and Gifts	2023	2022
	£	£
Donations	219	610
Grants	11800	8800
Gift Aid	1157	0
	<u>13177</u>	<u>9410</u>

3 Other Trading Activities	2023	2022
	£	£
Self Generated Income	98484	84986
Recycling Credits	1369	0
Covid Grants	0	762
	<u>99853</u>	<u>85748</u>

4 Investment Income		
To Organisations		
Deposit Account Interest	<u>66</u>	<u>5</u>

5 Net Income/(Expenditure)

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

Depreciation on own assets	1010	1346
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 2023

8 Comparatives for the Statement of Financial Activities

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	5110	4300	9410
Other trading activities	73000	12748	85748
Investment income	5	0	5
Total	78115	17048	95163
EXPENDITURE ON			
Charitable activities			
Establishment expenses	21014	3708	24722
Staff costs	39871	4916	44787
Vehicle running costs	4391	1742	6133
Volunteer/placement costs	2340	413	2752
Administration	9,301	1557	10,858
Cost of goods sold	0	0	0
Total	76916	12336	89252
Net Income/(Expenditure)	1198	4712	5911
Reconciliation of Funds			
Funds brought forward	34875	20857	55732
Net Income	1198	4712	5910
Funds carried forward	36073	25569	61642

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2023

9 Tangible Fixed Assets

	Improvements to Property Equipment		Total
Cost			
At 1 April 2022	11451	29177	40628
At 31 March 2023	11451	29177	40628
Depreciation			
At 1 April 2022	10800	25136	35936
Charge for the year		1010	
At 31 March 2023	10800	26146	36946
Net Book Value			
At 31 March 2023	651	3030	3681
At 31 March 2022	651	4041	4692

	2023	2022
	£	£
10 Debtors: Amounts falling due within one year	0	830
11 Creditors: Amounts falling due within one year		
Social Security and other taxes	-101	0
Other Creditors	114	0
Accrual and deferred income	750	750
	763	750

Melton and District Furniture Project
Notes and Accounting Policies for the Year ended 31 March 2023

12 Movement in Funds

	At 01-Apr-22 £	Net Movement £	At 31-Mar-23 £
Unrestricted Funds			
General Operating Fund	24698	-4,933	19,765
Capital asset fund	2	0	2
Emergency Staff Costs Fund	11375	0	11,375
	<hr/> 36075	<hr/> -4933	<hr/> 31142
Restricted Funds			
Rutland Project	12102	5,803	17,905
Ragdale Hall Fund	170	0	170
Redundancy Costs Fund	13297	0	13,297
	<hr/> 25569	<hr/> 5803	<hr/> 31372
Total Funds	<hr/> 61644	<hr/> 869	<hr/> 62513

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted Funds			
General operating fund	91523	96457	-4934
Restricted Funds			
Rutland project	21573	15770	5803
	<hr/> 113096	<hr/> 112227	<hr/> 869

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

12 Movement in Funds continued

	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/> 5912	<hr/> 61644

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 2023

13. RELATED PARTY DISCLOSURES

There are no related party transactions for the year ended 31 March 2023.

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 2023

	2023	2022
	£	£
Income and Endowments		
Donations and legacies		
Donations	219	610
Grants	11800	8800
Gift Aid	1157	0
	<u>13177</u>	<u>9410</u>
Other trading activities		
Self generated income	98484	84,986
Recycling credits	1369	0
Covid grants	0	762
	<u>99853</u>	<u>85,748</u>
Investment income		
Deposit account interest	<u>66</u>	<u>5</u>
Total incoming resources	<u>113,096</u>	<u>95,163</u>
Expenditure		
Raising donations and legacies		
Bought in purchases	<u>0</u>	<u>0</u>
Depreciation and other amounts written off		
Depreciation	1010	1346
Loss on disposal of fixed assets	<u>0</u>	<u>0</u>
	<u>1010</u>	<u>1346</u>
Charitable activities		
Wages and salaries	46837	44,353
Pensions	461	434
Rent	18750	15000
Rates	768	939
Light and heat	2871	2,924
Cleaning	875	979
Telephone	7979	2889
Postage and stationery	2639	3332
Advertising and PR	772	480
Insurance	1945	1,168
IT expenses	728	1047

Melton and District Furniture Project
Detailed Statement of Financial Activities
For the Year ended 31 March 2023

Continued	£	£
Repairs and maintenance	9411	3280
Volunteer expenses	3247	2318
Refreshments	750	435
Insurance, repairs and road tax	6,104	3054
Diesel and oil	2358	2165
Sundry expenses	825	433
Charitable Activities	<u>107321</u>	<u>85,230</u>
Support costs		
Finance		
Bank charges	1257	1124
Governance costs		
Accountancy and legal fees	2639	1552
Support Costs	<u>3896</u>	<u>2676</u>
Total resources expended	<u>112227</u>	<u>89252</u>
Net Income/(Expenditure	<u>869</u>	<u>5,911</u>

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 2023

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