THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales · Charity number 1086640

Details

Other names	THE GAP
Status	Registered
Legal form	Charitable company
Company number	04102182
Registered	2001-05-18
Register	View on the Charity Commission register

Contact

Address	39 Oakwood Grove Warwick CV34 5TD
Phone	01926494200
Email	admin@thegapwarwick.org
Website	www.thegapwarwick.org

Activities

Objects: (A) TO PROVIDE THE ADVANCEMENT OF OPPORTUNITIES FOR RESIDENTS OF THE TOWN OF WARWICK (THE AREA OF BENEFIT) IN THE AREAS OF EDUCATION, HEALTH, TRAINING AND INDEPENDENCE(B) TO PROVIDE RELIEF OF FINANCIAL HARDSHIP TO THE RESIDENTS OF WARWICK(C) TO ASSIST IN THE PROVISION OF FACILITIES FOR RECREATION AND OTHER OCCUPATIONS IN THE INTEREST OF SOCIAL WELFARE AND THE OBJECT OF IMPROVING THE CONDITIONS OF LIFE OF THE RESIDENTS OF WARWICK; IN ORDER THAT THEY MAY DEVELOP EMOTIONALLY, MENTALLY, PHYSICALLY AND SPIRITUALLY SO THAT THEY CAN MAKE A POSITIVE CONTRIBUTION TO THEIR COMMUNITY AND WIDER WORLD(D) TO PROVIDE AN INFORMATION AND ADVICE SERVICE FOR RESIDENTS OF WARWICK(E) TO SET UP SUCH PROJECTS FOR THE BENEFIT OF THE WHOLE COMMUNITY, AND IN PARTICULAR ON THE PERCY ESTATE, WARWICK THAT WILL FURTHER THE AIMS OF THE COMPANY.(F) TO PROVIDE OTHER GENERAL CHARITABLE PURPOSES FOR THE BENEFIT OF THE RESIDENTS OF WARWICK

Activities: We run activities and projects aimed at all ages from 0 to 100 yearsWe hire out rooms for the use of local and other groups

Downloaded from opencharities.uk/ew/1086640

Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Amateur Sport, Economic/community Development/employment, Recreation, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Charities Or Voluntary Bodies, The General Public/mankind

Geography

- **Area of benefit:** WARWICKSHIRE AND THE NEIGHBOURHOOD.
- Warwickshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-08-31	£382,701	£380,890	-	-
2024-08-31	£434,791	£397,683	-	-
2023-08-31	£388,929	£351,267	-	-
2022-08-31	£237,924	£260,502	-	-
2021-08-31	£244,153	£237,819	-	-
2020-08-31	£199,571	£188,201	-	-

Trustees

Name	Role	Appointed
Jean Morgan Mrs	Chair	2024-02-27
Frank Sturzaker		2024-07-02
Jody Tracey		2024-02-27
Jonathan Richard Dunnakey		2025-02-04
Moira Ann Grainger		2024-02-27
Richard Leonard Stuart Parsons		2022-06-21

Downloaded from opencharities.uk/ew/1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts

Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2025

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 13
INDEPENDENT EXAMINERS' REPORT	14
STATEMENT OF FINANCIAL ACTIVITIES	15
BALANCE SHEET	16
NOTES TO THE FINANCIAL STATEMENTS	17 – 26

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640
COMPANY NUMBER:	4102182
OPERATING NAME:	The Gap
DIRECTORS:	Mrs Jean Morgan (Chair) Mrs Moira-Ann Grainger (Vice-Chair) Mr Jody Tracey (Treasurer) Mr Richard Parsons Mrs Sena Atakan (resigned 2nd April 2025) Mrs Wendy Scott (resigned 4th February 2025) Mr Frank Sturzaker Mr Jonathan Dunnakey (appointed 4th February 2025)
COMPANY SECRETARY:	Mrs Jean Morgan
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD
INDEPENDENT EXAMINER:	Mark Harwood FCA BFP FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ

Contact us at:

01926 494200

marcos.campos@thegapwarwick.org

@TheGapWarwick

@GapThe

www.thegapwarwick.org

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2025. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estates Community Projects Limited is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mrs Sena Atakan and Mrs Wendy Scott resigned as directors and Mr Jonathan Dunnakey was appointed as director. There were no other changes during the year. No changes have occurred in the period between the year end and the approval of the accounts.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of gender, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects.

The main activities undertaken in relation to those purposes during the year

During 2024–25, The Gap continued to deliver a wide-range of youth and community services aimed at improving wellbeing, reducing social isolation, increasing resilience and supporting local people through significant social and economic challenges.

The Gap's work continued to focus primarily on North Warwick and Warwick West (particularly Packmores), while also delivering youth provision in Heathcote, Chase Meadow and Woodloes. Activities were delivered through two community centres (The Gap Community Centre and Packmores Centre), outreach work and detached youth provision.

Throughout 2024-25 our core activity areas delivered:

- **Young People** - The Gap offered a range of youth services designed to improve wellbeing, foster resilience, and reduce social isolation among young people living in the community. These programs were delivered across several local areas through community centres, outreach initiatives, and detached youth work, supporting young people as they faced social and economic challenges.
- **Older Adults** - The Gap delivered a range of programs and activities specifically for older adults, aimed at enhancing wellbeing, reducing social isolation, and fostering community connections.
- **Community support and development** - The Gap actively supports community development by managing local centres (The Gap and Packmores) offering a wide range of activities and collaborating with local authorities and organisations to meet the needs of residents. Our work focuses on enhancing wellbeing, reducing social isolation, and building strong community connections across North Warwick, Warwick West, and surrounding areas.

DIRECTORS' REPORT (Continued)

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, and Zumba Gold offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. In the past couple of years, an Alternative Education Provider have used our venue to deliver services for pupils struggling with school environment. The centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

The Gap also supports community development in Warwick West, under a contract with Warwick District Council, focussing primarily on the Packmores, the most disadvantaged area of Warwick. This includes the day-to-day management of Packmores Centre and the development of various activities to meet local community needs. Our focus has been on the development of services for young people, children and families, especially those suffering financial disadvantage. The engagement of the local community continues to grow as needs change and services are adapted. Under the same arrangement with Warwick District Council, The Gap has been working with Chase Meadow Community Centre to develop community work in the Forbes area, the second most disadvantaged in Warwick. The Gap has also continued working with many stakeholders to build a new community centre in the Packmores area which will support over 500 households in the immediate area.

The charity's strategies for achieving its aims and objectives in the future

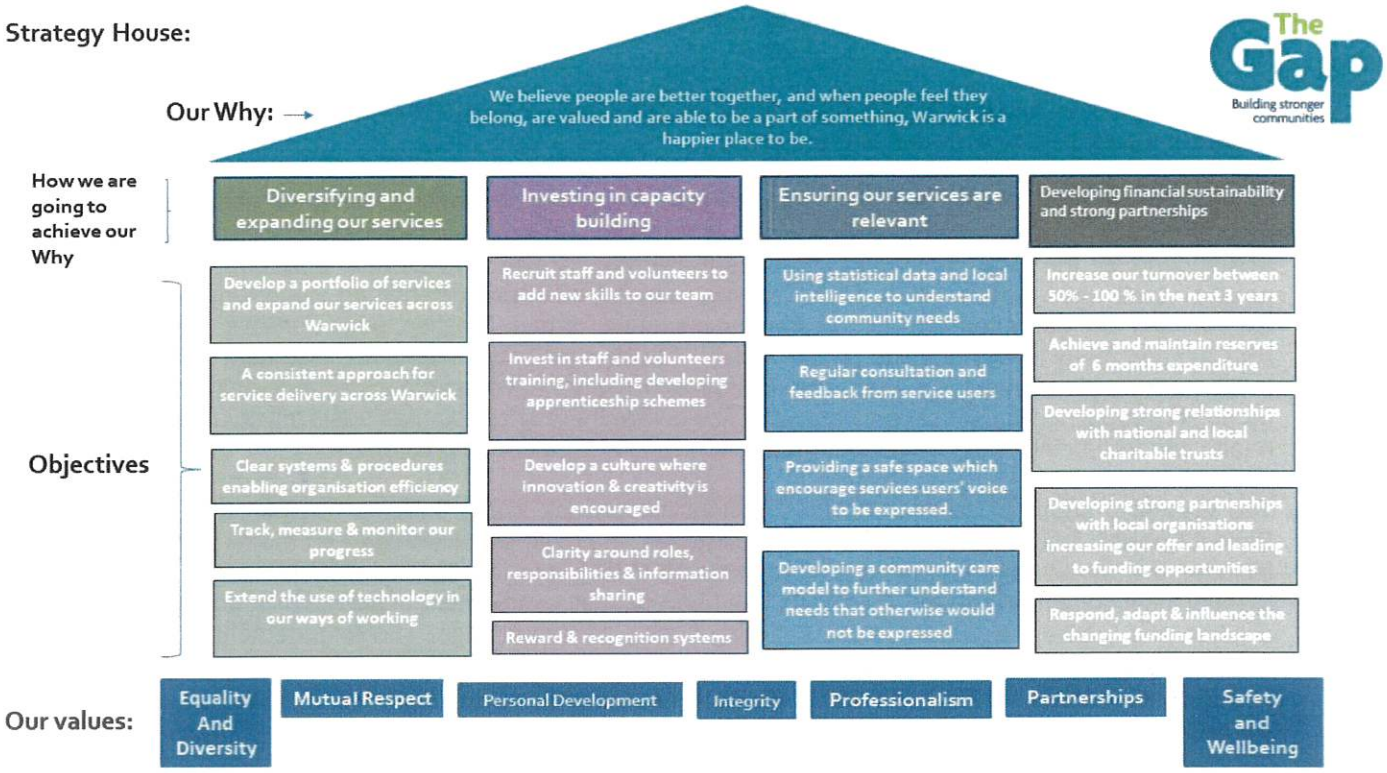
The Gap has continued to work with trustees, staff and volunteers to deliver on our strategy underpinned by our Strategy House, below, describing our organisational values, our why (purpose), how (our aims), and what (the areas to focus on), which aligns with our aims, goals, objectives.

The objectives derived from our four strategic aims:

1) Diversifying and expanding our services,
2) Investing in our team and building capacity,
3) Ensuring our services are relevant and deliver impact and
4) Developing financial sustainability and strong partnerships provided the focus for our organisational development.

The trustees, staff and volunteers have continued to work to deliver on those objectives despite challenges such as limited capacity and have made some progress which are highlighted in this report.

DIRECTORS' REPORT (Continued)



ACHIEVEMENTS AND PERFORMANCE

The Gap has provided an extensive programme of activities for the local community in the period covered in this report, which is categorised into three areas: Young People, Older Adults, and Community. Our activities and services have been designed to reflect the impact we want to see in all three areas of our work.

Please see below the activities and services provided in the different areas in 2024-2025:

Young People

The Gap has continued to reach out to young people in Warwick, delivering our youth programme across five venues including Heathcote, The Gap, Chase Meadow, Packmores and Woodloes community centres, as well as our detached youth provision, meeting young people in parks and places where they congregate.

We have also worked with the Warwick Town Council in the running of the Warwick Youth Council, where young people have a space to discuss their needs, aspirations and adding their voice to plans and development of the town.

The youth sector continues to face significant challenges related to funding and capacity. Uncertainty in grant availability, alongside limited staffing and volunteers place strain on programme delivery, however, The Gap was still able to deliver a wide range of activities for young people, as seen below:

DIRECTORS' REPORT (Continued)

Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance (per session)
Social Activities	68	91	92	105	14
GapACTIVE (sports, team games)	60	82	84	79	14
GapCREATIVE (Arts & Crafts)	65	54	73	68	16
GapGO (Outdoors skills)	21	16	26	22	12
GapCOOK (Life skills)	16	34	16	14	14
GapCONNECT (detached)	8	9	10	7	12
HAF (Holiday activities and Food)	-	-	-	3	6
Youth Forum	1	-	-	1	15
Residentials and Trips	-	-	-	3	14

The Gap runs eight youth clubs per week in five different locations and one detached session (streets and park) where young people enjoy a combination of the activities cited above, in addition, The Gap runs HAF (Holiday Activities and Food) on school holidays for young people on Free School Meals and trips including an annual residential camp. The youth team aims to engage young people in a variety of activities, which will teach them a wide range of skills to be successful in their transition to adulthood. The Summer camp is always a highlight of the year where young people enjoy a wide range of activities including orienteering, tent building, Laser Quest, team building games, etc.

Below are The Gap's outcomes for young people, and the results of tour feedback surveys:

Outcomes	Results Quarter 1	Results Quarter 2	Results Quarter 3	Results Quarter 4
Resilience	72%	-	50%	87%
Confidence	72%	-	80%	87%
Social Skills	76%	-	81%	93%
Life Skills & knowledge	53%	-	63%	67%
Opportunities & aspirations	48%	-	68%	68%

The surveys show a very encouraging overall improvement in all areas. It demonstrates that our activities and the relationship we are building with the young people are having a significant impact on all the outcomes. It also shows that all the outcomes had a significant increase compared to the beginning of the year, which demonstrates the importance of engaging young people in positive activities and helping them to increase their confidence and raising their aspirations and skills for the future.

Case Study

Sophie (not real name) is 10 years old and joined our Youth Club a year ago. She struggles academically and lacks confidence in the classroom. She is particularly anxious about exams (SAT). Sophie is very creative and enjoys expressing herself artistically. She was very excited about a series of fashion upcycling workshops which were delivered by CovCloth, a local organisation.

Sophie was initially hesitant to offer ideas and step outside the perceived 'rules' but with some encouragement she began contributing her creative ideas more confidently. She soon became absorbed in her design and enjoyed the opportunity to express herself creatively. Sophie also learned some valuable practical skills. Since then, Sophie is more willing to speak in group setting, and she became very interested in in pursuing a career in design.

Older Adults

Older adults often face significant challenges related to social isolation and loneliness, largely due to diminishing social networks with age. These issues can have a detrimental impact on both health and overall well-being.

The Gap provides a wide range of local opportunities, including social gatherings, creative and physical activities, and intellectually engaging offerings such as exercise sessions, lunch clubs, and arts and crafts. These programs are designed to build community and promote both mental and physical wellness. By taking part, older individuals can forge new friendships, remain physically active, and experience an improved quality of life.

The Gap delivers activities and services five days a week, in three different venues. Below are the range of services delivered:

Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4
Memory Café Plus (All Saints Church)	6	7	6	6
Computer Cafe	8	11	12	8
Live Life	13	12	11	13
OPAL Lunch Club	12	12	12	13
Knit & Natter	13	12	12	13
Activitea	11	12	12	12
Short Mat Bowls Club	10	12	12	12

Each week, The Gap welcomes an average of 81 older adults to its activities, highlighting both its popularity and extensive reach. The programme features a range of activities designed to meet different interests and requirements. Noticing that women made up 90% of participants, The Gap has been working to encourage greater male involvement. As a result, the Short Mat Bowls club was introduced at the start of 2024 by a local volunteer and former caretaker, which has succeeded in drawing more men to take part.

All our activities are aimed to improve the outcomes for the attendees. Please see below the results of our surveys with older adults in relation to the desired outcomes:

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Reduced social isolation and loneliness	97%	-	93%	94%
Increased physical mobility	64%	-	92%	89%
Improved physical and mental health	63%	-	83%	85%
Better quality of life	77%	-	85%	84%
Increased emotional wellbeing	80%	-	95%	94%

The Gap's programs are designed to help older adults feel less isolated and lonely, support their physical mobility, improve both their physical and mental health, raise their overall quality of life, and promote emotional wellbeing. The positive outcomes mentioned above show that The Gap has been successful in reaching these goals within the local community.

Throughout the year, older adults made notable progress in several key areas. Although success rates varied at times, the general trend was upward, reflecting the ongoing teamwork aimed at improving our community members' wellbeing.

Case Study

Mary (not real name) has been coming to Lunch Club since May 2024. She is from the Packmores area and quickly made friends with another lady that lives in the same area as her, since then, they became very good friends. Mary has relaxed a lot more over the months and is now talking to a lot more people at the Lunch Club. She really enjoys coming every week and has said that her family has noticed a positive difference in her which they believe is the result of her attending the sessions at The Gap.

Community

Alongside our established community work in North Warwick, our community outreach is focused on Warwick West, particularly the Packmores Estate, one of Warwick's most deprived areas (JSNA 2019). We also work in partnership with Chase Meadow to extend provision into the Forbes area.

Guided by The Gap's Theory of Change, we provide services that reduce the effects of isolation, loneliness and related challenges, while strengthening community connections and improving residents' quality of life. Key services include:

- **Food Pantry at The Gap**: Held at The Gap Community Centre, the pantry provides food as well as information, advice and signposting. Citizens Advice officers are also present in those sessions to help residents with issues such as benefits applications, housing and many others.
- **Food Pantry at Packmores**: Run twice weekly at Packmores Community Centre with support from local volunteers, this pantry offers food and practical help, building confidence and community capacity. Citizens Advice also provides onsite support for residents.
- **Men's Shed**: Held at St Nicholas Church, this social group for older men supports friendship, wellbeing and a better quality of life.
- **Thursday Coffee Meet**: An informal drop in at Packmores Centre where residents can enjoy tea/coffee and cake and socialise with neighbours.

- **Community Events**: Delivered in partnership with the local residents' group, these events bring people together and connect them with practical help. Recent activities included cooking and cost of living workshops, a mini-Olympics event, and advice sessions with Act on Energy and other services providers.
- **Gardening Group**: Run in partnership with Achieving Results in the Community (ARC) at Littleton Community Garden (Packmores), this group boosts wellbeing through time outdoors and contact with nature.
- **Core Success Support Club**: In partnership with St Mary's Church and Warwick School Foundation, this club provides Maths and English support for young people referred by local schools.

Highlights included our Easter and Summer Fun Days with a BBQ, bouncy castle and various community activities which welcomed over 185 people, a 20% increase on last year's attendance.

Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4
Food Pantry at The Gap	13	11	13	13
Food Pantry at Packmores	26	26	25	26
Men's Shed	12	11	13	13
Thursday Coffee Meet	10	12	11	10
Citizens Advice	-	-	8	26
Gardening Group	-	-	2	13
Core Success – Support Club	-	-	-	9
Community Events (Easter and Summer Fun days, cooking workshops, Money Matters Workshop)	4	10	-	1

The four weekly sessions receive an average of 88 attendees per week receiving support. For the past few years, the numbers of people accessing our service has positively increased, especially at our community events. The results of our community surveys and direct feedback from service users, are also very positive as seen below:

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Positive Relationships	100%	100%	100%	100%
Empowered People and Communities	90%	90%	90%	100%
Better Quality of Life	95%	90%	100%	100%

A lot of positive work is underway in the Packmores area, including progress towards the new Priory Pools Community Centre. Recent highlights include community murals, linking past, present and future of the area, in the railway tunnel between Priory Pools and Priory Park, as seen below, with great involvement from local residents, including pupils from St Mary's School.





Case Study

Hannah (not real name) has lived in the Packmores area for decades with her husband and her son, who just started Year 7. She faces many challenges including financial struggles and physical and mental health problems. As a first step, we explained the Pantry service and gave her an emergency bag containing essentials such as soap, shampoo, laundry gel and toilet rolls. She was also signed for the Your Farmer scheme to get affordable vegetables and meat, as well as arranged an appointment with Citizen Advice. Since then, she has been very happy and grateful for the support.

There are a lot of issues that needs dealing with, but Hannah is taking steps to improve her situation. Her son is also starting to engage with the youth provision.

Fundraising activities during the year

We are grateful for grants and donations from organisations and individuals, which enable us to deliver a wide range of services locally. As a registered charity, independent of statutory bodies, we generate all our own income. Every contribution, large or small, helps us bring people together and tackle loneliness, social isolation and financial hardship in Warwick. Thank you.

Around 73% of our income came from voluntary sources (grants and donations) and 27% from hiring our six community-centre rooms (one-off and long-term) to the public, charities and community groups, private companies and statutory organisations, alongside trading income (refreshments, books and community fundraising).

This year, The Gap received £278,754 in grants from Charitable Trusts and Local Authorities. These included restricted and unrestricted awards, used to cover core costs and deliver specific projects. We are especially grateful for the multi-year funding from the National Lottery Community Fund, which covers 50% of our youth budget and supports the long-term sustainability of our youth clubs.

Other key supporters during this period include Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, 29th May 1961 Charitable Trust, King Henry VIII Endowment Trust, St Mary's Hall Trust, All Saints' Church, Warwick Lions, The Arts Society Royal Leamington Spa, Barchester Health, WCAVA, The Dumbreck Charity, Hubbub Charity.

Alongside grant applications and donations, we run fundraising activities throughout the year, bringing the community together through competitions and raffles. We are particularly grateful to our Knit & Natter group, which raised funds through sales of knitted products, decorations and gifts.

We also raise funds through donated second-hand book sales which remain popular with service users and by offering personalised bronze, silver and gold bricks on the hall wall, allowing groups and individuals to be remembered for as long as The Gap is here.

Our community cafe also supports fundraising through sales of items such as cakes, sandwiches, soups, daily specials, and teas and coffees.

People can also donate to us via a regular or one-off donation via CAF Donate at https://cafdonate.cafonline.org/15194 or by doing online shopping through Easy Fundraising and

selecting The Gap as their cause at www.easyfundraising.org.uk/causes/gapcc/. Easy Fundraising redirects customers to online retailers such who then give us back a percentage donation from the purchases bought.

We are thankful for all our supporters who help us reach so many people in need throughout Warwick, as detailed in the rest of this report.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

As an organisation that delivers community services for the local community, The Gap believes that what it delivers a direct and positive impact on the lives of the services users. The wide range of services meet the needs of various groups and demographics. We have a team dedicated to working with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt and continue to do so post pandemic through our traditional delivery as described below:

The main benefits of accessing our services for our users are:

- **Youth Clubs** – The Gap continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educational activities. Many of the young people coming to the youth club would not be able to afford to pay for after school clubs or any activity of their interest, but by accessing a variety of activities at the youth club, their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially around increasing their resilience, improving their self-confidence and social and life skills, increasing their aspirations and providing more opportunities to them. Surveys with our young people indicate that young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns amongst the older population is social isolation and loneliness. The Gap has responded to this by increasing the range of activities we provide for older adults, including setting up a Short Matt Bowls group, which has attracted a lot of over 60's men, a demographic that we found difficult to attract in the past. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue for other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.

- **Community** – as the cost of living has increased in the UK, causing many challenges for the most vulnerable in our community, we have provided food, through Neighbourly scheme, as well as information and advice through our volunteers and partners, which varies from help with utility bills to filling benefit forms.

- **Other local needs** – The Gap hosts a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive.'

The degree to which the achievements and performance during the year have benefited wider society.

As we support our local community to meet their needs, we also aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.

- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to the activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.

- **A society with confident individuals** – A fully functioning member of society is someone confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.

- **A society where our vulnerable community members are supported** – Vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members. Consequently, through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The methods used to recruit and appoint new charity trustees.

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection are therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.

After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No–one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

FINANCIAL REVIEW

The financial position of the charity at 31st August 2025 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2025 £	2024 £
Net income/(expenditure)	**1,827**	**37,108**
Unrestricted Revenue Funds available for the general purposes of the charity	93,071	92,216
Restricted Revenue Funds	109,316	108,344
Total Funds	**202,387**	**200,560**

DIRECTORS' REPORT (Continued)

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to increase the level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers between 3 to 6 months of core delivery expenditure as recommended by Charity Commission. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

J. Morgan.

Mrs Jean Morgan
Chair
Date: 21/05/26

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2025 which are set out on pages 15 to 26.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA BFP FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 26th May 2026

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2025

	Note	Unrestricted £	Restricted £	31.08.25 £	Unrestricted £	Restricted £	31.08.24 £
Income and Endowments from:							
Donations & legacies	2	89,589	201,444	291,033	122,312	238,554	360,866
Charitable activities	3	72,367	15,982	88,349	56,458	13,989	70,447
Investments		3,319	-	3,319	3,478	-	3,478
Total income and endowments		**165,275**	**217,426**	**382,701**	**182,248**	**252,543**	**434,791**
Expenditure on:							
Raising funds		22,241	10	22,251	19,690	-	19,690
Charitable activities	4	255,507	103,132	358,639	236,691	141,302	377,993
Total expenditure		**277,748**	**103,142**	**380,890**	**256,381**	**141,302**	**397,683**
Net income/(expenditure)		**(112,473)**	**114,284**	**1,811**	**(74,133)**	**111,241**	**37,108**
Transfers between funds		113,328	(113,328)	-	89,205	(89,205)	-
Net movement in funds		**855**	**956**	**1,811**	**15,072**	**22,036**	**37,108**
Fund balances brought forward		92,216	108,344	200,560	77,144	86,308	163,452
Fund balances carried forward	10	**93,071**	**109,300**	**202,371**	**92,216**	**108,344**	**200,560**

The notes on pages 17 to 26 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2025

	Note	2025 £	2025 £	2024 £	2024 £
Fixed assets					
Tangible assets	7		15,449		18,171
Current assets					
Debtors	8	33,741		23,152	
Cash at bank and in hand		161,210		168,586	
Total current assets		194,951		191,738	
Current liabilities					
Creditors	9	(8,029)		(9,349)	
Net current assets			186,922		182,389
Total assets less current liabilities			**202,371**		**200,560**
Funds of the Charity:					
Restricted funds			109,300		108,344
Unrestricted funds			93,071		92,216
Total charity funds	10		**202,371**		**200,560**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on ....21/05/26.....

On behalf of the Trustees

J. Morgan.

Mrs Jean Morgan
Chair

The notes on pages 17 to 26 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2025

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

1. ACCOUNTING POLICIES (continued)

Government grants are recognised under the Performance Model at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

(c) **Deferred Income & Income Received in Advance**
Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**
Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

---

1. ACCOUNTING POLICIES (continued)

(e) **Fixed Assets**
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings — 8% reducing balance
- Plant and machinery — 25% reducing balance, 10 years straight line
- Fixtures and fittings — 5 years straight line
- Computer equipment — 3 years straight line

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2025 £	2024 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	429	259	688	1,094
Fundraising	11,822	457	12,279	4,085
Total donations and gifts from individuals	**12,251**	**716**	**12,967**	**5,179**
Revenue grants from government and public bodies:				
Warwick Town Council	-	2,195	2,195	4,738
Warwick District Council	10,000	101,163	111,163	156,842
Warwick County Council	1,560	8,150	9,710	10,450
National Lottery	-	61,455	61,455	52,655
Sport England	-	-	-	6,882
Total public-sector revenue grants	**11,560**	**172,963**	**184,523**	**231,567**
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	4,000	-	4,000	4,000
WRIN	57,996	-	57,996	57,996
King Henry VIII	-	-	-	18,511
All Saints Church	-	16,765	16,765	16,136
The Wooden Spoon	-	-	-	1,500
William Cadbury Charitable Trust	-	-	-	1,000
Trustees of St. Mary's Hall	-	2,000	2,000	1,610
Severn Trent Water	-	-	-	19,979
Groundwork UK	-	-	-	375
Souter Charitable Trust	-	-	-	3,013
Warwick Lions	500	-	500	-
The Arts Society Royal Leamington Spa	-	1,000	1,000	-
Amazon	2,782	-	2,782	-
Barchester Health	-	1,000	1,000	-
WCAVA	-	1,000	1,000	-
The Dumbreck Charity	500	-	500	-
Hubbub	-	6,000	6,000	-
Total charitable-sector revenue grants	**65,778**	**27,765**	**93,543**	**124,120**
Total donations and legacies	**89,589**	**201,444**	**291,033**	**360,866**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2025 £	2024 £
Sale of goods and services	793	15,982	16,775	14,811
Room hire	71,574	-	71,574	55,636
Total income from charitable activities	**72,367**	**15,982**	**88,349**	**70,447**

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2025 £	2024 £
Direct spending				
Gross wages and salaries	98,086	24,132	122,218	121,547
Employer's NI	4,220	1,335	5,555	6,882
Pension costs	6,373	810	7,183	6,833
Travel and subsistence	144	20	164	247
Project costs	59,954	52,164	112,118	165,756
Refreshments	8	-	8	(1,213)
Subcontract payments	-	12,750	12,750	-
Total direct spending	**168,785**	**91,211**	**259,996**	**300,052**
Support costs				
Employee costs:				
Gross wages and salaries	19,325	-	19,325	21,825
Employer's NI	767	-	767	936
Pension costs	966	-	966	911
Training and welfare	1,630	3,929	5,559	2,457
Volunteer costs	191	661	852	18
Premises expenses:				
Rent	11,425	-	11,425	9,140
Rates and water	3,486	-	3,486	2,974
Light, heat and power	8,119	-	8,119	6,664
Cleaning and waste management	3,955	-	3,955	4,100
Repairs, renewals and maintenance	2,091	233	2,324	2,821
Administrative overheads:				
Telephone, fax and internet	639	285	924	624
Stationery and printing	333	-	333	296
Equipment leasing	2,131	-	2,131	2,725
Computer costs	2,821	-	2,821	3,550
Advertising and marketing	501	-	501	780
Insurance	2,990	-	2,990	2,768
Sundry expenses	2,563	546	3,109	2,044
Carried forward	63,933	5,654	69,587	64,633

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

4. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2025 £	2024 £
Brought forward	63,933	5,654	69,587	64,633
Administrative overheads (cont.):				
Admin costs	3,671	-	3,671	3,398
Bad debts	10,846	-	10,846	-
Professional fees:				
Independent examination fees	4,434	-	4,434	3,840
Monitoring fees	-	814	814	762
Other legal and professional	2,586	2,940	5,526	1,032
Financial costs:				
Bank charges	98	-	98	60
Depreciation	1,154	2,497	3,651	4,216
Disposal of assets	-	16	16	-
Total support costs	**86,722**	**11,921**	**98,643**	**77,941**
Total expenditure on charitable activities	**255,507**	**103,132**	**358,639**	**377,993**

5. EMPLOYEE EMOLUMENTS

	2025 £	2024 £
Gross wages	219,730	214,759
Social security costs	6,322	7,818
Pension costs	8,149	7,744
Total salaries, wages and related costs	**234,201**	**230,321**
Average number of employees	14	16

No employee received emoluments in excess of £60,000 per annum.

6. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st August 2025

7. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Fixtures & Fittings £	Computer Equipment £	Total £
COST					
At 1st September 2024	16,908	27,499	627	5,131	50,165
Additions	-	-	706	240	946
Disposals	-	(120)	-	-	(120)
At 31st August 2025	**16,908**	**27,379**	**1,333**	**5,371**	**50,991**
DEPRECIATION					
At 1st September 2024	8,675	19,481	125	3,713	31,994
Charge for the year	659	1,919	173	901	3,652
Eliminated on disposal	-	(104)	-	-	(104)
At 31st August 2025	**9,334**	**21,296**	**298**	**4,614**	**35,542**
NET BOOK VALUE					
At 31st August 2025	**7,574**	**6,083**	**1,035**	**757**	**15,449**
At 31st August 2024	8,233	8,018	502	1,418	18,171

8. DEBTORS

	2025 £	2024 £
Trade debtors	19,641	15,665
Prepayments and accrued income	5,265	3,849
Social security and other taxes	8,835	3,638
	33,741	**23,152**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2025 £	2024 £
Trade creditors	1,909	2,275
Accruals	3,569	5,478
Other creditors	2,551	1,596
	8,029	**9,349**

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

10. MOVEMENT ON FUNDS

	Balance at 01.09.2024 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2025 £
Unrestricted & designated funds					
Unrestricted revenue funds	92,216	165,275	(277,748)	113,328	93,071
Total unrestricted funds	**92,216**	**165,275**	**(277,748)**	**113,328**	**93,071**
Restricted funds					
WCC Youth Work Fund	18,026	-	(6,330)	(11,084)	612
Building Fund	5,171	-	(444)	-	4,727
Computers	301	-	(75)	-	226
Men Shed WW	1,829	-	(1,784)	2,000	2,045
Wooden Spoon	1,500	-	-	-	1,500
Welfare	2,871	-	-	-	2,871
Catering	1,805	-	(5)	-	1,800
Youth Fund Raising	98	-	-	-	98
Older Adults	5,945	1,000	(3,745)	(2,414)	786
Older People	11,442	16,390	(13,649)	(10,905)	3,278
Partnership Project	2,147	16,765	-	(16,569)	2,343
National Lottery Comm Fund	5,510	61,455	-	(66,607)	358
St Mary's Trust Cost of Living	117	-	-	-	117
Youth Room Project	905	-	-	-	905
Youth Squad	2,000	-	(16)	710	2,694
Youth Activities	3,161	4,235	(5,170)	765	2,991
Packmores Event	643	-	-	-	643
Sports England	4,791	-	(1,257)	-	3,534
GapGo	1,767	-	-	-	1,767
GapGoldies Winter Warmer	480	1,400	-	(1,400)	480
GapGlobal	1,001	-	-	-	1,001
GapCook!	1,500	-	-	-	1,500
Warwick West 2022/23	49	-	(28)	-	21
Warwick West 2023/24	966	-	(444)	-	522
Warwick West 2024/25	26,750	48,960	(54,938)	(7,850)	12,922
Warwick West 2025/26	-	26,750	-	-	26,750
PACC Residents Group	225	58	-	-	283
Packmores CC Project	7,344	-	(7,344)	-	-
UKSPF Capital	-	20,000	-	-	20,000
WCC Training	-	3,750	(3,776)	26	-
Core Success Support	-	2,500	(333)	-	2,167
Household Fund Scheme	-	6,163	-	-	6,163
ARC Garden Project	-	6,000	(3,000)	-	3,000
St. Mary's Kitchen 2025	-	2,000	(804)	-	1,196
Total restricted funds	**108,344**	**217,426**	**(103,142)**	**(113,328)**	**109,300**
Total charity funds	**200,560**	**382,701**	**(380,890)**	**-**	**202,371**

11. TRANSFERS BETWEEN FUNDS

The large value of transfers between funds is mainly due to funders requesting that their grants are shown as restricted even though they cover unrestricted general costs.

12. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

WCC Youth Work Fund	Funding to expand youth provision in Warwick and tackle antisocial behaviour, knife crime, alcohol abuse and county lines.
Building Fund	This consists of fixed assets being depreciated on an 8% reducing balance basis.
Computers	This consists of fixed assets being depreciated on 4- and 3-year straight line bases.
Men Shed WW	Funding for establishing a Men Shed group in Warwick to encourage men's engagement in social and mental wellbeing activities.
Wooden Spoon	Funding for food provision.
Welfare	Funding to support residents facing financial hardship with slow cookers and LED bulbs to reduce electricity bills.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Youth Fund Raising	Funds raised by young people.
Older Adults	Funding to help tackle social isolation and promote health and wellbeing for older people.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
Partnership Project	Funds for the Older Adults Partnership Assistant and project costs.
National Lottery Community Fund	Funds for Youth Work including core costs.
St. Mary's Trust Cost of Living	Funds to support people struggling with the cost-of-living crisis.
Youth Room Project	Funding to refurbish the youth room.
Youth Squad	Funding for Youth Forum.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.
Packmores Event	Funding for a Summer Fun Day at Packmores.
Sports England	Funding toward a Short Mat Bowls project.
GapGo	Funding to give young people outdoor skills.
GapGoldies Winter Warmer	Funding for older adults' activities.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapCook!	Funding for a cooking project for young people.
Warwick West 2022/23	Funding for community development at Packmores for 2022/23.
Warwick West 2023/24	Funding for community development at Packmores for 2023/24.
Warwick West 2024/25	Funding for community development at Packmores for 2024/25.
Warwick West 2025/26	Funding for community development at Packmores for 2025/26.
PACC Residents Club	Funding to support the residents' group at Packmores.
Packmores CC Project	Funding towards plans for a new community centre at Packmores.
UKSPF Capital	Funding for capital expenditure to refurbish our café area.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2025

12. RESTRICTED FUNDS (cont.)

WCC Training	Funding to deliver team training on strategic planning.
Core Success Support	Funding to support after school support for young people at Packmores.
Household Fund Scheme	Funding to support local families from Packmores area with cost of living.
ARC Garden Project	Funding to support the community garden project aiming at increasing well-being at Packmores.
St. Mary's Kitchen 2025	Funding to refurbish the Packmores Centre kitchen.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2025				
Restricted funds	10,326	100,273	(1,299)	109,300
Unrestricted funds	5,123	94,678	(6,730)	93,071
	15,449	**194,951**	**(8,029)**	**202,371**
At 31st August 2024				
Restricted funds	12,839	96,701	(1,196)	108,344
Unrestricted funds	5,332	95,037	(8,153)	92,216
	18,171	**191,738**	**(9,349)**	**200,560**

14. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts



Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2024

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 16
INDEPENDENT EXAMINERS' REPORT	17
STATEMENT OF FINANCIAL ACTIVITIES	18
BALANCE SHEET	19
NOTES TO THE FINANCIAL STATEMENTS	20 – 29

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640	
COMPANY NUMBER:	4102182	
OPERATING NAME:	The Gap	
DIRECTORS:	Mr Edward Terrey	(Chair) (resigned 5th March 2024)
	Mrs Jean Morgan	(Chair) (appointed 27th February 2024)
	Ms Nicola Harris	(Vice-Chair to 27th February 2024) (resigned 5th March 2024)
	Mrs Moira-Ann Grainger	(Vice-Chair) (appointed 27th February 2024)
	Mrs Diane Davies	(Treasurer) (resigned 5th March 2024)
	Mr Jody Tracey	(Treasurer) (appointed 27th February 2024)
	Mr Richard Parsons	
	Mrs Sena Atakan	(appointed 5th March 2024)
	Mrs Wendy Scott	(appointed 5th March 2024) (resigned 4th February 2025)
	Mr Frank Sturzaker	(appointed 2nd July 2024)
	Mr Jonathan Dunnakey	(appointed 4th February 2025)
COMPANY SECRETARY:	Mrs Jean Morgan	
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD	
INDEPENDENT EXAMINER:	Mark Harwood FCA BFP FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW	
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ	

Contact us at:

01926 494200

marcos.campos@thegapwarwick.org

@TheGapWarwick

@GapThe

www.thegapwarwick.org

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2024. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estates Community Projects Limited is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mr Edward Terrey, Ms Nicola Harris, and Mrs Diane Davies retired as directors and Mr Jody Tracey, Mrs Jean Morgan, Mrs Moira-Ann Grainger, Mrs Sena Atakan, Mrs Wendy Scott and Mr Frank Sturzaker were appointed as directors. Mrs Jean Morgan was appointed as Chair to replace Mr Edward Terrey and Mrs Moira-Ann Grainger was appointed as Vice-Chair replacing Ms Nicola Harris. There were no other changes during the year. Mrs Wendy Scott retired as director, and Mr Jonathan Dunnakey was appointed as director in the period between the year end and the approval of the accounts.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of gender, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects.

The main activities undertaken in relation to those purposes during the year

The principal objective of the Charity is to improve the lives of the inhabitants of Warwick. The work generally focuses on North Warwick and Percy Estate/Emscote areas, but it has been expanding to other areas in Warwick, especially in Warwick West through a service delivery contract with Warwick District Council, more recently with have started a youth club in Heathcote, South-East Warwick. It aims to engage all sections of the local community by providing a focus for community engagement through operating two community centres (The Gap and Packmores) and running short and long-term programmes, with a range of partners, focusing on meeting local needs and developing local participation.

The Gap works in partnership with several voluntary and statutory agencies to deliver a wide range of services. Some of these agencies take responsibility for the delivery of their own services whilst The Gap provides the facilities and supports the participation of local people by promoting the services via published literature, social media and local newspapers.

The core activities provided by us are the youth groups and older adults activities such as a lunch club, exercise classes and creative sessions and supporting the local community with cost-of-living challenges with activities such as food distribution, information and advice.

The Gap Community Centre is a venue for a wide range of activities and services, and we actively work

to widen the range of support to groups using our facilities, including proving IT equipment and catering, when it is required.

The Packmores Centre, our outreach venue is focused on delivering food provision, through our food pantry, information and advice in partnership with Warwick Lions, Act on Energy and other organisations.

We have been actively involved in seeking support for a much-needed new community centre at Packmores, engaging a wide range of stakeholders to push this forward. This year, we were commissioned by Warwick District Council to write a Business Case that was approved by the Warwick District Council Cabinet in June 2024.

The Planning Application for the new community centre called Priory Pools Community Centre was submitted in August 2024.

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, and Zumba Gold offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. In 2024, we also had an Alternative Education Provider using our facilities to provide services for pupils struggling with school environment. The centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

The Gap also supports community development in Warwick West, under a contract with Warwick District Council, focussing primarily on the Packmores, the most disadvantaged area of Warwick. This includes the day-to-day management of Packmores Centre and the development of various activities to meet local community needs. Our focus has been on the development of services for young people, children and families, especially those suffering financial disadvantage. The engagement of the local community continues to grow as needs change and services are adapted. Under the same arrangement with Warwick District Council, The Gap has been working with Chase Meadow Community Centre to initiate and develop community work in the Forbes area, the second most disadvantaged in Warwick. As previously mentioned, we have been working with many stakeholders to build a new community centre in the area which will support over 500 households in the immediate area.

The charity's strategies for achieving its aims and objectives in the future

The Gap has continued to work with trustees, staff and volunteers to deliver on our strategy underpinned by our Strategy House, below, describing our organisational values, our why (purpose), how (our aims), and what (the areas to focus on), which aligns with our aims, goals, objectives.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT (Continued)

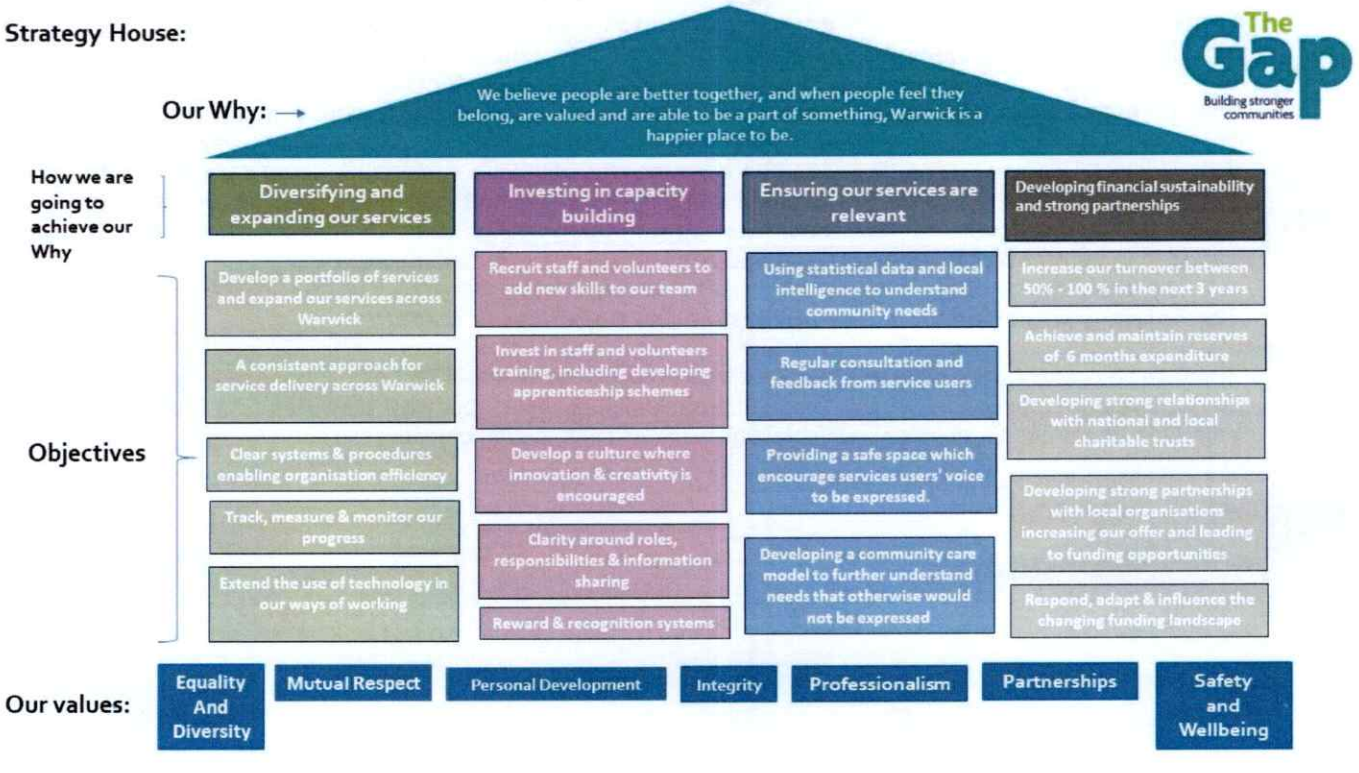
Strategy House:



The objectives derived from our four strategic aims: 1) Diversifying and expanding our services, 2) Investing in our team and building capacity, 3) Ensuring our services are relevant and deliver impact and 4) Developing financial sustainability and strong partnerships provided the focus for our organisational development.

The trustees, staff and volunteers have continued to work to deliver on those objectives despite challenges such as limited capacity and have made some progress which are highlighted in this report.

Strategy House:



ACHIEVEMENTS AND PERFORMANCE

The Gap has provided an extensive programme of activities for the local community in the period covered in this report, which is categorised into three areas: Young People, Older Adults, and Community. Our activities and services have been designed to reflect the impact we want to see in all three areas of our work.

Please see below the activities and services provided in the different areas in 2023-2024:

Young People

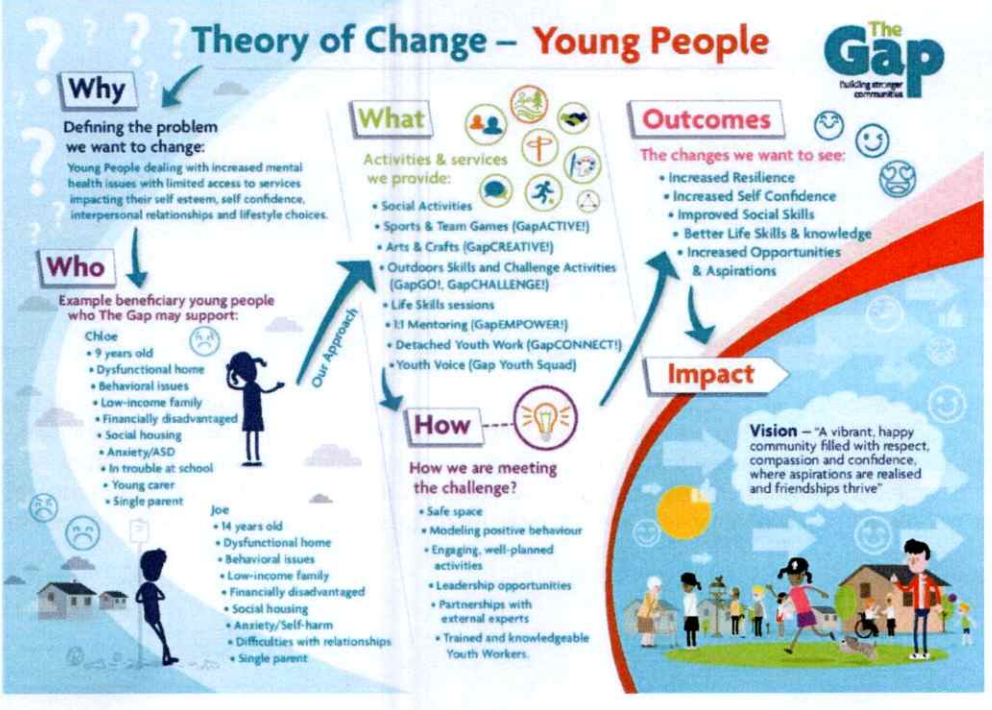
In 2023-2024, we have continued to reach out to young people in Warwick, delivering our youth programme across five venues including Heathcote, The Gap, Chase Meadow, Packmores and Woodloes community centres, as well as our detached youth provision, meeting young people in parks and places where they hang out. The latter is particularly important as bring young people to our venues are not always easy.

We have also worked with the Warwick Town Council (WTC) to establish a Youth Forum (Warwick Youth Council), where young people have a space to discuss their needs, aspirations and adding their voice to plans and development of the town. The Warwick Youth Council (WYC) has now been established after a recruitment process that involved six secondary schools. The new members of the WYC received training from a former British Council's employee on how to establish a successful youth council plus other team building activities. The group decided on different areas of work which they hope to work on during their term.

Similarly to previous years, recruiting and retaining Youth Workers and volunteers has been difficult, however, we managed to recruit a new person, with no previous experience but with a desire to be trained to be a Youth Worker. This has allowed us to continue to deliver our youth provision.

After the departure of our Youth Team Leader, who relocated to London, we promoted one of our Youth Worker to the position, given our staff an opportunity to grow and develop. The new Youth Team Leader will undertake an Apprenticeship Degree in Youth Work funded by the Warwickshire County Council Apprenticeship Levy.

Please see below the Theory of Change (Young People) and the activities and services delivered in the year:



Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance (per session)
Social Activities	79	83	70	68	14
GapACTIVE (sports, team games)	79	76	61	60	14
GapCREATIVE (Arts & Crafts)	60	65	65	65	16
GapGO (Outdoors skills)	12	26	21	21	12
GapCOOK (Life skills)	22	10	10	16	14
GapCONNECT (detached)	8	8	8	8	12
HAF (Holiday activities and Food)	-	3	-	3	6
Youth Forum	1	1	1	1	15
Residentials and Trips	1	-	-	3	14

The Gap runs eight youth clubs per week in five different locations and one detached session (streets and park) where young people enjoy a combination of the activities cited above, in addition, The Gap runs HAF (Holiday Activities and Food) on school holidays for young people on Free School Meals and trips including an annual residential camp. The youth team aims to engage young people in a variety of activities, which will teach them a wide range of skills to be successful in their transition to adulthood. Some of the highlights included a visit to the Aston Martin factory, Halloween party, launch of the Warwick Youth Council, Summer camp, Holiday activities, and filming a VR visitor experience for St. Mary's Church.

Below are The Gap's outcomes for young people, and the results of tour feedback surveys:

Outcomes	Results Quarter 1	Results Quarter 2	Results Quarter 3*	Results Quarter 4
Resilience	50%	64%	-	87%
Confidence	60%	82%	-	87%
Social Skills	87%	94%	-	93%
Life Skills & knowledge	73%	64%	-	67%
Opportunities & aspirations	67%	68%	-	68%

The surveys show a very encouraging overall improvement in all areas. It demonstrates that our activities and the relationship we are building with the young people are having a significant impact on all the outcomes. It also shows that there is a significant increase in the levels of resilience among the young people compared to the beginning of the year, which demonstrates the importance of engaging young people in positive activities and helping them to increase their confidence and raising their aspirations, especially in post pandemic times.

Case Study

Henry (name changed) is 13 years old and has been attending our teens sessions for three months. When he arrived, we observed that he would often spark disruption and poor behaviour, due to his aggressive attitude. This included verbal threats of violence towards other young people, and a confrontational attitude towards the Youth Team. We discussed this as a team and used one of our in-house training sessions to refresh our Positive Behaviour Management strategies. With Henry, we continued to model good behaviour and make expectations clear to him in a calm, consistent and friendly way. This approach has been successful, and Henry is now much calmer and more engaged with the activities at the youth club.

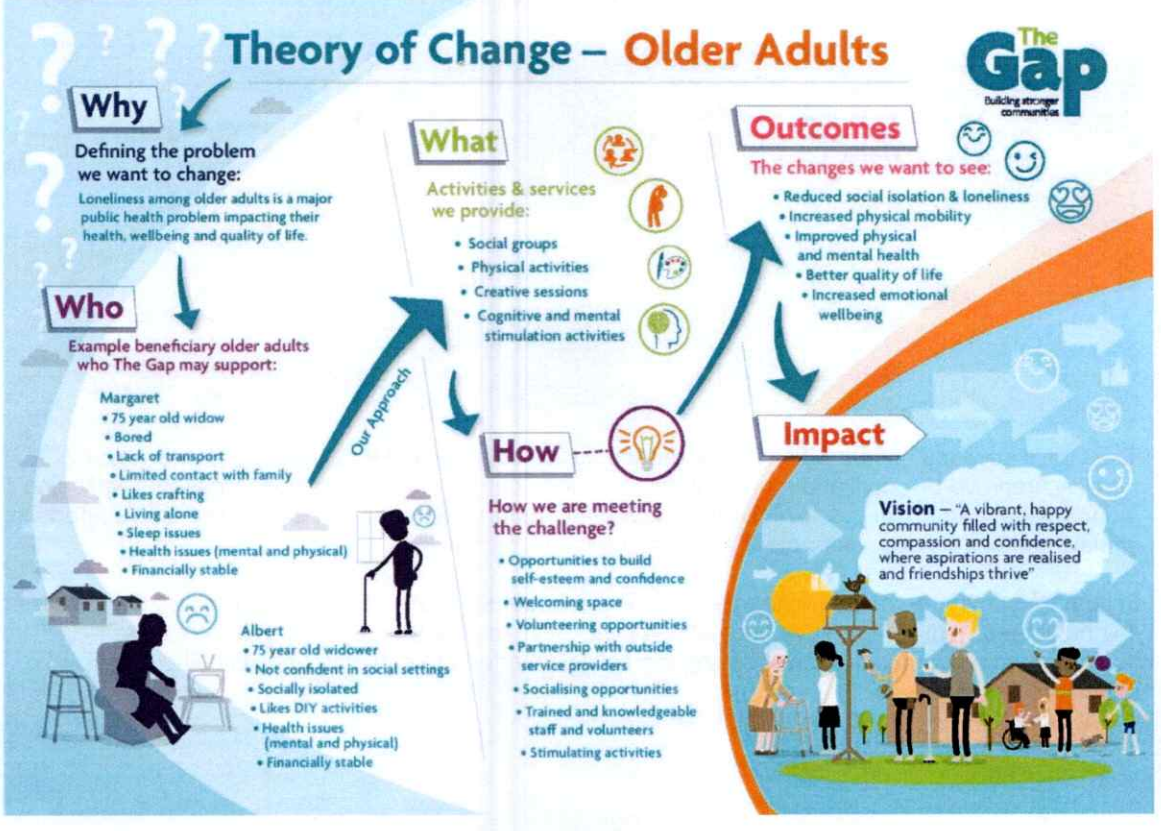
Older Adults

Social isolation and loneliness are significant concerns among older adults, leading to detrimental impacts on their health and quality of life. As people age, their friendship circles often decrease due to the loss of family members and friends. For many older adults, life can become very lonely and isolating.

The Gap addresses these issues by providing a wide range of activities for older adults in the local community. These activities include social groups, physical activities, creative sessions, and mentally stimulating activities, such as exercise classes, lunch club, arts and crafts sessions to name a few. These activities not only provide a sense of community but also help improve physical and mental well-being. By engaging in these activities, older adults can form new friendships, stay active, and enjoy a better quality of life.

The main highlights in the past year include our traditional Christmas Lunch with a visit from our local MP, Afternoon Tea on Canal Boat on the River Avon, and the launch of our Short Mat Bowls sessions.

Below are The Gap's Theory of Change for Older Adults and the statistics of activities and desired outcomes:



The Gap delivers activities and services five days a week, in three different venues. Below are the range of services delivered:

Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance
Memory Café Plus (All Saints Church)	6	5	4	6	4
Computer Cafe	9	8	8	8	2
Live Life	12	12	12	13	11
OPAL Lunch Club	12	12	13	12	37
Knit & Natter	12	12	13	13	11
Activitea	11	11	12	11	4
Short Mat Bowls Club	-	2	12	10	12

The Gap successfully engages an average of 81 older adults in its activities every week, demonstrating the program's wide reach and popularity. The diverse programme offers activities tailored to various interests and needs. Recognising the gender imbalance, with 90% of attendees being women, The Gap has actively sought to attract more male participants. In response, The Gap launched the Short Mat Bowls club at the beginning of 2024, led by a local volunteer and former caretaker, which has successfully attracted a significant number of male attendees.

Please see below the results of our surveys with older adults in relation to the desired outcomes:

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Reduced social isolation and loneliness	90%	92%	94%	97%
Increased physical mobility	90%	91%	67%	64%
Improved physical and mental health	82%	84%	75%	63%
Better quality of life	84%	86%	91%	77%
Increased emotional wellbeing	97%	96%	93%	80%

The Gap's services and activities aim to reduce social isolation and loneliness, increase physical mobility, improve physical and mental health, enhance quality of life, and boost emotional wellbeing among older adults. The positive results above demonstrate the effectiveness of The Gap's efforts in achieving these objectives for older adults in the local community.

In summary, over the course of the year, older adults demonstrated significant progress in addressing key outcomes. While there were fluctuations in success rates throughout the year, the overall trajectory remained positive, showcasing the collective efforts to enhance the wellbeing of our community members.

Case Study

Charlie (name changed) is a long-term member of one of our clubs and has regularly attended the club for over 5 years. Charlie's character is outspoken and not afraid to voice her opinion. Unfortunately, is the past this was quite often negative about others and the activities themselves. However, Charlie has always been a regular member of the group, and we hoped that meant that she got something positive from attending. We were made aware that Charlie had lost her husband some time ago and had made the move from her family home on the Isle of Wight to Warwick to be nearer her daughter.

Charlie has never really spoken much about her husband's passing but it was obviously a traumatic and difficult time for her and coping with her grief. Over the last couple of months, we have noticed that Charlie has made several positive changes, including being very welcoming to new people, and less negative about her abilities. She has also been more open about the loss of her husband and generally seems a lot happier. We are happy to have provided a safe environment for Charlie to be comfortable sharing and dealing with her grief.

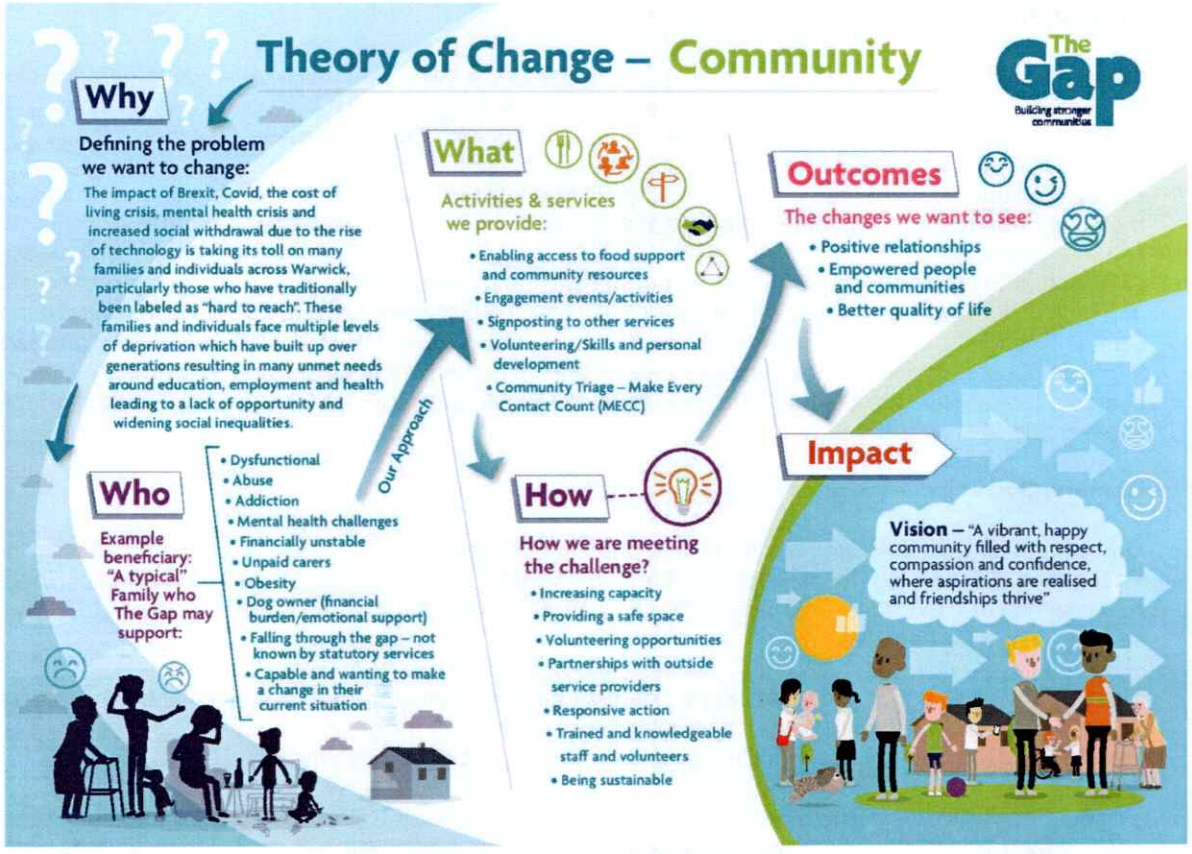
Community

Our community services and activities are primarily delivered in Warwick West, specifically on the Packmores Estate, the most deprived area in Warwick according to the Joint Strategic Needs Assessment (JSNA) 2019. We also recently started a partnership with Chase Meadow to deliver services in the Forbes area.

The Gap provides activities and services that aim to alleviate the impact of social isolation, loneliness, and other issues, fostering community engagement to improve the quality of life of local residents as described in The Gap's Theory of Change - Community. These services include:

- **Food Pantry at The Gap**: This service is run at The Gap Community Centre and consists of food provision, information, and advice. The Gap works with Warwick Lions volunteers to support the local community by providing an ear to listen, a chat, and signposting to relevant services.
- **Food Pantry at Packmores**: This service is delivered at the Packmores Community Centre twice a week. Both services are supported by local volunteers, with the aim of empowering people to empower the community.
- **Men's Shed**: Run at St. Nicholas church, this social activity for older men aims to encourage new friendships and improve wellbeing and overall quality of life.
- **Thursday Coffee Meet**: An informal gathering at the Packmores Centre, where local residents can come, have tea/coffee and cake and socialize with other members of the community.
- **Community Events**: These events aim to engage the whole community and run in partnership with the local residents' group. Last year's events included a School Uniform Swap, Cooking and Cost of Living workshops, and information and advice delivered by our partners Act on Energy and Citizen Advice.

Some of the highlights included the Easter and Summer Fun days with live band, BBQ, Bouncy castle with over 150 people attending. We are also very pleased to deliver an Appreciation Award to Ian Smith, one of the founders of The Gap, for his continuous support for over 20 years.



Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance
Food Pantry at The Gap	13	12	13	13	36
Food Pantry at Packmores	26	24	26	26	30
Men's Shed	12	12	8	13	10
Thursday Coffee Meet	-	2	11	10	7
Community Events (Easter and Summer Fun days, cooking workshops, Money Matters Workshop)	4	1	8	4	63

The four weekly sessions receive an average of 83 attendees per week receiving support. For the past few years, the numbers of people accessing our food provision service has significantly increased. This service has also been a gateway to find out further needs in the community which has led The Gap to engage with a range of partners such as local authorities, Act on Energy, Citizen Advice, Pet-Xi, Get Cooking, and others to provide information and advice at the community events.

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Positive Relationships	100%	-	-	100%
Empowered People and Communities	100%	-	-	90%
Better Quality of Life	80%	-	-	90%

The results above are collected through comprehensive community surveys and direct feedback from service users, ensuring a thorough understanding of their experiences and satisfaction levels. It is encouraging to see the high levels of satisfaction and positive perception of the services provided by The Gap.

Furthermore, 100% of the survey participants believe that they have built positive relationships with other members of the community due to the work we delivered, while 90% believe that The Gap's work empowers individuals and the community, and 90% feedback that their quality of life has improved.

Moreover, this reinforces the importance of close relationships with the residents' group and the engagement with community members as volunteers, highlighting the significance of the initiatives delivered by The Gap.

Case Study

Sara (name changed) used to face financial difficulties and relied on the food pantry for a few years. Now that her situation has improved and her life is more stable, she wanted to give back to the community. When she saw the 'volunteers wanted' poster, Sara offered to help. She started volunteering by picking up food donations from local supermarkets. Sara has been volunteering for over three months now and is really enjoying the experience.

Fundraising activities during the year

We are very grateful to receive grants and donations from organisations and individuals enabling us to deliver a wide range of services for the local community. As a registered charity, wholly independent and separate from statutory bodies, we generate all our own income. Therefore, all contributions large or small make a significant difference in people's lives by helping us to bring people together and supporting us to help end loneliness, social and financial isolation in Warwick – thank you.

Around 80% of our total income was generated through voluntary means (grants and donations) and 20% was generated through the rental of our six community centre rooms (one-off and long-term rentals) to members of the public, charities and community groups, private firms, and statutory organisations, as well as trading activities such as refreshments, books and community fundraising.

In this financial year The Gap received grants totalling £356,781 from Charitable Trusts and Local Authorities. This figure comprised both unrestricted and restricted grants, which were either used to cover core costs or specific projects. We are grateful to all our funders including a multi-year funding from the National Lottery Community Fund, funding 50% of our youth budget ensuring long-term sustainability of our youth clubs.

Other key supporters during this period include Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, 29th May 1961 Charitable Trust, Sports England, King Henry VIII Endowment Trust, St Mary's Hall Trust, All Saints' Church, Wooden Spoon, Serven Trent, William A Cadbury Charitable Trust, Tesco – Groundwork UK, Souter Charitable Trust.

Alongside grant applications and donations, we run fundraising activities throughout the year, with the aim of bringing members of the local community together to help raise funds through competitions and

raffles. We are particularly grateful to our Knit 'n' Natter group, they raised money from selling knitted hats and decorations and gifts.

We have sold donated second-hand books, which continue to be very popular with our service users, as well as personalised bronze, silver, and gold bricks on the hall wall so groups and individuals can be remembered for as long as The Gap is here.

Last year we launched our community café, with a wide range of options in our menu such cakes, sandwiches, soups, day's specials and teas and coffees.

People can also donate to us via a regular direct debit or one-off donation via CAF Donate at https://cafdonate.cafonline.org/15194 or by doing their online shopping through Easy Fundraising and selecting The Gap as their cause at www.easyfundraising.org.uk/causes/gapcc/. Easy Fundraising redirects customers to online retailers such as Marks and Spencer who then give us back a percentage donation from the purchases bought.

We are thankful for all our supporters who help us reach so many people in need throughout Warwick, as detailed in the rest of this report.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

As an organisation that delivers community services for the local community, The Gap believes that what it delivers a direct and positive impact on the lives of the services users. The wide range of services meet the needs of various groups and demographics. We have a team dedicated to working with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt and continue to do so post pandemic through our traditional delivery as described below:

The main benefits of accessing our services for our users are:

- **Youth Clubs** – The Gap continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educational activities. Many of the young people coming to the youth club would not be able to afford to pay for after school clubs or any activity of their interest, but by accessing a variety of activities at the youth club, their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially around increasing their resilience, improving their self-confidence and social and life skills, increasing their aspirations and providing more opportunities to them. Surveys with our young people indicate that young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns amongst the older population is social isolation and loneliness. The Gap has responded to this by increasing the range of activities we provide for older adults, including setting up a Short Matt Bowls group, which has attracted a lot of over 60's men, a demographic that we found difficult to attract in the past. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue for other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.

- **Community** – as the cost of living has increased in the UK, causing many challenges for the most vulnerable in our community, we have provided food, through Neighbourly scheme, as well as information and advice through our volunteers and partners, which varies from help with utility bills to filling benefit forms.

- **Other local needs** – The Gap hosts a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive'.

The degree to which the achievements and performance during the year have benefited wider society.

As we support our local community to meet their needs, we also aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.

- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to the activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.

- **A society with confident individuals** – a fully functioning member of society is someone confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.

- **A society where our vulnerable community members are supported** – vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members. Consequently, through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

STRUCTURE, GOVERNANCE AND MANAGEMENT OF THE CHARITY

The methods used to recruit and appoint new charity trustees.

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection are therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.

After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

FINANCIAL REVIEW

The financial position of the charity at 31st August 2024 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2024 £	2023 £
Net income/(expenditure)	**37,108**	**37,662**
Unrestricted Revenue Funds available for the general purposes of the charity	92,216	77,144
Restricted Revenue Funds	108,344	86,308
Total Funds	**200,560**	**163,452**

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to increase the level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers between 3 to 6 months of core delivery expenditure as recommended by Charity Commission. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT (Continued)

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

Jean Morgan

Mrs Jean Morgan
Chair
Date: 27/05/2025.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2024 which are set out on pages 17 to 28.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA BFP FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 27/05/2025

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2024

	Note	Unrestricted £	Restricted £	31.08.24 £	Unrestricted £	Restricted £	31.08.23 £
Income and Endowments from:							
Donations & legacies	2	118,257	238,524	356,781	89,402	234,178	323,580
Charitable activities	3	56,458	13,989	70,447	45,844	14,952	60,796
Other trading activities		4,055	30	4,085	1,517	1,125	2,642
Investments		3,478	-	3,478	1,911	-	1,911
Total income and endowments		**182,248**	**252,543**	**434,791**	**138,674**	**250,255**	**388,929**
Expenditure on:							
Raising funds		19,690	-	19,690	17,078	-	17,078
Charitable activities	4	236,691	141,302	377,993	221,225	112,964	334,189
Total expenditure		**256,381**	**141,302**	**397,683**	**238,303**	**112,964**	**351,267**
Net income/(expenditure)		**(74,133)**	**111,241**	**37,108**	**(99,629)**	**137,291**	**37,662**
Transfers between funds		89,205	(89,205)	-	112,227	(112,227)	-
Net movement in funds		**15,072**	**22,036**	**37,108**	**12,598**	**25,064**	**37,662**
Fund balances brought forward		77,144	86,308	163,452	64,546	61,244	125,790
Fund balances carried forward	10	**92,216**	**108,344**	**200,560**	**77,144**	**86,308**	**163,452**

The notes on pages 20 to 29 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2024

	Note	2024 £	2024 £	2023 £	2023 £
Fixed assets					
Tangible assets	7		18,171		12,950
Current assets					
Debtors	8	23,152		13,262	
Cash at bank and in hand		168,586		145,741	
Total current assets		191,738		159,003	
Current liabilities					
Creditors	9	(9,349)		(8,501)	
Net current assets			182,389		150,502
Total assets less current liabilities			**200,560**		**163,452**
Funds of the Charity:					
Restricted funds			108,344		86,308
Unrestricted funds			92,216		77,144
Total charity funds	10		**200,560**		**163,452**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on ...27/05/2025.....

On behalf of the Trustees

Jean Morgan.

Mrs Jean Morgan
Chair

The notes on pages 20 to 29 form an integral part of the accounts.

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2024

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

---

1. ACCOUNTING POLICIES (continued)

Government grants are recognised under the Performance Model at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

(c) **Deferred Income & Income Received in Advance**
Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**
Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

---

1. ACCOUNTING POLICIES (continued)

(e) **Fixed Assets**
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings — 8% straight line
- Plant and machinery — 25% reducing balance, 10 years straight line
- Computer Equipment — 3 years straight line

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2024 £	2023 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	1,016	78	1,094	718
Frank Sturzacker	-	-	-	1,000
Total donations and gifts from individuals	**1,016**	**78**	**1,094**	**1,718**
Revenue grants from government and public bodies:				
Warwick Town Council	1,803	2,935	4,738	-
Warwick District Council	20,000	136,842	156,842	64,419
Warwick County Council	8,950	1,500	10,450	36,089
National Grid	-	-	-	10,000
National Lottery	-	52,655	52,655	64,720
Sport England	-	6,882	6,882	-
Total public-sector revenue grants	**30,753**	**200,814**	**231,567**	**175,228**
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	4,000	-	4,000	9,000
WRIN	57,996	-	57,996	55,688
Children in Need	-	-	-	10,500
Garfield Weston	-	-	-	15,000
Education & Learning Communities Group	-	-	-	1,100
Austin Edwards Charity Trust	-	-	-	200
King Henry VIII	-	18,511	18,511	20,144
Heart of England	-	-	-	500
The Dumbreck Charity	-	-	-	500
St. Paul's Church	-	-	-	600
St. Mary's Church	-	-	-	2,450
All Saints Church	-	16,136	16,136	9,804
Bernard Sunley Foundation	-	-	-	5,000
Charles Hayward Foundation	-	-	-	4,000
The Wooden Spoon	1,500	-	1,500	1,500
Think Active CSW	-	-	-	1,112
Skipton Building Society	-	-	-	1,800
Grocers Charity	-	-	-	5,000
Morrisons Foundation	-	-	-	2,127
Lifespace Trust	-	-	-	609
William Cadbury Charitable Trust	-	1,000	1,000	-
Trustees of St. Mary's Hall	-	1,610	1,610	-
Severn Trent Water	19,979	-	19,979	-
Groundwork UK	-	375	375	-
Souter Charitable Trust	3,013	-	3,013	-
Total charitable-sector revenue grants	**86,488**	**37,632**	**124,120**	**146,634**
Total donations and legacies	**118,257**	**238,524**	**356,781**	**323,580**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2024 £	2023 £
Sale of goods and services	1,114	13,697	14,811	19,437
Room hire	55,344	292	55,636	41,359
Total income from charitable activities	**56,458**	**13,989**	**70,447**	**60,796**

4. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2024 £	2023 £
Direct spending				
Gross wages and salaries	98,575	22,972	121,547	106,120
Employer's NI	5,758	1,124	6,882	5,440
Pension costs	6,182	651	6,833	6,613
Travel and subsistence	161	86	247	317
Project costs	54,565	111,191	165,756	145,664
Refreshments	(1,213)	-	(1,213)	111
Total direct spending	**164,028**	**136,024**	**300,052**	**264,265**
Support costs				
Employee costs:				
Gross wages and salaries	21,825	-	21,825	19,379
Employer's NI	936	-	936	1,180
Pension costs	911	-	911	788
Training and welfare	1,346	1,111	2,457	2,002
Volunteer costs	-	18	18	267
Premises expenses:				
Rent	9,140	-	9,140	9,140
Rates and water	2,974	-	2,974	3,382
Light, heat and power	6,664	-	6,664	7,390
Cleaning and waste management	3,929	171	4,100	1,760
Repairs, renewals and maintenance	2,838	(17)	2,821	8,680
Administrative overheads:				
Telephone, fax and internet	392	232	624	862
Stationery and printing	130	166	296	498
Equipment leasing	2,725	-	2,725	1,902
Computer costs	3,550	-	3,550	1,225
Advertising and marketing	725	55	780	314
Insurance	2,768	-	2,768	2,463
Sundry expenses	1,535	509	2,044	1,016
Carried forward	62,388	2,245	64,633	62,248

4. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2024 £	2023 £
Brought forward	62,388	2,245	64,633	62,248
Administrative overheads (cont.):				
Admin costs	3,368	30	3,398	1,209
Bad debts	-	-	-	81
Professional fees:				
Independent examination fees	3,840	-	3,840	2,520
Monitoring fees	762	-	762	720
Other legal and professional	1,032	-	1,032	281
Financial costs:				
Bank charges	60	-	60	59
Depreciation	1,213	3,003	4,216	2,806
Total support costs	**72,663**	**5,278**	**77,941**	**69,924**
Total expenditure on charitable activities	**236,691**	**141,302**	**377,993**	**334,189**

5. EMPLOYEE EMOLUMENTS

	2024 £	2023 £
Gross wages	214,759	195,108
Social security costs	7,818	6,620
Pension costs	7,744	7,401
Total salaries, wages and related costs	**230,321**	**209,129**
Average number of employees	16	16

No employee received emoluments in excess of £60,000 per annum.

6. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st August 2024

7. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Fixtures & Fittings £	Computer Equipment £	Total £
COST					
At 1st September 2023	16,908	20,381	-	3,869	41,158
Additions	-	7,118	627	1,692	9,437
Disposals	-	-	-	(430)	(430)
At 31st August 2024	**16,908**	**27,499**	**627**	**5,131**	**50,165**
DEPRECIATION					
At 1st September 2023	7,959	16,960	-	3,289	28,208
Charge for the year	716	2,521	125	854	4,216
Eliminated on disposal	-	-	-	(430)	(430)
At 31st August 2024	**8,675**	19,481	**125**	**3,713**	**31,994**
NET BOOK VALUE					
At 31st August 2024	**8,233**	**8,018**	**502**	**1,418**	**18,171**
At 31st August 2023	8,949	3,421	-	580	12,950

8. DEBTORS

	2024 £	2023 £
Trade debtors	15,665	7,352
Prepayments and accrued income	3,849	4,139
Social security and other taxes	3,638	1,771
	23,152	**13,262**

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	2,275	5,101
Accruals	5,478	2,982
Other creditors	1,596	418
	9,349	**8,501**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

10. MOVEMENT ON FUNDS

	Balance at 01.09.2023 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2024 £
Unrestricted & designated funds					
Unrestricted revenue funds	77,144	182,248	(256,381)	89,205	92,216
Total unrestricted funds	**77,144**	**182,248**	**(256,381)**	**89,205**	**92,216**
Restricted funds					
WCC Youth Work Fund	36,810	-	(5,428)	(13,356)	18,026
Building Fund	5,663	-	(492)	-	5,171
Computers	401	-	(100)	-	301
Men Shed WW	3,091	1,110	(2,372)	-	1,829
Wooden Spoon	1,500	-	-	-	1,500
Welfare	3,061	1,500	(1,690)	-	2,871
Catering	2,584	-	(899)	120	1,805
Youth Fund Raising	-	98	-	-	98
Older Adults	2,594	16,011	(1,719)	(10,941)	5,945
Older People	5,059	15,991	(9,608)	-	11,442
Partnership Project	1,250	16,136	-	(15,239)	2,147
National Lottery Comm Fund	2,750	49,930	-	(47,170)	5,510
St Mary's Trust Cost of Living	64	-	53	-	117
Youth Room Project	2,127	-	(1,222)	-	905
Youth Squad	2,000	-	-	-	2,000
Youth Activities	4,326	1,291	(2,456)	-	3,161
Packmores Event	-	2,079	(1,436)	-	643
National Grid Comm Matters	2,341	-	-	(2,341)	-
Sports England	-	6,882	(2,091)	-	4,791
GapGo	1,617	150	-	-	1,767
GapGoldies Winter Warmer	-	2,935	-	(2,455)	480
GapGlobal	1,001	-	-	-	1,001
GapCook!	1,125	375	-	-	1,500
Warwick West 2022/23	6,719	-	(1,653)	(5,017)	49
Warwick West 2023/24	-	25,792	(32,002)	7,176	966
Warwick West 2024/25	-	26,750	-	-	26,750
PACC Residents Group	225	-	-	-	225
Packmores CC Project	-	83,013	(75,669)	-	7,344
Winter Warmer King Henry	-	2,500	(2,518)	18	-
Total restricted funds	**86,308**	**252,543**	**(141,302)**	**(89,205)**	**108,344**
Total charity funds	**163,452**	**434,791**	**(397,683)**	**-**	**200,560**

The large value of transfers between funds is mainly due to funders requesting that their grants are shown as restricted despite the fact that they cover unrestricted general costs.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

11. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

WCC Youth Work Fund	Funding to expand youth provision in Warwick and tackle antisocial behaviour, knife crime, alcohol abuse and county lines.
Building Fund	This consists of fixed assets being depreciated on an 8% reducing balance basis.
Computers	This consists of fixed assets being depreciated on 4- and 3-year straight line bases.
Men Shed WW	Funding for establishing a Men Shed group in Warwick to encourage men's engagement in social and mental wellbeing activities.
Wooden Spoon	Funding for food provision.
Welfare	Funding to support residents facing financial hardship with slow cookers and LED bulbs to reduce electricity bills.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Youth Fund Raising	Funds raised by young people.
Older Adults	Funding to help tackle social isolation and promote health and wellbeing for older people.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
Partnership Project	Funds for the Older Adults Partnership Assistant and project costs.
National Lottery Community Fund	Funds for Youth Work including core costs.
St. Mary's Trust Cost of Living	Funds to support people struggling with the cost-of-living crisis.
Youth Room Project	Funding to refurbish the youth room.
Youth Squad	Funding for Youth Forum.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.
Packmores Event	Funding for a Summer Fun Day at Packmores.
National Grid Community Matters	Funds for the Community Development Worker to assist with the cost-of-living project and project costs.
Sports England	Funding toward a Short Mat Bowls project.
GapGo	Funding to give young people outdoor skills.
GapGoldies Winter Warmer	Funding for older adults' activities.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapCook!	Funding for a cooking project for young people.
Warwick West 2022/23	Funding for community development at Packmores for 2022/23.
Warwick West 2023/24	Funding for community development at Packmores for 2023/24.
Warwick West 2024/25	Funding for community development at Packmores for 2024/25.
PACC Residents Club	Funding to support the residents' group at Packmores.
Packmores CC Project	Funding towards plans for a new community centre at Packmores.
Winter Warmer King Henry	Funding to support local residents with winter items.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2024

12. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2024				
Restricted funds	12,839	96,701	(1,196)	108,344
Unrestricted funds	5,332	95,037	(8,153)	92,216
	18,171	**191,738**	**(9,349)**	**200,560**
At 31st August 2023				
Restricted funds	8,217	80,770	(2,679)	86,308
Unrestricted funds	4,733	78,233	(5,822)	77,144
	12,950	**159,003**	**(8,501)**	**163,452**

13. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts

Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2023

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 15
INDEPENDENT EXAMINERS' REPORT	16
STATEMENT OF FINANCIAL ACTIVITIES	17
BALANCE SHEET	18
NOTES TO THE FINANCIAL STATEMENTS	19 – 29

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640	
COMPANY NUMBER:	4102182	
OPERATING NAME:	The Gap	
DIRECTORS:	Mr Edward Terrey	(Chair) (resigned 5th March 2024)
	Mrs Jean Morgan	(Chair) (appointed 27th February 2024)
	Mr Jonathan Temple	(Vice-Chair) (resigned 18th October 2022)
	Ms Nicola Harris	(Vice-Chair from 18th April 2023 to 27th February 2024) (resigned 5th March 2024)
	Mrs Moira-Ann Grainger	(Vice-Chair) (appointed 27th February 2024)
	Mrs Diane Davies	(Treasurer) (resigned 5th March 2024)
	Mr Jody Tracey	(Treasurer) (appointed 27th February 2024)
	Ms Jan Weston	(resigned 18th October 2022)
	Ms Christine Cherry	(resigned 21st June 2023)
	Mr Richard Parsons	
	Ms Sena Atakan	(appointed 5th March 2024)
	Mrs Wendy Scott	(appointed 5th March 2024)
COMPANY SECRETARY:	Mrs Jean Morgan	(appointed 21st June 2023)
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD	
INDEPENDENT EXAMINER:	Mark Harwood FCA BFP FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW	
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ	

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2023. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estates Community Projects Limited is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mr Jonathan Temple, Ms Jan Weston and Ms Christine Cherry retired as directors. Ms Nicola Harris was appointed as Vice-Chair to replace Mr Jonathan Temple and Mrs Jean Morgan was appointed as company secretary. There were no other changes during the year. Mr Edward Terrey, Ms Nicola Harris, and Mrs Diane Davies retired as directors, and Mr Jody Tracey, Mrs Jean Morgan, Mrs Moira-Ann Grainger, Ms Sena Atakan and Mrs Wendy Scott were appointed as directors in the period between the year end and the approval of the accounts.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of gender, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects.

The main activities undertaken in relation to those purposes during the year

The principal objective of the Charity is to improve the lives of the inhabitants of Warwick. The work generally focuses on North Warwick and the Percy Estate/Emscote areas, but it has been expanding to other areas in Warwick, especially in Warwick West through a service delivery contract with Warwick District Council, and more recently with a new youth club in Heathcote, South-East Warwick. It aims to engage all sections of the local community by providing a focus for community engagement through operating two community centres (The Gap and Packmores) and running short and long-term programmes, with a range of partners, focusing on meeting local needs and developing local participation.

The Gap works in partnership with several voluntary and statutory agencies to deliver a wide range of services. Some of these agencies take responsibility for the delivery of their own services whilst The Gap provides the facilities and supports the participation of local people by promoting the services via published literature, social media and local newspapers.

The core activities provided by us are the youth groups and older adults activities such as a lunch club, exercise classes and creative sessions and since the pandemic, we have extended our services to the general community with food distribution, information and advice, which has continued to be a core offer.

The Gap Community Centre is a venue for a wide range of activities and services, and we actively work

to widen the range of support to groups using our facilities, including proving IT equipment and catering, when it is required.

The Packmores Centre, our outreach venue is focused on delivering food provision, information and advice in partnership with Warwick Lions and local volunteers.

We have been actively involved in seeking support for a much-needed new community centre at Packmores, engaging a wide range of stakeholders to push this forward.

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, and Zumba Gold offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. The centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

The Gap also supports community development in Warwick West, under a contract with Warwick District Council, focussing primarily on the Packmores, the most disadvantaged area of Warwick. This includes the day-to-day management of Packmores Centre and the development of various activities to meet local community needs. Our main focus has been on the development of services for young people, children and families, especially those suffering financial disadvantage. The engagement of the local community continues to grow as needs change and services are adapted.

The charity's strategies for achieving its aims and objectives in the future

Last year, trustees, staff and volunteers worked on the development of our strategy, starting with our Theory of Change. The development of the three Theories of Change (Youth People, Older Adults and Community) helped us to recognise what the organisation needed to focus on to support the increasing need of the local community. The work lead into The Gap's Strategy House.

The Strategy House, which the foundation is our organisational values, describes our why (purpose), how (our aims), and what (the areas to focus on), to ensure focus and alignment with our aims, goals, objectives.

Strategy House:



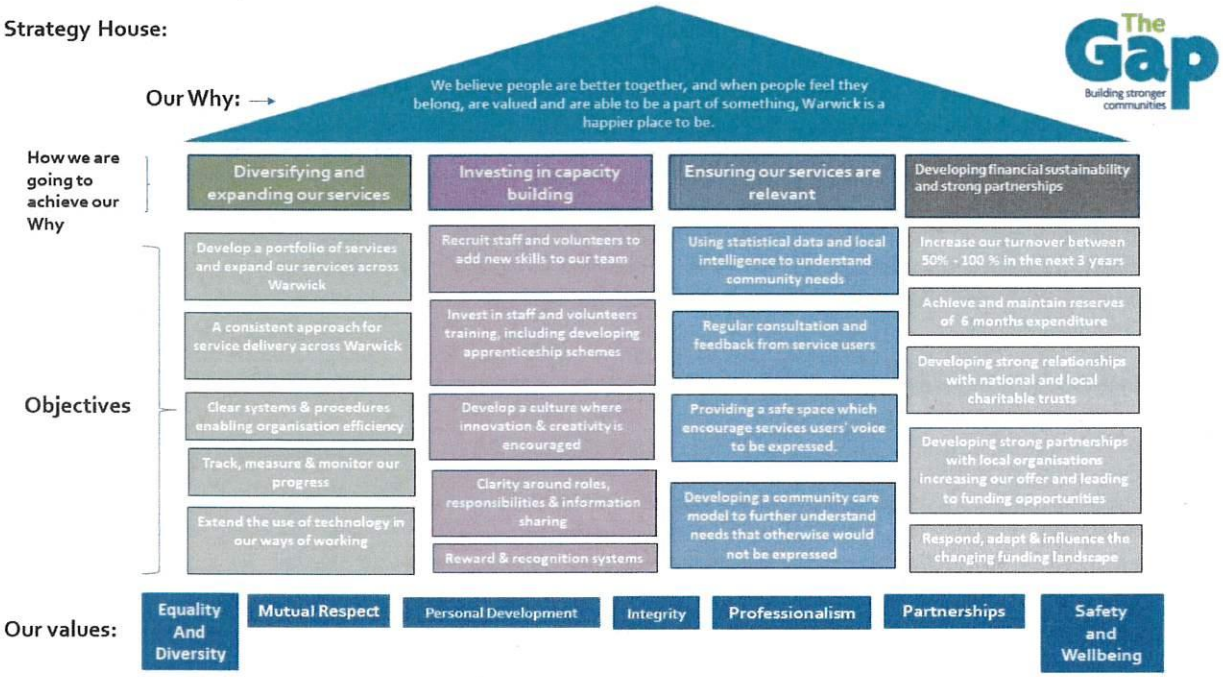
THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT (Continued)

Once the aims and goals were identified, they were broken down into smaller objectives as seen below. Therefore, in the period of 2023-2026, the objectives will provide guidance to our organisational development and performance management.

The second stage of development will be to continue to work with trustees, staff and volunteers to establish performance measurements and organisational targets. This will then be cascaded down to also measure staff performance.

This process so far has helped the organisation to not only describe its vision for the future but also the path ahead to achieve this. The Gap has continually grown in the last 20 years and has established a good foundation for the next level of growth, which includes developing capacity and increasing its area of impact within Warwick.



The main achievements and performance of the charity during the year

The Gap has provided an extensive programme of activities for the local community in the period covered in this report, which is categorised into three areas: Young People, Older Adults, and Community. Our activities and services have been designed with our Theory of Change in mind, which underpins the impact we want to see in all three areas of our work.

Our Theory of Change specifies the need, the profile of the beneficiaries, activities that we will deliver, how those activities will be delivered and the proposed outcomes.

Please see below the activities and services provided in the different areas in 2022-2023:

Young People

In 2022-2023, we have increased our reach of young people in Warwick by not only successfully delivering our youth programme across four venues in Warwick and our detached provision, but also expanding our services to a new geographic area – Heathcote in South-East Warwick. This is a welcome initiative as there wasn't universal youth provision in the area.

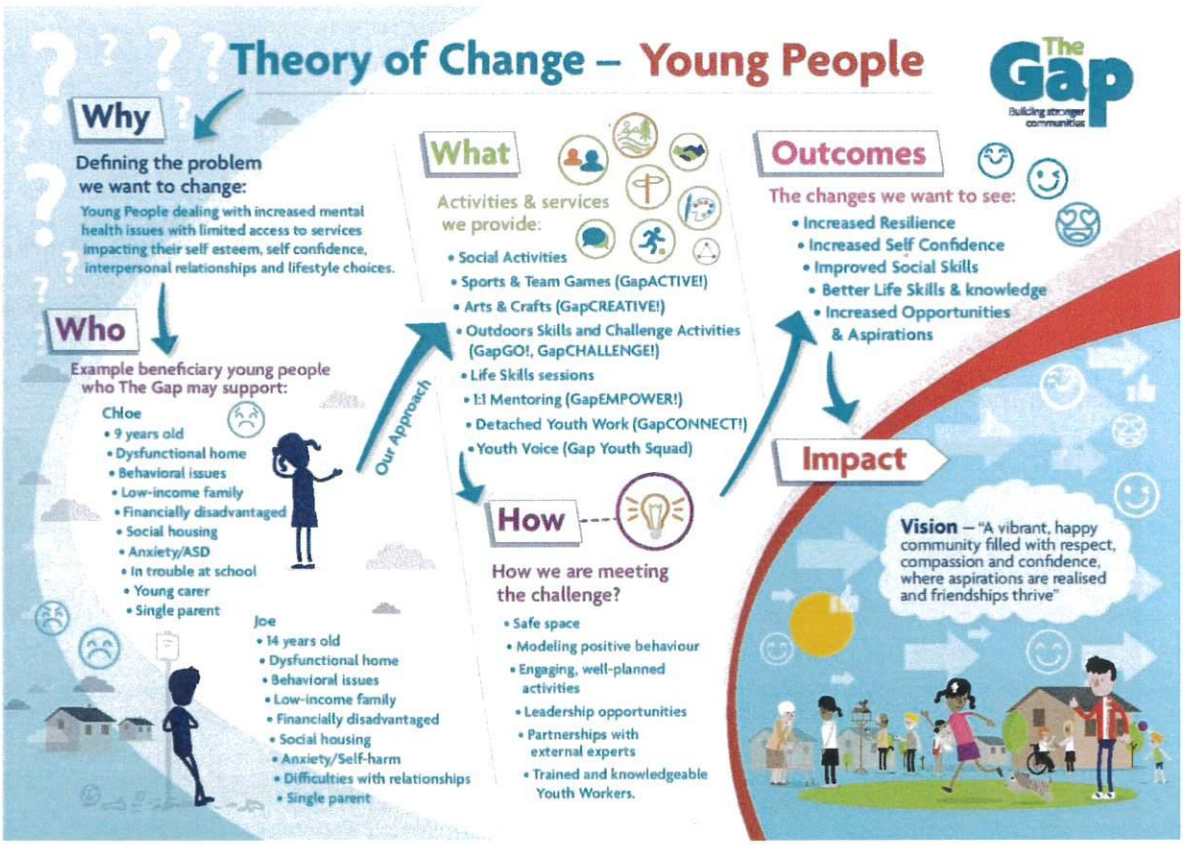
We have also started to expand the diversity of our services to include the development of a platform

to enable young people's voice to be heard. Therefore, we held some conversations with Warwick Town Council (WTC) about setting up a Youth Forum, a much-needed space for young people to discuss their needs, aspirations and adding their voice to plans and development of the town. Warwick Town Council had already been exploring the idea of setting up such group for a while, The Gap saw this an opportunity to work together on this initiative, with plans to engage schools and identity young people late in 2023 and beginning of 2024.

Recruiting and retaining Youth Workers and volunteers has been difficult, due to many factors, but the Youth Team has managed to continue our offer in Warwick.

The highlight of the year was starting our Apprenticeship Scheme and recruiting two apprentices. The apprentices were able to complete Youth Work Level 2 training and participate on an Outward-Bound experience in Wales. At the completion of their apprenticeship, one of the apprentices left to seek full time employment and we were please the other stayed with us to take up a position as a Youth Worker.

Please see below the Theory of Change (Young People) and the activities and services delivered in the year:



Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance (per session)
Social Activities	80	85	82	80	14
GapACTIVE (sports, team games)	80	85	82	80	14
GapCREATIVE (Arts & Crafts)	.68	64	68	58	16
GapGO (Outdoors skills)	9	14	28	28	12
GapCOOK (Life skills)	11	16	18	16	14
GapCONNECT (detached)	10	11	3	10	12
GapEMPOWER (mentoring)	19	-	-	-	1 (one to one)
HAF (Holiday activities and Food)	-	-	3	3	6
Residentials an Trips	-	-	-	2	14

The Gap runs eight youth clubs per week in five different locations and one detached session (streets and park) where young people enjoy a combination of the activities above. The youth team aims to engage young people in a variety of activities, which will teach them a wide range of skills to be successful in their transition to adulthood. Some of the highlights included a Halloween party, Summer camp, Holiday activities, Street Safe workshops, donation of netball sports equipment from Sport England (Commonwealth Games legacy), a BBC Coventry and Warwickshire radio interview to promote our youth clubs, and National Lottery funding to support our activities for the next five years.

Below are The Gap's outcomes for young people, and the results of tour feedback surveys:

Outcomes	Results Quarter 1	Results Quarter 2*	Results Quarter 3*	Results Quarter 4
Resilience	18%	-	-	50%
Confidence	30%	-	-	60%
Social Skills	82%	-	-	87%
Life Skills & knowledge	48%	-	-	73%
Opportunities & aspirations	53%	-	-	67%

The surveys show a very encouraging and positive increase in all areas. It demonstrates that, following the lessons learnt during Covid and young people's resilience, our activities and the relationship we are building with the young people are having a significant impact. Most importantly, the levels of resilience among the young people had a 32% increase compared to the beginning of the year. This demonstrates the importance of engaging young people in positive activities and helping them to increase their confidence and raising their aspirations, especially in post pandemic times.

Case Study

Joe (name changed) is 14 years old and has attended our youth club regularly for the last three years.

He also attends our Holiday Activities and Food (HAF) programme and offside trips and residentials. We observed that younger children look up to him and Joe shows good leadership skills qualities. On Camp, we gave him more responsibilities as a Team Leader for his activity team. Joe rose to the challenges and showed great communication skills, resilience and problem-solving abilities by working with his team to complete a range of tasks. He has been an excellent role model for the younger children. His position of responsibility was great for his development, personal growth and self-confidence, and we were glad to publicly reward his effort with a Leadership Certificate and a small prize.

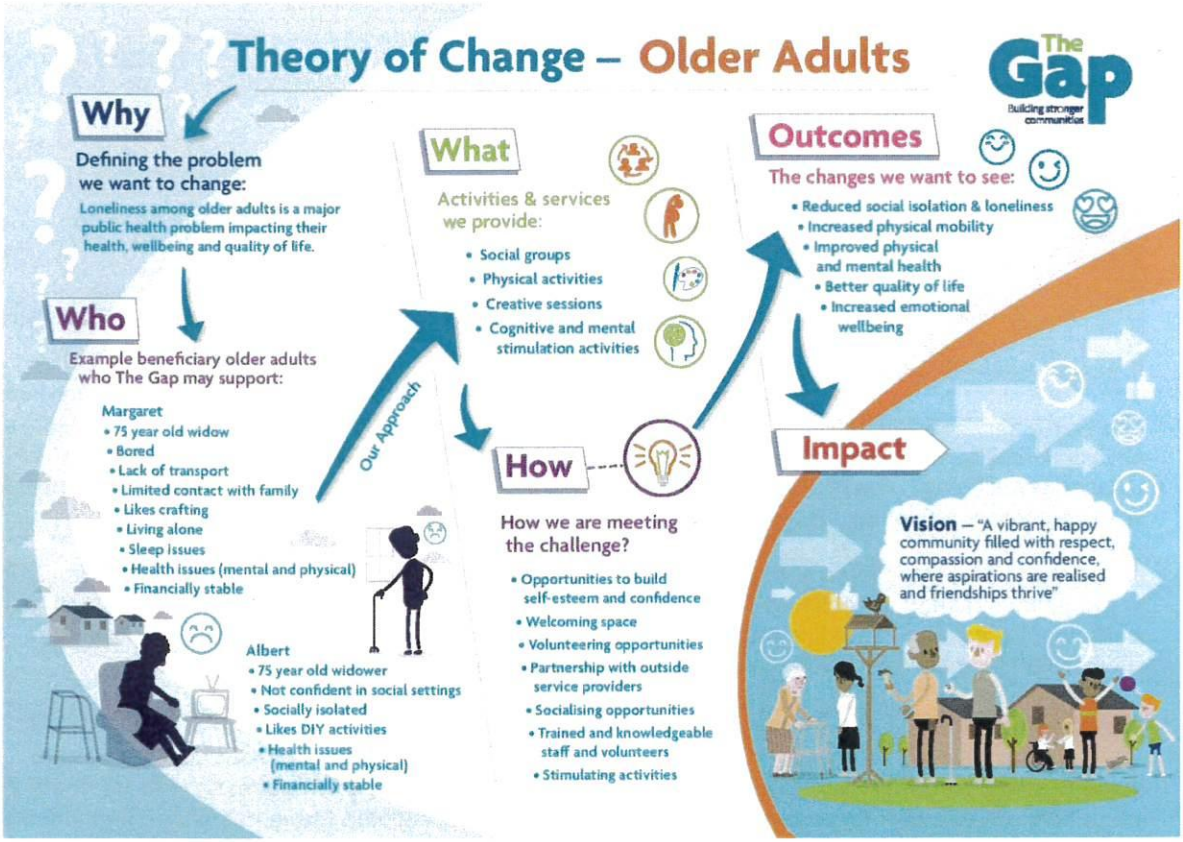
Older Adults

Social isolation and loneliness are some of the growing concerns among older adults. As people age, their friendship circle significantly decreases as they lose family members and friends. For many older adults, life can be very lonely and isolating, and this can have a detrimental impact on their health and quality of life.

The Gap aims to address some of those problems by providing a wide range of activities for older adults in the local community which includes social groups, physical activities, creative sessions, and mental and cognitive stimulating activities.

The main highlights include Knitted Easter and Christmas decorations by the Knitt and Natter group, a Garden trip, Christmas Lunch, Afternoon Tea, reminiscing on childhood toys delivered by Herbert Art Gallery, IT support, themed sessions (Valentine hearts), Queen's Funeral remembrance, Kings Coronation.

Below are The Gap's Theory of Change for Older Adults and the statistics of activities and desired outcomes. The Gap believes that its services have a positive impact in the local community and beyond.



The Gap delivers activities and services four days a week, in three different venues. Below are the range of services delivered:

Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance
Memory Café Plus (All Saints Church)	6	5	5	5	10
Computer Cafe	7	8	5	3	5
Live Life	12	12	13	13	11
OPAL Lunch Club	12	13	13	13	35
Knit & Natter	11	13	13	13	12
Activitea	11	13	13	13	5

The Gap has an average of 78 older adults attending the activities every week, with some of them attending more than one session per week. The variety of the programme provide activities for different tastes and needs. There is, however, a need to attract more men as 90% of attendees are women. The plan for next year is to develop activities that will be more appealing to men to increase the numbers of attendees and create a more balanced ratio between male and female participants.

Please see below the results of our surveys with older adults in relation to the desired outcomes:

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Reduced social isolation and loneliness	-	100%	100%	100%
Increased physical mobility	-	90%	71%	76%
Improved physical and mental health	-	91%	62%	58%
Better quality of life	-	79%	69%	84%
Increased emotional wellbeing	-	100%	100%	94%

The Gap's services and activities are aimed at reducing social isolation and loneliness, increasing physical mobility, improving physical and mental health, enhancing quality of life, and boosting emotional wellbeing. The positive results above demonstrate the effectiveness of The Gap's efforts to achieve positive outcomes for older adults in the local community.

In summary, over the course of the year, older adults demonstrated significant progress in addressing key outcomes related to social isolation, physical and mental health, quality of life, and emotional wellbeing. While there were fluctuations in success rates, the overall trajectory remained positive, showcasing the collective efforts to enhance the wellbeing of community members.

Case Study

Marie (name changed) has Muscular Sclerosis (MS), which she has been suffering with for about 20 years, she can not walk far on her own and relies on a mobility scooter. Marie has been attending one of our groups for over five years. The group gives her somewhere to go every week and the opportunity

to socialise with others. She enjoys doing the activities that we do such as flowers arranging, scratch art, and making mosaic coasters. She does sometime find them hard due to her MS, but she gives everything a go and does not give up. She also joins the seated exercises, which she finds hard at times, especially exercises with her legs but does not let it stop her. The group has given Marie a lot of confidence, a sense of belonging and she feels that she is treated with respect and equality.

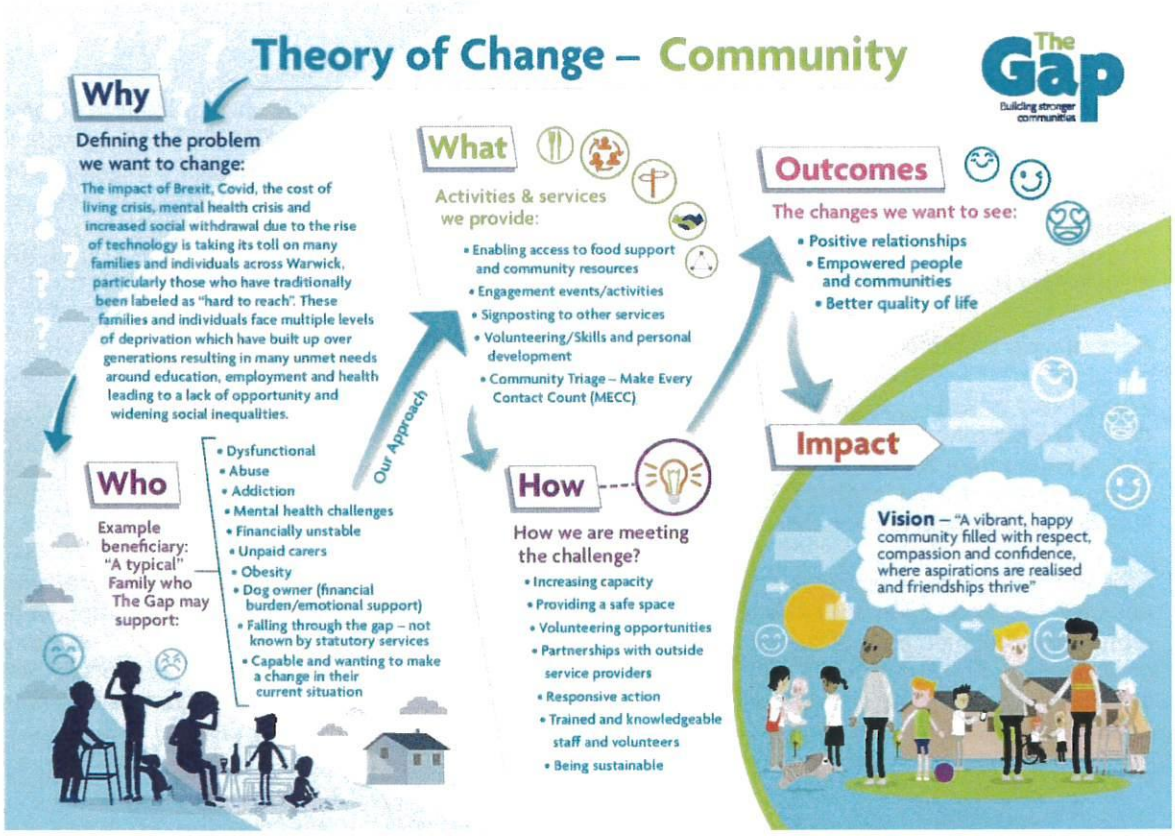
Community

Our community services and activities are mostly delivered in Warwick West, more specifically, on the Packmores Estate, the most deprived area in Warwick, according to the Joint Strategic Needs Assessment (JSNA) 2019, through a contract with Warwick District Council.

Due to the complex social landscape, which includes the aftermath of Brexit, Covid and the Ukraine war, the UK has faced the highest levels of inflation in over 40 years. This led to cost of living and mental health crisis, creating a complex range of issues impacting the local community.

The Gap provides activities and services that aim to alleviate the impact of the issues above and to foster community engagement as a way to improve the quality of life of local residents as described on The Gap's Theory of Change - Community. Those services include:

- **Communitea –** this service is run at The Gap Community Centre and consists of food provision, information and advice. The Gap works with the Warwick Lions volunteers to support the local community by providing an ear to listen, a chat, and signposting to relevant services.
- **Packmores Pantry** – similar to Communitea, this service is delivered at the Packmores Community Centre twice a week. Both of these services are supported by local volunteers, with the aim of empowering people to empower the community.
- **Men's Shed –** run at St. Nicholas church, this social activity for older men aims to encourage new friendships and improve wellbeing and overall quality of life.
- **Community events –** these events aim to engage the whole community and run in partnership with the local residents' group. Last year's event included a Christmas Bazzar, School Uniform Swap, a Cost of Living and Winter Warmer events that provided free energy saving items to the local community including thermal mugs, slow cookers, and warm clothing.



Activities	Sessions Quarter 1	Sessions Quarter 2	Sessions Quarter 3	Sessions Quarter 4	Average attendance
Communitea	11	13	13	13	50
Packmores Pantry	23	26	26	26	40
Men's Shed	11	12	13	11	5
Community Events	2	1	4	4	30

The four weekly sessions receive an average of 125 attendees per week receiving support. Since the pandemic, the numbers of people accessing our food provision service has significantly increased. This service has also been a gateway to find out further needs in the community which has led The Gap to engage with a range of partners such as local authorities, Act on Energy, Get Cooking, and others to provide information and advice at the community events.

Outcomes	Quarter 1	Quarter 2	Quarter 3	Quarter 4
Positive Relationships	80%	100%	100%	70%
Empowered People and Communities	100%	100%	100%	100%
Better Quality of Life	100%	100%	80%	100%

The results above are collected through community surveys and direct feedback from service users. It is encouraging to see the high levels of satisfaction and perception of the services. Most noticeably, 100% of the survey participants, throughout all of the quarters, believe that The Gap's work empowers individuals and the community. This reinforces the importance of close relationships with the residents' group and the engagement with community members as volunteers.

Case Study

Joseph (name changed) has been attending Communitea to collect food for a while and through some conversations with our staff and volunteers, Joseph noticed a leaflet about grants and funding as part of the government drive to address the Cost-of-Living crisis. The Gap contacted Act on Energy and connected Joseph with the community worker at Act on Energy. A home visit was arranged where an assessment was conducted, with no cost to Joseph. This resulted in Joseph accessing the funding to insulate his whole property and have solar panels fitted. Joseph also received extra funding from the government to help with his bills.

Fundraising activities during the year

We are very grateful to receive grants and donations from organisations and individuals enabling us to deliver a wide range of services for the local community. As a registered charity, wholly independent and separate from statutory bodies, we generate all our own income. Therefore, all contributions large or small make a significant difference in people's lives by helping us to bring people together and supporting us to help end loneliness, social and financial isolation in Warwick – thank you.

Around 75% to 80% of our total income is generated through voluntary means (grants and donations) and 20% to 25% is generated through the rental of our six community centre rooms (one-off and long-term rentals) to members of the public, charities and community groups, private firms, and statutory organisations. Following the COVID 19 Lockdowns, which hit our room hire income substantially, we have been pleased to welcome back regular hirers and new hirers and our room hire income is returning to pre-Covid levels as a result.

In this financial year The Gap received grants totalling £321,862 from Charitable Trusts and Local Authorities. This figure comprised both unrestricted and restricted grants, which were either used to cover core costs or specific projects. We are grateful to all our funders and were especially grateful to receive five years of multi-year funding from the National Lottery Community Fund, funding 50% of our youth budget ensuring long-term sustainability of our youth clubs.
Other key supporters during this period include Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, BBC Children in Need, 29th May 1961 Charitable Trust, Garfield Weston, Warwick Apprenticing Charities, Tesco, Dumbreck Charity, Charles Hayward Foundation, National Grid, Think Active, St Mary's Hall Trust, St Paul's Church, All Saints' Church, Grocer's Charity, Wooden Spoon, Austin Edwards Charity, Skipton Building Society, King Henry VIII Endowed Trust, The Bernard Sunley Foundation and Morrisons Foundation.

Alongside grant applications and donations, we run fundraising activities throughout the year, with the aim of bringing members of the local community together to help raise funds through competitions and raffles. This year has included a Guess the Name of the Bear competition, a King's Coronation hamper competition, and Guess the Length of Barbie's Ribbon competition based on the film. Also, the Knit 'n' Natter group raised a brilliant £531 from selling knitted Christmas and Easter decorations and gifts.

We also sell donated second-hand books, which continue to be very popular with our service users, as well as personalised bronze, silver, and gold bricks on the hall wall so groups and individuals can be remembered for as long as The Gap is here, also proving popular. We also sell teas, coffees and cakes in our community café, which as well as generating income brings people together, for example after a Zumba class or a U3A talk people will sit together for a coffee and a chat afterwards. In future we are hoping to develop the community cafe area further.

People can also donate to us via a regular direct debit or one-off donation via CAF Donate at https://cafdonate.cafonline.org/15194 or by doing their online shopping through Easy Fundraising and selecting The Gap as their cause at www.easyfundraising.org.uk/causes/gapcc/. Easy Fundraising redirects customers to online retailers such as Marks and Spencer who then give us back a percentage donation from the purchases bought.

We are thankful for all our supporters who help us reach so many people in need throughout Warwick, as detailed in the rest of this report.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

As an organisation that delivers community services for the local community, The Gap believes that what it delivers a direct and positive impact on the lives of the services users. The wide range of services meet the needs of various groups and demographics. We have a team dedicated to working with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt and continue to do so post pandemic through our traditional delivery as described below:

The main benefits of accessing our services for our users are:

- **Youth Clubs** – The Gap continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educational activities. Many of the young people coming to the youth club would not be able to afford to pay for after school clubs or any particular activity of their interest, but by accessing a variety of activities at the youth club, their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially in the area of increasing their resilience, improving their self-confidence and social and life skills, increasing their aspirations and providing more opportunities to them.

Surveys with our young people indicate that young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns amongst the older population is social isolation. The Gap has responded to this by increasing the range of activities we provide for older adults. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue for other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.

- **Other local needs** – The Gap hosts a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and Internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive.'

The degree to which the achievements and performance during the year have benefited wider society.

As we support our local community to meet their needs, we also aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.

- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to the activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.

- **A society with confident individuals** – a fully functioning member of society is someone confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.

- **A society where our vulnerable community members are supported** – vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members. Consequently,

through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection is therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.
After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No–one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

DIRECTORS' REPORT (Continued)

FINANCIAL REVIEW

The financial position of the charity at 31st August 2023 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2023 £	2022 £
Net income/(expenditure)	**37,662**	**(22,578)**
Unrestricted Revenue Funds available for the general purposes of the charity	77,144	64,546
Restricted Revenue Funds	86,308	61,244
Total Funds	**163,452**	**125,790**

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to increase the level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers between 3 to 6 months of core delivery expenditure as recommended by Charity Commission. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT (Continued)

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

J. Morgan

Mrs Jean Morgan
Chair
Date: 28/05/24.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2023 which are set out on pages 17 to 29.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA BFP FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 28th May 2024

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2023

	Note	Unrestricted £	Restricted £	31.08.23 £	Unrestricted £	Restricted £	31.08.22 £
Income and Endowments from:							
Donations & legacies	2	89,402	234,178	323,580	120,046	56,723	176,769
Charitable activities	3	45,844	14,952	60,796	37,301	14,172	51,473
Other trading activities		1,517	1,125	2,642	1,951	33	1,984
Investments		1,911	-	1,911	67	-	67
Coronavirus grants	4	-	-	-	7,631	-	7,631
Total income and endowments		**138,674**	**250,255**	**388,929**	**166,996**	**70,928**	**237,924**
Expenditure on:							
Raising funds		17,078	-	17,078	14,088	-	14,088
Charitable activities	5	221,225	112,964	334,189	197,161	49,253	246,414
Total expenditure		**238,303**	**112,964**	**351,267**	**211,249**	**49,253**	**260,502**
Net income/(expenditure)		**(99,629)**	**137,291**	**37,662**	**(44,253)**	**21,675**	**(22,578)**
Transfers between funds		112,227	(112,227)	-	18,384	(18,384)	-
Net movement in funds		**12,598**	**25,064**	**37,662**	**(25,869)**	**3,291**	**(22,578)**
Fund balances brought forward		64,546	61,244	125,790	90,415	57,953	148,368
Fund balances carried forward	11	**77,144**	**86,308**	**163,452**	**64,546**	**61,244**	**125,790**

The notes on pages 19 to 29 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2023

	Note	2023 £	2023 £	2022 £	2022 £
Fixed assets					
Tangible assets	8		12,950		14,886
Current assets					
Debtors	9	13,262		7,292	
Cash at bank and in hand		145,741		109,709	
Total current assets		159,003		117,001	
Current liabilities					
Creditors	10	(8,501)		(6,097)	
Net current assets			150,502		110,904
Total assets less current liabilities			**163,452**		**125,790**
Funds of the Charity:					
Restricted funds			86,308		61,244
Unrestricted funds			77,144		64,546
Total charity funds	11		**163,452**		**125,790**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on ....28/5/24.....

On behalf of the Trustees

J. Morgan

Mrs Jean Morgan
Chair

The notes on pages 19 to 29 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2023

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

1. ACCOUNTING POLICIES (continued)

Government grants are recognised under the Performance Model at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

(c) **Deferred Income & Income Received in Advance**

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

1. ACCOUNTING POLICIES (continued)

(e) **Fixed Assets**
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings — 8% straight line
- Plant and machinery — 25% reducing balance, 10 years straight line
- Computer Equipment — 3 years straight line

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Redundancy**
Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the charitable company is demonstrably committed to either: terminate the employment of an employee or group of employees before normal retirement date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The charitable company is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

(k) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2023 £	2022 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	575	143	718	346
Frank Sturzacker	-	1,000	1,000	-
Total donations and gifts from individuals	**575**	**1,143**	**1,718**	**346**
Revenue grants from government and public bodies:				
Warwick Town Council	-	-	-	3,000
Warwick District Council	-	64,419	64,419	35,650
Warwick County Council	-	36,089	36,089	29,319
National Grid	-	10,000	10,000	-
National Lottery	-	64,720	64,720	-
Total public-sector revenue grants	**-**	**175,228**	**175,228**	**67,969**
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	5,000	4,000	9,000	4,000
WRIN	55,688	-	55,688	48,000
Children in Need	10,000	500	10,500	20,000
Chase Meadow Community Centre	-	-	-	3,699
Garfield Weston	-	15,000	15,000	15,000
Warwick Apprenticing Charities	-	-	-	5,164
Education & Learning Communities Group	1,100	-	1,100	2,530
Lifespace Trust	-	-	-	1,389
Warwick Wishes	-	-	-	500
The Rowlands Trust	-	-	-	4,812
Warwick Lions	-	-	-	1,500
Rotary Club of Warwick	-	-	-	860
Warwickshire Crimebeat	-	-	-	550
Austin Edwards Charity Trust	-	200	200	450
King Henry VIII	5,218	14,926	20,144	-
Heart of England	500	-	500	-
The Dumbreck Charity	-	500	500	-
St. Paul's Church	600	-	600	-
St. Mary's Church	-	2,450	2,450	-
All Saints Church	-	9,804	9,804	-
Bernard Sunley Foundation	-	5,000	5,000	-
Charles Hayward Foundation	4,000	-	4,000	-
The Wooden Spoon	-	1,500	1,500	-
Think Active CSW	1,112	-	1,112	-
Skipton Building Society	-	1,800	1,800	-
Carried forward	83,218	55,680	138,898	108,454

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

2. DONATIONS AND LEGACIES (continued)

	Unrestricted £	Restricted £	2023 £	2022 £
Brought forward	83,218	55,680	138,898	108,454
Grocers Charity	5,000	-	5,000	-
Morrisons Foundation	-	2,127	2,127	-
Lifespace Trust	609	-	609	-
Total charitable-sector revenue grants	**88,827**	**57,807**	**146,634**	**108,454**
Total donations and legacies	**89,402**	**234,178**	**323,580**	**176,769**

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2023 £	2022 £
Sale of goods and services	4,485	14,952	19,437	14,172
Room hire	41,359	-	41,359	37,301
Total income from charitable activities	**45,844**	**14,952**	**60,796**	**51,473**

4. CORONAVIRUS GRANTS

	Unrestricted £	Restricted £	2023 £	2022 £
Furlough JRS grants	-	-	-	131
Council grants	-	-	-	7,500
Total Coronavirus grants	**-**	**-**	**-**	**7,631**

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2023 £	2022 £
Direct spending				
Gross wages and salaries	84,989	21,131	106,120	91,340
Employer's NI	4,613	827	5,440	4,284
Pension costs	5,723	890	6,613	6,124
Travel and subsistence	12	305	317	481
Project costs	60,763	84,901	145,664	71,550
Refreshments	106	5	111	-
Total direct spending	**156,206**	**108,059**	**264,265**	**173,779**
Support costs				
Employee costs:				
Gross wages and salaries	19,379	-	19,379	24,441
Employer's NI	1,180	-	1,180	623
Pension costs	788	-	788	998
Training and welfare	1,638	364	2,002	1,736
Volunteer costs	113	154	267	1,379
Premises expenses:				
Rent	9,140	-	9,140	7,833
Rates and water	3,382	-	3,382	2,884
Light, heat and power	7,390	-	7,390	5,598
Cleaning and waste management	1,709	51	1,760	2,427
Repairs, renewals and maintenance	7,992	688	8,680	9,261
Administrative overheads:				
Telephone, fax and internet	349	513	862	838
Stationery and printing	352	146	498	241
Equipment leasing	1,902	-	1,902	1,980
Computer costs	1,211	14	1,225	682
Advertising and marketing	211	103	314	994
Insurance	2,463	-	2,463	2,313
Sundry expenses	539	477	1,016	597
Admin costs	1,209	-	1,209	1,678
Bad debts	81	-	81	-
Professional fees:				
Independent examination fees	2,520	-	2,520	2,520
Monitoring fees	-	720	720	720
Other legal and professional	281	-	281	283
Carried forward	63,829	3,230	67,059	70,026

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

5. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2023 £	2022 £
Brought forward	63,829	3,230	67,059	70,026
Financial costs:				
Bank charges	59	-	59	146
Depreciation	1,131	1,675	2,806	2,463
Total support costs	**65,019**	**4,905**	**69,923**	**72,635**
Total expenditure on charitable activities	**221,225**	**112,964**	**334,189**	**246,414**

6. EMPLOYEE EMOLUMENTS

	2023 £	2022 £
Gross wages	195,108	179,093
Redundancy	-	1,005
Social security costs	6,620	4,907
Pension costs	7,401	7,122
Total salaries, wages and related costs	**209,129**	**192,127**
Average number of employees	16	14

No employee received emoluments in excess of £60,000 per annum.

7. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st August 2023

8. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Computer Equipment £	Total £
COST				
At 1st September 2022	16,908	20,381	4,698	41,987
Additions	-	-	870	870
Disposals	-	-	(1,699)	(1,699)
At 31st August 2023	**16,908**	**20,381**	**3,869**	**41,158**
DEPRECIATION				
At 1st September 2022	7,180	16,009	3,912	27,101
Charge for the year	779	951	1,076	2,806
Eliminated on disposal	-	-	(1,699)	(1,699)
At 31st August 2023	**7,959**	**16,960**	**3,289**	**28,208**
NET BOOK VALUE				
At 31st August 2023	**8,949**	**3,421**	**580**	**12,950**
At 31st August 2022	9,728	4,372	786	14,886

9. DEBTORS

	2023 £	2022 £
Trade debtors	7,352	4,014
Prepayments and accrued income	4,139	3,278
Social security and other taxes	1,771	-
	13,262	**7,292**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	5,101	1,605
Accruals	2,982	2,520
Social security and other taxes	-	1,972
Other creditors	418	-
	8,501	**6,097**

11. MOVEMENT ON FUNDS

	Balance at 01.09.2022 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2023 £
Unrestricted & designated funds					
Unrestricted revenue funds	64,546	138,674	(238,303)	112,227	77,144
Total unrestricted funds	**64,546**	**138,674**	**(238,303)**	**112,227**	**77,144**
Restricted funds					
WCC Youth Work Fund	13,117	44,616	(7,819)	(13,104)	36,810
Garfield Weston	-	15,000	-	(15,000)	-
Building Fund	16,230	26,324	(48,560)	11,669	5,663
Computers	998	-	(597)	-	401
Men Shed WW	4,647	10	(1,566)	-	3,091
Wooden Spoon	-	1,500	-	-	1,500
Welfare	819	6,474	(4,232)	-	3,061
Catering	3,827	1,810	(5,143)	2,090	2,584
Older Adults	5,372	14,926	(4,250)	(13,454)	2,594
Older People	4,947	11,770	(3,017)	(8,641)	5,059
Partnership Project	-	9,804	-	(8,554)	1,250
National Lottery Comm Fund	-	64,720	-	(61,970)	2,750
St Mary's Trust Cost of Living	-	2,450	(1,386)	(1,000)	64
Youth Room Project	-	2,127	-	-	2,127
Youth Squad	-	-	-	2,000	2,000
Youth Activities	3,296	3,912	(2,882)	-	4,326
National Grid Comm Matters	-	10,000	(6,539)	(1,120)	2,341
GapGo	1,901	-	(284)	-	1,617
GapGlobal	1,001	-	-	-	1,001
GapCook!	-	1,125	-	-	1,125
Warwick West 2022/23	5,089	32,287	(25,514)	(5,143)	6,719
PACC Residents Group	-	1,400	(1,175)	-	225
Total restricted funds	**61,244**	**250,255**	**(112,964)**	**(112,227)**	**86,308**
Total charity funds	**125,790**	**388,929**	**(351,267)**	**-**	**163,452**

The large value of transfers between funds is mainly due to funders requesting that their grants are shown as restricted despite the fact that they cover unrestricted general costs.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

12. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

WCC Youth Work Fund	Funding to expand youth provision in Warwick and tackle antisocial behaviour, knife crime, alcohol abuse and county lines.
Garfield Weston	Funding towards the overall cost of youth (including salaries and project costs).
Building Fund	The balance of this fund will be used on maintaining the buildings and grounds.
Computers	The balance of this fund will be used for the maintenance of the computers.
Men Shed WW	Funding for establishing a Men Shed group in Warwick to encourage men's engagement in social and mental wellbeing activities.
Wooden Spoon	Funding for food provision.
Welfare	Funding to support residents facing financial hardship with slow cookers and LED bulbs to reduce electricity bills.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Older Adults	Funding to help tackle social isolation and promote health and wellbeing for older people.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
Partnership Project	Funds for the Older Adults Partnership Assistant and project costs.
National Lottery Community Fund	Funds for Youth Work including core costs.
St. Mary's Trust Cost of Living	Funds to support people struggling with the cost-of-living crisis.
Youth Room Project	Funding to refurbish the youth room.
Youth Squad	Funding for Youth Forum.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.
National Grid Community Matters	Funds for the Community Development Worker to assist with the cost-of-living project and project costs.
GapGo	Funding to give young people outdoor skills.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapCook!	Funding for a cooking project for young people.
Warwick West 2022/23	Funding for community development based at Packmores Community Centre and Warwick West.
PACC Residents Club	Funding to support the residents' group at Packmores.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2023

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2023				
Restricted funds	8,217	80,770	(2,679)	86,308
Unrestricted funds	4,733	78,233	(5,822)	77,144
	12,950	**159,003**	**(8,501)**	**163,452**
At 31st August 2022				
Restricted funds	9,891	52,877	(1,524)	61,244
Unrestricted funds	4,995	64,124	(4,573)	64,546
	14,886	**117,001**	**(6,097)**	**125,790**

14. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts



Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2022

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 16
INDEPENDENT EXAMINERS' REPORT	17
STATEMENT OF FINANCIAL ACTIVITIES	18
COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES	19
BALANCE SHEET	20
NOTES TO THE FINANCIAL STATEMENTS	21 – 30

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640	
COMPANY NUMBER:	4102182	
OPERATING NAME:	The Gap	
DIRECTORS:	Mr Edward Terrey	(Chair from 20 January 2022)
	Mr Harry Moy	(Chair to 20 January 2022) (resigned 20 January 2022)
	Mr Jonathan Temple	(Vice-Chair to 18 October 2022) (resigned 18 October 2022)
	Ms Nicola Harris	(Vice Chair from 18th April 2023)
	Mrs Diane Davies	(Treasurer)
	Ms Jan Weston	(resigned 18 October 2022)
	Ms Christine Cherry	
	Mr Richard Parsons	(appointed 21 June 2022)
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD	
INDEPENDENT EXAMINER:	Mark Harwood FCA BFP FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW	
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ	

Contact us at:

01926 494200

marcos.campos@thegapwarwick.org

@TheGapWarwick

@GapThe

www.thegapwarwick.org

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2022. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estates Community Projects Limited is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mr Harry Moy retired as chairperson and was replaced by Mr Edward Terrey and Mr Richard Parsons was appointed as a director. There were no other changes during the year. Ms Jan Weston and Mr Jonathan Temple retired in the period between the year end and the approval of the accounts and Mr Jonathan Temple was replaced as Vice Chair by Ms Nicola Harris.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects

The main activities undertaken in relation to those purposes during the year

The principal objective of the Charity is to improve the lives of the inhabitants of Warwick. The work generally focuses on North Warwick and Percy Estate/Emscote areas, but it has been expanding to other areas in Warwick, especially in Warwick West through a service delivery contract with Warwick District Council. It aims to engage all sections of the local community by providing a focus for community engagement through operating a community centre and running short and long-term programmes, with a range of partners, focusing on meeting local needs and developing local participation.

The Gap works in partnership with several voluntary and statutory agencies to deliver a wide range of services. Some of these agencies take responsibility for the delivery of their own services whilst the company provides the facilities and support the participation of local people by promoting the services via published literature, social media and local newspaper.

The core activities provided by us are the youth groups and older adults activities such as a lunch club, exercise classes and creative sessions and during the pandemic we extended our services to the general community with food distribution and advice, this has continued to be a core offer.

The Gap Community Centre is a venue for a wide range of activities and services, and we actively work to widen the range of support to groups using our facilities, including IT equipment and catering, when it is required.

The Packmores Centre, our outreach venue, focused on delivering the FareShare scheme and further food provision in partnership with Warwick Lions and local volunteers.

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

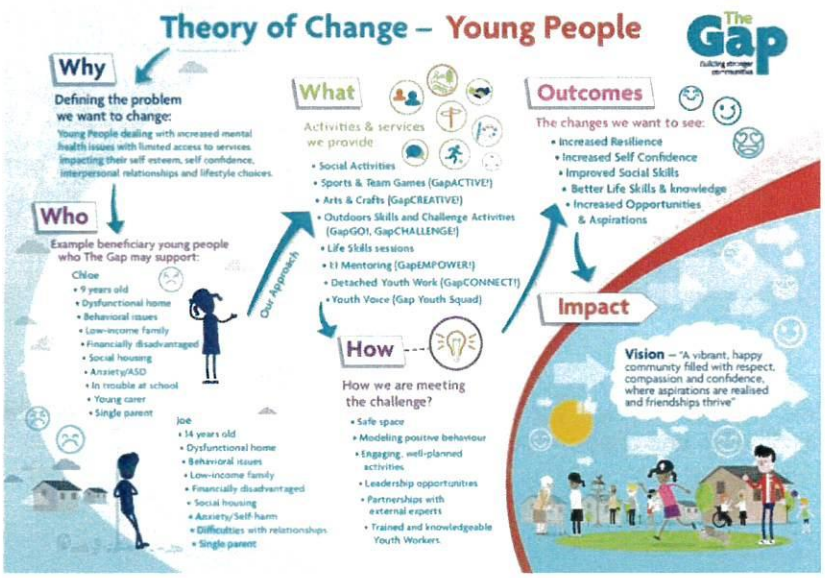
As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, and Zumba Gold offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. The Centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

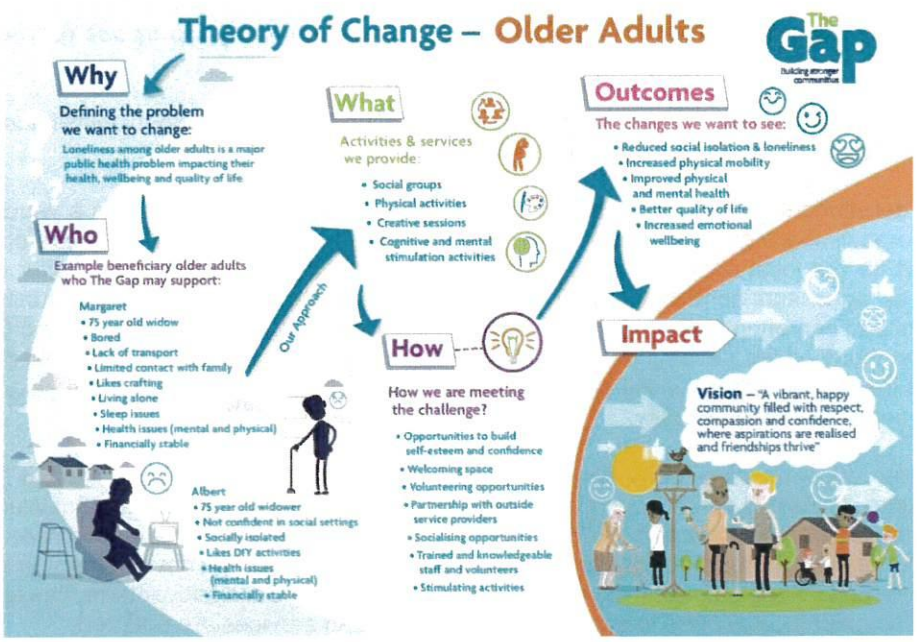
The Gap also supports community development in Warwick West, under a contract with Warwick District Council, focussing primarily on the Packmores, the most disadvantaged area of Warwick. This includes the day-to-day management of the Packmores Centre and the development of various activities to meet local community needs. Our main focus has been on the development of services for young people, children and families, especially those suffering financial disadvantage. The engagement of the local community continues to grow as needs change and services are adapted.

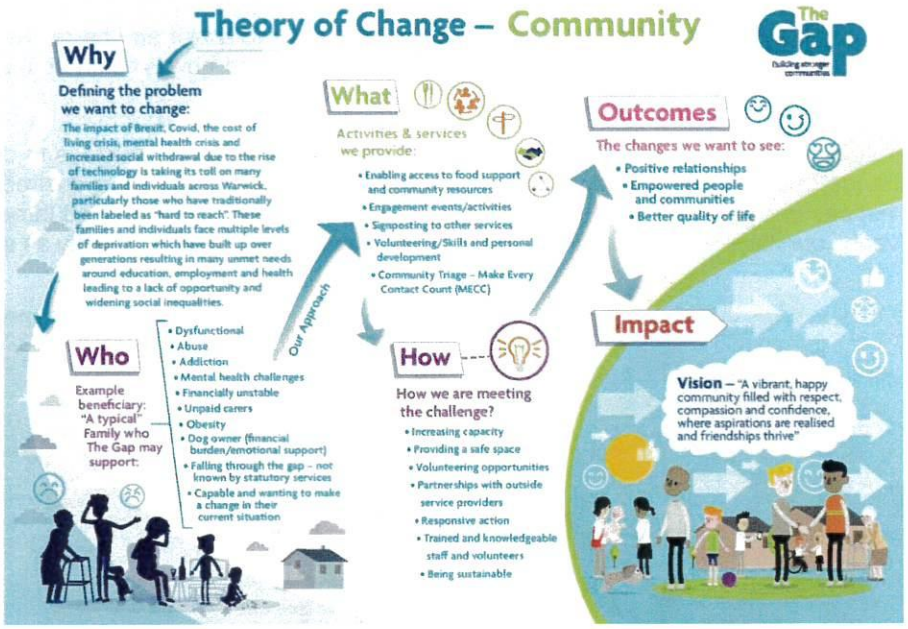
The charity's strategies for achieving its aims and objectives in the future

COVID-19 was certainly a marker for many organisations, the need to adapt and be resilient has also caused us to pause and reflect, leading to a review of our services and how we can best support our local community.

In November 2021, we had the opportunity to meet with staff, volunteers and trustees to develop our Theory of Change (a comprehensive description and illustration of how and why a desired change is expected to happen in a particular context). After two all-day workshops, we designed three Theory of Changes covering our three areas of work: Young People, Older Adults and Community as seen below:







We will use this work to develop our Strategic Plan for 2023-2026, which will describe how our organisation will develop and position itself in the next few years.

The main achievements and performance of the charity during the year

In 2022, we celebrated our 21st Anniversary of becoming a charity. This was an incredible milestone and gave us an opportunity to look back and reflect on what we have achieved in those years. A celebration evening took place on 21st June 2022, with a display of decorations made by our young people and older adults, a timeline of key events and 21 testimonies of people from past and present that were impacted in some way by the work of our organisation. The event, which was combined with our AGM, was attended by volunteers, staff, trustees, friends of The Gap and dignitaries from present and past.

Below are the key achievements from our main areas of work:

Young People

Youth Sessions

We run youth sessions in four different locations in Warwick covering every weekday. We run a range of activities that are fun as well as developing important life skills, with an average of 20 young people per session.

From September to December (following the lift of COVID 19 restrictions), our youth sessions continued to run successfully in compliance with National Youth Agency Covid-Responsible regulations, operating at the NYA 'Yellow' Covid level, which means all our activities could run as normal, with young people over 11 yrs old wearing face masks and with our usual vigilance regarding ventilation and hygiene. Sessions included Outdoor Skills (GapGO!), Sports and Games (GapACTIVE!), Arts & Crafts (GapCREATIVE!), Cooking (GapCOOK!), Halloween crafts, Halloween Party, Popcorn & Movie nights, Christmas crafts and Christmas Parties.
Youth sessions continued to run successfully throughout January, February and March with all our activities running as normal and in compliance with changing Covid guidance from the National Youth Agency. The young people have created upcycled artwork to improve the outside space at the back of the Community Centre, for the enjoyment of all our Centre users in the warmer months.
Throughout Spring and Summer, they focussed on outdoors activities, including team building games, navigation skills, shelter-building, fire lighting and pioneering. We also offered a volunteering opportunity to a young person to fulfil her Bronze Duke of Edinburgh, and we were happy to receive great feedback from her parents about her volunteering experience with us.

In August, we ran our summer HAF programme (Holiday Activities and Food) over two separate weeks. This was less well-attended than usual, due to teething problems with the new bookings' platform (Search Out Warwickshire) being used by Warwickshire County Council. We were approached independently by Social Services for HAF places for several refugee children, and we were happy to offer these children places at short notice. We discussed the booking issues at a feedback meeting with the HAF manager from WCC and are working with him to improve the process.

The Gap Youth enjoyed a one-night residential at a local campsite, set in 43 acres of woodland. The Camp was attended by children from The Gap, Chase Meadow and Woodloes Youth Clubs. The young people slept overnight in tents that they pitched themselves in teams. We delivered several fun GapGO! activities on Camp such as shelter building, navigation and campfire. During the Camp we took the children off-site to Hatton Adventure World for Laser Combat – this was very popular and highly competitive! We were able to secure the loan of a minibus from Bablake/King Henry VIII schools for travel to and from the campsite, and from the campsite to Hatton. The Camp was a great success, and we were happy to have been able to offer this experience now COVID restrictions are lifted.

Many of our Youth Club children have a range of additional needs, which require adjustments to our activities and extra supervision/support from the Youth Team. We have had some positive feedback from the parent of a child who has refused since March 2021 to attend school – since attending Youth Club he has returned to school with a new-found confidence she attributes to our youth sessions.

Activities:

- **GapCHALLENGE!** – designed to promote communication and teamwork. As well as problem-solving activities, these sessions included basic First Aid skills and cooking on camping stoves, to further develop practical skills.

- **GapCREATIVE!** – Arts & Crafts activities led by our Arts graduate. These sessions encouraged creativity, social interaction, problem-solving and communication, as well as giving our young people a sense of achievement with the beautiful items they produced.

- **GapCOOK!** – cooking workshops to develop practical life-skills, knowledge of nutrition, confidence, listening, communication skills and risk management.

- **GapACTIVE!** – fun sports activities to increase physical fitness, coordination, teamwork, leadership skills and resilience.

- **GapGO!** – Outdoor Skills sessions to encourage young people to enjoy time outdoors in a natural environment. Children learned practical outdoor skills and developed teamwork, communication, resourcefulness, resilience, independence, awareness of risk, mental and physical wellbeing and a sense of achievement through adventures outdoors.

Working with other organisations

Our Youth Development Manager, chaired meetings for Warwick Vision Youth, which is a network of organisations working with young people, and drove this project, successfully working in partnership with Warwickshire County Council, Saltisford Church, Warwick Gates Community Centre, Transforming Communities Together, Chase Meadows Community Centre, Myton and Aylesford schools and the local police.

Lifespace - we have established youth mentoring sessions within local schools, in partnership with Lifespace in Stratford. We have been delivering five 1:1 mentoring sessions in four different schools (two Primary, two Secondary.)

Prince's Trust – We had a productive meeting with a representative from the Prince's Trust. We explored opportunities for recruitment of Apprentice Youth Workers, from a pool of young adults known to them. We agreed to offer the cohort of programme participants (Jan – April 2022) the opportunity to support our HAF (Holiday and Food) programme in Easter 2022. This was very successful, leading to the recruitment of an apprentice.

Commonwealth Games – in June we welcomed a Commonwealth Games Community Engagement team to deliver their "Bring the Power, Birmingham 22" workshops at The Gap. Our young people enjoyed the activities, themed around the countries participating in the Commonwealth Games. We were also delighted to welcome Samuel Ricketts, Jamaica's #1 Badminton player, who kindly gave his time to run a badminton workshop for the young people.

Warwick Apprenticing Charities – We secured funding from Warwick Apprenticing Charities to recruit two cohorts of apprentices until 2025. Our first cohort of Apprentices will complete their apprenticeship in 2023. Warwick Apprenticing Charities have also funded two Outward Bound places for our Apprentices. The Outward Bound experience took place in Snowdonia and was excellent opportunity for them to develop resilience, teamwork and leadership skills and it proved to be a memorable and positive experience for them.

Warwickshire County Council (WCC) – We continue to work closely with WCC to run our HAF programmes in the Summer and the Easter holidays.

Warwick Schools Foundation– We have developed a good relationship with the pastoral lead at Warwick School. We now have three young volunteers from the school, assisting with our Monday, Tuesday and Wednesday sessions respectively.

Arts on Referral/Barnardo's – Our Team Leader organised these creative sessions delivered by a local artist in association with Barnardo's. These are running every Tuesday for five weeks from the end of September.

Wellbeing Workshops – delivered by our youth worker who holds a master's degree in Child & Adolescent Psychology. These were trialled at our Chase Meadow Senior sessions. We have also approached local schools to explore the opportunities and funding for delivering these workshops within schools.

Detached Youth Work

Our Thursday evening Detached Youth sessions were well-attended, delivered by our youth workers and supported by a volunteer from Saltisford Church. They have successfully built relationships with a large group of young people who gather near Woodloes Primary School. We are monitoring and recording progress with this project and responding to the needs of the young people. We ran activities outside during the summer/early autumn and will move inside to the Packmores Centre for the colder months.

New Youth Club at Warwick Gates

Our plan is to open a universal youth provision at Warwick Gates, following a noticeable rise in antisocial behaviour in the area, our aim is to start with some detached youth work to establish relationship with the local young people and move into Heathcote Community Centre early 2023.

Challenges and opportunities

Recruitment of Youth Workers remains a challenge. We need to recruit at least one more Youth Worker to increase our capacity and continue to develop our work. However, we also have the opportunity to work in partnership with various organisations and projects, including the Message Bus – a fully equipped bus to provide mobile activities for young people.

Attendance was good at all our Youth Clubs including our Senior session for teenagers on Tuesday, and we remain at capacity. At Chase Meadow, we occasionally have to turn young people away due to very high numbers and the safety/ratio issues this raises. Our Seniors Youth Club at Chase Meadow launched in September 2021, and numbers have steadily risen. We have built a strong supportive relationship with the Community Centre team over the last couple of years. A monitoring team from Warwickshire County Council visited in July to assess our provision and gave positive feedback.

Older Adults

Social Isolation and loneliness are significant issues among older adults, especially for those suffering bereavement or live away from their family, quality of life can reduce with age. Our programme of activities aims to address some of those issues by providing a range of services. We have a core group of over 80 regular participants as well as over 300 older adults coming to a variety of activities. We are continually getting new people joining the groups as they hear about us through various mediums that we use such as press releases, Facebook and word of mouth. Below is a summary of the activities for over 55's that we delivered this year:

Live Life

Live Life delivered of a mix of physical exercise and craft sessions, with an average of 12 members. A new seated exercise provider took over in September. Her session is linked to everyday activities, for example, building strength to improve getting out of a chair. A range of different physical activities have been well received from Tai Chi to seated exercise for those less physically active.

Craft activities included making bunting for the queen's jubilee, painting, floristry and decorating pots. The group also had talks from the museum on *'beside the seaside'* and *'made in Coventry'*, which were good reminiscent activities, and Silvertime Legal on understanding how to right a will and rights and considerations on transitioning to a care home.

We offered three trips this year for all our older adult groups to Notcutts Garden Centre, Stoneleigh Abbey and Hatton Country World as well as an afternoon tea at The Gap.

We also honoured the Queen's life by gathering real life stories connecting the older adults' memories of their life experiences to the Queen reign.

Knit 'n' Natter

The group, which has some keen knitters and natters, has continued to thrive with new members joining, with an average attendance of 10. The group have had a huge success in raising funds for The Gap at the Christmas Fair and at Easter, with over £800 raised. We have also received a lot of donations in wool, knitted items and other resources such as patterns to support the group.

The group has formed strong connections with each other and continues to flourish.
The group has also knitted several items for the 'caring about the cost-of-living project' and in particular the fuel crisis. They have knitted hats, lap blankets, hot water bottle covers and socks.

Lunch Club

From September the group began to serve lunches, after a period of only playing games (without lunch) due to COVID restrictions and this has been well received with 22 attendees on the first week with a traditional lunch of sausages and mash, jelly and ice-cream.

OPAL Lunch Club continued to go well through the year, with a gradual increase of attendees. The partnership with the local social subscriber has led to a few more participants to joining. Residents from Woodside Retirement Village have also been attending.

To celebrate the Queen's Jubilee we served a red (tomato soup), white (chicken stew with cauliflower and boiled potatoes) and blue (blueberry Eton Mess) lunch.

Currently numbers can be over 30 per week, some of which are in need of additional support, we have therefore connected them with Warwick Lions for further support.

Computer Café

These sessions are aimed at older adults with limited or no experience with IT. The importance of using IT devices was reinforced by COVID 19 restrictions, therefore, we were keen to promote these sessions to a wide audience in the local community. We were able to attracted new participants due to an article in the Warwick Courier.

The sessions were run in blocks of 10 weeks and operated on a 1-to-1 basis. Our five volunteers, who have different specialities, including a student in placement from Warwickshire College, also provide social interaction by chatting to people as well as providing technical information.

Our computer café has had an apparent impact and has benefited many older adults to use their individual devices and mobile phones more effectively and continues to be successful.

Activitea – St Pauls Church and The Gap

The group, which provides activities and companionship, runs weekly with a core group who mostly live in the Forbes, and it is part of our outreach programme.

Activities included making wind chimes, Easter cards and enjoying cream scones to celebrate the Queen's Jubilee. Numbers averaged six people attending each week. Biweekly Craft activities included scratch art, museum talks and flower arranging and every other week a social activity such as playing games and chatting.

Plans for next year include changes suggested by the group such as extending it from two hours to three and to include a light lunch, with a relaunch and promotion of the group.

Memory Café – All Saints Church and The Gap

The vision and ethos of Memory Café Plus is to support those in the community in the early stages of age-related memory loss or dementia: these sessions are for the carer and the cared for, together. As well as serving delicious refreshments, the Café offers a varied programme of therapeutic activities for the cared for (e.g., through music, art, gentle fun exercise). For the carer the Café aims to build a strong network of support, with professional advice.

The Memory Café plus was previously run by All Saints Church, was relaunched in March 2022 and is now run in partnership between The Gap, All Saints Church and other organisations. Regular sessions are run on the 1st and 3rd Mondays of the month, from 2pm to 4pm at All Saints Church.

We have 10 members on this group that attend regularly. Our Older Adults Activities Coordinator, chairs the steering group for this group which involve All Saints Church, The Gap, Social Workers and Social Prescribers. At the moment, the group is led by volunteers, and we are working together to fund someone with responsibility for Memory café bookings, planning sessions, and collection of data. The new post will have a responsibility for Memory café bookings, delivering sessions, and collection of data.

We have been successful in applying for funding for three years in partnership with All Saints and St Pauls church for a 20-hour Older Adult Partnership Assistant post. We will start the recruitment campaign early next year. This post will support Activitea, Memory Café Plus as well as new projects around older men.

Partnerships

All Saints Church – we have been involved in relaunching a Memory Café with people living with the dementia and their carers in partnership with All Saints Church as mentioned above.

St. Paul's Church – We have had some issues with this group with the format and changes, but both the church and The Gap are looking on a format that suits the partnership.

Social prescribers - we are actively working with them to look at new possibilities in the future such as a bereavement group and activities specifically aimed at men.

Challenges and opportunities

The team has struggled to adapt to a new management style, this has caused some confusion and upsets. We are working on team connection and to establish a strong team dynamic.

We are working with All Saints Church and St. Paul's Church to fund a dedicated worker across all three of our organisations which will support and sustain future delivery and provide development in the current programme.

Community

Our community initiatives have significantly developed post COVID 19. This is led by our Community Development Manager, Lauren Sime, and considerable number of volunteers, including members of the Warwick Lions and members of the local community.

Volunteers

- Local residents have been putting themselves forward to assist with FareShare (food scheme). Lauren was proactive in altering the collection time period (from supermarkets) on the understanding that the session/collection would need volunteer support due to her working hours commitments. 6 helpers put themselves forward to facilitate this change and may soon result in fully signed up Gap Volunteers.
- Our new volunteer brought a wealth of benefits from their experience of running a small catering business to improve our processes and procedures with food delivery.
- A local mother and daughter supported other families around Warwick and share surplus foods to the socially isolated outside of the Packmores Estate. Over the Christmas period, they assisted five other households on their estate with hot food and food surplus parcels. Seven isolated older adults were supported through this.
- We have worked closely with The Warwick Lions who have committed to delivering the Tuesday and Friday collections. During November, the Warwick Lions also contributed financially and logistically with the supply of 6.5 litre slow cookers.
- A Residents Group came together, with a lot of contributions having initiated a partnership work with Public Health regarding a New Community Centre. A secretary, treasurer and chair have been elected. A consultation organised for spring. Members of the residents' group have been singled out by local as a potential candidate for Town Councillor, due to positive involvement in community work. This will a key partnership to strengthen the community voice for the new community centre. The resident group committee was asked to present a 3-minute speech to a cabinet committee meeting on 13th October to make a case for the space being used.

DIRECTOR'S REPORT (Continued)

Families

- Our most successful family engagement came through the Warwickshire Local Welfare Scheme (WLWS) funding for LED lightbulbs and slow cookers.
- Warwickshire County Council Children's Family Support team have restarted their one-to-one appointment sessions on Fridays from 9:30 till 11:30am. They have supported with drop ins from the public that might link to family/parenting signposting and 2 local mums have begun coming to the centre as an informal drop in and use the toys and space for their 0-2yr olds. They also supported the food collection.
- The Packmores Community Centre opens twice a week to support families with free food. The Theory of Change has highlighted the ideal outcome would be for an increase in the opening times/weekdays/food offer.
- The Packmores Centre operated as a collection point:
  - On Tuesdays, for FareShare (in partnership with Tesco) and M&S and Sainsbury's Warwick (in partnership with Neighbourly).
  - On Fridays, we work with Neighbourly, M&S and Sainsbury's Warwick.
- We continued to work with Public Health to be a collection point for Lateral Flow Test kits – which proved successful. The limited or absence of kits available by mail or chemists increased reach by service users.
- We worked with a group connected to The Gap to begin handing out children's books to remove barriers for engagement and opportunity for young people to benefit from reading for mental health and wellbeing.
- Get Cooking, a local company teaching people how to cook on a low budget, delivered a Christmas School holiday activity within the centre, with demonstrations and a taster made in a slow cooker – which supported the recent drive with the WLWS provisions.
- The Theory of Change highlighted the need for increasing frequency has resulted in the new Wednesday session at The Gap – 'Gap Give'. At the moment, we work with 4 supermarkets for food collection with potentially another 3 joining the scheme.

Community Triage

- Packmores Pantry sessions (Tuesdays and Fridays) are an access point for food and other types of support, triage, and signposting. The most successful of these being the August School Uniform Project. We used monitoring forms to capture information at the pantry sessions and identified signposting opportunities and potential financial/equipment support. Discussions with community led to school uniform campaign and in a funded project with Warwick Lions to purchase new school shoes.

Key Developments

- Men Shed – met for a fortnightly social session. In January 2022, a new group started focused on gardening in the Packmores Community Centre area. The group will also run on alternating weeks to the social session, providing a weekly opportunity for men to engage in the groups. A metal shed structure was built by the participants with the aim to be used in the near future as an established base. The sessions support men's mental health and wellbeing by engaging in social positive activities. A new development arose with St. Nicholas Church community room – they agreed to the use of the space weekly. This was a good opportunity to link to the Warm Hubs space and gain support from the stakeholders of the Warwick Network including Rotary who are very keen to support the warm venue group base.

- Outdoors Wellbeing sessions with ARC – Achieving Results in Communities (ARC) continues to run sessions on the Packmores Community Garden and access the Packmores Community Centre as a base and storage. During the colder months the group has been particularly appreciative of the space and our support of the group – waiving the hire costs and amenities. Discussions will be taking place in Mid-January to discuss further developments to sections of the Warwick Town Council owned land adjacent to the current allotment spaces. ARC was successful in securing funds to purchase a metal shed for the Packmores Community Garden space which is now erected and being utilised for the storage – relinquishing valuable space for the Packmores Community Centre.

- Jubilee Community Funday on 4th June – The residents' group was supported in the planning and paperwork (writing the risk assessments, supporting funding applications, site planning and event coordination) of the 1st community engagement event they held as a group. Connections were made, new residents came along, new social media followers linked in, and awareness was raised of the Packmores, PACC (residents' group) and The Gap. As a case study: Community members have met and spoke to each other for the first time. This is notable because they have lived close for over 10 years and all who attended were appreciative and would come again.

- The Gap also supported another 2 street parties in Warwick at Wathen Road (Packmores) and Blacklow Road (Percy Estate).

Challenges and opportunities

The Theory of Change has highlighted the ideal outcome would be for an increase in the opening times/weekdays/food offer. We have start food provision at The Gap on Wednesdays that have been very welcoming by local residents. Although we have a wide range of volunteer's support, capacity continue to be an issue in increasing our service provision at Packmores. The residents at Packmores remain committed to supporting 'Packmores Pantry'. With continue support from Warwick Lions both Tuesdays and Fridays.

The Residents Group is now rebranded as PACC: Priory Area Community Committee –The residents have agreed on an area which best fits their hopes for the future support for a new community centre and they continue to champion the Priory Medical Centre premises as a new capacity space. An event focused splinter group formed to organise celebrations for the Jubilee weekend. Their first community engagement event as a team.

Fundraising activities during the year

We are very grateful to receive grants and donations from organisations and individuals to enable us to deliver a wide range of services for the local community, their contribution makes a significant difference in people's lives.

We also run a number of fundraising activities throughout the year, with the aim of bringing members of the local community together to help raise funds through entry fees, sponsorship and raffles. Generally, around 75% - 80% of the total income is generated through voluntary means (grants and donations) and 20% to 25% generated through the rental of rooms (one-off and long-term rentals) to members of the public, charities and community groups, private firms and statutory organisations.

Despite Government lift of COVID 19 restrictions, we still had a significant decline of income from the reduction of room rental compared to the previous years (prior pandemic). We are still working to reach the same levels of hire income from those years and welcome back regular hirers.

The Gap received grants totalling £184,054 from Charitable Trusts and Local Authorities. This figure comprised both unrestricted and restricted grants which were either used to cover core costs or specific projects.

Key supporters during this period include Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, BBC Children in Need, 29th May 1961 Charitable Trust, Garfield Weston, Austin Edwards Charity Trust, Crime Beat, Warwick Rotary Club, Warwick Lions, The Rowlands Trust, Warwick Apprenticing Charities and Warwick Wishes.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

As an organisation that delivers community services for the local community, we believe that what we deliver has a direct and positive impact on the lives of our services users. Our wide range of services meet the needs of various groups and demographics. We have a team dedicated to work with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt and continue to do so post pandemic through our traditional delivery as described below:

The main benefits of accessing our services for our users are:

- **Youth Clubs** – we continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educative activities. Many of the young people coming to our youth club would not be able to afford to pay for after school clubs or any particular activity of their interest, but by accessing a variety of activities at the youth club, their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially in the area of improving their social skills, self-confidence and providing healthy lifestyle choices. Surveys with our young people indicate that about 85% of the young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns among the older population is social isolation. The Gap has responded to this by increasing the range of activities we provide for our older adults. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue to other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.

- **Other local needs** – as mentioned before, our main focus for service delivery is young people and older adults, however, we host a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive.'

DIRECTORS' REPORT (Continued)

The degree to which the achievements and performance during the year have benefited wider society.

As we support our local community to meet their needs, we also aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and to be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.

- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations, that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.

- **A society with confident individuals** – a fully functioning member of society is confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.

- **A society where our vulnerable community members are supported** – vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members. Consequently, through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection is therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.

After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No–one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

FINANCIAL REVIEW

The financial position of the charity at 31st August 2022 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2022 £	2021 £
Net Income/(expenditure)	**(22,578)**	**6,334**
Unrestricted Revenue Funds available for the general purposes of the charity	64,546	90,415
Restricted Revenue Funds	61,244	57,953
Total Funds	**125,790**	**148,368**

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to maintain a consistent level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers 6 months of core delivery expenditure. With the uncertainty of future income, these reserves will allow time to develop new sources of income or to cut back on related expenditure. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

Due to the coronavirus pandemic and the uncertainty it has caused, the Trustees have agreed that, temporarily, they will increase the level of reserves held.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

Mr Edward Terrey
Chair
Date: 18/4/23

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2022 which are set out on pages 18 to 30.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA BFP FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 4th May 2023

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2022

	Note	Unrestricted £	Restricted £	31.08.22 £
Income and Endowments from:				
Donations & legacies	2	120,046	56,723	176,769
Charitable activities	3	37,301	14,172	51,473
Other trading activities		1,951	33	1,984
Investments		67	-	67
Coronavirus grants	4	7,631	-	7,631
Total income and endowments		**166,996**	**70,928**	**237,924**
Expenditure on:				
Raising funds		14,088	-	14,088
Charitable activities	5	197,161	49,253	246,414
Total expenditure		**211,249**	**49,253**	**260,502**
Net Income/(expenditure) for the year		**(44,253)**	**21,675**	**(22,578)**
Transfers between funds		18,384	(18,384)	-
Net movement in funds for the year		**(25,869)**	**3,291**	**(22,578)**
Fund balances brought forward		90,415	57,953	148,368
Fund balances at 31st August 2022	11	**64,546**	**61,244**	**125,790**

The notes on pages 21 to 30 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2021

	Note	Unrestricted £	Restricted £	31.08.21 £
Income and Endowments from:				
Donations & legacies	2	102,740	65,617	168,357
Charitable activities	3	19,796	2,575	22,371
Other trading activities		567	-	567
Investments		10	-	10
Coronavirus grants	4	52,848	-	52,848
Total income and endowments		**175,961**	**68,192**	**244,153**
Expenditure on:				
Raising funds		12,202	-	12,202
Charitable activities	5	173,100	52,517	225,617
Total expenditure		**185,302**	**52,517**	**237,819**
Net income/(expenditure) for the year		**(9,341)**	**15,675**	**6,334**
Transfers between funds		3,553	(3,553)	-
Net movement in funds for the year		**(5,788)**	**12,122**	**6,334**
Fund balances brought forward		96,203	45,831	142,034
Fund balances at 31st August 2021	11	**90,415**	**57,953**	**148,368**

The notes on pages 21 to 30 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2022

	Note	2022 £	2022 £	2021 £	2021 £
Fixed assets					
Tangible assets	8		14,886		15,014
Current assets					
Debtors	9	7,292		15,431	
Cash at bank and in hand		109,709		126,339	
Total current assets		117,001		141,770	
Current liabilities					
Creditors	10	(6,097)		(8,416)	
Net current assets			110,904		133,354
Total assets less current liabilities			**125,790**		**148,368**
Funds of the Charity:					
Restricted funds			61,244		57,953
Unrestricted funds			64,546		90,415
Total charity funds	11		**125,790**		**148,368**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on 18/04/23

On behalf of the Trustees

Mr Edward Terrey
Chair

The notes on pages 21 to 30 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2022

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2022

1. ACCOUNTING POLICIES (continued)

Government grants are recognised under the Performance Model at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

(c) **Deferred Income & Income Received In Advance**
Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**
Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2022

1. ACCOUNTING POLICIES (continued)

(e) **Fixed Assets**
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings — 8% straight line
- Plant and machinery — 25% reducing balance, 10 years straight line
- Computer Equipment — 3 years straight line

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Redundancy**
Redundancy and termination costs are recognised as an expense in the Statement of Financial Activities and a liability on the Balance Sheet immediately at the point the charitable company is demonstrably committed to either: terminate the employment of an employee or group of employees before normal retirement date; or provide termination benefits as a result of an offer made in order to encourage voluntary redundancy. The charitable company is considered to be demonstrably committed only when it has a detailed formal plan for the termination and is without realistic possibility of withdrawal from the plan.

(k) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2022

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2022 £	2021 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	331	15	346	766
The Gap Action Partnership	-	-	-	1,157
Total donations and gifts from Individuals	**331**	**15**	**346**	**1,923**
Revenue grants from government and public bodies:				
Warwick Town Council	-	3,000	3,000	-
Warwick District Council	16,474	19,176	35,650	32,774
Warwick County Council	6,959	22,360	29,319	39,493
Total public-sector revenue grants	**23,433**	**44,536**	**67,969**	**72,267**
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	-	4,000	4,000	2,000
WRIN	48,000	-	48,000	49,850
Children in Need	20,000	-	20,000	10,000
Chase Meadow Community Centre	3,699	-	3,699	1,849
Garfield Weston	15,000	-	15,000	-
Warwick Apprenticing Charities	5,164	-	5,164	-
Education & Learning Communities Group	2,530	-	2,530	-
Lifespace Trust	1,389	-	1,389	-
Warwick Wishes	500	-	500	-
The Rowlands Trust	-	4,812	4,812	-
Warwick Lions	-	1,500	1,500	-
Rotary Club of Warwick	-	860	860	-
Warwickshire Crimebeat	-	550	550	-
Austin Edwards Charity Trust	-	450	450	
Heart of England	-	-	-	16,000
King Henry VIII	-	-	-	10,000
The Sheldon Trust	-	-	-	3,000
Warwickshire CAVA	-	-	-	1,000
The Challenge Network	-	-	-	318
JC Seccombe Charitable Trust	-	-	-	150
Total charitable-sector revenue grants	**96,282**	**12,172**	**108,454**	**94,167**
Total donations and legacies	**120,046**	**56,723**	**176,769**	**168,357**

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2022 £	2021 £
Sale of goods and services	-	14,172	14,172	5,266
Room hire	37,301	-	37,301	17,105
Total Income from charitable activities	**37,301**	**14,172**	**51,473**	**22,371**

4. CORONAVIRUS GRANTS

	Unrestricted £	Restricted £	2022 £	2021 £
Furlough JRS grants	131	-	131	14,216
Council grants	7,500	-	7,500	38,632
Total Coronavirus grants	**7,631**	**-**	**7,631**	**52,848**

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2022 £	2021 £
Direct spending				
Gross wages and salaries	74,351	16,989	91,340	92,833
Employer's NI	3,753	531	4,284	2,230
Pension costs	5,281	843	6,124	3,539
Travel and subsistence	63	418	481	280
Project costs	51,526	20,024	71,550	51,857
Resource costs	-	-	-	-
Refreshments	-	-	-	103
Subcontract payments	-	-	-	1,004
Total direct spending	**134,974**	**38,805**	**173,779**	**151,846**
Support costs				
Employee costs:				
Gross wages and salaries	24,441	-	24,441	22,256
Employer's NI	623	-	623	332
Pension costs	998	-	998	504
Training and welfare	1,468	268	1,736	4,796
Volunteer costs	1,210	169	1,379	115
Carried forward	**28,740**	**437**	**29,177**	**28,003**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2022

5. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2022 £	2021 £
Brought forward	28,740	437	29,177	28,003
Premises expenses:				
Rent	7,833	-	7,833	6,900
Rates and water	2,884	-	2,884	1,291
Light, heat and power	5,598	-	5,598	5,605
Cleaning and waste management	2,380	47	2,427	1,978
Repairs, renewals and maintenance	2,387	6,874	9,261	11,673
Administrative overheads:				
Telephone, fax and Internet	358	480	838	998
Stationery and printing	241	-	241	564
Equipment leasing	1,980	-	1,980	1,980
Computer costs	490	192	682	1,137
Advertising and marketing	528	466	994	575
Insurance	2,313	-	2,313	2,114
Sundry expenses	499	98	597	689
Admin costs	1,668	10	1,678	1,526
Consumables	-	-	-	752
Bad debts	-	-	-	1,048
Professional fees:				
Independent examination fees	2,520	-	2,520	2,400
Monitoring fees	400	320	720	720
Other legal and professional	283	-	283	293
Financial costs:				
Bank charges	146	-	146	84
Depreciation	939	1,524	2,463	3,441
Total support costs	**62,187**	**10,448**	**72,635**	**73,771**
Total expenditure on charitable activities	**197,161**	**49,253**	**246,414**	**225,617**

6. EMPLOYEE EMOLUMENTS

	2022 £	2021 £
Gross wages	179,093	163,511
Redundancy	1,005	-
Social security costs	4,907	2,562
Pension costs	7,122	4,043
Total salaries, wages and related costs	**192,127**	**170,116**

NOTES TO THE FINANCIAL STATEMENTS (continued)
For the year ended 31st August 2022

6. EMPLOYEE EMOLUMENTS (continued)

Average number of employees	14	15

No employee received emoluments in excess of £60,000 per annum.

7. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

8. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Computer Equipment £	Total £
COST				
At 1st September 2021	16,908	18,046	4,698	39,652
Additions	-	2,335	-	2,335
Disposals	-	-	-	-
At 31st August 2022	**16,908**	**20,381**	**4,698**	**41,987**
DEPRECIATION				
At 1st September 2021	6,334	15,179	3,125	24,638
Charge for the year	846	830	787	2,463
Eliminated on disposal	-	-	-	-
At 31st August 2022	**7,180**	**16,009**	**3,912**	**27,101**
NET BOOK VALUE				
At 31st August 2022	**9,728**	**4,372**	**786**	**14,886**
At 31st August 2021	10,574	2,867	1,573	15,014

9. DEBTORS

	2022 £	2021 £
Trade debtors	4,014	12,045
Prepayments and accrued income	3,278	3,386
	7,292	**15,431**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade creditors	1,605	4,607
Accruals	2,520	2,400
Social security and other taxes	1,972	1,409
	6,097	**8,416**

11. MOVEMENT ON FUNDS

	Balance at 01.09.2021 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2022 £
Unrestricted & designated funds					
Unrestricted revenue funds	90,415	166,996	(211,249)	18,384	64,546
Total unrestricted funds	**90,415**	**166,996**	**(211,249)**	**18,384**	**64,546**
Restricted funds					
Building Fund	1,850	14,798	(7,246)	6,828	16,230
Catering	2,766	1,042	(3,831)	3,850	3,827
Club 11	410	-	-	(410)	-
Computers	1,640	-	(823)	181	998
Friday Friends	247	109	-	(356)	-
GapCook	-	-	-	-	-
GapGlobal	1,001	-	-	-	1,001
GapGo	1,901	-	-	-	1,901
HoE Doing Things Differently	-	-	-	-	-
Live Life	7,745	915	(2,209)	(1,079)	5,372
Men Shed WW	-	6,495	(1,848)	-	4,647
Older People	2,597	6,970	(2,011)	(2,609)	4,947
Spark WW	436	-	-	(436)	-
Toilets	6,418	-	-	(6,418)	-
Warwick West 2020/21	566	15,606	(12,021)	(4,151)	-
Warwick West 2022/23	-	16,500	(10,161)	(1,250)	5,089
WCC Youth Work Fund	28,721	-	(2,752)	(12,852)	13,117
Web/Promotion	59	-	(408)	349	-
Welfare	-	1,865	(1,046)	-	819
Woodloes Project	893	-	(456)	(437)	-
Youth Activities	703	6,628	(4,441)	406	3,296
Total restricted funds	**57,953**	**70,928**	**(49,253)**	**(18,384)**	**61,244**
Total charity funds	**148,368**	**237,924**	**(260,502)**	**-**	**125,790**

12. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

Building Fund	The balance of this fund will be used on maintaining the buildings and grounds.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Club 11	This funding is to be used for the opening of a new lunch club and other activities related to older people. The balance comprises capitalised assets being depreciated as per the rates in Note 1.(e). This fund was closed and merged with the Building Fund.
Computers	The balance of this fund will be used for the maintenance of the computers.
Friday Friends	Funding to provide a weekly Stay and Play session for pre-school children and accompanying adults. This fund was closed with the remaining balance transferred to unrestricted funds.
GapCook	Funding for a cooking project for young people. This fund was closed.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapGo	Funding to give young people outdoor skills.
HoE Doing Things Differently	Funding to support the adaptation of youth services during the pandemic. This fund was closed.
Live Life	Funding to help tackle social isolation and promote health and wellbeing for older people.
Men Shed WW	Funding for establishing a Men Shed group in Warwick to encourage men's engagement in social and mental wellbeing activities.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
Spark WW	Funding for Holiday Fun Days held at our Packmores Centre. This fund was closed with the remaining balance transferred to Warwick West 2020/21.
Toilets	Funding for the refurbishment of the toilets. The balance is the capitalised costs of the work and is being depreciated as per the rates in Note 1.(e). This fund was closed and merged with the Building Fund.
Warwick West 2020/21	Funding for community development based at Packmores Community Centre and Warwick West. This fund was closed and merged with Warwick West 2022/23.
Warwick West 2022/23	Funding for community development based at Packmores Community Centre and Warwick West.
WCC Youth Work Fund	Funding to expand youth provision in Warwick and tackle antisocial behaviour, knife crime, alcohol abuse and county lines.
Web/Promotion	Funding for website design and other promotional media. This fund was closed.
Welfare	Funding to support residents facing financial hardship with slow cookers and LED bulbs to reduce electricity bills.
Woodloes Project	Funding to run a youth club at Woodloes Community Centre once a week, on Fridays. This fund was closed with the remaining balance transferred to Youth Activities.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2022

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2022				
Restricted funds	9,891	52,877	(1,524)	61,244
Unrestricted funds	4,995	64,124	(4,573)	64,546
	14,886	**117,001**	**(6,097)**	**125,790**
At 31st August 2021				
Restricted funds	9,081	50,919	(2,047)	57,953
Unrestricted funds	5,933	90,851	(6,369)	90,415
	15,014	**141,770**	**(8,416)**	**148,368**

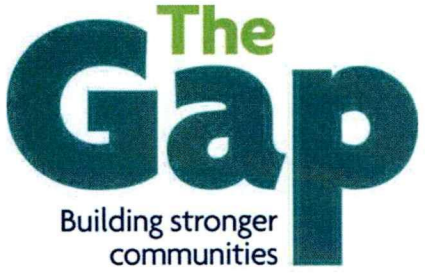
14. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts



Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2021

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 20
INDEPENDENT EXAMINERS' REPORT	21
STATEMENT OF FINANCIAL ACTIVITIES	22
COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES	23
BALANCE SHEET	24
NOTES TO THE FINANCIAL STATEMENTS	25 – 34

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640	
COMPANY NUMBER:	4102182	
OPERATING NAME:	The Gap	
DIRECTORS:	Mr Harry Moy	(Chair to 20 January 2022)
	Mr Edward Terrey	(appointed 20 January 2021) (Chair from 20 January 2022)
	Mr Jonathan Temple	(Vice-Chair)
	Mrs Diane Davies	(Treasurer)
	Mr Andrew Baugh	(resigned 23 September 2020)
	Ms Jan Weston	
	Ms Nicola Harris	
	Ms Christine Cherry	(appointed 23 June 2021)
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD	
INDEPENDENT EXAMINER:	Mark Harwood FCA FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW	
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ	

Contact us at:

01926 494200

marcos.campos@thegapwarwick.org

@TheGapWarwick

@GapThe

www.thegapwarwick.org

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2021. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estates Community Projects Limited is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mr Andrew Baugh retired and Ms Christine Cherry and Mr Edward Terrey were appointed as directors. There were no other changes during the year. Mr Harry Moy retired as chairperson in the period between the year end and the approval of the accounts and was replaced by Mr Edward Terrey.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects

The main activities undertaken in relation to those purposes during the year

The principal objective of the Charity is to improve the lives of the inhabitants of Warwick. The work generally focuses on North Warwick and Percy Estate/Emscote areas but has been expanding to other areas in Warwick, especially in Warwick West through service delivery contract with Warwick District Council, and it aims to engage all sections of the local community by providing a focus for community engagement through operating a community centre and running short- and long-term programmes, with a range of partners, focusing on meeting local needs and developing local participation.

The Gap works in partnership with several voluntary and statutory agencies to deliver a wide range of services. Some of these agencies take responsibility for the delivery of their own services whilst the company provides the facilities and facilitates the participation of local people by promoting the services via published literature and social media.

The core activities provided by us are the youth groups and older adults activities such as a lunch club, exercise classes and creative sessions. We also support local parents by running a volunteers-led toddlers' group.

The Gap centre is a venue for a wide range of activities and services, and we actively work to widen the range of support to groups using the facilities, including IT equipment and catering, when it is required.

The Packmores centre, our outreach venue, focuses on delivering the FareShare scheme and further food provision in partnership with Make Lunch and Transforming Communities, mental wellbeing sessions in partnership with Achieving Results in Communities (ARC) and signposting in the most deprived community in Warwick.

COVID -19

During the period of September 2020 and August 2021, the country entered 2 national lockdowns and different restrictions and plans were put in place which had a direct impact on our service delivery. The changes caused us to rapidly adjust to ensure that we would fulfil our objectives and continued support to our local community. Below are some of the ways we had to adapt:

- **Planning and meetings** – Due to the continuous change, it became very hard to make any mid – to long- term plan, therefore, regular communication with the team was crucial to ensure that we able to adapt to any changes in the government guidelines and continue to support our services users and the most vulnerable in our community. In this period, we had staff members on Furlough, working from home or delivering essential services which were exempt of restrictions in the different stages of lockdown government measures.
- **Older Adults services** – After a long period of no face-to-face activities, the older adults' activities were resumed in September 2020, however, following the lockdowns and other restrictions, we had different phases of face-to-face and non-face-to-face activities. Our KIT project (Keep in Touch), a weekly call to around 80 older adults in our local community to provide a listening ear, relevant and updated information about COVID-19, and to signpost to more specialist work where necessary, continued to be a crucial service to avoid isolation and further challenges.
- **Youth Work** – similarly with the older activities, we had different phases of face-to-face and non-face-to-face activities. We followed the National Youth Agency guidelines throughout the pandemic to ensure that all our youth sessions were safe to run. We specifically focused on creative and wellbeing sessions, aiming to tackle the impact of lockdown on young people, such as screen fatigue, limited opportunities to see friends and boredom.
- **Community support** –the focus of our outreach team and community support was to assist struggling families with food provision through the FareShare scheme and with the collaboration of partner organisations, such as Make Lunch, Transforming Communities, Warwick Lions and volunteers, which benefitted around 60 households per week. We also partnered with Achieving Results in the Communities (ARC) and other volunteers to provide weekly mental health and wellbeing sessions.

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, Fitness and Zumba offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. The Centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

The Gap also supports community development in Warwick West, under a 3-year contract with Warwick District Council, focussing primarily on the Packmores area. This includes the day-to-day management of the Packmores Centre and the development of various activities to meet local community needs. Our main focus has been on the development of services for young people, children and families. Men Shed also started as new initiative to support men's mental health and wellbeing. The engagement of the local community continues to grow as needs change and services are adapted.

COVID-19

During COVID-19, our offer changed significantly, not only in the breadth of what we delivered by also the nature of our services, as previously explained. However, the changes that had to be made did not necessarily diminished our impact in the local community. For example, despite not being able to deliver face to face services for a significant part of the year, our staff commented on how well they got to know some our services users due to the regular individual calls and it has helped to enhance our understanding of local needs. Another factor that has helped us to reach our community more holistically was the level of collaboration with various partner organisations as the challenges that we all faced during the pandemic helped us to work even closer together to support the most vulnerable in our community.

The charity's strategies for achieving its aims and objectives in the future

Prior to COVID-19, The Gap was working on the implementation of our Strategic Plan 2018-2021, which had to be adapted due to the impact of COVID-19. However, we have continued to work on our 3 main aims as below:

- **Growth and Development** – the impact of the pandemic in society has highlighted an increasing demand for public services and created a wider range of needs. The voluntary and community sector is in a strong position to meet some of those increasing needs. However, we need to grow and develop by:

    - **Investing in capacity building by recruiting staff with relevant skills as we develop as an organisation**
    - **Upskilling staff and volunteers to meet future demands**
    - **Developing our core services**
    - **Developing new areas of opportunity**

- **Achieving Excellence** – Feedback from our services users, indicates how important and impactful our services are, however, as a learning organisation we want to make sure that our delivery is the best it can be. We will continue to work to ensure that our systems and procedures are rigorous and efficient, contributing to the highest quality of services that our users deserve.

- **Investing in Partnership** – The Gap has had the privilege of working with many partners over the years. They play a significant part in our success and this has been even more evident during the pandemic. To continue to make a positive impact in our local community and to expand our services to other parts of Warwick, strategic partnerships are crucial. Therefore, our priorities are to:

    - **Strengthen our existing partnership whilst building new ones**
    - **Ensure we are an active contributor to local networks**
    - **Develop our services in collaboration with partners**
    - **Strengthen relationships with local and existing funders**

COVID-19 has reinforced the need to continue to develop and increase our impact as an organisation. It has also presented us with some new learning opportunities that we will carry into future planning.

The main achievements and performance of the charity during the year

As previously mentioned, we had to drastically change our activities throughout the pandemic. Please see below our main achievements from September 2020 to August 2021.

Young People

Activities from September 2020 to December 2020:

Youth Clubs Covid-Secure restart

Face-to-face youth sessions were successfully restarted in a phased return from mid-September. We started with Monday and Tuesday Youth Clubs at The Gap (Juniors and Seniors) followed by Wednesday Youth Clubs at Chase Meadows (Juniors and Seniors), and Friday Youth Club at Woodloes (Juniors). Attendance was pre-booked to ensure compliance with rules on group sizes (max. 15 young people.) The Gap and Woodloes were well-attended in this period; Chase Meadows had low attendance but with signs that it will increase.

Packmores Youth Club is on hold due to the restrictions of the very small venue size and social distancing requirements. We hope to bring young people back to Packmores with one session every 4 weeks initially, focused mainly on outdoor activities. We are working with the Community Centre Managers at Chase Meadows and Woodloes, and in full compliance with National Youth Agency regulations, to operate Youth Clubs in a Covid-Secure manner.

We have worked in partnership with Chase Meadows Community Centre to secure funding for 12 months for our youth provision at Chase Meadows.

Activities from January 2021 to March 2021:

From January to March, we continued with our online provision, with three activities per week delivered on our private Facebook group and over Zoom. We were also growing our presence on Instagram. In addition to online activities, throughout March, we delivered 1:1 youth sessions at The Gap, for a young person identified as vulnerable and in need of support.

Face-to-face youth sessions successfully restarted at the end of March. Numbers were strictly limited, and activities took place outside to comply with National Youth Agency regulations. Sessions included Outdoor Skills (GapGO!), sports, games (GapACTIVE!) and Arts & Crafts (GapCREATIVE!) The children were delighted to meet again in person with very positive feedback from parents.

Projects and funding

In March we organised the logistics of delivering a Holiday Activities and Food (HAF) project at The Gap during the Easter holidays. This was a new initiative from the Dept. of Education - a funded 'holiday club' exclusively for Pupil Premium/Free School Meals children. These sessions were fully booked for our three days of activities. Our programme included elements of our established GapGO! GapCOOK!, GapACTIVE!, GapCHALLENGE! and GapCREATIVE! activities. Jane also completed and returned our end-of-project report to UK Youth for their funding for our cultural project called GapGLOBAL!

We had some productive meetings with stakeholders and partners, including useful collaboration with the Police and with Myton and Aylesford Secondary Schools. The collaboration helped us to successfully complete our funding bid to Warwickshire County Council (WCC) to expand youth provision in Warwick which was submitted in May.

Working with other organisations

The Gap took a leading role with the above Youth Project funded by WCC, and Jane chairs the meetings for Warwick Vision Youth as part of this project. We continue to work successfully in partnership with WCC, Saltisford Church, Warwick Gates Community Centre, Transforming Communities Together, Chase Meadows Community Centre and Myton and Aylesford schools.

The Wellbeing Youth Champions programme has been finalised with WCC, and we hope that at least one of our Seniors will take part.

Jane, our Youth Development Manager, is also part of a Youth Alliance forum organised by WCC and has been building relationships with many useful contacts across both the Council and other Youth Organisations. The partnership with WCC had led to Jane delivering training for WCC, as part of their 'Introduction to Youth Work for Volunteers' training programme.

A partnership with Lifespace also started involving our Youth Workers delivering some mentoring in schools.

Activities from April 2021 to June 2021:

From April, we relaunched our Youth Clubs at Chase Meadow, Packmores and Woodloes. Numbers were strictly limited, and activities were designed to comply with National Youth Agency regulations. Sessions included Outdoor Skills (GapGO!), sports, games (GapACTIVE!) and Arts & Crafts (GapCREATIVE!). We introduced a waiting list at Chase Meadow Youth Club, due to high demand and the practicalities of social distancing.

Projects and funding

Warwick Vision Youth – following on from several productive meetings with stakeholders and partners, we produced and submitted our funding bid to Warwickshire County Council (WCC). We were delighted to be awarded nearly £60,000, which will be used to increase and improve Youth Provision across Warwick, including:

- Recruiting 2 new Youth Workers.
- Establishing a programme of detached Youth Work.
- Launching a Seniors Youth session at Chase Meadows.
- Launching a new Youth Club at Warwick Gates.

During the Easter holidays we delivered the Holiday Activities and Food (HAF) project at The Gap, enabling disadvantaged children to take part in activities with lunch provided. The feedback from children and parents was excellent and led to many bookings in advance for our summer holiday HAF sessions.

Activities from July 2021 to August 2021:

Youth sessions were run successfully throughout July and August, in compliance with National Youth Agency Covid-Secure regulations, operating at the NYA 'Green' Covid level, which means all our activities ran normally, with extra vigilance regarding ventilation and hygiene. Sessions included Outdoor Skills (GapGO!), sports, games (GapACTIVE!) and Arts & Crafts (GapCREATIVE!)

Attendance steadily increased at all our Youth Clubs, including our Senior session for teenagers on Tuesday, which had previously held low numbers.

Over the summer holidays we had very low attendance at our Monday Youth Club at The Gap (c. 3 – 4 young people), but numbers have now increased to c. 12 – 15 young people. Some of these children have a range of additional needs which require adjustments to our activities and extra supervision/support from the Youth Team.

Projects and funding

Warwick Vision Youth – £60,000 funding (2-year project) from Warwickshire County Council to enable us to:

- **Recruit 2 new Youth Workers** - We received very few applicants for the Youth Worker role, which reflects the difficulty all youth organisations are currently facing with recruitment. One successful applicant unfortunately decided not to take up our job offer, due to personal reasons
- **Establish a programme of detached Youth Work** - We started Detached Youth sessions on Thursday evenings, delivered by 2 Youth Workers. They have successfully built relationships with a large group of young people who gather near Woodloes Primary School, and this work is developing and ongoing. We are monitoring and recording progress with this project and responding to the needs of the young people.
- **Launch a Seniors Youth session at Chase Meadows** - Our Seniors Youth Club at Chase Meadow is planned to be launched in early September as a result of a strong and supportive relationship with the Community Centre team over the last couple of years.
- **Launch a new Youth Club at Warwick Gates Community Centre** - Warwick Gates Community Centre is currently closed for refurbishment. Jane is in touch with the Centre Manager and when this venue reopens, we will establish a new Youth Club there.

Children in Need – we have secured another £30,000 funding (over 3 years) to contribute towards salary costs for the Youth Development Manager.

HAF - during the summer holidays we delivered two weeks of Holiday Activities and Food (HAF) project at The Gap. This is an initiative from the Dept. of Education - a funded 'holiday club' exclusively for Pupil Premium/Free School Meals children, to enable disadvantaged children to take part in activities with lunch provided. Our programme included elements of our established GapGO! GapCOOK! GapACTIVE!, GapCHALLENGE! and GapCREATIVE! activities. The feedback from children and parents has been excellent, and several children who attended HAF sessions are now members of our regular Youth Clubs.

GapGO! - in August we organised instructor-led Kayaking sessions for every Youth Club, at Leam Boat Centre. This was a popular event and a lovely experience for the young people.

Working with other organisations

Jane continues to Chair meetings for Warwick Vision Youth and drive this project forward. We are working successfully in partnership with WCC, Saltisford Church, Warwick Gates Community Centre, Transforming Communities Together, Chase Meadows Community Centre, Myton and Aylesford schools and the local police.

Our Youth Development Manager has been chairing a Youth Alliance meeting for Warwickshire County Council and has been building relationships across the Council and other Youth Organisations, through the Youth Alliance network.

We successfully delivered the HAF programme at The Gap over the Summer holidays, in partnership with the Dept. for Education and WCC. We are delivering this again in Easter 2022.

We are exploring opportunities to establish youth mentoring sessions within local schools, in collaboration with Lifespace in Stratford.

Older Adults

Activities from September 2020 to December 2020:

Live Life:

- With the COVID-19 restrictions lifted and following the welcome back sessions during the last two weeks in September, the Live Life programme restarted. We had lost two of our members- sadly, one having passed away during the summer and another relocating to be near her family.
- During October, the 4 Tuesday sessions went ahead as planned in safe, spaced-out seating in the hall, following COVID-19 secure regulations.
- In week 1 and 2, activities included quizzes, bulb planting, craft work (decorating the display tree for the Gap reception area with autumn leaves). In line again with COVID-19 guidelines, each member of the group had their own craft tray and resources set out prior to each session which involved some additional spending but ensured that everyone could access the activity safely. The much-needed seated exercises were also resumed.
- Week 3 in October, we delivered the 1st session of the yearlong monthly Circle Dance project (the original start having been suspended from April). This was an excellent session- enjoyed greatly by the group and staff, involving music and seated dance movements from around the world. Not only was the exercise beneficial and the music uplifting, it also generated much discussion as to the countries of origin, and group members own experiences of travel.
- Week 4 brought the month to a close with a socially distanced celebration Halloween tea in the hall- with another good attendance of 10 group members.
- In November, the sessions began well, with a full house of all existing members (except one caring for her terminally ill husband, who was kept in touch with weekly) and one new recruit- (12 in total plus 1 volunteer). Exercise and craft work (Making Poppy tile coasters) made up Week 1- and home knitting produced some beautiful poppies for the display tree.
- Unfortunately, 5th November brought the 2nd Lockdown period and centre closure. With planning and preparation together, we were able to build on the Older Adult 'KIT' (Keeping in Touch) strategy developed over the 1st lockdown, to now include doorstep delivery or posting out Craft packs, quiz sheets and other activities (following the original autumn planning for the Tuesday sessions). This continued through December (during Tier3 restrictions) and into the new year (Lockdown #3). Feedback was very positive, with pictures posted on our Facebook page, demonstrated the enthusiasm of the group members responding to seasonal craft activities e.g., Advent Candle Table decorations; Christmas cards and Orange Pomander making. Quizzes and crosswords stimulated discussion during telephone calls, both with the staff and amongst the group members.
- The Gap staff Christmas card was also well received, along with a Live Life photo collage of all members for a 2021 calendar that we delivered to them all personally, following safe practice.

Knit n Natter:

- All the regular Knit & Natter group became part of the Tuesday Live Life group since the autumn. Whilst knitting for the hospitals had been on hold, the group engaged in knitting for The Gap display tree (poppies and Christmas decoration) as well as sharing ideas amongst themselves. We were able to restart the Friday coffee morning Knit n Natter for 1 session in October only but kept in touch with previous attendees by post, calls and texts.

Lunch Club:

- Meetings were held in September with the lunch club volunteers, and it was agreed to restart the sessions in a modified, COVID-19 safe way. Letters were sent out to all Lunch Club Members on record (42 including 7 volunteers) with the aim of hosting 2x 1hr Coffee/Bingo sessions on Wednesday mornings (max 15 seated) with sufficient cleaning time between each sitting.
- 6 sessions were held over 3 weeks and attendance averaged 7-8 per session plus volunteer support, which made it safe and manageable. Feedback was again very positive, with attendees very pleased to be out and seeing friends again.

With the return of restrictions, sadly these sessions had to end. Postal contact was maintained with lunch club members and telephone conversations with many of them.

Exercise Classes:

- During the opening of the centre between Lockdowns/Tier 3 restrictions, several of the Exercise classes managed to restart including those overseen by The Gap – 4 Nifty over 50 and 4 Keep moving classes took place, along with Tai Chi.

Unfortunately, again, new restrictions curtailed these classes, but the collaboration of exercise instructor and our PR officer, we manage to lead some Virtual exercise sessions, and reminders of exercises were sent to many of the older adults at home who were unable to exercise safely outdoors.

Computer Café:

- We maintained links with our IT volunteers throughout the lockdown periods. It was agreed to put off any relaunch of the Computer Café until at least after Easter 2021 for the safety of all attendees and volunteers.

Communications and funding:

- The Older Adults' 'KIT'- 'Keeping in Touch' initiative developed during COVID-19 Lockdown #1 was sustained throughout the year. This covered all the work that staff and volunteers put in to maintain links not only with group members but also with their family and signposting or liaising with other partner and community agencies (e.g., social services, COVID-19 mutual aid group, Warwick Lions) where necessary to support anyone and everyone with specific needs within The Gap's older adults' community.
- Doorstep visits, telephone calls, texts, what's app, emails and postal deliveries were undertaken, along with an increasing presence on The Gap's Facebook page. Both staff and group members became increasingly confident in sending pictures and news updates for posting. Even if many of the older adults do not personally access Facebook, it was very important for their family members to see what virtual support/ activities remained available from The Gap team as well as celebrating and sharing pictures and achievements during lockdown and continuing to raise the profile of The Gap. This in turn helped to secure further funding available to support initiatives during the COVID-19 crisis.

<u>Activities from January 2021 to March 2021:</u>

The Older Adults team worked towards ensuring that as many older adults as possible that normally attend The Gap continued to be contacted regularly and where possible had activities delivered weekly. Most of the older adults known to The Gap also received a Think Active: Active at Home Booklet. We distributed printed copies of the 'Active at Home' booklet to help local people to be active and stay healthy at home.

Besides the weekly phone calls, we had our first team meeting via zoom on 16th March which was successful and produced lots of ideas and discussion to enable the team going forward., which continued every other week during lockdown. We discussed the new Safeguarding Policy for vulnerable adults, opportunities for service development and introduction of a new weekly timetable that will take account of current social distancing rules.

Below, it is a list of groups for Older Adults, how the team have continued to deliver the 'keeping in touch' strategy, how they showed a spirit of collaboration and what can be achieved during such pressured and complex times.

Live Life:

- Older Adults that usually attend the Live Life programme continued throughout this period to receive doorstep delivery or postal delivery of activities to be completed in home. There was a wide variety of activities delivered including three ingredient recipes for 'magic scones' to a quiz on St. Patrick, jigsaw puzzles, and coming up for cards and craft on an Easter theme.

- Feedback was very positive, such as:
  'I thought you might like to see my cards. Thank you for sending me the craft pieces to enable me to make them. Also thank you for sending me the ingredients etc to enable me to make the Homemade Bird Feeder. I have made it and put it in my fridge to set. Hope to send you a photo sometime soon. I was "spurred on" to make it when I saw the lovely photo of Sue and the feeders she has made. Connie's Valentine cards also look beautiful'.

Knit n Natter:

- All the regular Knit & Natter group became part of the Tuesday Live Life group since the autumn and therefore received the same as above.

Lunch Club:

- Contact with lunch club members continued through telephone conversations with many of them to provide a conduit for updated information and as a friendly listening ear if needed.

Exercise Classes:

- During this period, these classes were closed in keeping with government restrictions.
- However, reminders of exercises were sent to many of the older adults at home through the Think Active: Active at Home Booklet.

Computer Café:

- We continued to maintain links with our IT volunteers throughout the lockdown period. As reported in the previous quarter, it was agreed to put off any relaunch of the Computer Café until at least after Easter 2021 for the safety of all attendees and volunteers.

<u>Activities from April 2021 to June 2021:</u>

Live Life:

Live Life resumed on 18th May and the following week delivered an afternoon tea of which had full attendance. This was a celebration to mark the end of lockdown in its fullest form and to welcome back all participants. It was very well received, and The Gap had a press release published in a local paper which brought some new attention to our services for older adults.

Live Life continued in its original format of a mix of physical exercise and craft sessions, with good attendance and positive feedback.

Knit n Natter:
The group returned from 24th June, an appeal was launched for more knitters to attend as numbers were depleted. The group gained a new volunteer, a very experienced knitter who would support leading the sessions and was very helpful in organising resources needed to knit items that will become a part of future fundraising. Patterns were printed and wool ordered and donated to make items to be sold at the upcoming Christmas Fayre at The Gap. Hopefully, this could become a regular event and be profitable as well marketing our services and activities to the wider community.

Lunch Club:
The lunch club resumed on 2nd June with some adaptations to ensure safety and a smooth transition back to normal. The sessions delivered involved the games and social interactions, but lunch was not served at this point.

Exercise Classes:
The one-hour session of seated exercise was an important part of the Live Life group delivered by an outside trainer twice a month as well as once a month circle dance also delivered by an outside trainer.

Computer Café:
The computer café is due to begin again in September for ten weeks facilitated by two volunteers that kindly offered to return.

St. Pauls – Activitea
We started discussing return arrangements with St. Paul's along with any necessary risk assessments. It is hoped that we return from September 2021.

Partnerships
We organised a meeting with All Saints Church to discuss partnership arrangement to deliver a memory café based on music for dementia sufferers and their carers.

Activities from July 2021 to August 2021

Live Life:
We continued to have good attendance and positive feedback. We had a new exercise instructor for the group, and this went well, however, due to COVID secure guideline, there was concern that if the number of attendees increased above ten, the group would need to relocate given the current social distancing regulations.

Knit n Natter:
The group had an average of 6/7 attending every week. They were very pro-active in their efforts to fundraise for The Gap by continuing to knit items to be on sale at the proposed Christmas fayre on December 4th. We were hopeful that this could become a regular event and be profitable as well marketing our services and activities to the wider community. More wool and other knitting items were donated to the group which made a huge difference to available resources.

Lunch Club:
The lunch club continued to offer the two hourly sessions of Bingo without lunch over July and August but from September 4th the group began to serve lunches, and this was well received with 22 attendees on the first week with a lunch of sausages and mash, jelly, and ice-cream.

Computer Café:
The group planned to start on 13th September with three volunteers and eight new people, seven of whom came after reading the promotion on the local newspaper. The approach of the group was a customised service for over 55's that have no or little experience with computers, tablets or phones.

Activitea – St Pauls Church and The Gap
This group plans a return date for September.

Memory Café – All Saints Church and The Gap
Our Older Adults Activities Coordinator attended a couple of planning meetings on behalf of The Gap for the forthcoming Memory Café at All Saints Church as part of the steering group. The steering group met to plan how the café will meet its vision to support those in the community in the early stages of dementia for both carer and the cared for.

We will support the programme outline each term, report on the ongoing marketing and help evaluate past sessions in terms of relevance of activities and pastoral care. It is hoped that this group will begin by Easter 2022.

Community - Warwick West

Activities from September 2020 to December 2020:

- The Packmores Community Centre reopened to staff and was accessed by volunteers to facilitate community support. The centre was used as a collection point for the FareShare Scheme (food distribution). COVID-19 Secure measures such as social distancing, sanitising cleaning station and track and trace were observed at all times. This scheme has been very successful, and we estimate that 80 individuals were benefiting from this every week.
- **Youth and Family Activities** – we organised engagement activities on October half-term/Halloween and Christmas school holidays. During these two school holiday periods, we ran 'decorate your front house' competitions with a significant number of participants. The team also supported local residents with craft activity packs donated by the Make Lunch project and pumpkins and carving activities donated by Morrisons.
- **Citizen Advice** – we continued to signpost to this service as well as give email and phone support to those who approach us with specific request for support and assistance with benefits and resident issues. The team collected data and statistics from WCC about unemployment figures which would inform us in our future planning.
- **Family Support Group** – The Warwick County Council Children's Services Team continued to support the local families in their support sphere through telephone communications. We began weekly 'check-ins' with the WCC team to liaise on the support of local families in Packmores.

Key Developments:

- **Men Shed** – this is an initiative that was led by a volunteer and with the direction and support of our Community Development Manager. This group aims at engaging men in social activities by using practical skills. It was launched in October at Warwick Sports Club with the presence of the Mayor of Warwick. Sessions were online with plans to find a suitable venue when restrictions are lifted, and the group will be able to physically meet.
- **The Art of Brotherhood** – this a group set up by volunteers to support men's wellbeing. The group aimed to operate online in it's at the recruitment stage. The plans were to develop face to face support sessions to men in the local area once government guidelines allow to do so. Our Community Development Manager supported the group by funding some training to support the development of the group. This will allow the group to train other local volunteers to become leaders in their community.

- **Outdoors Wellbeing sessions with ARC** – we partnered with Achieving Results in Communities (ARC) to facilitate outdoors wellbeing sessions in Packmores. These weekly sessions were held at the Packmores Community Garden with an average of 6 participants. The success of the project gained interest of the local town councillor who wants to develop the community garden and encourage more residents to use it. Below are some of quotes of the participants:

"I feel so much benefit from being outside, I live on my own and I look forward to Thursdays each week now to meet new people here."

"I live in a flat and have lost my job. I've been lonely through lockdown but having a weekly appointment here in the garden with other people makes me really grateful. I can just walk down the road and be part of the group."

"The mindfulness was relaxing and calmed me down."

"I had no idea this space was here; I'm looking forward to seeing how we can transform the garden and see what grows in the spring."

The success of the project led us in starting a new pilot project in January and to look for further funding for the continuation of these sessions.

- **Community Newsletter** – In November, we designed and printed a community newsletter which was delivered to around 500 houses in the Packmores area. The content of the newsletter was to inform the local community of our new initiatives as well as contact numbers for further support.

Activities from January 2021 to March 2021:

- The Packmores Community Centre was open once a week (twice a week from April) to support the local community with the FareShare Scheme (food distribution), around 80 individuals are benefiting from this every week. Services delivered during this period:
- **Youth and Family Activities** – we continued to support young people and families through activities pack during holiday activities.
- **Citizen Advice** – delivered services virtually with no indication on when or if they will start delivering their sessions on site in the near future.
- **Family Support Group** – The Warwick County Council Children's Services Team continued to support the local families in their support sphere through telephone communications.

Key Developments:

- **The Art of Brotherhood** – The group continued to be operating online. The plans were to develop face to face support sessions to men in the local area from May 2021.
- **Outdoors Wellbeing sessions with ARC** – Achieving Results in Communities (ARC) continued to facilitate outdoors wellbeing sessions in Packmores, now delivering 2 weekly sessions due to its success.
- **Community Newsletter** – we designed a community newsletter which was delivered to local residents. The newsletter aimed at informing the local community of our new initiatives in Spring as well as contact numbers for further support.

Activities from April 2021 to June 2021:

- The Packmores Community Centre was open twice a week to support families with free food, operating as a collection point: Tuesdays, for FareShare (in partnership with Tesco and M&S) and Fridays, for Your Farmer Frozen Meals provided by Transforming Communities Together Warwick and also dry goods for Free School Meals families and Foodbank voucher holders.

- **Youth Activities** - the Packmores team delivered HAF (Holiday Activities and Food programme) to 24 families with bags of fresh fruit, veg and meat. One bag was given each week of the holidays and included family activities and physical activity toys (hacky sacks, skipping ropes, frisbees, cones and rings, bean bags). This included an activity programme on 4 days in the school holidays (Easter) in partnership with Fitt4Kids sports providers, offering 40 places and a packed lunch each day.
- **Family Activities** – Alongside the HAF provision, our team continued to provide holistic support for the families. Pre-school children could not take part in HAF physical activities but were included by the team with activities on the park and with the provision of Packmores project funded craft bags and snacks.
- **Community and Family Coffee Morning** at Newburgh Primary School had, unfortunately, to be cancelled due to changes in COVID restrictions, however it is rescheduled for the next quarter.

Outside service providers continued to support residents online or by phone remotely (such as Citizen Advice, Recovery Partnership and WCC Family Support Services). There was no indication on when or if they would start delivering their sessions on site again, however conversations with service provider team leaders seemed positive. Government roadmaps and employee needs prevent any commitments or proposals.

Key Developments:

- **HAF** – we were one of the very few HAF programme providers during the Easter school holidays. HAF is a government led initiative funded to support low-income families – providing Holiday Activities and Food. Criteria for funding had to incorporate health food provision, healthy eating guidance/handouts/marketing for the parents and promotion of physical activities for physical or mental health and wellbeing for school aged children (5-16yrs) Connections with the 'Make Lunch' project highlighted the opportunity to engage with this initiative and the funding.
- **Men Shed** – the key volunteer stepped down from direct involvement during this period due to personal circumstance and work commitments. We are looking towards a partnership with Kenilworth Men's Shed to increase capacity and continue building momentum and support.
- **The Art of Brotherhood** –The plans to develop face to face support sessions to men in the local area were not yet realised physically – however, there continued to be positive commitments from the Art of Brotherhood members to develop the group and hold regular sessions in the indoor and/or outdoor spaces. 6 volunteers successfully completed Shadow Work mental health training with some really positive outcomes. The training was funded by the Packmores Warwick West budget and will enhance the knowledge and capability of the volunteers to support other men in the local community.
- **Outdoors Wellbeing sessions with ARC** – Achieving Results in Communities (ARC) continued to facilitate outdoors wellbeing sessions in Packmores with successful signposts from Warwick District Council (WDC) Housing, Timebank, WCC Children and Families team and social media. The ARC team worked in partnership with our Community Development Manager to write a successful funding bid for materials and equipment to improve the Packmores Community Garden. The space now has a safe pond area, fencing and gates plus additional planting and internal willow fencing. The whole site has gone through some significant improvement and is a legacy of the partnership.

Activities from July 2021 to August 2021:

Volunteers:

- We had a new volunteer who approached us to specifically seek out a way to support our community using her expertise in food management. We saw the opportunity for her knowledge and capacity to help with Packmores FareShare. Having run her own catering

company, worked with major organisations and family experience of marketing and food photography with Waitrose, the volunteer brought a wealth of benefits already and we sought to make the most of her insight and dedication before she is successful in finding full time employment.

- A mother and daughter, who were Foodbank recipients and have needed support due to household income changes directly related to Covid and ill health, stepped up to collect the M&S Neighbourly foodstuffs following the closure of the Warwick branch and new opening times of the Shires store. They were keen to support other families around Warwick and also take surplus foods to the socially isolated outside of the Packmores Estate.
- The Packmores continued to work closely with The Warwick Lions who committed to delivering the Tuesday Food Support and Thursday and Friday collections.
- During this quarter, the beginnings of a Residents Group came together, with a lot of contributions to our work in partnership with Public Health regarding a New Community Centre. Two residents joined a conference call with heavyweight stakeholders and were able to relay their personal experience. We continued to build up the Residents Group to become an independent committee, objective and therefore recognised by the local authorities and potential funders. We aimed to work with WCAVA to continue to develop the group.

Families:

- Our most successful family engagement came through the HAF project where we used the funding to provide cookery lessons and demonstrations with Get Cooking! These were incredibly useful, insightful and rewarding. Feedback from the HAF organisers was that it was not something that anyone had considered including in their programme before but they thought it was a 'great idea'.
- WCC Children's Family Support team hoped to return to run sessions in the centre later in the Autumn.
- We continued to support families every week with food provision:
    - On Tuesdays, for FareShare (in partnership with Tesco) and M&S (in partnership with Neighbourly).
    - On Fridays, Your Farmer Frozen Meals can be provided by Transforming Communities Together Warwick and also dry goods for Free School Meals families and Foodbank voucher holders.

- We worked with Public Health to be a collection point for Lateral Flow Test kits – this proved successful with a box of 20 quickly distributed and collected by FareShare service users.
- We have been working with a group connected to The Gap to begin handing out children's books to remove barriers for engagement and opportunity for young people to benefit from reading for mental health and wellbeing.
- Fridays also became a meeting point for Timebank and Men Shed.

Youth Activities:

- The Packmores team delivered HAF (Holiday Activities and Food programme) One day each week for 4 weeks in the Summer. The lessons learned from the previous HAF delivery helped to improve the delivery and coordination. We worked in partnership with Fitt4Kids sports providers offering 20 x 2-hour places and a packed lunch each day.
- The physical HAF activities ran on Tuesdays so that the families could also take advantage of FareShare and Neighbourly foods.
- On two of the Tuesdays, we worked in partnership with Get Cooking! To provide activities for the younger siblings unable to qualify for the HAF funding – with an outdoor tent set up for making fruit kebabs. A healthy activity related to food preparation and knowledge. The HAF team did fund this, because of the obvious benefits to the whole family, even though it was not within the remit of the programme. We anticipate that will ask us to and accept other offers to replicate this in future HAF programmes.

- Get Cooking also ran family cooking activities within the centre with cooking demonstrations and family friendly activities focusing on vegetable and ingredient preparation – cutting, peeling, chopping, de-seeding. Food surplus from FareShare was utilised in those sessions. Get Cooking relayed usual information about the nutritious benefits of the produce and demonstrated how to make a tasteful and unexpensive meals.

Outside service providers continued to support residents online or by phone remotely (such as Citizen Advice, Recovery Partnership and WCC Family Support Services). Apart from WCC Family Support team, we do not believe there were any positive outcomes regarding restarting delivery from the current site. However, should a New Community Centre venue come to pass, a larger capacity and opportunity for increased service users from a wider area have created an interest.

Key Developments:

- **New Community Centre – we continued work to strive towards the expansion and capacity for outreach.** The JSNA data clearly highlights the plight and needs of the area and the Public Health SWFT has shown a keen interest in linking to improve services for our community. We have been meeting with key funders and potential stakeholders who could support the building of a new venue. Various online meetings and presentations have been submitted and discussions are under way with the WDC and WCC management and portfolio holders regarding the purchase of the site for health services (Old Priory Medical Centre). We are yet to know the outcomes and are awaiting feedback and next steps to begin consultation and engagement from the wider community.

Fundraising activities during the year

The Gap relies on grants and donations from organisations and individuals to maintain the extensive services it provides for the local community. In addition, a number of events are organised throughout the year, with the aim of bringing members of the local community together to enjoy themselves and help raise funds through entry fees, sponsorship and raffles. Generally, around 75% - 80% of the total income is generated through grants and donations and 20% to 25% generated through the rental of rooms (one-off and long-term rentals) to members of the public, charities and community groups, private firms and statutory organisations. However, due to COVID-19, we have had a significant reduction of income from rental of rooms and other fundraising activities (37.9%) in relation to the previous year.

The Gap received grants totalling £168,357 from Charitable Trusts and Local Authorities. This figure comprised both unrestricted and restricted grants which were either used to cover core costs or specific projects.

Key supporters during this period include: Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, BBC Children in Need, 29th May 1961 Charitable Trust, Woodloes Community Centre, Heart of England Community Foundation and King Henry VIII Endowed Trust

- **COVID-19 impact**

Due to the closure of The Gap centre on 23rd March 2020, our income from room rental and fundraising activities totalled £22,251, a 37.9% loss compared to the previous year (£35,820). However, with the support from Coronavirus Grants from central government, we were able to recover most of this loss - £52,848 from the Small Business Grant and the Furlough Scheme.

The loss of income from room hire will continue to affect us in 2021, as there is still uncertainty about when we will be able to be fully functional again, therefore surplus made this year due to a reduction on expenditure will help us to cover some of this loss.

The difference the charity's performance during the year has made to the beneficiaries of the charity.

As an organisation that delivers community services for the local community, we believe that what we deliver has a direct and positive impact on the lives of our services users. Our wide range of services meet the needs of various groups and demographics. We have a team dedicated to work with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt. We have continued to support our local community through our traditional delivery as described below as well as our adapted services previously summarised in this document.

The main benefits of accessing our services for our users are:

- **Youth Clubs** – we continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educative activities. Many of the young people coming to our youth club would not be able to afford to pay for after school clubs or any particular activity of their interest, but by accessing a variety of activities at the youth club, their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially in the area of improving their social skills, self-confidence and providing healthy lifestyle choices. Surveys with our young people indicate that about 85% of the young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns among the older population is social isolation. The Gap has responded to this by increasing the range of activities we provide for our older adults. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue to other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.

- **Other local needs** – as mentioned before, our main focus for service delivery is young people and older adults, however, we have seen an increase need to support families as a whole, especially at the Packmores area. Throughout the pandemic, we saw the demand to support the community with previously unseen needs, such as food provision. As well as the services we deliver, we host a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive.'

The degree to which the achievements and performance during the year have benefited wider society.

As we support our local community to meet their needs, we also aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and to be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.

- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations, that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.

- **A society with confident individuals** – a fully functioning member of society is confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.

- **A society where our vulnerable community members are supported** – vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members. Consequently, through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

Structure, governance and management of the charity

The methods used to recruit and appoint new charity trustees.

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection is therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the

history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.

After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No–one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

FINANCIAL REVIEW

The financial position of the charity at 31st August 2021 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2021 £	2020 £
Net income/(expenditure)	**6,334**	**11,370**
Unrestricted Revenue Funds available for the general purposes of the charity	90,415	96,203
Restricted Revenue Funds	57,953	45,831
Total Funds	**148,368**	**142,034**

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to maintain a consistent level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers 6 months of core delivery expenditure. With the uncertainty of future income, these reserves will allow time to develop new sources of income or to cut back on related expenditure. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

Due to the coronavirus pandemic and the uncertainty it has caused, the Trustees have agreed that, temporarily, they will increase the level of reserves held.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

Mr Edward Terrey
Chair
Date: 26/5/22

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2021 which are set out on pages 22 to 34.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 26th May 2022

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2021

	Note	Unrestricted £	Restricted £	31.08.21 £
Income and Endowments from:				
Donations & legacies	2	102,740	65,617	168,357
Charitable activities	3	19,796	2,575	22,371
Other trading activities		567	-	567
Investments		10	-	10
Coronavirus grants	4	52,848	-	52,848
Total income and endowments		**175,961**	**68,192**	**244,153**
Expenditure on:				
Raising funds		12,202	-	12,202
Charitable activities	5	173,100	52,517	225,617
Total expenditure		**185,302**	**52,517**	**237,819**
Net income/(expenditure) for the year		**(9,341)**	**15,675**	**6,334**
Transfers between funds		3,553	(3,553)	-
Net movement in funds for the year		**(5,788)**	**12,122**	**6,334**
Fund balances brought forward		96,203	45,831	142,034
Fund balances at 31st August 2021	11	**90,415**	**57,953**	**148,368**

The notes on pages 25 to 34 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2020

	Note	Unrestricted £	Restricted £	31.08.20 £
Income and Endowments from:				
Donations & legacies	2	85,335	43,819	129,154
Charitable activities	3	26,473	9,347	35,820
Other trading activities		410	1,293	1,703
Investments		150	-	150
Coronavirus grants	4	32,744	-	32,744
Total income and endowments		**145,112**	**54,459**	**199,571**
Expenditure on:				
Raising funds		7,955	-	7,955
Charitable activities	5	126,857	53,389	180,246
Total expenditure		**134,812**	**53,389**	**188,201**
Net income/(expenditure) for the year		**10,300**	**1,070**	**11,370**
Transfers between funds		14,418	(14,418)	-
Net movement in funds for the year		**24,718**	**(13,348)**	**11,370**
Fund balances brought forward		71,485	59,179	130,664
Fund balances at 31st August 2020	11	**96,203**	**45,831**	**142,034**

The notes on pages 25 to 34 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2021

	Note	2021 £	2021 £	2020 £	2020 £
Fixed assets					
Tangible assets	8		15,014		16,095
Current assets					
Debtors	9	15,431		4,080	
Cash at bank and in hand		126,339		129,199	
Total current assets		141,770		133,279	
Current liabilities					
Creditors	10	(8,416)		(7,340)	
Net current assets			133,354		125,939
Total assets less current liabilities			**148,368**		**142,034**
Funds of the Charity:					
Restricted funds			57,953		45,831
Unrestricted funds			90,415		96,203
Total charity funds	11		**148,368**		**142,034**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on ..... 26/5/22 .....

On behalf of the Trustees

Mr Edward Terrey
Chair

The notes on pages 25 to 34 form an integral part of the accounts.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2021

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

1. ACCOUNTING POLICIES (continued)

Government grants are recognised under the Performance Model at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions, it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

(c) **Deferred Income & Income Received in Advance**
Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**
Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2021

1. ACCOUNTING POLICIES (continued)

(e) **Fixed Assets**
Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings 8% straight line
- Plant and machinery 25% reducing balance
- Computer Equipment 3 years straight line

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2021 £	2020 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	766	-	766	1,799
The Gap Action Partnership	1,157	-	1,157	-
Total donations and gifts from individuals	**1,923**	**-**	**1,923**	**1,799**
Carried forward	**1,923**	**-**	**1,923**	**1,799**

2. DONATIONS AND LEGACIES (continued)

	Unrestricted £	Restricted £	2021 £	2020 £
Brought forward	1,923	-	1,923	1,799
Revenue grants from government and public bodies:				
Warwick Town Council	-	-	-	4,055
Warwick District Council	2,774	30,000	32,774	32,500
Warwick County Council	9,876	29,617	39,493	4,050
Total public-sector revenue grants	**12,650**	**59,617**	**72,267**	**40,605**
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	2,000	-	2,000	2,000
WRIN	48,000	1,850	49,850	48,000
Children in Need	10,000	-	10,000	7,500
King Henry VIII	10,000	-	10,000	-
Woodloes CC	-	-	-	500
WCC Community Forum	-	-	-	720
Heart of England	12,000	4,000	16,000	1,500
Garfield Weston	-	-	-	10,000
The Sheldon Trust	3,000	-	3,000	-
The Challenge Network	318	-	318	-
Warwickshire CAVA	1,000	-	1,000	-
Chase Meadow Community Centre	1,849	-	1,849	-
JC Seccombe Charitable Trust	-	150	150	-
UK Youth	-	-	-	7,680
Michael Marsh Trust	-	-	-	2,000
Severn Trent plc	-	-	-	5,000
All Saints Mission House	-	-	-	1,850
Total charitable-sector revenue grants	**88,167**	**6,000**	**94,167**	**86,750**
Total donations and legacies	**102,740**	**65,617**	**168,357**	**129,154**

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2021 £	2020 £
Sale of goods and services	2,691	2,575	5,266	7,945
Room hire	17,105	-	17,105	27,875
Total income from charitable activities	**19,796**	**2,575**	**22,371**	**35,820**

4. CORONAVIRUS GRANTS

	Unrestricted £	Restricted £	2021 £	2020 £
Furlough JRS grants	14,216	-	14,216	7,744
Council grants	38,632	-	38,632	25,000
Total Coronavirus grants	**52,848**	**-**	**52,848**	**32,744**

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2021 £	2020 £
Direct spending				
Gross wages and salaries	63,433	29,400	92,833	85,205
Employer's NI	1,877	353	2,230	3,530
Pension costs	3,015	524	3,539	2,812
Travel and subsistence	100	180	280	772
Project costs	37,867	13,990	51,857	26,578
Resource costs	-	-	-	785
Refreshments	66	37	103	563
Subcontract payments	204	800	1,004	2,567
Total direct spending	**106,562**	**45,284**	**151,846**	**122,812**
Support costs				
Employee costs:				
Gross wages and salaries	22,256	-	22,256	19,293
Employer's NI	332	-	332	-
Pension costs	504	-	504	-
Training and welfare	1,546	3,250	4,796	995
Volunteer costs	115	-	115	504
Premises expenses:				
Rent	6,900	-	6,900	6,900
Rates and water	1,291	-	1,291	2,082
Room hire	-	-	-	312
Light, heat and power	5,605	-	5,605	4,038
Cleaning and waste management	1,978	-	1,978	3,317
Repairs, renewals and maintenance	10,944	729	11,673	(625)
Carried forward	**51,471**	**3,979**	**55,450**	**36,816**

5. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2021 £	2020 £
Brought forward	51,471	3,979	55,450	36,816
Administrative overheads:				
Telephone, fax and internet	659	339	998	518
Stationery and printing	564	-	564	1,640
Equipment leasing	1,980	-	1,980	1,366
Computer costs	977	160	1,137	737
Advertising and marketing	252	323	575	692
Insurance	2,114	-	2,114	2,442
Sundry expenses	547	142	689	1,666
Admin costs	1,422	104	1,526	947
Consumables	596	156	752	3,323
Bad debts	978	70	1,048	939
Professional fees:				
Independent examination fees	2,400	-	2,400	2,340
Monitoring fees	720	-	720	720
Other legal and professional	293	-	293	175
Financial costs:				
Bank charges	84	-	84	60
Depreciation	1,481	1,960	3,441	3,053
Total support costs	**66,538**	**7,233**	**73,771**	**57,434**
Total expenditure on charitable activities	**173,100**	**52,517**	**225,617**	**180,246**

6. EMPLOYEE EMOLUMENTS

	2021 £	2020 £
Gross wages	163,511	138,966
Social security costs	2,562	3,530
Pension costs	4,043	2,812
Total salaries, wages and related costs	**170,116**	**145,308**
Average number of employees	15	15

No employee received emoluments in excess of £60,000 per annum.

7. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

8. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Computer Equipment £	Total £
COST				
At 1st September 2020	16,908	18,046	2,338	37,292
Additions	-	-	2,360	2,360
Disposals	-	-	-	-
At 31st August 2021	**16,908**	**18,046**	**4,698**	**39,652**
DEPRECIATION				
At 1st September 2020	5,415	14,223	1,559	21,197
Charge for the year	919	956	1,566	3,441
Eliminated on disposal	-	-	-	-
At 31st August 2021	**6,334**	**15,179**	**3,125**	**24,638**
NET BOOK VALUE				
At 31st August 2021	**10,574**	**2,867**	**1,573**	**15,014**
At 31st August 2020	11,493	3,823	779	16,095

9. DEBTORS

	2021 £	2020 £
Trade debtors	12,045	1,185
Prepayments and accrued income	3,386	2,895
	15,431	**4,080**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	4,607	-
Accruals	2,400	2,340
Social security and other taxes	1,409	-
Other creditors	-	5,000
	8,416	**7,340**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2021

11. MOVEMENT ON FUNDS

	Balance at 01.09.2020 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2021 £
Unrestricted & designated funds					
Unrestricted revenue funds	96,203	175,961	(185,302)	3,553	90,415
Total unrestricted funds	**96,203**	**175,961**	**(185,302)**	**3,553**	**90,415**
Restricted funds					
Building Fund	1,993	1,850	-	(1,993)	1,850
Catering	6,576	50	(8,221)	4,361	2,766
Club 11	547	-	(137)	-	410
Computers	1,065	-	(861)	1,436	1,640
Friday Friends	247	-	-	-	247
GapCook	261	-	(48)	(213)	-
GapGlobal	3,318	-	(36)	(2,281)	1,001
GapGo	2,696	24	(819)	-	1,901
HoE Doing Things Differently	-	4,000	(471)	(3,529)	-
Live Life	4,574	314	(1,492)	4,349	7,745
Older People	2,878	202	(467)	(16)	2,597
NG Volunteer Coordination	-	-	-	-	-
Spark WW	436	-	-	-	436
Toilets	6,976	-	(558)	-	6,418
Warwick West 2	514	-	(398)	(116)	-
Warwick West 2020/21	10,093	30,831	(35,751)	(4,607)	566
WCC Youth Work Fund	-	29,617	-	(896)	28,721
Web/Promotion	253	-	(194)	-	59
Woodloes Project	1,037	-	(144)	-	893
Youth Activities	2,367	1,304	(2,920)	(48)	703
Total restricted funds	**45,831**	**68,192**	**(52,517)**	**(3,553)**	**57,953**
Total charity funds	**142,034**	**244,153**	**(237,819)**	**-**	**148,368**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2021

12. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

Building Fund	The balance of this fund will be used on maintaining the buildings and grounds.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Club 11	This funding is to be used for the opening of a new lunch club and other activities related to older people. The balance comprises capitalised assets being depreciated as per the rates in Note 1.(e).
Computers	The balance of this fund will be used for the maintenance of the computers.
Friday Friends	Funding to provide a weekly Stay and Play session for pre-school children and accompanying adults.
GapCook	Funding for a cooking project for young people.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapGo	Funding to give young people outdoor skills.
HoE Doing Things Differently	Funding to support the adaptation of youth services during the pandemic.
Live Life	Funding to help tackle social isolation and promote health and wellbeing for older people.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
NG Volunteer Coordination	Funding for the provision of a Volunteer Coordinator to help recruit and look after our volunteers.
Spark WW	Funding for Holiday Fun Days held at our Packmores Centre.
Toilets	Funding for the refurbishment of the toilets. The balance is the capitalised costs of the work and is being depreciated as per the rates in Note 1.(e).
Warwick West 2	Funding for a community development worker and community activities based at the Packmores Centre. This fund was closed and merged with the Warwick West 2020/21 fund.
Warwick West 2020/21	Funding for community development based at Packmores Community Centre and Warwick West.
WCC Youth Work Fund	Funding to expand youth provision in Warwick and tackle antisocial behaviour, knife crime, alcohol abuse and county lines.
Web/Promotion	Funding for website design and other promotional media.
Woodloes Project	Funding to run a youth club at Woodloes Community Centre once a week, on Fridays.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2021				
Restricted funds	9,081	50,919	(2,047)	57,953
Unrestricted funds	5,933	90,851	(6,369)	90,415
	15,014	**141,770**	**(8,416)**	**148,368**
At 31st August 2020				
Restricted funds	9,651	36,179	-	45,830
Unrestricted funds	6,444	97,100	(7,340)	96,203
	16,095	**133,279**	**(7,340)**	**142,034**

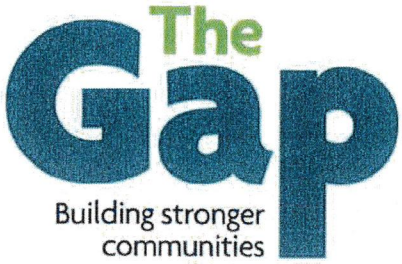
14. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.

THE WARWICK PERCY ESTATES COMMUNITY PROJECTS

England & Wales - Charity number 1086640

Accounts



Company Number: 4102182
Charity Number: 1086640

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

DIRECTORS' REPORT AND

UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31st AUGUST 2020

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

INDEX

	PAGES
CHARITY REFERENCE AND ADMINISTRATIVE DETAILS	1
DIRECTORS' REPORT	2 – 12
INDEPENDENT EXAMINERS' REPORT	13
STATEMENT OF FINANCIAL ACTIVITIES	14
COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES	15
BALANCE SHEET	16
NOTES TO THE FINANCIAL STATEMENTS	17 – 26

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

CHARITY REFERENCE AND ADMINISTRATIVE DETAILS

CHARITY NUMBER:	1086640	
COMPANY NUMBER:	4102182	
OPERATING NAME:	The Gap	
DIRECTORS:	Ms Jan Weston	(Chair to 16 October 2019)
	Mr Harry Moy	(Chair from 16 October 2019)
	Mr Jonathan Temple	(Vice-Chair)
	Mrs Diane Davies	(Treasurer)
	Mr Andrew Baugh	(resigned 23 September 2020)
	Mr Thato Malebye	(resigned 16 October 2019)
	Ms Jemima Wright	(resigned 23 April 2020)
	Ms Nicola Turner	(appointed 16 October 2019)
REGISTERED OFFICE:	39 Oakwood Grove Warwick CV34 5TD	
INDEPENDENT EXAMINER:	Mark Harwood FCA FMAAT Michael Harwood & Co Greville House 10 Jury Street Warwick Warwickshire CV34 4EW	
BANKERS:	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling ME19 4JQ	

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

DIRECTORS' REPORT

The directors present their report and the financial statements of the charity for the year ended 31st August 2020. The directors have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

ORGANISATION

The Warwick Percy Estate Community Projects Ltd is a charitable company limited by guarantee (Company no. 4102182 & Charity no. 1086640) and is governed by its Memorandum and Articles of Association incorporated 3rd November 2000 as amended by a special resolution on 9th May 2001. The directors have no interest in the company's assets or surplus and receive no remuneration.

DIRECTORS IN OFFICE DURING THE YEAR

The directors who served in the reporting period are listed on page 1. During the accounting period Mr Thato Malebye and Ms Jemima Wright retired and Ms Nicola Turner was appointed as director. On the 16th October 2019, Mr Harry Moy was appointed the chairperson taking over from Ms Jan Weston. There were no other changes during the year. Mr Andrew Baugh retired as director in the period between the year end and the approval of the accounts.

OBJECTS AND ACTIVITIES

The purposes of the charity as set out in its governing document are:

- To promote the benefit of the inhabitants of Warwick and the neighbourhood thereof without distinction of sex, sexual orientation, race or political, religious or other opinions by associating together the said inhabitants and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and other leisure-time occupation with the object of improving the conditions of life for the said inhabitants.
- To establish or secure the establishment of a Community Centre (The Gap) and to maintain and manage the same, whether alone or in cooperation with any local authority or other person or body in furtherance of these objects.

The main activities undertaken in relation to those purposes during the year

The principal objective of the Charity is to improve the lives of the inhabitants of Warwick. The work generally focuses on North Warwick and Percy Estate/Emscote areas but has been expanding to other areas in Warwick, especially in Warwick West through service delivery contract with Warwick District Council, and it aims to engage all sections of the local community by providing a focus for community engagement through operating a community centre and running short- and long-term programmes, with a range of partners, focusing on meeting local needs and developing local participation.

The Gap works in partnership with several voluntary and statutory agencies to deliver a wide range of services. Some of these agencies take responsibility for the delivery of their own services whilst the company provides the facilities and facilitates the participation of local people by promoting the services via published literature and social media.

The core activities provided by us are the youth groups and older adults activities such as a lunch club, exercise classes and creative sessions. We also support local parents by running a volunteers-led toddlers' group.

The Gap centre is a venue for a wide range of activities and services and we actively work to widen the range of support to groups using the facilities, including IT equipment and catering, when it is required.

DIRECTORS' REPORT (Continued)

COVID-19

Due to the pandemic and the various levels of restrictions, we had to rapidly adjust our services to achieve our objectives and continue to support our local community. Below are some of the ways we had to adapt:

- **Planning and meetings** – Before the pandemic, our services and activities were all face to face, therefore, planning how to adjust our delivery was crucial to ensure that our community would continue to be supported during such an unpredictable scenario. We also had to ensure that our staff had the right IT equipment to work remotely. Therefore, we had to accelerate the transition to Office 365 which had already begun, to enable us to access files remotely and improve the effectiveness of our work. This new system facilitated staff working home, however, they also had to quickly adapt to using video conference calls as physical meetings were no longer possible but even more necessary. This enabled the team to work on planning and discuss important issues such as risk assessments and delivery adaptations.
- **Older Adults services** – From delivering a wide range of activities for older adults of a broad range of age and abilities, we had to focus on supporting the most vulnerable. Therefore, we developed our project KIT (Keep in Touch). KIT included a weekly call to around 80 older adults in our local community to provide a listening ear, relevant and updated information about COVID-19, and also to signpost to more specialist work where necessary. This project later evolved, as well as the regular calls, to the delivery of activity packs to keep our older adults busy and entertained.
- **Youth Work** – we moved all our projects online by creating a closed group on our social media page. This allowed our young people to engage with our activities at any time suited to them. We also delivered some activities via video calls. We specifically focused on creative and wellbeing sessions, aiming to tackle the impact of lockdown on young people, such as screen fatigue, limited opportunities to see friends and boredom.
- **Community support** – It has been very encouraging to see how much community spirit has been demonstrated during the pandemic. It was very clear from the beginning of lockdown, the impact it would have on people's ability to work and on their finances. Therefore, the focus of our outreach team became to support struggling families with food parcels. With the collaboration of partner organisations, such as Make Lunch, Transforming Communities, Warwick Lions and many volunteers, we were able provide food parcels to 16 families (60 meals) on a weekly basis. This service also provided a point of contact with the local community and an understanding of further issues, which we were able to discuss and signpost, following appropriate government guidelines.

The main activities undertaken during the year to further the charity's purpose for the public benefit

The Directors have had due regard to the guidance published by The Charity Commissioners on public benefit in managing the activities of the charity.

As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, Yoga, Fitness and Extend offer exercise to people of all ages and abilities. Dog Training classes offer participants an opportunity to share experiences and can often lead to new friendships being formed. Classes, such as Basic Computing, Art Club and many others develop people's skills. Parties and social events are also held at The Gap. The Centre thereby contributes positively to all aspects of health and well-being in the neighbourhood, respecting and celebrating diversity.

The Gap also supports community development in Warwick West, under a 3-year contract with Warwick District Council, focussing primarily on the Packmores area. This includes the day-to-day management of the Packmores Centre and the development of various activities to meet local community needs. Our main focus has been on the development of services for young people, children and families. The engagement of the local community is continuing to grow as a result of the increasing the services offered which includes Community Fun Days, run in partnership with Saltisford Church, and attended by everyone across all demographics from the local community.

COVID-19

During COVID-19, our offer changed significantly, not only in the breadth of what we delivered by also the nature of our services, as previously explained. However, the changes that had to be made did not necessarily diminished our impact in the local community. For example, despite not being able to deliver face to face services, our staff commented on how well they got to know some our services users due to the regular individual calls and has helped to enhance our understanding of local needs. Another factor that has helped us to reach our community more holistically was the level of collaboration with various partner organisations as the challenges that we all faced during the pandemic helped us to work even closer together to support the most vulnerable in our community.

The charity's strategies for achieving its aims and objectives in the future

Prior to COVID-19, The Gap was working on the implementation of our Strategic Plan 2018-2021, and we will need to review how we develop this as a consequence of the impact of COVID-19. We envisage to continue to work on our 3 main aims as below:

- **Growth and Development** – Warwick is growing and aging which will have a significant impact on the demand in public services. Local authorities also face the challenges of working with a reduced budget, leading to restructures and other changes that have a direct impact on service users, even more now with the unpredictability of the aftermath of the pandemic. Therefore, our growth and development priorities for the next few years will continue to be to:
    - **Invest in capacity building by recruiting staff with relevant skills as we develop as an organisation**
    - **Upskill staff and volunteers to meet future demands**
    - **Develop our core services**
    - **Develop new areas of opportunities**

- **Achieving Excellence** – Feedback from our services users, indicates how important and impactful our services are, however, as a learning organisation we want to make sure that our delivery is the best it can be. Consequently, we are aiming to obtain a quality mark – Trusted Charity Award, to ensure that our systems and procedures are rigorous and efficient, contributing to the highest quality of services that our users deserve.

- **Investing in Partnership** – The Gap has had the privilege of working with many partners over the years. They play a significant part in our success and this has been even more evident during the pandemic. To continue to make a positive impact in our local community and to expand our services to other parts of Warwick, strategic partnerships are crucial. Therefore, our priorities in this are to:
    - **Strengthen our existing partnership whilst building new ones.**
    - **Ensure we are an active contributor to local networks**
    - **Develop our services in collaboration with partners**
    - **Strengthen relationships with local and existing funders**

COVID-19 did not necessarily change our plans for the future, In fact, it has reinforced the need for us to continue to develop to increase our impact as an organisation as well as presenting some new learning opportunities that we will carry into future planning.

The main achievements and performance of the charity during the year

As previously mentioned in this document, we had to drastically change our activities during the pandemic. In this document, we aim to report our main achievements from prior and during the lockdown restrictions.

Young People

Activities from September 2019 to March 2020:

- **GapCOOK** – this 8-week project was run in partnership with Get Cooking, a local company, with the aim of teaching young people to prepare a 3-course meal. During the project, the young people learned to cook and prepare 3 different types of starters, main meals and desserts. In the final week, the young people invited their parents and siblings to enjoy a 3-course meal fully prepared by them. The menu, enjoyed by 19 parents, included bruschetta for starter, fajitas for the main meal and finished off with a nice chocolate brownie.
- **GapGLOBAL** – this project aimed to teach young people the importance of appreciating diversity. This was a light touch approach to racism and everything else that was happening in the world. Therefore, without being too intense on the subject, we decided to enjoy and celebrate the differences of the cultures around us. The activities were themed and delivered by people representing those cultures and included, Henna tatoo and Indian snacks, Capoeira workshop (Brazilian Martial Art), Samba Drumming workshop, Italian art and food and Greek cooking workshop.
- **Arts & Crafts** – we provide a wide range of activities for our young people to explore their creativity side and learn new skills. We used various materials, techniques and skills to provide fun and entertaining sessions, including painting, constructions, tie-dye clothing, textiles, etc.
- **Team Games** – fun sports activities to increase physical fitness, coordination, teamwork, leadership skills and resilience delivered by sports coaches.
- **GapGO** – this project aimed to teach young people practical outdoor skills and included navigation skills, shelter-building, fire-lighting and pioneering. Young people learnt skills such as teamwork, communication, resourcefulness, resilience, independence, and risk awareness.

Activities from April to August 2020:

Response to Coronavirus

During lockdown, we were closely following government and NYA (National Youth Agency) guidelines in running youth activities. For the period of April to August 2020, we kept the engagement with our young people via closed groups on social media. To keep our delivery consistent, our youth workers recorded activities that we would normally run in the youth sessions and posted online 3 times per week. The young people had the option to choose when they engaged with the activity.

We also ran some video conference calls to be able to interact with young people in real time, despite the low intake on these sessions, we were able to have some good interactions with young people and check how they were dealing with the challenges of lockdown.

Older Adults

Activities from September 2019 to March 2020:

- **Exercise classes** – these classes were delivered 5 days a week, combining exercises to suit different abilities and needs and include seated exercises, gentle yoga, Zumba, and Tai Chi. These groups are well attended and sought after.
- **Computer café** – these sessions are designed to support older adults with IT literacy. Participants have minimum knowledge of computer/tablet usage and with the support of volunteers they learn how to confidently use an internet browser and to send emails and video call friends and family.
- **U3A groups** – we have continued to be a very popular venue for the University of Third Age groups. We have hosted groups with interest ranging from Sewing to Arts, History, Science, Architecture, Computers and Folk Dance and Digital Photography.
- **Knit and Natter** – these sessions consist of a core group of 6 ladies that have an interest in knitting or are just looking for some company. This year they focused on knitting hats, blankets and cardigans for various hospital's baby and premature units.
- **Live Life** – this group has a regular attendance of 10 to 14 participants and focuses on socialising, exercise, creative sessions and information and advice sessions from partner organisations. In this period, we had sessions from Coventry Building Society on scam awareness, Act on Energy on information about fuel poverty and how to get help, St. John's Ambulance on '5 ways to save a life' as well as sessions from Care Trust, local PCSO, a visit from Guide Dogs with one of their trained dogs, and a reminiscent session with Warwick Museum and their memory boxes.
- **Trips** – in this period, we were able to organise 3 trips – 2 of them to garden centres (Melbicks and Clifford Chambers), where the participants also enjoyed some lunch. On the 3rd trip, the participants enjoyed an afternoon tea at Aimes Team Room, which involved a quiz and games, exercises, and a flower arrangement workshop.
- **Lunch Club** – our lunch continued to be popular over the 6 months we were able to run, with average attendance of 30 participants.

Activities from April to August 2020:

Response to Coronavirus

After many meetings and conversations about supporting our older adults during the pandemic, our team decided that phone calls and pastoral support was the best way of keeping them engaged, connected, and supported. Our team regularly kept in contact and supported around 80 individuals through phone calls, letters and cards as well as delivering activity packs to their homes. The team also signposted individuals with different needs to relevant services.

Despite all the challenges that the pandemic brought to us as an organisation and to all of us as individuals, our team has developed even stronger relationships with the individuals coming to our groups through the regular calls. We have also seen a lot of peer support among them, which we have always encouraged, and it was good to see this coming to fruition in a challenging time.

Warwick West

Activities from September 2019 to March 2020:

- **Packmores Centre**

The centre is run by a Community Development Manager with the support of a Local Engagement Officer and volunteers, operating 4 days per week. We have continued to see a positive increase in community involvement, especially at community events. The volunteers, who are mostly

residents, have been involved both in the planning and in the delivery of activities, supporting us with the services and activities below:

- **Youth Activities** – we have continued to develop our youth sessions at Packmores, delivering the same programme of activities as at The Gap. We have also seen the need to develop work with teenagers as our youth club has been focused on primary school aged children, which we will be exploring in the near future.
- **Citizen Advice** – this continues to be a crucial service in the local community. Residents attend the sessions for various needs but especially for financial support and benefit claims. Our Digital Champion, a volunteer from Independent Advocacy, has added support to the residents by helping them to complete Universal Credit applications and supporting elderly residents with IT literacy.
- **Family Support group** – this session run by the early help team from Warwickshire County Council is a very important services for young families, as well as receiving 1-to-1 support from a Family Worker, they are also signposted to other relevant services run in the centre.
- **Community Cafe** – this weekly drop-in session welcomes residents for informal chats and discussions about the development of the local area. Once a month, a local councillor and other service providers are invited to join the discussions. Through these sessions, we have created links with community groups in the area that have resulted in some positive outcomes, for example, the refurbishment of the community notice board, a vital information point for residents.
- **Community Engagement Events** – In February half term, our team organised a successful event at the centre involved a wide range of stakeholders and service providers including Warwickshire County Council, Warwick District Council, Credit Union, Independent Advocacy, and local councillors to name a few. This was aimed at bringing providers closer to the community they serve, to answer some of the resident queries and to listen to them about their needs and aspirations.

- **Activitea**

Activitea is a group for older adults over 60 run at St. Paul's Church in Warwick, with the aim of tackling social isolation and promoting health and wellbeing. The group have an average of 10 ladies that live in the local area (Forbes) and some that live further afield. The group provides activities such as seated exercise, light lunch, arts & crafts, socialising, occasional talks and events and trips.

Activities from April to August 2020:

Response to Coronavirus

With the closure of the centre on 23rd March, all our services had to be adapted, focusing on mitigating the challenges imposed by the pandemic in the local community. We contacted, by phone calls, all existing and past users of the Packmores centre to collect information about the best way to support them during lockdown. Through our calls, we identified residents who did not receive their Shielding Letter or any support with food or medication, therefore, we were able to signpost them to the right agencies. We also supported families that did not receive their Free School Meal Vouchers in time and needed support.

During the lockdown, we joined efforts with many organisations such as Make Lunch, a volunteer-led group base in Hampton Magna who support families with food during school holidays, Transforming Communities, providing frozen food to vulnerable families and older adults, Warwick Lions, providing volunteers, and many other individual volunteers. With the collaboration of these organisations, we were to provide food parcels to 16 families weekly. The FareShare scheme was

also important in the continuation of food provision not only on school holidays but throughout the pandemic.

Fundraising activities during the year

The Gap relies on grants and donations from organisations and individuals to maintain the extensive services it provides for the local community. In addition, a number of events are organised throughout the year, with the aim of bringing members of the local community together to enjoy themselves and help raise funds through entry fees, sponsorship and raffles. Generally, around 75% - 80% of the total income is generated through voluntary means (grants and donations) and 20% to 25% generated through the rental of rooms (one-off and long-term rentals) to members of the public, charities and community groups, private firms and statutory organisations. However, due to COVID-19, we have had a significant reduction of income from rental of rooms and other fundraising activities (42.5%) in relation to the previous year.

The Gap received grants totalling £129,154 from Charitable Trusts and Local Authorities. This figure comprised both unrestricted and restricted grants which were either used to cover core costs or specific projects.

Key supporters during this period include: Warwick Relief in Need, Warwick District Council, Warwick Town Council, Warwickshire County Council, BBC Children In Need, 29th May 1961 Charitable Trust, Woodloes Community Centre, Heart of England Community Foundation, Garfield Weston, King Henry VIII Endowed Trust, UK Youth, Michael Marsh Trust, Severn Trent, All Saints Mission House.

COVID-19 Impact

Due to the closure of The Gap centre on 23rd March 2020, our income from room rental and fundraising activities totalled £35,820, a 42.5% loss compared to the previous year (£62,328). However, with the support from Coronavirus Grants from central government, we were able to recover most of this loss - £32,744 from the Small Business Grant and the Furlough Scheme.

The loss of income from room hire will continue to affect us in 2021, as there is still uncertainty about when we will be able to be fully functional again, therefore surplus made this year due to a reduction on expenditure will help us to cover some of this loss.

The difference the charity's performance during the year has made to the beneficiaries of the charity

As an organisation that delivers community services for the local community, we believe that what we deliver has a direct and positive impact on the lives of our services users. Our wide range of services meet the needs of various groups and demographics. We have a team dedicated to work with young people and older adults, and other services are delivered by a variety of other organisations. Those services include exercise classes, support groups, workshops, seminars, information and advice, advocacy, etc. As an organisation we have demonstrated resilience when faced with the challenges of the pandemic and our ability to be flexible and adapt. We have continued to support our local community through our traditional delivery as described below as well as our adapted services previously summarised in this document.

The main benefits of accessing our services for our users are:

- **Youth Clubs** – we continue to deliver an important service for young people in Warwick, offering the local community access to a safe and welcoming environment for young people to go and participate in fun and educative activities. Many of the young people coming to our youth club would not be able to afford to pay for after school clubs or any particular activity of their interest, but by accessing a variety of activities at the youth club,

their options are not limited but enhanced. Our activities are designed to further the development of our young people, especially in the area of improving their social skills, self-confidence and providing healthy lifestyle choices. Surveys with our young people indicate that about 85% of the young people feel that they are making progress in those areas.

- **Older Adults** – one the main growing concerns among the older population is social isolation. The Gap has responded to this by increasing the range of activities we provide for our older adults. Our activities are aimed at providing opportunities for the participants to socialise, make new friends and improve their health and wellbeing. We have been very successful in attracting new participants and working with a range of partner organisations to increase opportunities for engagement and signposting our service users to relevant services. We have also been an important venue to other groups working with older adults - the University of the Third Age (U3A), for example, delivers a wide range of talks, seminars and interest groups in our facilities.
- **Other local needs** – as mentioned before, our main focus for service delivery is young people and older adults, however, we host a variety of other organisations that together represent a comprehensive programme of services. At our centre, we have groups working with people suffering addiction, mental health issues, disabilities, people who need information and advice, counselling, individual support, access to computers and internet, etc.

We believe that The Gap makes a significant impact in our local community by providing a comprehensive programme of activities and services, which contributes to our vision of creating 'A vibrant, happy community filled with respect, compassion and confidence, where aspirations are realised and friendships thrive.'

The degree to which the achievements and performance during the year have benefited wider society

As we support our local community to meet their needs, we also work to aim to create the best outcomes in achieving:

- **A society where community cohesion is strong** – The Gap offers a place where people can meet, socialise, pursue common interests and to be supported in meeting their needs. Consequently, our services and activities not only meet the needs of the local community but also promote integration, reduce social isolation and strengthen connections between different sections of our community. The provision of a central point for community interactions develops community cohesion, respect and appreciation of the diversity that our society represents.
- **A healthy society** – As demographic trends, and other factors, put pressure on the NHS's capacity, The Gap makes a significant contribution to physical and mental wellbeing of our local community by ensuring accessibility to activity groups and support needed. At The Gap, we deliver nine exercise classes per week for a wide range of interests and needs – around 150 people attend these sessions weekly. There are also many activities, run by different organisations, that support users with mental health issues - from drop-in sessions to short term courses on a variety of themes, such as improving confidence & self-esteem, positive thinking, sleep problems and many others.
- **A society with confident individuals** – a fully functioning member of society is confident enough to live a life that is not hindered by their capacity or lack thereof but is able move forwards in a positive way. At The Gap, we aim to support individuals to raise their aspirations and increase their confidence to achieve their goals in life. Therefore, in collaboration with other organisations, individuals in need of support will find help with looking for a job or further training, CV writing and interview techniques, or more informal support such the encouragement they need to take steps towards a more fulfilling life.
- **A society where our vulnerable community members are supported** – vulnerability can, many times, lead to isolation or abuse. As an organisation that is active in our local community, we understand the importance of supporting our most vulnerable members.

Consequently, through our partnership work with other organisations, we provide support for groups and individuals with a wide range of issues such as addiction, financial difficulties, social isolation, family issues, and many others.

STRUCTURE, GOVERNANCE & MANAGEMENT

It is The Gap's belief that good quality governance of the organisation can best be delivered by recruiting and training the most able and qualified trustees. Well-qualified, experienced and motivated trustees perform a very valuable contribution to the work of The Gap. Effective recruitment and selection is therefore paramount to the success of the organisation.

The Gap is committed to working towards equality and diversity principles. A key criterion for appointment should be the ability to undertake the role, in accordance with the Gap's Equality and Diversity Procedure.

Trustees are volunteers and they are recruited by a wide range of both formal and informal networks. It may be necessary at times to use advertising to attract people with specific skills. If formal advertising is used, The Gap's recruitment policy will be used to inform the process.

All trustee posts have a written role description including role title and a brief description of the role of the post and a list of duties and tasks. From this, a role specification and a person specification may be developed, if needed for advertising.

Prospective trustees may have been approached by The Gap, have approached The Gap themselves, or may have responded to advertisements. They will be asked to visit The Gap to meet with at least two people drawn from Gap staff and trustees. This visit will constitute an informal interview. The applicant will look around The Gap and see the facilities, learn about the history and role of The Gap, and the services that it provides. The roles and responsibilities of Trustees will be discussed. The applicant will be asked about their interests and the skills that they can offer The Gap as a trustee.

After the visit, the applicant will be given time to consider whether they are interested in joining the Board of Trustees, and brief details will be circulated to other Trustees for their thoughts on the suitability of the applicant. The core principles of equality and diversity are central at this point. A decision is made by the Chair of Trustees whether to offer the applicant an informal place on the Board of Trustees until the date of the next planned Annual General Meeting.

No-one should become a Trustee without The Gap having received two satisfactory references, one of which should preferably be from current or last employer, school or college. Each referee will receive a role description and a covering letter of explanation about the trustee role.

Trustees are only formally confirmed in their role once they have been elected at the Annual General Meeting of The Gap.

The Chair of the Trustees will be responsible for ensuring that the induction process is arranged and completed.

A training programme will be developed to ensure that any newly appointed trustee will receive training on all matters necessary to enable them to perform their duties outlined in the Trustee's job description effectively. If the new trustee is to take on any specific duties, training needs in relation to these will also be assessed. Training will consist of providing papers to read, informal discussion sessions, shadowing sessions with staff and other volunteers, and arranging attendance at more formal training organised by outside agencies.

FINANCIAL REVIEW

The financial position of the charity at 31st August 2020 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

	2020 £	2019 £
Net Income/(expenditure)	**11,370**	**(2,096)**
Unrestricted Revenue Funds available for the general purposes of the charity	96,203	71,485
Restricted Revenue Funds	45,831	59,179
Total Funds	**142,034**	**130,664**

The Trustees consider the financial performance by the charity during the year to have been satisfactory. It was the Trustees' decision to maintain a consistent level of funds. Specific changes in fixed assets are detailed in the notes to the accounts.

RESERVES POLICY

The reserves policy is to maintain a level of unrestricted reserves which covers 6 months of core delivery expenditure. With the uncertainty of future income, these reserves will allow time to develop new sources of income or to cut back on related expenditure. This amount was agreed by the Trustees as the right amount to allow for planned commitments if income falls below expectations.

Due to the coronavirus pandemic and the uncertainty it has caused, the Trustees have agreed that, temporarily, they will increase the level of reserves held.

AVAILABILITY AND ADEQUACY OF ASSETS OF EACH OF THE FUNDS

The Board of Trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

STATEMENT OF DIRECTORS' RESPONSIBILITIES

The trustees (who are also directors of The Warwick Percy Estate Community Projects Ltd for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

DIRECTORS' REPORT (Continued)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report of the directors has been prepared having taken advantage of the small companies' exemption in the Companies Act 2006.

On behalf of the board

H. Moy

Mr Harry Moy
Chair
Date: 11/05/21

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

INDEPENDENT EXAMINERS' REPORT

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st August 2020 which are set out on pages 14 to 26.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Mark Harwood

Mark Harwood FCA FMAAT
Michael Harwood & Co
Chartered Accountants
Greville House
10 Jury Street
Warwick
CV34 4EW

Date: 12/05/2021

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2020

	Note	Unrestricted £	Restricted £	31.08.20 £
Income and Endowments from:				
Donations & legacies	2	85,335	43,819	129,154
Charitable activities	3	26,473	9,347	35,820
Other trading activities		410	1,293	1,703
Investments		150	-	150
Coronavirus grants	4	32,744	-	32,744
Total income and endowments		**145,112**	**54,459**	**199,571**
Expenditure on:				
Raising funds		7,955	-	7,955
Charitable activities	5	126,857	53,389	180,246
Total expenditure		**134,812**	**53,389**	**188,201**
Net income/(expenditure) for the year		**10,300**	**1,070**	**11,370**
Transfers between funds		14,418	(14,418)	-
Net movement in funds for the year		**24,718**	**(13,348)**	**11,370**
Fund balances brought forward		71,485	59,179	130,664
Fund balances at 31st August 2020	11	**96,203**	**45,831**	**142,034**

The notes on pages 17 to 26 form an integral part of the accounts.

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating the Income and Expenditure Account)
For the year ended 31st August 2019

	Note	Unrestricted £	Restricted £	31.08.19 £
Income and Endowments from:				
Donations & legacies	2	66,332	70,220	136,552
Charitable activities	3	43,784	18,544	62,328
Other trading activities		1,594	451	2,045
Investments		122	-	122
Total income and endowments		**111,832**	**89,215**	**201,047**
Expenditure on:				
Raising funds		8,806	-	8,806
Charitable activities	5	127,069	67,268	194,337
Total expenditure		**135,875**	**67,268**	**203,143**
Net income/(expenditure) for the year		**(24,043)**	**21,947**	**(2,096)**
Transfers between funds		8,706	(8,706)	-
Net movement in funds for the year		**(15,337)**	**13,241**	**(2,096)**
Fund balances brought forward		86,822	45,938	132,760
Fund balances at 31st August 2019	11	**71,485**	**59,179**	**130,664**

The notes on pages 17 to 26 form an integral part of the accounts.

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD
(Company no. 4102182)

BALANCE SHEET
As at 31st August 2020

	Note	2020 £	2020 £	2019 £	2019 £
Fixed assets					
Tangible assets	8		16,095		18,694
Current assets					
Debtors	9	4,080		7,080	
Cash at bank and in hand		129,199		108,287	
Total current assets		133,279		115,367	
Current liabilities					
Creditors	10	(7,340)		(3,397)	
Net current assets			125,939		111,970
Total assets less current liabilities			**142,034**		**130,664**
Funds of the Charity:					
Restricted funds			45,831		59,179
Unrestricted funds			96,203		71,485
Total charity funds	11		**142,034**		**130,664**

Directors' statements:

- The company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies;
- No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006;
- The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The financial statements were approved by the Trustees on 11/05/21

On behalf of the Trustees

H. Moy

Mr Harry Moy
Chair

The notes on pages 17 to 26 form an integral part of the accounts.

THE WARWICK PERCY ESTATE COMMUNITY PROJECTS LTD

NOTES TO THE FINANCIAL STATEMENTS
For the year ended 31st August 2020

1. ACCOUNTING POLICIES

(a) **Basis of Accounting**

The Warwick Percy Estate Community Projects Ltd is a company limited by guarantee in England & Wales. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 and the nature of the charity's operations and principal activities are given on pages 2 to 9.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The accounts do not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £1.

(b) **Income**

Gross Income represents the value, net of value added tax and discounts, of goods provided to customers and work carried out in respect of services provided to customers.

Income is recognised as income from exchange transactions (contract income) and income from non-exchange transactions (gifts), investment income and other income. Income from exchange transactions is received by the charity for goods or services supplied under contract or where entitlement is subject to fulfilling performance related conditions. The income the charity receives is approximately equal in value to the goods or services supplied by the charity to the purchaser. Income from non-exchange transactions is where the charity receives value from the donor without providing equal value in exchange, and includes donations of money, goods and services freely given without giving equal value in exchange.

Income, whether from exchange or non-exchange transactions, is recognised in the Statement of Financial Activities (SOFA) on a receivable basis, when a transaction or other event results in an increase in the charity's assets or a reduction in its liabilities and only when the charity has legal entitlement, the income is probable and can be measured reliably.

Income subject to terms and conditions which must be met before the charity is entitled to the resources is not recognised until the conditions have been met.

All income is accounted for gross, before deducting any related fees or costs.

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Directors' Report.

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2020

1. ACCOUNTING POLICIES (continued)

(c) **Deferred Income & Income Received In Advance**

Where terms and conditions relating to income have not been met or uncertainty exists as to whether the charity can meet any terms and conditions otherwise within its control, income is not recognised but is deferred as a liability until it is probable that the terms and conditions imposed can be met.

Any grant that is subject to performance-related conditions received in advance of delivering the goods and services required by that condition, or is subject to unmet conditions wholly outside the control of the recipient charity, is accounted for as a liability and shown on the Balance Sheet as deferred income. Deferred income is released to income in the reporting period in which the performance-related or other conditions that limit recognition are met.

When income from a grant or donation has not been recognised due to the conditions applying to the gift not being wholly within the control of the recipient charity, it is disclosed as a contingent asset if receipt of the grant or donation is probable once those conditions are met.

Where time related conditions are imposed or implied by a funder, then the income is apportioned to the time periods concerned and, where applicable, is accounted for as a liability and shown on the Balance Sheet as deferred income. When grants are received in advance of the expenditure on the activity funded by them, but there are no specific time related conditions, then the income is not deferred.

Any condition that allows for the recovery by the donor of any unexpended part of a grant does not prevent recognition of the income concerned, but a liability to any repayment is recognised when repayment becomes probable.

(d) **Expenditure**

Direct costs that are specifically related to an activity are allocated to that activity. Shared direct costs and support costs are apportioned between activities.

The basis for apportionment, which is consistently applied and proportionate to the circumstances, is:-

- **Staffing** – on the basis of time spent in connection with any particular activity
- **Staffing** – on a per capita basis, based on the number of people employed within any particular activity.
- **Premises related costs** – on the proportion of floor area occupied by a particular activity.
- **Non-specific support costs** – on the basis of the usage of resources, in terms of time taken, capacity used, request made or other measures.

(e) **Fixed Assets**

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

- Land and buildings	8% straight line
- Plant and machinery	25% reducing balance
- Computer Equipment	3 years straight line

1. ACCOUNTING POLICIES (continued)

(f) **Debtors**
Debtors are measured at their recoverable amounts at the Balance Sheet date.

(g) **Creditors and Provisions**
Creditors and provisions for liabilities and charges are recognised where there is an obligation to transfer economic benefits to third parties, and measured at their settlement amount.

(h) **Funds**
General funds comprise the accumulated surplus or deficit on the Income and expenditure account. They are available for use at the discretion of the Directors in furtherance of the general objectives of the company.

Restricted funds are funds subject to specific restricted conditions imposed by donors. The purposes and use of restricted funds are set out in note 12 to the financial statements.

(i) **Pensions**
The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

(j) **Taxation**
The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

2. DONATIONS AND LEGACIES

	Unrestricted £	Restricted £	2020 £	2019 £
Donations and gifts from individuals:				
Small donations individually less than £1,000	942	857	1,799	332
Total donations and gifts from individuals	**942**	**857**	**1,799**	**332**
Revenue grants from government and public bodies:				
Warwick Town Council	2,293	1,762	4,055	-
Warwick District Council	-	32,500	32,500	25,917
Warwick County Council	3,200	850	4,050	9,467
National Grid	-	-	-	10,000
Total public-sector revenue grants	**5,493**	**35,112**	**40,605**	**45,384**
Carried forward	**6,435**	**35,969**	**42,404**	**45,716**

2. DONATIONS AND LEGACIES (continued)

	Unrestricted £	Restricted £	2020 £	2019 £
Brought forward	6,435	35,969	42,404	45,716
Revenue grants and donations from non-public bodies:				
29th May 1961 Trust	2,000	-	2,000	2,000
WRIN	48,000	-	48,000	49,020
Children In Need	7,500	-	7,500	9,500
King Henry VIII	-	-	-	7,500
Woodloes CC	-	500	500	-
WCC Community Forum	720	-	720	-
Marsh Christian Trust	-	-	-	450
Heart of England	1,500	-	1,500	2,000
Alfred Haines Trust	-	-	-	750
Garfield Weston	10,000	-	10,000	-
Charles Hayward Foundation	-	-	-	3,000
The Sheldon Trust	-	-	-	3,000
Transforming Communities	-	-	-	2,984
Souter Charitable Trust	-	-	-	3,000
Persimmon Charitable Foundation	-	-	-	1,000
Charities Trust	-	-	-	200
Asda	-	-	-	936
Groundwork UK	-	-	-	2,000
Open House	-	-	-	1,000
Warwick Wishes	-	-	-	1,000
Make It Cheaper	-	-	-	50
Deeley Group	-	-	-	150
St. Paul's	-	-	-	1,296
UK Youth	4,180	3,500	7,680	-
Michael Marsh Trust	-	2,000	2,000	-
Severn Trent plc	5,000	-	5,000	-
All Saints Mission House	-	1,850	1,850	-
Total charitable-sector revenue grants	**78,900**	**7,850**	**86,750**	**90,836**
Total donations and legacies	**85,335**	**43,819**	**129,154**	**136,552**

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2020 £	2019 £
Sale of goods and services	-	7,945	7,945	17,796
Room hire	26,473	1,402	27,875	44,532
Total income from charitable activities	**26,473**	**9,347**	**35,820**	**62,328**

4. CORONAVIRUS GRANTS

	Unrestricted £	Restricted £	2020 £	2019 £
Furlough JRS grants	7,744	-	7,744	-
Council grants	25,000	-	25,000	-
Total Coronavirus grants	**32,744**	**-**	**32,744**	**-**

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2020 £	2019 £
Direct spending				
Gross wages and salaries	50,698	34,507	85,205	80,376
Employer's NI	2,656	874	3,530	3,315
Pension costs	2,504	308	2,812	3,122
Travel and subsistence	75	697	772	1,801
Project costs	22,390	4,188	26,578	32,362
Resource costs	24	761	785	580
Refreshments	6	557	563	289
Subcontract payments	-	2,567	2,567	4,698
Total direct spending	**78,353**	**44,459**	**122,812**	**126,543**
Support costs				
Employee costs:				
Gross wages and salaries	19,293	-	19,293	15,042
Training and welfare	966	29	995	327
Volunteer costs	81	423	504	1,442
Premises expenses:				
Rent	6,900	-	6,900	6,900
Rates and water	2,082	-	2,082	2,831
Room hire	96	216	312	468
Light, heat and power	4,038	-	4,038	5,823
Cleaning and waste management	3,317	-	3,317	4,629
Repairs, renewals and maintenance	(882)	257	(625)	5,405
Carried forward	**35,891**	**925**	**36,816**	**42,868**

NOTES TO THE FINANCIAL STATEMENTS (Continued)
For the year ended 31st August 2020

5. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)

	Unrestricted £	Restricted £	2020 £	2019 £
Brought forward	35,891	925	36,816	42,868
Administrative overheads:				
Telephone, fax and internet	471	47	518	725
Stationery and printing	904	736	1,640	1,451
Equipment leasing	1,366	-	1,366	406
Computer costs	727	10	737	868
Advertising and marketing	86	606	692	953
Insurance	2,442	-	2,442	1,760
Sundry expenses	321	1,345	1,666	2,905
Admin costs	859	88	947	2,482
Consumables	18	3,305	3,323	6,758
Bad debts	809	130	939	139
Professional fees:				
Independent examination fees	2,340	-	2,340	2,280
Monitoring fees	720	-	720	720
Other legal and professional	175	-	175	-
Financial costs:				
Bank charges	60	-	60	65
Depreciation	1,315	1,738	3,053	3,413
Total support costs	**48,504**	**8,930**	**57,434**	**67,794**
Total expenditure on charitable activities	**126,857**	**53,389**	**180,246**	**194,337**

6. EMPLOYEE EMOLUMENTS

	2020 £	2019 £
Gross wages	138,966	124,022
Social security costs	3,530	3,315
Pension costs	2,812	3,122
Total salaries, wages and related costs	**145,308**	**130,459**
Average number of employees	15	12

No employee received emoluments in excess of £60,000 per annum.

7. TRUSTEE REMUNERATION AND EXPENSES

No Trustee or connected person received any remuneration or expenses either directly or indirectly.

8. TANGIBLE FIXED ASSETS

	Land & Buildings £	Plant & Machinery £	Computer Equipment £	Total £
COST				
At 1st September 2019	16,908	17,592	2,338	36,838
Additions	-	454	-	454
Disposals	-	-	-	-
At 31st August 2020	**16,908**	**18,046**	**2,338**	**37,292**
DEPRECIATION				
At 1st September 2019	4,416	12,949	779	18,144
Charge for the year	999	1,274	780	3,053
Eliminated on disposal	-	-	-	-
At 31st August 2020	**5,415**	**14,223**	**1,559**	**21,197**
NET BOOK VALUE				
At 31st August 2020	**11,493**	**3,823**	**779**	**16,095**
At 31st August 2019	12,492	4,643	1,559	18,694

9. DEBTORS

	2020 £	2019 £
Trade debtors	1,185	5,370
Prepayments and accrued income	2,895	1,710
	4,080	**7,080**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2020 £	2019 £
Trade creditors	-	1,117
Accruals	2,340	2,280
Other creditors	5,000	-
	7,340	**3,397**

11. MOVEMENT ON FUNDS

	Balance at 01.09.2019 £	Income In year £	Expenditure In year £	Transfers £	Balance at 31.08.2020 £
Unrestricted & designated funds					
Unrestricted revenue funds	71,485	145,112	(134,812)	14,418	96,203
Total unrestricted funds	**71,485**	**145,112**	**(134,812)**	**14,418**	**96,203**
Restricted funds					
Building Fund	143	1,850	-	-	1,993
Catering	9,377	5,487	(10,366)	2,078	6,576
Club 11	729	-	(182)	-	547
Computers	1,382	-	(317)	-	1,065
Friday Friends	458	137	(348)	-	247
GapCook	-	450	(188)	-	261
GapGlobal	-	3,860	(542)	-	3,318
GapGo	7,935	-	(239)	(5,000)	2,696
Growing Together	45	-	-	(45)	-
Henry OPC	116	-	-	(116)	-
Live Life	1,842	4,619	(2,003)	116	4,574
Older People	4,943	1,209	(1,274)	(2,000)	2,878
NG Volunteer Coordination	6,642	-	(5,928)	(714)	-
Spark WW	854	-	(418)	-	436
Stronger Together	50	-	-	(50)	-
Toilets	7,583	-	(607)	-	6,976
Warwick West 2	8,273	-	(714)	(7,045)	514
Warwick West 3	5,712	19,631	(15,649)	(9,694)	-
Warwick West 2020/21	-	15,070	(12,739)	7,762	10,093
Web/Promotion	286	-	(33)	-	253
Woodloes Project	257	1,058	(278)	-	1,037
Youth Activities	2,554	1,088	(1,565)	290	2,367
Total restricted funds	**59,179**	**54,459**	**(53,389)**	**(14,418)**	**45,831**
Total charity funds	**130,664**	**199,571**	**(188,201)**	**-**	**142,034**

12. RESTRICTED FUNDS

The purposes for which the restricted funds are held by the charity are:

Building Fund	The balance of this fund will be used on maintaining the buildings and grounds.
Catering	A fund for the provision of food for lunch clubs and buffets, and also for coffee and cake cafés within The Gap.
Club 11	This funding is to be used for the opening of a new lunch club and other activities related to older people. The balance comprises capitalised assets being depreciated as per the rates in Note 1.(e).
Computers	The balance of this fund will be used for the maintenance of the computers.
Friday Friends	Funding to provide a weekly Stay and Play session for pre-school children and accompanying adults.
GapCook	Funding for a cooking project for young people.
GapGlobal	Funding for a project to promote diversity and inclusion among young people by exploring different cultures.
GapGo	Funding to give young people outdoor skills.
Growing Together	Funding was to support volunteer development. Following a trustee resolution, this fund was closed with the remaining balance transferred to unrestricted funds.
Henry OPC	This funding is to cover the cost of providing an Older People's Activity Coordinator and the new projects developing from the extra member of staff. Following a trustee resolution, this fund was closed with the remaining balance transferred to the Live Life fund.
Live Life	Funding to help tackle social isolation and promote health and wellbeing for older people.
Older People	Funds to provide activities for older people, including a lunch club, various fitness classes, an art group and trips out.
NG Volunteer Coordination	Funding for the provision of a Volunteer Coordinator to help recruit and look after our volunteers.
Spark WW	Funding for Holiday Fun Days held at our Packmores Centre.
Stronger Together	Funding for Cooking and Art projects for young people. Following a trustee resolution, this fund was closed with the remaining balance transferred to Youth Activities.
Toilets	Funding for the refurbishment of the toilets. The balance is the capitalised costs of the work and is being depreciated as per the rates in Note 1.(e).
Warwick West 2	Funding for community development based at Packmores Community Centre in Warwick West. The balance comprises capitalised assets being depreciated as per the rates in Note 1.(e).
Warwick West 3	Funding for a community development worker and community activities based at the Packmores Centre. This fund was closed and merged with the Warwick West 2020/21 fund.
Warwick West 2020/21	Funding for community development based at Packmores Community Centre and Warwick West.
Web/Promotion	Funding for website design and other promotional media.
Woodloes Project	Funding to run a youth club at Woodloes Community Centre once a week, on Fridays.
Youth Activities	Funding to run a youth club at The Gap on 3 evenings each week, including school holidays, plus some outings.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible Fixed Assets £	Current Assets £	Current Liabilities £	Total £
At 31st August 2020				
Restricted funds	9,651	36,179	-	45,830
Unrestricted funds	6,444	97,100	(7,340)	96,203
	16,095	**133,279**	**(7,340)**	**142,034**
At 31st August 2019				
Restricted funds	10,935	48,244	-	59,179
Unrestricted funds	7,759	67,123	(3,397)	71,485
	18,694	**115,367**	**(3,397)**	**130,664**

14. RELATED PARTY TRANSACTIONS

During the year the company made no transactions with related parties.