



Company Number: 4102182  
Charity Number: 1086640

**THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED**

**DIRECTORS' REPORT AND**

**UNAUDITED FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31<sup>st</sup> AUGUST 2022**

**THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED**

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**THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED****CHARITY REFERENCE AND ADMINISTRATIVE DETAILS**

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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 18<sup>th</sup> 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  
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## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT

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The directors present their report and the financial statements of the charity for the year ended 31<sup>st</sup> 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 3<sup>rd</sup> November 2000 as amended by a special resolution on 9<sup>th</sup> 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 WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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.

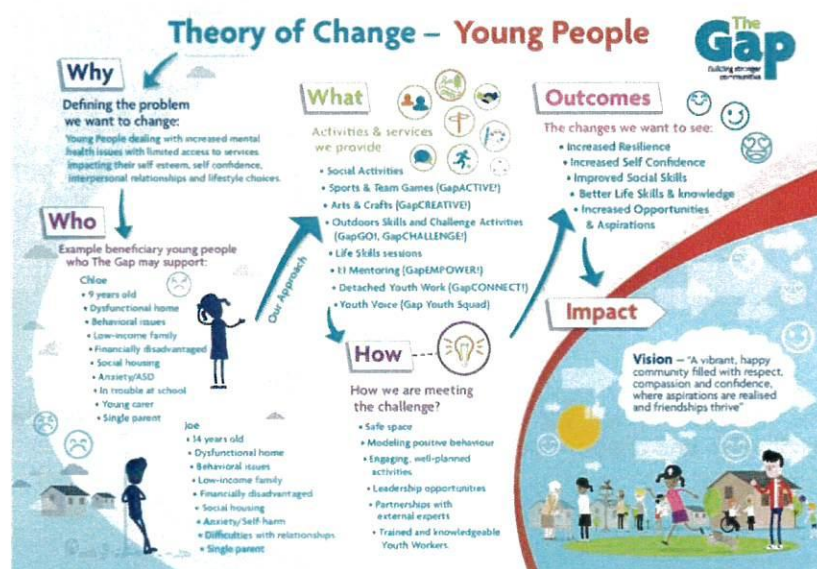
As well as delivering its own services and activities, The Gap Community Centre is a venue for many third-party organisations offering a wide range of activities and services, including leisure opportunities and support for the local community. Classes in Karate, Tai Chi, and Zumba Gold offer exercise 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.

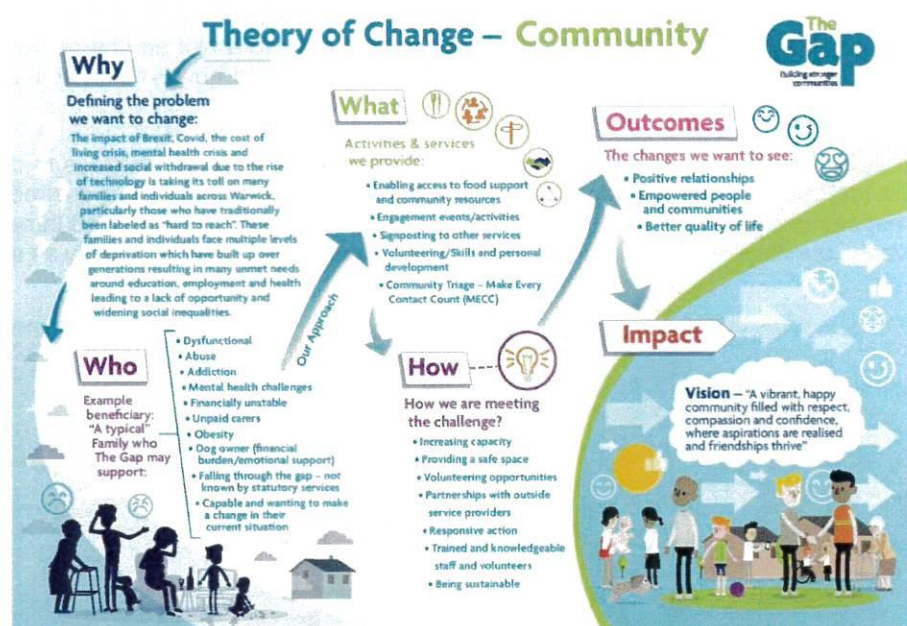
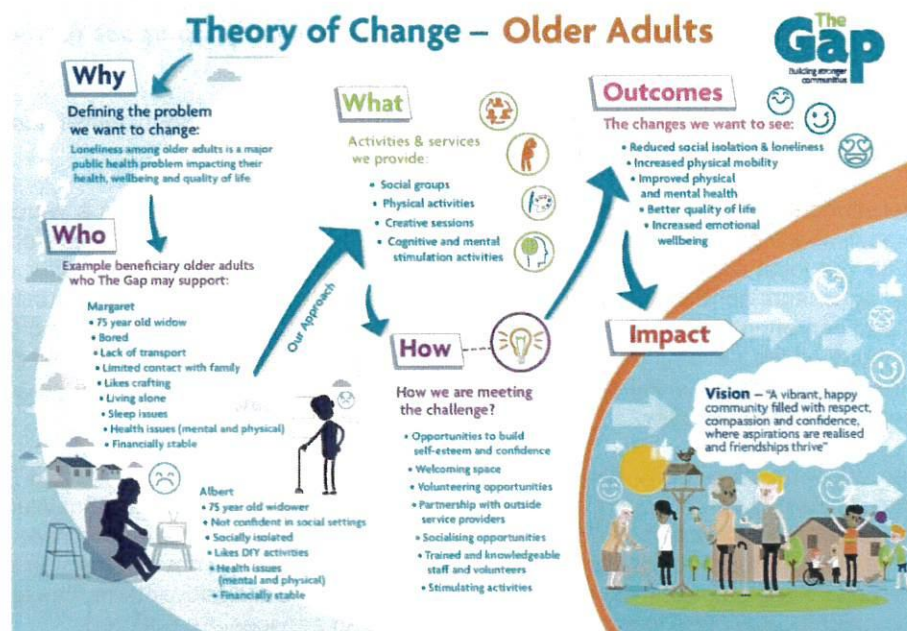
In November 2021, we had the opportunity to meet with staff, volunteers and trustees to develop our Theory of Change (a comprehensive description and illustration of how and why a desired change is expected to happen in a particular context). After two all-day workshops, we designed three Theory of Changes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





## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

## DIRECTORS' REPORT (Continued)



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 WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### *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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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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.



## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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**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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### 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 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 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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### 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 attract 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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### Partnerships

All Salnts Church – we have been involved in relaunching a Memory Café with people living with the dementia and their carers in partnership with All Salnts 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 Salnts 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 be 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 13<sup>th</sup> October to make a case for the space being used.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTOR'S REPORT (Continued)

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#### 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.



## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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- 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 WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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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, Austln 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.'

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### *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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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 31<sup>st</sup> August 2022 and comparatives for the prior period, as more fully detailed in the accounts, can be summarised as follows:

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

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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### DIRECTORS' REPORT (Continued)

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#### 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).

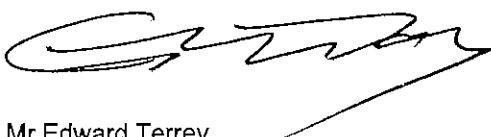
Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for 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**

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I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> 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 FCA BFP FMAAT  
Michael Harwood & Co  
Chartered Accountants  
Greville House  
10 Jury Street  
Warwick  
CV34 4EW

Date:

4<sup>th</sup> May 2023

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES**  
**(Incorporating the Income and Expenditure Account)**  
**For the year ended 31<sup>st</sup> August 2022**

	Note	Unrestricted £	Restricted £	31.08.22 £
<b>Income and Endowments from:</b>				
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
<b>Total income and endowments</b>		<b>166,996</b>	<b>70,928</b>	<b>237,924</b>
<b>Expenditure on:</b>				
Raising funds		14,088	-	14,088
Charitable activities	5	197,161	49,253	246,414
<b>Total expenditure</b>		<b>211,249</b>	<b>49,253</b>	<b>260,502</b>
<b>Net Income/(expenditure) for the year</b>		<b>(44,253)</b>	<b>21,675</b>	<b>(22,578)</b>
Transfers between funds		18,384	(18,384)	-
<b>Net movement in funds for the year</b>		<b>(25,869)</b>	<b>3,291</b>	<b>(22,578)</b>
Fund balances brought forward		90,415	57,953	148,368
<b>Fund balances at 31<sup>st</sup> August 2022</b>	11	<b>64,546</b>	<b>61,244</b>	<b>125,790</b>

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 31<sup>st</sup> August 2021**

	Note	Unrestricted £	Restricted £	31.08.21 £
<b>Income and Endowments from:</b>				
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
<b>Total Income and endowments</b>		<b>175,961</b>	<b>68,192</b>	<b>244,153</b>
<b>Expenditure on:</b>				
Raising funds		12,202	-	12,202
Charitable activities	5	173,100	52,517	225,617
<b>Total expenditure</b>		<b>185,302</b>	<b>52,517</b>	<b>237,819</b>
<b>Net Income/(expenditure) for the year</b>		<b>(9,341)</b>	<b>15,675</b>	<b>6,334</b>
Transfers between funds		3,553	(3,553)	-
<b>Net movement in funds for the year</b>		<b>(5,788)</b>	<b>12,122</b>	<b>6,334</b>
Fund balances brought forward		96,203	45,831	142,034
<b>Fund balances at 31<sup>st</sup> August 2021</b>	11	<b>90,415</b>	<b>57,953</b>	<b>148,368</b>

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 31<sup>st</sup> August 2022**

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

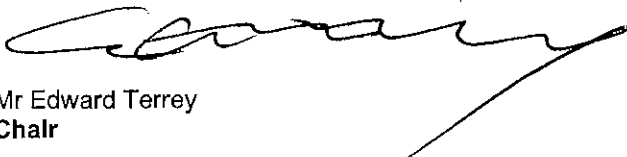
Directors' statements:

- 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 31<sup>st</sup> August 2022

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#### 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.



# THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (Continued) For the year ended 31<sup>st</sup> August 2022

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### 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.

# THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

## NOTES TO THE FINANCIAL STATEMENTS (Continued) For the year ended 31<sup>st</sup> August 2022

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### 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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the year ended 31<sup>st</sup> August 2022**

**2. DONATIONS AND LEGACIES**

	Unrestricted £	Restricted £	2022 £	2021 £
<b>Donations and gifts from individuals:</b>				
Small donations individually less than £1,000	331	15	346	766
The Gap Action Partnership	-	-	-	1,157
<b>Total donations and gifts from Individuals</b>	<b>331</b>	<b>15</b>	<b>346</b>	<b>1,923</b>

**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
<b>Total public-sector revenue grants</b>	<b>23,433</b>	<b>44,536</b>	<b>67,969</b>	<b>72,267</b>

**Revenue grants and donations from non-public bodies:**

29 <sup>th</sup> 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 Secombe Charitable Trust	-	-	-	150
<b>Total charitable-sector revenue grants</b>	<b>96,282</b>	<b>12,172</b>	<b>108,454</b>	<b>94,167</b>
<b>Total donations and legacies</b>	<b>120,046</b>	<b>56,723</b>	<b>176,769</b>	<b>168,357</b>

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

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

## 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
<b>Total Income from charitable activities</b>	<b>37,301</b>	<b>14,172</b>	<b>51,473</b>	<b>22,371</b>

## 4. CORONAVIRUS GRANTS

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

## 5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2022 £	2021 £
<b>Direct spending</b>				
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
<b>Total direct spending</b>	<b>134,974</b>	<b>38,805</b>	<b>173,779</b>	<b>151,846</b>
<b>Support costs</b>				
<i>Employee costs:</i>				
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
<b>Carried forward</b>	<b>28,740</b>	<b>437</b>	<b>29,177</b>	<b>28,003</b>

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the year ended 31<sup>st</sup> August 2022**

**5. EXPENDITURE ON CHARITABLE ACTIVITIES (continued)**

	Unrestricted £	Restricted £	2022 £	2021 £
Brought forward	28,740	437	29,177	28,003
<i>Premises expenses:</i>				
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
<i>Administrative overheads:</i>				
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
<i>Professional fees:</i>				
Independent examination fees	2,520	-	2,520	2,400
Monitoring fees	400	320	720	720
Other legal and professional	283	-	283	293
<i>Financial costs:</i>				
Bank charges	146	-	146	84
Depreciation	939	1,524	2,463	3,441
<b>Total support costs</b>	<b>62,187</b>	<b>10,448</b>	<b>72,635</b>	<b>73,771</b>
<b>Total expenditure on charitable activities</b>	<b>197,161</b>	<b>49,253</b>	<b>246,414</b>	<b>225,617</b>

**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
<b>Total salaries, wages and related costs</b>	<b>192,127</b>	<b>170,116</b>



## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

NOTES TO THE FINANCIAL STATEMENTS (continued)  
For the year ended 31<sup>st</sup> August 2022**6. EMPLOYEE EMOLUMENTS (continued)**

Average number of employees	14	15
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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 £
<b>COST</b>				
At 1 <sup>st</sup> September 2021	16,908	18,046	4,698	39,652
Additions	-	2,335	-	2,335
Disposals	-	-	-	-
At 31 <sup>st</sup> August 2022	<u>16,908</u>	<u>20,381</u>	<u>4,698</u>	<u>41,987</u>
<b>DEPRECIATION</b>				
At 1 <sup>st</sup> September 2021	6,334	15,179	3,125	24,638
Charge for the year	846	830	787	2,463
Eliminated on disposal	-	-	-	-
At 31 <sup>st</sup> August 2022	<u>7,180</u>	<u>16,009</u>	<u>3,912</u>	<u>27,101</u>
<b>NET BOOK VALUE</b>				
At 31 <sup>st</sup> August 2022	<u>9,728</u>	<u>4,372</u>	<u>786</u>	<u>14,886</u>
At 31 <sup>st</sup> August 2021	<u>10,574</u>	<u>2,867</u>	<u>1,573</u>	<u>15,014</u>

**9. DEBTORS**

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

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the year ended 31<sup>st</sup> August 2022**

**10. CREDITORS:**  
**AMOUNTS FALLING DUE WITHIN ONE YEAR**

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

**11. MOVEMENT ON FUNDS**

	Balance at 01.09.2021 £	Income in year £	Expenditure in year £	Transfers £	Balance at 31.08.2022 £
<b>Unrestricted &amp; designated funds</b>					
Unrestricted revenue funds	90,415	166,996	(211,249)	18,384	64,546
<b>Total unrestricted funds</b>	<b>90,415</b>	<b>166,996</b>	<b>(211,249)</b>	<b>18,384</b>	<b>64,546</b>
<b>Restricted funds</b>					
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
<b>Total restricted funds</b>	<b>57,953</b>	<b>70,928</b>	<b>(49,253)</b>	<b>(18,384)</b>	<b>61,244</b>
<b>Total charity funds</b>	<b>148,368</b>	<b>237,924</b>	<b>(260,502)</b>	<b>-</b>	<b>125,790</b>

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

### NOTES TO THE FINANCIAL STATEMENTS (Continued) For the year ended 31<sup>st</sup> August 2022

#### 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.

## THE WARWICK PERCY ESTATES COMMUNITY PROJECTS LIMITED

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**For the year ended 31<sup>st</sup> August 2022**

**13. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

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

**14. RELATED PARTY TRANSACTIONS**

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