

**REGISTERED COMPANY NUMBER: 04258857 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1089951**

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)  
(A COMPANY LIMITED BY GUARANTEE)**

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

Haines Watts  
Chartered Accountants  
Old Station House  
Station Approach  
Swindon  
Wiltshire  
SN1 3DU

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

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FOR THE YEAR ENDED 31 DECEMBER 2022**

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**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**REFERENCE AND ADMINISTRATIVE DETAILS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

|                                      |   |
|--------------------------------------|---|
| <b>TRUSTEES</b>                      | Mr K A Smith<br>Mr T M S Dutton<br>Mr J Jenkins<br>Ms S J Lewis<br>Mr S Little<br>Mrs K G Driscoll                |
| <b>COMPANY SECRETARY</b>             | Mrs K G Driscoll  |
| <b>REGISTERED OFFICE</b>             | Vassall Centre Gill Avenue<br>Fishponds<br>Bristol<br>BS16 2QQ  |
| <b>REGISTERED COMPANY<br/>NUMBER</b> | 04258857 (England and Wales)  |
| <b>REGISTERED CHARITY<br/>NUMBER</b> | 1089951   |
| <b>INDEPENDENT EXAMINER</b>          | Haines Watts<br>Chartered Accountants<br>Old Station House<br>Station Approach<br>Swindon<br>Wiltshire<br>SN1 3DU |

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

**OBJECTIVES AND ACTIVITIES**

**Objectives and aims**

The objectives and mission of the Charity are:

To create an inclusive society by empowering adults who have learning disabilities to achieve purposeful and rewarding work opportunities.

Our work is deeply integrated within the wider community to challenge perceptions of what people who have learning disabilities should expect from society.

At Props we foster independence and support people to grow in all aspects of their lives.

## **PROVIDING OPPORTUNITIES AND SUPPORT (PROPS)**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022**

#### **STRATEGIC REPORT**

##### **Achievement and performance**

##### **Charitable activities**

Following the difficulties of the pandemic years, and although the charity ended the year with a modest loss, 2022 has been a strong and progressive period for PROPS.

Numbers of Trainees attending PROPS continues to grow alongside the number of activities and work focussed learning opportunities for Trainees. To support that additional provision and to ensure that PROPS continues to provide quality services that are reflective of Trainees' wishes and aspirations, the staff team has also had to increase in number.

For several years, the PROPS strategic plan has focussed on growth and the ability to support more learning disabled people to be involved in meaningful work and to be able to participate in work-based opportunities.

In September 2022, the charity realised one of its primary strategic objectives, to open a local brewery and tap room. The aim of which is to create additional work opportunities for Trainees, so individuals have enjoyed working in the tap room serving customers, being part of the beer brewing team, creating recipes, ordering ingredients, receiving deliveries, naming beers, designing labels, together with all the back office administrative roles, such as stock control, invoicing and organising events.

Alongside the brewery, we have also agreed a long-term lease for a retail shop along Fishponds high street. The premises is in need of some internal redevelopment, but in the fulness of time, we aim to open a café, workshop and shop, creating significantly more community focussed work-based opportunities for the individuals we support.

Finally, the third significant addition to the PROPS enterprise portfolio, was the acquisition of the café within the Vassall Centre. The primary customer base are those workers located within the centre, however increasingly we are seeing members of the local community coming into the centre and choosing to spend some time at the café. A significant element of cafés workload involves catering for conferences and meetings, held at the centre and also a contract with a local partner delivering lunches to local families during school holidays when school meals are unavailable.

The notion of all these new social enterprises, catapults learning disabled people into the mainstream with individuals being an integral part of the customer experience at all levels. Clearly demonstrating that everyone has a valuable contribution to make.

As well as new services, the year saw the highest levels of income in the charity's history, approaching £1m, reflecting the period of growth and demonstrating the strong levels of demand for PROPS services from individual's, their families and local authorities.

Fundraising and donation totals for the period were pleasing at £102k with £78k being unrestricted and £24k being restricted. The unrestricted funds being exclusively due to another very successful Bristol to Bordeaux cycle event which took place in early July.

The trustees have due regard to the Charity Commission guidance on public benefit.

#### **Financial review**

##### **Financial position**

The statement of financial activities for 2022 is set out on page 7 and shows a reported deficit for the year of £64,239 (2021 surplus £18,388). The deficit is a result of increased investment in services, strengthening the management team and increasing staffing levels in order to be able to offer quality, safe services for new Trainees. The financial position of the charity at the year-end is set out on page 8.

Long term sustainability continues to be the key focus underpinning everything we do at PROPS, ensuring we are here for Trainees, well into the future. The financial results of 2022 reflect strong growth, and investment in organisational structure and management to ensure we are fit and robust for the future.

The charity continues to protect its stable financial position. We continue to maintain stringent oversight of financial management to ensure the ongoing viability of the charity.

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**STRATEGIC REPORT**

**Financial review**

**Reserves policy**

PROPS currently holds c.£400k in reserves at the year end. £23,000 were restricted and the remaining were unrestricted reserves.

The retained earnings position is designed to ensure the sustainability of the charity. For 2022 PROPS generated £102k from donations, grants and membership. A significant proportion of this coming from one event - the B2B bike ride.

The reserves we hold allows us to operate for full year should there be a fall in fundraised income. The enduring ambition is to hold capital in excess of our existing reserves policy, to ensure any shock in the year can be absorbed without erosion of our desired 100% capital sufficiency.

The goal for FY2022 is to continue to drive growth through awareness and opportunity. Funds will continue to be reinvested for the benefit of our trainees and the longevity of the charity

Free reserves amounted to £310,645 at 31 December 2022 (2021 £317,475).

**Future plans**

PROPS is keen to continue its policy of sustainable growth over the next few years. We are constantly seeking new opportunities for additional funding, new initiatives and increasing our fundraising and grant income.

We are currently considering additional avenues for growth and collaboration opportunities with other charities for the creation of exciting new activities which expand upon our existing offerings. Our continued expansion is providing challenges to the limited space available in our existing base at the Vassall centre and we continue to monitor and review this situation.

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

PROPS was established on 27 July 2001 and registered as a charity on 3 January 2002.

The board of trustees, who are also directors of the charity for the purposes of the Companies Act, have overall responsibility for the strategy, management and control of PROPS.

The Chief Executive Officer, working with the senior management team, is responsible for delivering the Board's vision and strategy and for the day-to-day operations of the charity. Key management remuneration is set with reference to market rates.

The Trustees are all volunteers, drawn from a range of backgrounds, in order to provide a broad skills base for the Charity, and appropriate training is provided to assist in fulfilling their roles within the charity.

The Charity regularly reviews the risks arising from its activities and takes appropriate action to minimise the impact of such risks to the charity. The Trustees have reviewed the major strategic, business and operational risks which the Charity faces, and identified key risks.

Actions to address key risk areas have been agreed and progress is reviewed regularly. In addition, strong financial controls are in place to mitigate the risk of financial losses due to theft or fraud, and these controls are also regularly reviewed.

**TREASURER'S COMMENT**

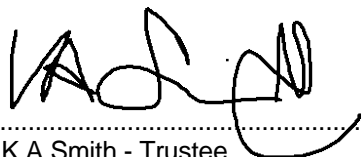
The financial year, 2022 although generated a loss, saw increased income from local authority fees, fundraising and increased sales from its social enterprises.

In the future, we seek to reduce the current situation, whereby operational performance (excluding fundraising) continues to be loss making with fundraising subsidising day to day activity.

As a group of trustees and management team, we are comfortable with this position. The service provided is over and above the standard requirements, through both resource and the enterprises offered. In the unlikely event fundraising ceases, service could be pared back temporarily to a breakeven position

The continued objective of the trustees is to preserve sustainability of PROPS, while ensuring that the underlying infrastructure of the organisation continues to be fit for purpose and an effective organisation for delivering quality services.

Report of the trustees, incorporating a strategic report, approved by order of the board of trustees, as the company directors, on ..... and signed on the board's behalf by:



.....  
Mr K A Smith - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**Independent examiner's report to the trustees of Providing Opportunities And Support (PROPS) ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

**Responsibilities and basis of report**

As the charity's 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 charity'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 your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can 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:

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.

Susan Plumb  
The Institute of Chartered Accountants in England and Wales

Haines Watts  
Chartered Accountants  
Old Station House  
Station Approach  
Swindon  
Wiltshire  
SN1 3DU

Date: .....



**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)  
FOR THE YEAR ENDED 31 DECEMBER 2022**

|                                    | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|------------------------------------|-------|---------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                           |                          |                             |                             |
| Donations and legacies             | 2     | 77,766                    | 23,896                   | 101,662                     | 109,370                     |
| <b>Charitable activities</b>       | 5     |                           |                          |                             |                             |
| Special Needs projects             |       | 728,424                   | -                        | 728,424                     | 577,895                     |
| Other trading activities           | 3     | 140,643                   | 23,482                   | 164,125                     | 60,506                      |
| Investment income                  | 4     | 1,086                     | -                        | 1,086                       | 33                          |
| <b>Total</b>                       |       | <u>947,919</u>            | <u>47,378</u>            | <u>995,297</u>              | <u>747,804</u>              |
| <b>EXPENDITURE ON</b>              |       |                           |                          |                             |                             |
| Raising funds                      | 6     | 85,145                    | 45,455                   | 130,600                     | 103,622                     |
| <b>Charitable activities</b>       | 7     |                           |                          |                             |                             |
| Special Needs projects             |       | 928,936                   | -                        | 928,936                     | 625,794                     |
| <b>Total</b>                       |       | <u>1,014,081</u>          | <u>45,455</u>            | <u>1,059,536</u>            | <u>729,416</u>              |
| <b>NET INCOME/(EXPENDITURE)</b>    |       |                           |                          |                             |                             |
| Transfers between funds            | 16    | (66,162)<br>94,111        | 1,923<br>(94,111)        | (64,239)<br>-               | 18,388<br>-                 |
| <b>Net movement in funds</b>       |       | 27,949                    | (92,188)                 | (64,239)                    | 18,388                      |
| <b>RECONCILIATION OF FUNDS</b>     |       |                           |                          |                             |                             |
| Total funds brought forward        |       | 354,857                   | 115,385                  | 470,242                     | 451,854                     |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>382,806</u></u>     | <u><u>23,197</u></u>     | <u><u>406,003</u></u>       | <u><u>470,242</u></u>       |

The notes form part of these financial statements

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**STATEMENT OF FINANCIAL POSITION  
31 DECEMBER 2022**

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|--|-------|---------------------------|--------------------------|-----------------------------|-----------------------------|
| <b>FIXED ASSETS</b>                              |       |                           |                          |                             |                             |
| Tangible assets                                  | 12    | 72,161                    | -                        | 72,161                      | 37,382                      |
| <b>CURRENT ASSETS</b>                            |       |                           |                          |                             |                             |
| Debtors  | 13    | 109,823                   | -                        | 109,823                     | 79,049                      |
| Cash at bank                                     |       | 222,285                   | 23,197                   | 245,482                     | 371,006                     |
|  |       | <u>332,108</u>            | <u>23,197</u>            | <u>355,305</u>              | <u>450,055</u>              |
| <b>CREDITORS</b>                                 |       |                           |                          |                             |                             |
| Amounts falling due within one year              | 14    | (21,463)                  | -                        | (21,463)                    | (17,195)                    |
|  |       | <u>310,645</u>            | <u>23,197</u>            | <u>333,842</u>              | <u>432,860</u>              |
| <b>NET CURRENT ASSETS</b>                        |       |                           |                          |                             |                             |
|  |       | <u>382,806</u>            | <u>23,197</u>            | <u>406,003</u>              | <u>470,242</u>              |
| <b>TOTAL ASSETS LESS CURRENT<br/>LIABILITIES</b> |       |                           |                          |                             |                             |
|  |       | <u>382,806</u>            | <u>23,197</u>            | <u>406,003</u>              | <u>470,242</u>              |
| <b>NET ASSETS</b>                                |       |                           |                          |                             |                             |
|  |       | <u>382,806</u>            | <u>23,197</u>            | <u>406,003</u>              | <u>470,242</u>              |
| <b>FUNDS</b>                                     | 16    |                           |                          |                             |                             |
| Unrestricted funds                               |       |                           |                          | 382,806                     | 354,857                     |
| Restricted funds                                 |       |                           |                          | <u>23,197</u>               | <u>115,385</u>              |
| <b>TOTAL FUNDS</b>                               |       |                           |                          | <u>406,003</u>              | <u>470,242</u>              |

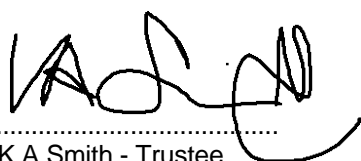
The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

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

The trustees acknowledge their responsibilities for

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

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:



Mr K A Smith - Trustee

The notes form part of these financial statements

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

|   | Notes | 2022<br>£             | 2021<br>£             |
|---|-------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>                                   |       |                       |                       |
| Cash generated from operations  | 1     | (74,345)              | (9,440)               |
| Net cash used in operating activities   |       | <u>(74,345)</u>       | <u>(9,440)</u>        |
| <b>Cash flows from investing activities</b>                                   |       |                       |                       |
| Purchase of tangible fixed assets   |       | (52,265)              | (5,489)               |
| Interest received   |       | 1,086                 | 33                    |
| Net cash used in investing activities   |       | <u>(51,179)</u>       | <u>(5,456)</u>        |
| <b>Change in cash and cash equivalents<br/>in the reporting period</b>        |       | <u>(125,524)</u>      | <u>(14,896)</u>       |
| <b>Cash and cash equivalents at the<br/>beginning of the reporting period</b> |       | <u>371,006</u>        | <u>385,902</u>        |
| <b>Cash and cash equivalents at the end<br/>of the reporting period</b>       |       | <u><u>245,482</u></u> | <u><u>371,006</u></u> |

The notes form part of these financial statements

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

|   | 2022<br>£       | 2021<br>£      |
|---|-----------------|----------------|
| <b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b> | (64,239)        | 18,388         |
| <b>Adjustments for:</b>   |                 |                |
| Depreciation charges  | 17,488          | 12,471         |
| Interest received   | (1,086)         | (33)           |
| Increase in debtors   | (30,776)        | (42,298)       |
| Increase in creditors   | 4,268           | 2,032          |
| <b>Net cash used in operations</b>  | <u>(74,345)</u> | <u>(9,440)</u> |

**2. ANALYSIS OF CHANGES IN NET FUNDS**

|                 | At 1/1/22<br>£ | Cash flow<br>£   | At 31/12/22<br>£ |
|-----------------|----------------|------------------|------------------|
| <b>Net cash</b> |                |                  |                  |
| Cash at bank    | 371,006        | (125,524)        | 245,482          |
|                 | <u>371,006</u> | <u>(125,524)</u> | <u>245,482</u>   |
| <b>Total</b>    | <u>371,006</u> | <u>(125,524)</u> | <u>245,482</u>   |

The notes form part of these financial statements

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Vassall Centre, Gill Avenue, Fishponds, Bristol, BS16 2QQ.

The financial statements are prepared in sterling, which is the functional currency of the entity and rounded to the nearest £.

**Going concern**

There are no uncertainties about the charity's ability to continue as a going concern.

**Income**

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

**Expenditure**

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

**Tangible fixed assets**

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

|                       |                           |
|-----------------------|---------------------------|
| Fixtures and fittings | - 25% on reducing balance |
| Motor vehicles        | - 25% on reducing balance |
| Computer equipment    | - 25% on reducing balance |

**Taxation**

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

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charity contributes to personal pension arrangements of employees to meet the requirements of auto-enrolment. Contributions payable are charged to the Statement of Financial Activities in the period in which they relate.

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1. ACCOUNTING POLICIES - continued**

**Debtors and creditors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount.

**2. DONATIONS AND LEGACIES**

|            | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Donations  | 71,663                     | 23,896                   | 95,559                      | 16,858                      |
| Grants     | 3,293                      | -                        | 3,293                       | 48,121                      |
| Membership | 2,810                      | -                        | 2,810                       | 2,907                       |
| Conference | -                          | -                        | -                           | 41,484                      |
|            | <u>77,766</u>              | <u>23,896</u>            | <u>101,662</u>              | <u>109,370</u>              |

All 2021 income above was unrestricted.

Grants received, included in the above, are as follows:

|                                     | 2022<br>£    | 2021<br>£     |
|-------------------------------------|--------------|---------------|
| Government grant - furlough support | -            | 40,621        |
| Council grant                       | 3,293        | 7,500         |
|                                     | <u>3,293</u> | <u>48,121</u> |

**3. OTHER TRADING ACTIVITIES**

|                    | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|--------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Fundraising events | 106,688                    | 23,482                   | 130,170                     | 60,506                      |
| VC Café income     | 18,621                     | -                        | 18,621                      | -                           |
| Brewery income     | 15,334                     | -                        | 15,334                      | -                           |
|                    | <u>140,643</u>             | <u>23,482</u>            | <u>164,125</u>              | <u>60,506</u>               |

All 2021 income above was unrestricted.

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**4. INVESTMENT INCOME**

|                          | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|--------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Deposit account interest | 1,086                      | -                        | 1,086                       | 33                          |
|                          | <u>1,086</u>               | <u>-</u>                 | <u>1,086</u>                | <u>33</u>                   |

**5. INCOME FROM CHARITABLE ACTIVITIES**

|                            | Activity               | 2022<br>£      | 2021<br>£      |
|----------------------------|------------------------|----------------|----------------|
| Income from student fees   | Special Needs projects | 713,154        | 560,755        |
| Income from sales of goods | Special Needs projects | 15,023         | 14,924         |
| Other income               | Special Needs projects | 247            | 2,216          |
|                            |                        | <u>728,424</u> | <u>577,895</u> |

Of the 2021 income £574,629 was restricted.

**6. RAISING FUNDS**

**Raising donations and legacies**

|                                   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|-----------------------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Travelling                        | 209                        | -                        | 209                         | 242                         |
| Other office costs                | 5,996                      | -                        | 5,996                       | 4,526                       |
| Postage, stationary and telephone | 7,425                      | -                        | 7,425                       | 9,562                       |
| Website costs                     | 14,489                     | -                        | 14,489                      | 4,141                       |
| Entertaining                      | 2,035                      | -                        | 2,035                       | 3,328                       |
| Bad debts written off             | 5                          | -                        | 5                           | 673                         |
|                                   | <u>30,159</u>              | <u>-</u>                 | <u>30,159</u>               | <u>22,472</u>               |

**Other trading activities**

|                   | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | 2022<br>Total<br>funds<br>£ | 2021<br>Total<br>funds<br>£ |
|-------------------|----------------------------|--------------------------|-----------------------------|-----------------------------|
| Purchases         | 54,986                     | 45,455                   | 100,441                     | 81,150                      |
|                   | <u>54,986</u>              | <u>45,455</u>            | <u>100,441</u>              | <u>81,150</u>               |
| Aggregate amounts | <u>85,145</u>              | <u>45,455</u>            | <u>130,600</u>              | <u>103,622</u>              |

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**7. CHARITABLE ACTIVITIES COSTS**

|                        | Direct<br>Costs<br>£ | Support<br>costs (see<br>note 8)<br>£ | Totals<br>£ |
|------------------------|----------------------|---------------------------------------|-------------|
| Special Needs projects | 898,551              | 30,385                                | 928,936     |

**8. SUPPORT COSTS**

|                        | Governance<br>costs<br>£ |
|------------------------|--------------------------|
| Special Needs projects | 30,385                   |

**9. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

|                             | 2022<br>£ | 2021<br>£ |
|-----------------------------|-----------|-----------|
| Depreciation - owned assets | 17,486    | 12,471    |
| Independent Examination fee | 1,600     | 1,400     |

**10. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**11. STAFF COSTS**

|                       | 2022<br>£      | 2021<br>£      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 662,183        | 466,805        |
| Social security costs | 43,142         | 25,232         |
| Other pension costs   | 26,545         | 18,344         |
|                       | <u>731,870</u> | <u>510,381</u> |

The average monthly number of employees during the year was as follows:

|                 | 2022      | 2021      |
|-----------------|-----------|-----------|
| Management      | 4         | 1         |
| Programme staff | 38        | 36        |
|                 | <u>42</u> | <u>37</u> |



**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**11. STAFF COSTS - continued**

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

|                   | 2022     | 2021     |
|-------------------|----------|----------|
| £60,001 - £70,000 | 1        | -        |
|                   | <u>1</u> | <u>-</u> |

**Key Management Personnel**

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £167,836 (2021 £110,986).

**12. TANGIBLE FIXED ASSETS**

|                       | Fixtures<br>and<br>fittings<br>£ | Motor<br>vehicles<br>£ | Computer<br>equipment<br>£ | Totals<br>£    |
|-----------------------|----------------------------------|------------------------|----------------------------|----------------|
| <b>COST</b>           |                                  |                        |                            |                |
| At 1 January 2022     | 12,862                           | 58,328                 | 39,404                     | 110,594        |
| Additions             | 48,020                           | -                      | 4,245                      | 52,265         |
|                       | <u>60,882</u>                    | <u>58,328</u>          | <u>43,649</u>              | <u>162,859</u> |
| <b>DEPRECIATION</b>   |                                  |                        |                            |                |
| At 1 January 2022     | 11,084                           | 34,568                 | 27,560                     | 73,212         |
| Charge for year       | 8,109                            | 5,940                  | 3,437                      | 17,486         |
|                       | <u>19,193</u>                    | <u>40,508</u>          | <u>30,997</u>              | <u>90,698</u>  |
| <b>NET BOOK VALUE</b> |                                  |                        |                            |                |
| At 31 December 2022   | <u>41,689</u>                    | <u>17,820</u>          | <u>12,652</u>              | <u>72,161</u>  |
| At 31 December 2021   | <u>1,778</u>                     | <u>23,760</u>          | <u>11,844</u>              | <u>37,382</u>  |

**13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

|               | 2022<br>£      | 2021<br>£     |
|---------------|----------------|---------------|
| Trade debtors | 40,213         | 37,973        |
| Other debtors | 69,610         | 41,076        |
|               | <u>109,823</u> | <u>79,049</u> |

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

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

|                                 | 2022<br>£     | 2021<br>£     |
|---------------------------------|---------------|---------------|
| Trade creditors                 | 16,326        | 2,532         |
| Social security and other taxes | (963)         | 8,717         |
| Other creditors                 | 4,174         | 2,689         |
| Accruals and deferred income    | 1,926         | 3,257         |
|                                 | <u>21,463</u> | <u>17,195</u> |

**15. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

|                            | 2022<br>£     | 2021<br>£ |
|----------------------------|---------------|-----------|
| Within one year            | 30,876        | -         |
| Between one and five years | 61,419        | -         |
|                            | <u>92,295</u> | <u>-</u>  |

**16. MOVEMENT IN FUNDS**

|                           | At 1/1/22<br>£ | Net<br>movement<br>in funds<br>£ | Transfers<br>between<br>funds<br>£ | At<br>31/12/22<br>£ |
|---------------------------|----------------|----------------------------------|------------------------------------|---------------------|
| <b>Unrestricted funds</b> |                |                                  |                                    |                     |
| General fund              | 354,857        | (66,162)                         | 94,111                             | 382,806             |
| <b>Restricted funds</b>   |                |                                  |                                    |                     |
| Vassall Centre            | 107,671        | -                                | (107,671)                          | -                   |
| St James Place            | 4,170          | -                                | -                                  | 4,170               |
| Minibus fund              | 3,150          | -                                | -                                  | 3,150               |
| Apple Pressing            | 394            | -                                | -                                  | 394                 |
| B&Q                       | -              | 5,000                            | -                                  | 5,000               |
| HSBC SFX Foundation       | -              | 5,000                            | -                                  | 5,000               |
| Aviva                     | -              | 5,483                            | -                                  | 5,483               |
| Calvert Trust             | -              | (13,560)                         | 13,560                             | -                   |
|                           | <u>115,385</u> | <u>1,923</u>                     | <u>(94,111)</u>                    | <u>23,197</u>       |
| <b>TOTAL FUNDS</b>        | <u>470,242</u> | <u>(64,239)</u>                  | <u>-</u>                           | <u>406,003</u>      |

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**16. MOVEMENT IN FUNDS - continued**

Net movement in funds, included in the above are as follows:

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 947,919                    | (1,014,081)                | (66,162)                  |
| <b>Restricted funds</b>   |                            |                            |                           |
| Medlock Trust             | 5,000                      | (5,000)                    | -                         |
| Sport England             | 3,091                      | (3,091)                    | -                         |
| Quartete Stoke Park       | 2,941                      | (2,941)                    | -                         |
| Nisbets                   | 7,450                      | (7,450)                    | -                         |
| B&Q                       | 5,000                      | -                          | 5,000                     |
| Mrs Milson                | 1,000                      | (1,000)                    | -                         |
| HSBC SFX Foundation       | 5,000                      | -                          | 5,000                     |
| Aviva                     | 5,483                      | -                          | 5,483                     |
| Calvert Trust             | 12,413                     | (25,973)                   | (13,560)                  |
|                           | <u>47,378</u>              | <u>(45,455)</u>            | <u>1,923</u>              |
| <b>TOTAL FUNDS</b>        | <u>995,297</u>             | <u>(1,059,536)</u>         | <u>(64,239)</u>           |

**Comparatives for movement in funds**

|                           | At 1/1/21<br>£ | Net<br>movement<br>in funds<br>£ | At<br>31/12/21<br>£ |
|---------------------------|----------------|----------------------------------|---------------------|
| <b>Unrestricted funds</b> |                |                                  |                     |
| General fund              | 327,952        | 26,905                           | 354,857             |
| <b>Restricted funds</b>   |                |                                  |                     |
| Vassall Centre            | 116,188        | (8,517)                          | 107,671             |
| St James Place            | 4,170          | -                                | 4,170               |
| Minibus fund              | 3,150          | -                                | 3,150               |
| Apple Pressing            | 394            | -                                | 394                 |
|                           | <u>123,902</u> | <u>(8,517)</u>                   | <u>115,385</u>      |
| <b>TOTAL FUNDS</b>        | <u>451,854</u> | <u>18,388</u>                    | <u>470,242</u>      |

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**16. MOVEMENT IN FUNDS - continued**

Comparative net movement in funds, included in the above are as follows:

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 173,175                    | (146,270)                  | 26,905                    |
| <b>Restricted funds</b>   |                            |                            |                           |
| Vassall Centre            | 574,629                    | (583,146)                  | (8,517)                   |
| <b>TOTAL FUNDS</b>        | <u>747,804</u>             | <u>(729,416)</u>           | <u>18,388</u>             |

The Vassall Centre provides facilities aimed at advancing the life skills and work place experience of its attendees.

St James Place gave a donation towards an employment coach.

Minibus fund - funds raised to purchase two minibuses. One was purchased during 2019, the other was purchased during 2020.

Apple Pressing - funds received to support apple pressing activities.

Medlock Trust - £5,000 grant to be used towards equipment for our new shop/cafe

Sport England - £3,091 grant to be used towards our sports programme

Quartet Stoke Park - £2,941 grant to be used towards our sports programme

Nisbets - £7,450 grant to be used to purchase kitchen equipment for our new shop/cafe

B&Q - £5,000 grant to be used to purchase equipment/furnishings for our new shop/cafe

Mrs Milsom - £1,000 to be used to help support our stay at The Calvert Trust

HSBC SFX Foundation - £5,000 grant to be used towards works/professional services/material for our new cafe/shop

Aviva - £5488 grant to be used for our new shop/cafe

Calvert Trust - income to support our residential stay.

**Transfers between funds**

Transfers are made from unrestricted funds to restricted funds to cover any restricted funds in deficit.

The operations of the Vassall Centre are considered to be unrestricted in nature. As a result the balance of these funds has been transferred to unrestricted funds at the year end.

**PROVIDING OPPORTUNITIES AND SUPPORT  
(PROPS)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**17. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2022.

**18. LIMITED BY GUARANTEE**

The company is limited by guarantee, having no fixed share capital. The liability of members is limited to £1.