

Registered number: 04358845

Charity number: 1094101

Phoenix Enterprises (Swindon) Ltd

Report of the Trustees and Unaudited Financial Statements

FOR THE YEAR ENDED 31 MARCH 2022

Prepared By:

Greywalls Accountants Limited

13 Isis Lake

Spine Road

South Cerney

Cirencester

GL7 5LT

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022

TRUSTEES

Mrs E Rees (resigned 15/03/22)

Mr M Bowden

Dr N Griffiths

Mr M Neilson

Mr K Assinder (resigned 01/02/22)

Mrs J Newton

Ms C McDougall (appointed 09/05/22)

REGISTERED OFFICE

Unit D Athena Avenue

Elgin Industrial Estate

Swindon

Wiltshire

SN2 8EJ

COMPANY NUMBER

04358845

CHARITY NUMBER

1094101

ACCOUNTANTS

Greywalls Accountants Limited

13 Isis Lake

Spine Road

South Cerney

Cirencester

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ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

CONTENTS

	Page
Report of the Trustees	3
Independent Examiner's Statement	10
Statement of Financial Activities	12
Balance Sheet	13
Notes to the Accounts	14 to 19
Detailed Statement of Financial Activities	18

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

The Trustees, who are also directors for the purposes of company law, have the pleasure in presenting their report and the financial statements for the charitable company for the year ended 31 March 2022.

OBJECTIVES AND ACTIVITIES

Objectives and aims

- Phoenix Enterprises is a mental health charity and social enterprise founded in 2002. Each year we provide a vital safety net for up to 100 vulnerable adults in Swindon. We give holistic day-to-day support, in a production environment, improving morale, life and employability skills, mental and physical health.
- Our mission is to improve social and financial inclusion for people in Swindon with mental health issues and learning disabilities through holistic support and work experience.

Focus of our work

We work with adults experiencing short or long-term mental health problems, these range from autism to depression, people with learning difficulties, physical disabilities and people who are struggling to return to work.

Some of our people will be with us for just a few months and others have been here for over 10 years. Most are referred to us by GPs or mental health and support agencies. 70% take meds or attend GP appointments related to their mental health condition.

We provide each person with holistic support - advocating for them and working on their development, progressing towards paid employment / independent living, building self-confidence, self-esteem, and self-worth. We achieve this by providing the following services:

- More than a day centre, our people carry out hand assembly jobs in our warehouse, knowing they make a valued contribution. This provides a place to go each day where they can feel included and make friends with people in similar situations.
- Life Skills training programmes which include Healthy Eating, Positive Relationships, Be Active etc.
- Advice on budgeting and financial concerns, aiming for control over their finances and their lives.
- Liaising with GPs, counsellors, social / case workers to ensure that support is targeted to the specific needs of each person and their families.
- Supporting with Job Centre interviews and benefit applications.
- Help to resolve landlord and housing disputes.

We aim to get our people that are able, into sustainable paid employment. We act as a stepping-stone towards jobs in competitive employment by:

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

- Providing work experience.
- Rebuilding confidence.
- Helping to find suitable roles.
- One-to-one training programmes which include CV Writing and Interview Techniques.
- Providing references.
- Helping to educate employers about the stigma attached to mental health, learning and physical disabilities.

We ensure that everyone is given the opportunity to realise their full potential, which for many means finding paid employment, coming off benefits for the first time, living independently and making their way in the world. We focus on what each individual CAN DO, not what their disability means they can't do.

It is key that our people receive the best possible chance of success and that mental health, learning or physical disabilities do not disadvantage them in their desire to learn, work, achieve and forge a career. The building of better relationships with employment agencies, employers and the job centre allows us to educate and knock down the stigma barriers attached to employing people with disabilities, whether that is a physical, mental or learning disability.

Who used and benefited from our Services?

In the year to 31 March 2022, 96 people from the local area with mental health issues or learning disabilities attended Phoenix.

The impact of the support given, skills gained, reduced social isolation, better housing, reduced stress and paid work is a long-term improvement to physical and mental health and wellbeing.

Without Phoenix, there would be significant impact on the public purse as well as the local community. Without Phoenix, our people would:

- Remain permanently on benefits and lead less fulfilling lives.
- Have more mental health issues requiring medical help / intervention.
- Place an increased demand on social services (if our people did not come here, they would need somewhere else to go, or a support worker to provide daily structured activities for them ensuring they are occupied and keep out of trouble).
- In a few cases some would most likely cause damage through vandalism
- In at least a couple of cases, a prison sentence is a realistic concern without our intervention

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

- The rest, who wouldn't receive additional support, would suffer with increased anxiety, be miserable, and become more unwell physically as well as mentally.

ACHIEVEMENT AND PERFORMANCE

Production statistics

We are very grateful to all of our commercial clients who provide us with work to assemble or package any type of product, including gift sets, speciality sets, seasonal goods, household consumables, fragile and delicate products.

All proceeds from the commercial work we do is invested in our people - their rehabilitation, training and ongoing care.

Our people take great pride in their work, which helps rebuild their own personal sense of purpose, self-respect and self-confidence, whilst gaining invaluable work experience.

In working with these clients, we are always mindful of the mental health and capability issues of our people who do the production work. We therefore work closely with our commercial clients to ensure we can deliver the quality of service within the timescales required - we pride ourselves on maintaining a healthy balance between the wellbeing of our people and the needs of our commercial clients.

Over the financial year we have managed to increase our commercial activity over the previous year, with our commercial income doubling to £66,916 from the previous year. This was despite the impacts of Covid, supply chain difficulties, and some of our commercial clients going out of business. We worked with 18 different commercial clients with gross income ranging from <£100 to our most prestigious client providing a gross income of £15,000.

Support Activities

In the year to 31 March 2022, 96 people attended Phoenix.

- We provided holistic, one-to-one support:
 - o We accompanied our people to 80 medical appointments (GP / nurse / hospital)
 - o We carried out monthly Wellbeing Assessments, taking action where indicated.
 - o We delivered Healthy Eating and Be Active workshops.
- We advocated for all our people and improved their financial circumstances:
 - o Social care - we supported our people at 61 meetings
 - o Benefits - we supported at 77 Job Centre meetings and DWP assessments
 - o We helped with housing issues, disputes, probate, etc.

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

- o We gave one-to-one budgeting and financial management advice.
- o Overall, we gave people the confidence to manage their lives.
- We reduced social isolation through:
 - o People attending Phoenix on average between 3 and 5 days each week.
 - o Our social activities, like the Halloween and Christmas Parties, and the Summer Olympics at Lydiard Park, encouraged 83 people to make friends and enjoy life.
 - o Delivering a Positive Relationships workshop.
- We tackled the stigma attached to mental health and learning disability:
 - o We mainly place people in Retail roles and are gradually raising awareness that a learning disability for example is no barrier to being an effective shop assistant.
 - o Trustees and service users took part in BBC Radio Wiltshire and local community radio interviews, raising awareness of the employability and potential of people with learning difficulties and mental health issues, reaching up to 70,000 people.

Employment opportunities

Through our Step Forward programme (using Grants from Groundworks) and the Government Kickstart programme, we increased employability for our people with 10 people moving into paid employment; 5 taking on volunteering roles in other organisations and 11 people completing training courses.

We also continued to expand our solid relationships with local employers who are open to offering supported work placements (retailers, hospitality etc) to those with mental health and learning disabilities.

FINANCIAL REVIEW

Financial position

- Production
 - o We worked with 18 different clients throughout the year (including 7 new commercial clients)
 - o Our commercial income for the period was £66,916
 - o 6 of our previous commercial clients withdrew their business (due to the clients going out of business or changing their products)
- Key Operational Costs

Our total operating costs were £269,790. The larger costs include:

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

o Kickstart Salaries - 12 work experience students - salary costs of £43,382, employed under the DWP scheme. This amount is fully reimbursed by DWP and shown in grant income

o Employees - 4.4 FTE (7 Employees) - salary costs of £154,813

o Annual Rent & Utility costs of £30,494

• Funding

We were able to obtain £195,195 in grants and donations from various charitable trusts, companies and individuals (£151,813 excluding the DWP work experience grant scheme), which helped the charity survive another difficult year during Covid restrictions and a challenging economic climate.

We would like to express our sincere thanks for the financial support received from the following organisations, whose grants and donations ensured that we were able to continue to support our vulnerable people in diverse and responsive ways:

o Zurich Community Foundation - core costs (no longer available after 2021)

o Groundwork (Step Forward Programme) - programme to complete in Feb 2023

o Swindon Borough Council - core costs

o Swindon Borough Council/VAS - Covid related and one-off grants

o Wiltshire Community Foundation - core costs (due to end in 2023) and one-off Covid Support Programme

o National Beneficial Charity - one off core costs (due to end 2022)

o Knauf - one off donation via our Charity Ambassador Chris Skelley MBE

o Swindon Masonic Lodge - one off donations towards core costs

o CO-OP - to develop a "quiet room" for our people

o Hedley Foundation - one off donation to support our Breakfast Club

• Reserves Policy

At the end of the financial year 2021, the Trustees agreed to increase our reserves policy to 4 months operating costs (previously 3 months), to be further increased to 5 months in 2022 and 6 months in 2023, subject to satisfactory financial conditions.

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

STRUCTURE GOVERNANCE AND MANAGEMENT

• **Governing document**

Phoenix Enterprises (Swindon) Ltd is a company limited by guarantee, incorporated in January 2002, and registered as a charity (number 1094101) in October 2002. The company was established under a Memorandum of Association which established the powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £1.

• **Trustee Appointments & Director Recruitment:**

o Emma Rees resigned as Chair of Trustees in October 2021

o Kevin Assinder was appointed Chair in October 2021 then resigned as Trustee and Chair in January 2022

o Mark Neilson was appointed Chair of Trustees in February 2022

o Emma Rees resigned as CEO in March 2022. Her replacement, Clare McDougall, was appointed after the year end, in May 2022.

• **Risk Management:**

The Trustees are focused on managing 2 key risks going forward:

o **Property** - our current building is ideal for our charity and production purposes as it includes a significant warehouse, reinforced flooring, dedicated parking for loading/unloading, kitchen and seating for our people and offices for our staff and support work. It is also serviced by excellent bus routes for our people to be able to attend easily. However, our lease provides for only a 3 month notice period and the building is up for sale and, since we are unable to afford a full commercial rent, our landlord is unable to carry out maintenance on the property to address some significant issues (leaking roof, no heating). Our vulnerability on the current short-term tenure leads us to be constantly on the look-out for alternative more sustainable premises, which are very limited in the area (mainly due to our rent budget).

o **Funding** - For Phoenix Enterprises to continue over the next financial year - with reduced government and council funding, reduced committed grant income, increased energy costs, our drive to increase the number of people we support and the need to try and increase our commercial rent budget (if we are given notice on our current property) - we need to be very focused on increasing our production work as well as intensifying our grant seeking activities.

The challenge with increasing our production work is that our people suffer with mental health issues, and we need to balance the desire to increase our workload with supporting our people and reducing any associated stress. This is a delicate balance, but we will always place the wellbeing of our people above commercial activities. As with many charities we are observing a significant reduction in donations, but this remains a key focus to ensure the charity's survival over the coming year.

FOR THE YEAR ENDED 31 March 2022

TRUSTEES' REPORT

FUTURE PLANS

- Production focus - we are targeting a 15% increase in our commercial income for the coming year. This is despite being in a very difficult economic climate where a number of our existing and potential new commercial clients are cutting back.
- Fundraising - our new CEO is diligently completing new funding applications but again this is against a backdrop of limited grants and new funders due to the current economic climate. New fundraising activities like a Snowdon hike and an online auction/raffle are planned.
- New Wellbeing programme - we are proposing a new Wellbeing programme for the benefit of our people (subject to funding to support this). This will include teaching food hygiene, recipes and how to make healthy choices to our people who, due to their issues and disabilities, often neglect their physical wellbeing.
- We are planning to increase the number of service users we support over the coming years (subject to funding to support this). This will also link to an increase in the numbers of people we help into either paid or voluntary work outside Phoenix.
- Employment for our people - we are developing a partnership with local employer Travis Perkins, where our people will do work experience and get a right to interview for vacancies.
- Schools - we currently provide supported work experience placements for students from Horizons College and will soon be working on a similar scheme with New College Swindon.

The Trustees would like to thank all our wonderful volunteers without whom we couldn't provide the support we do for our people. We would also like to thank all supporters of our organisation including customers, donors, stakeholders, service providers, and support partnership organisations. In addition, we offer a huge thanks to our dedicated team of staff for their continued commitment to our charity and the individuals we continue to support.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 11 October 2022

Mrs J Newton
Trustee

INDEPENDENT EXAMINER'S STATEMENT

FOR THE YEAR ENDED 31 March 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PHOENIX ENTERPRISES (SWINDON) LTD

I report on the accounts of the company for the year ended 31 March 2022.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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

INDEPENDENT EXAMINER'S STATEMENT

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached

INDEPENDENT EXAMINER'S STATEMENT
FOR THE YEAR ENDED 31 March 2022

.....
Date: 11 October 2022

Greywalls Accountants Limited
13 Isis Lake
Spine Road
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Cirencester
GL7 5LT

Statement of Financial Activities
for the year ended 31 March 2022

			2022	<i>2021</i>
	Unrestricted funds	Restricted funds	Total	<i>Total</i>
	£	£	£	£
Income				
Income from generated funds				
Donations and legacies	62,594	137,266	199,861	157,035
Income from Investments	31	-	31	69
Income from charitable activities	66,916	-	66,916	31,258
Total Income and endowments	129,541	137,266	266,808	188,362
Expenses				
Costs of generating funds				
Expenditure on Charitable activities	144,786	125,003	269,790	129,698
Total Expenses	144,786	125,003	269,790	129,698
Net gains on investments				
Net Income	(15,245)	12,263	(2,982)	58,664
Gains/(losses) on revaluation of fixed assets				
Net movement in funds:				
Net income for the year	(15,245)	12,263	(2,982)	58,664
Total funds brought forward	105,891	19,638	125,529	66,865
Net funds carried forward	90,646	31,901	122,547	125,529

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

BALANCE SHEET AT 31 MARCH 2022

		2022	2021
	Notes	£	£
FIXED ASSETS			
Tangible assets	4	757	1,995
CURRENT ASSETS			
Debtors (amounts falling due within one year)	5	12,742	6,974
Cash at bank and in hand		<u>117,360</u>	<u>120,297</u>
		130,102	127,271
CREDITORS: Amounts falling due within one year	6	<u>8,312</u>	<u>3,737</u>
NET CURRENT ASSETS		<u>121,790</u>	<u>123,534</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>122,547</u>	<u>125,529</u>
CAPITAL AND RESERVES			
Unrestricted funds	7		
General fund		70,646	105,891
Designated funds		20,000	-
Restricted funds	8	<u>31,901</u>	<u>19,638</u>
		<u>122,547</u>	<u>125,529</u>

For the year ending 31 March 2022 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

**Approved by the board of trustees on 11 October 2022 and
signed on their behalf by**

.....
Mrs J Newton
Trustee

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2022

1. ACCOUNTING POLICIES

1a. Basis Of Accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

1b. Incoming Resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

1c. Resources Expended

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.

1d. 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.

Designated funds are funds set aside by the trustees out of unrestricted general funds for the specific future purposes or projects.

1e. Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Equipment	straight line 33%
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1f. Pension Costs

The company operates a defined contribution pension scheme. The pension charge represents the amounts payable by the company to the fund in respect of the year.

2. EMPLOYEES

	2022	2021
	No.	No.
Average number of employees	6	5

3. PENSION CONTRIBUTIONS

	2022	2021
	£	£
Pension contributions	2,135	2,174
	<u>2,135</u>	<u>2,174</u>

4. TANGIBLE FIXED ASSETS

	Equipment	Total
	£	£
Cost		
At 1 April 2021	23,750	23,750
At 31 March 2022	<u>23,750</u>	<u>23,750</u>
Depreciation		
At 1 April 2021	21,755	21,755
For the year	1,238	1,238
At 31 March 2022	<u>22,993</u>	<u>22,993</u>
Net Book Amounts		
At 31 March 2022	<u>757</u>	<u>757</u>
At 31 March 2021	<u>1,995</u>	<u>1,995</u>

5. DEBTORS

	2022	2021
	£	£
Amounts falling due within one year:		
Trade debtors	8,545	600
VAT	1,214	3,614
Other debtors	2,983	2,760
	<u>12,742</u>	<u>6,974</u>

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	2,461	194
Taxation and social security	4,851	2,523
Other creditors	1,000	1,020
	<u>8,312</u>	<u>3,737</u>

7. UNRESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	105,891	129,543	(144,788)	(20,000)	70,646
	-	-	-	20,000	20,000
	<u>105,891</u>	<u>129,543</u>	<u>(144,788)</u>	<u>-</u>	<u>90,646</u>

8. RESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
	19,638	137,267	(125,004)	-	31,901
	<u>19,638</u>	<u>137,267</u>	<u>(125,004)</u>	<u>-</u>	<u>31,901</u>

9. TAXATION

The charity's activities fall within the exemptions afforded by the provision of Income and Corporation Taxes Act 1988. Accordingly there is no tax charge in the accounts.

10. GENERAL INFORMATION

The charity is a private company limited by guarantee, registered in England and Wales (company number 04358845) and a registered charity in England and Wales (charity number 1094101). The address of the registered office is Unit D Athena Avenue, Elgin Industrial Estate, Swindon, Wiltshire, SN2 8EJ.

Incoming Resources
for the year ended 31 March 2022

	2022	2021
	£	£
Incoming resources		
Incoming resources from generated funds		
Income from charitable activities	<u>66,916</u>	<u>31,258</u>
	66,916	31,258
Income from fundraising activities and other investment income	<u>4,697</u>	<u>501</u>
	4,697	501
Income from grants	<u>147,125</u>	<u>141,247</u>
Income from kickstart grants	<u>43,382</u>	<u>-</u>
Income from donations	<u>4,688</u>	<u>15,356</u>
	<u>266,808</u>	<u>188,362</u>

Expenses
for the year ended 31 March 2022

	2022	2021
	£	£
Expenses		
Costs of generating funds		
Charitable Activities		
Heat and light	5,328	5,292
Rent	25,166	23,014
Repairs and renewals	5,190	3,652
Wages - regular	145,593	76,311
Kickstart salaries	43,382	-
NIC employer (wages and salaries)	7,085	1,059
Pension contributions	2,135	2,174
Staff welfare	7,785	4,871
Equipment rental	2,363	2,155
Accountancy fees	1,118	850
Professional fees	9,975	-
Insurance	1,712	3,087
Stationery & office supplies	743	336
Telephone	511	398
Charitable donations	30	894
Sundry expenses	3,156	279
Depreciation of equipment	1,238	1,242
	<u>262,510</u>	<u>125,614</u>
Governance Costs		
Other direct expenses	7,280	4,084
	<u>7,280</u>	<u>4,084</u>
	<u>269,790</u>	<u>129,698</u>

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.