

# BEAMSTAFFS

England & Wales · Charity number 1097322

## Details

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**Other names** MID STAFFORDSHIRE MENCAP, MID STAFFS MENCAP

**Status** Registered

**Legal form** CIO

**Registered** 2003-05-01

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 1 The Mills  
Mill Bank  
Stafford  
ST16 2QZ

**Phone** 01782 244270

**Email** [mike.howell@beamstaffs.org](mailto:mike.howell@beamstaffs.org)

**Website** [www.beamstaffs.org](http://www.beamstaffs.org)

## Activities

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**Objects:** THE RELIEF OF PEOPLE WITH A LEARNING DISABILITY IN PARTICULAR BY THE PROVISION OF HELP AND SUPPORT FOR THEM AND THEIR FAMILIES, DEPENDANTS AND CARERS, AND TO PREVENT LEARNING DISABILITIES FOR THE PUBLIC BENEFIT AND TO ADVANCE RELIGION AMONGST PERSONS WITH A LEARNING DISABILITY; AND TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES FOR THE RECREATION OF OTHER LEISURE TIME OCCUPATION FOR PEOPLE WHO HAVE NEED THEREOF BY REASON OF LEARNING DISABILITY WITH THE OBJECT OR IMPROVING THEIR CONDITIONS OF LIFE.

**Activities:** Support of people with learning disabilities, their carers & family. Help children & adults with learning disabilities to live as independently as possible within the community. Act as a resource for parents & carers, providing them with information, advocacy & practical support. Provide opportunities for people with learning disability to enjoy their leisure time.

## Classification

- **How:** Makes Grants To Individuals, Provides Human Resources, Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, Disability, Other Charitable Purposes
- **Who:** Children/young People, Elderly/old People, People With Disabilities, Other Defined Groups

## Geography

- **Area of benefit:** STAFFORSHIRE
- Staffordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£211,269	£240,534	-	-
2024-03-31	£208,718	£217,983	-	-
2023-03-31	£194,899	£205,934	-	-
2022-03-31	£174,662	£186,682	-	-
2021-03-31	£157,450	£162,278	-	-

## Trustees

Name	Role	Appointed
MR D E MORETON		
Minnie Charlesworth		2023-09-11
Roy Parker		2022-11-21
Sheryl Al-Omran		2026-04-13
Simon Mountford		2016-08-09

**BEAMSTAFFS**

England & Wales - Charity number 1097322

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# Accounts

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# **BEAM**

**(Charitable Incorporated Organisation)**

**Report and financial statements for the year ended 31<sup>st</sup> March 2025.**

**Charity registration number: 1097322**

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Page 11. Statement of financial activities and notes

The Management Committee presents its directors' report and audited financial statements for the year ended 31<sup>st</sup> March 2025.

### **Reference and administrative information**

Charity Name	Beam Staffs
Charity registration number	1097322
Registered office and operational address	Unit No 1 The Mills Mill Street Stafford ST16 2QZ

On November 27<sup>th</sup> 2024 Beam application to The Charity Commission to become a Charitable Incorporated organisation was approved. Consequently, our registration with Companies House has been removed. Beam's Charity registration number remains the same.

### **Management Committee**

Mr Roy Parker	Chair
Mr David Moreton	Vice Chair
Mr David Bailey	
Mr Simon Mountford	
Mrs Karin Hall	Staff Representative
Mrs Minnie Charlesworth	

### **Retiring Trustees**

Latifa Gower	Left November 24
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### **Company Secretary**

Mr Mike Howell

### **Staff Team**

Mr Mike Howell	Chief Officer
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### **Benefits and Inclusion Support Service**

Ms Nadina Binns	Senior Welfare Benefits Advice Officer
Ms Julieanne Roberts	Welfare Benefits Advisor
Mrs Karin Hall	Inclusivity Officer

## **New Start 4 U**

Mr Desmond Brumley

Mental Health and Wellbeing Officer

## **Independent Living Skills Service**

Mrs Janine Davies

Senior Independent Living Skills Officer

Mr Desmond Brumley

Independent Living Skills Officer

## **Financial Inspector**

Mr Malcolm Kidd

## **Bankers**

Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

## **Accountant**

Mrs Nadia Coupland retired April 2024  
Support Staffordshire from May 2024

## **OBJECTS**

The new governing articles provide the following details

The objects are: -

1. The relief of people with a learning disability, in particular by the provision of help and support for them and for their families, dependants and carers, and to prevent learning disabilities for the public benefit and to advance religion amongst persons with a learning disability; and
2. To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their condition of life.

“Learning disability” means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.

## **Objectives**

The objectives of the charity are to make sure that people with a learning disability living in Stafford and South Staffordshire have the same opportunity as everyone else to be a fully inclusive member of their community as they possibly can.

- We aim to reduce a person's potential for being marginalised and discriminated against because they have a disability.
- We aim to see our clients are fairly and equitably represented in areas of life and living that the non-disabled community will have a better chance of achieving in. For example, this could be employment, housing, personal health, benefits entitlement, social life and education.

### **Ensuring our work delivers its aims**

We will consult with our users about the things we plan to do and the projects we plan to deliver. They will tell us what they think we need to do. We will ask what we've done well, what we've done badly and how can we improve our performance.

Each project will have its own set of outcomes, outputs or results that are usually required for funding purposes. These activities are regularly reviewed by the Management Committee to ensure that our funded activities are consistent with our aims.

Also, Trustees will consider our forward plans to ensure that the same tie up is present going forward as it does for past achievements, therefore ensuring that planned activities contribute to the agreed aims and objectives.

### **The focus of our work**

The main objectives for the year continued to be those described below.

- In response to the ever-changing Social Welfare legislation to ensure that our clients get the support they need in being able to respond to the changes to their benefits regime.
- For many complex reasons our clients are seriously underrepresented in being able to find employment. We have helped many people with learning disabilities get closer to the job market.
- People with Learning Disabilities are considered to be the most lonely and isolated people in our communities. Beam has worked to reduce the unwanted consequences of those experiencing these situations.
- We have developed our Independent Living Skills Service to encourage our clients to have a better quality of home life by developing their understanding of the things they can do to have a better home life.
- All beam staff have attended training courses on many different aspects of good practice in service delivery and how the job changes with the introduction of new legislation.

- We have, as much as possible, worked in partnership with likeminded organisations as a means of accessing the widest range of services that can be linked to the needs of our clients.

### **How our activities deliver public benefit**

Our main activities and who we support are described below. All our charitable activities focus on the needs of people with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

Through our activities clients will become better placed to take a more active role within the communities they live. They will become more likely to: -

- Find work or become a volunteer
- Have improved health and use health services appropriately
- Have a more active social life. They will have more friends and go to more places.
- Become economically active
- Develop new and improved independent living skills.
- Have improved conditions at home
- Become more involved in community activities.

The non disabled community will become more tolerant and understanding of those who are disabled and they integrate more into mainstream society.

### **Our services, who used them and how did they benefit?**

Beam's services are used by people who have a low to medium learning disability. Our people are those who mostly live independently in our community and who receive little support from the statutory agencies. In many cases a person would have been assessed as being able to make their own safe and independent day to day decisions. To access Beam's services, we won't ask for a formal diagnosis because this would be a barrier to effective support being provided.

The number of people with a learning disability in the area beam works in is far in excess of the number of people we support. There are no accurate statistics that show how many people live in Stafford and South Staffordshire who have a learning disability; the best we have is an estimate that 2.1% of the population fall into this category. This means that in Stafford Borough alone 2,803 individuals are potential clients, a number far beyond the total amount of people we could support during a year.

Clients benefit in all manner of ways related to the projects we have on offer. If the needs of a client don't match the outcomes of the services, we have on offer we will do our best to find somewhere that offers the services that the clients need.

## This year's activity and events

### Beam Activities

We felt it was important to continue to organise and provide events and activities for our clients as part of our prevention of loneliness and isolation work. The funding received from University Hospital North Midlands Charities together had finished in 2023 to 2024. During the year Beam received a grant award of £10,000 from The Garfield Weston Foundation which enabled us to start providing these events again. This is what we did.

Date	Location	Number of attendees
17 <sup>th</sup> September 24	The Sea Life Centre in Birmingham. We used public transport to get there and so built an element of travel training and confidence building into the day.	10
22 <sup>nd</sup> October	A trip to go pumpkin picking at Lower Drayton Farm in Penkridge. The group learnt a little bit about what goes on at a farm and were able to get close to some of the livestock.	7
19 <sup>th</sup> November	A session at Stafford Clay Studios where we were able to prepare some Christmas decorations.	10
16 <sup>th</sup> December	The Yard in Stafford was the venue of our clients Christmas dinner. Sadly, some of our group weren't able to be part of a similar event at home.	25
21 <sup>st</sup> January 25	We visited the new history centre in Stafford. This wasn't a popular event; we learnt this from our client's feedback.	8
11 <sup>th</sup> February	We went bowling. Its great exercise and our clients love it. This is one of the most popular events	16
19 <sup>th</sup> March	The group went to The Black Country Museum in Dudley. We learnt a lot about our culture and heritage	24

### Give me some credit – a Reaching Communities funded project.

Beam continued to support people with their welfare benefits applications. During the second year of this program all our targets were achieved. However, we wanted to do as much as we could for our clients and we found ourselves supporting people in many other areas that were linked to finances and benefits applications. The program continues to focus mainly on: -

- Universal Credit applications where people were being migrated from old style legacy benefits onto the new website-based system.
- People whose Disability Living Allowance was being stopped and they were made to apply for Personal Independence Payment.
- Appeal and Mandatory Reconsideration requests for those who failed in the Personal Independence Payment applications.
- Helping people to complete an eligibility for work questionnaire.

- Other financial related applications such as council tax, housing benefit and housing applications.
- Helping clients to have a more inclusive relationship with their community.

Outputs during the year: -

83 people had their benefits and finances reviewed  
 53 people were supported to connect with their community.  
 87 reported having improved lives

Outcomes during the year: -

71 people reported positive consequences as a result of receiving support  
 70 said their circumstances and situation had improved  
 76 said that they had added benefits as a result of being supported.

### **The Independent Living Skill Service**

The ILS service was introduced two years ago with one member of staff working for part time on the program. It's a commercial service which people pay for on an hourly rate. Most customers pay using their Personal Independence Payments or because they are in receipt of Direct Payments from the County Council.

The financial target when Beam started this venture was to generate sufficient revenue to meet the salary costs of one full time member of staff. We started with a very low number of clients and ended the year with twelve clients on service. The development of the service is reflected in the fact that during the year income was £33,256 compared to £19,065 the previous year.

### **Training Courses**

During the year Beam began to develop a new partnership with Stafford College which allowed us to provide a number of training courses targeted to the needs of people with learning disabilities. This training was supplemented by the introduction of additional courses funded by the Community Learning Trust.

### **New Start 4 U**

Beam continued to be a delivery partner in the New Start 4 U program. This project is provided to support those people furthest away from the job market to have a better chance of finding suitable employment. It does this by finding solutions to all those barriers that exist which prevent people being successful in applications they make to potential employers. This project is funded by National Lottery Partnerships Fund and will complete in October 2026.

## **Gardening and Arts and Crafts Group.**

Beam introduced two new activities into our program of events. Both the Gardening Club and The Arts and Crafts Group provided a valuable function for our clients to attend.

## **Investment Policy**

Beam's investment fund with Staffordshire Community Council has remained in place. However, the results have been disappointing with no financial gains being achieved. Trustees will review the policy during the forthcoming year.

## **Principle Funding Source.**

Through the year Beam's principal funding source continued to be from Reaching Communities for the welfare benefits advice service. Trustees are aware that this source of funding is completes in August 2026 and are looking to develop new income streams.

New Start 4 U replaced Building Better Opportunities but is a much smaller project and therefore income is considerably less.

## **Reserves Policy**

Beams trustees have reviewed their reserves policy during the year and made the following allocations to designated funds.

The Trustees have allocated a restricted reserve fund of £ 200,393.

- £ 47,400 to cover winding up costs in the event of an unplanned and unexpected shutdown.
- £ 152,993 to cover twelve months running costs to be used in the event of further funding not being available.

## **Governing document**

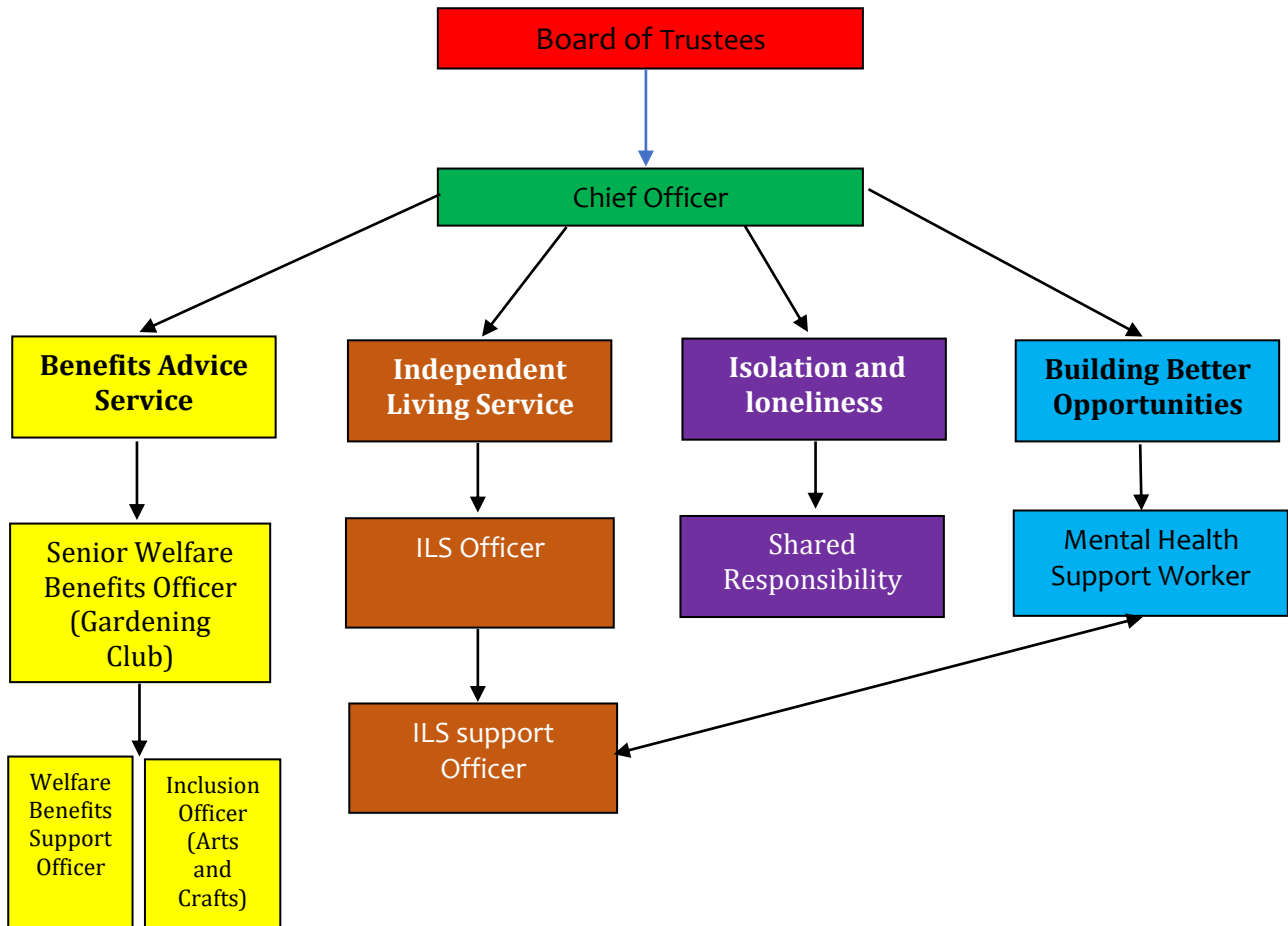
The change to a Charitable Incorporated Organisation has meant the Governing Documents have changed to a foundation model constitution.

## **Recruitment and appointment of the directors**

Beam will ensure that people who have a learning Disability lived experience will be part of the trustee group. At present we have people on the group who have a learning disability and also people who work with those who have a learning disability.

## Organisational Structure

Beam is a Registered Charity and a Company Limited by Guarantee. Our internal structure can be shown by the following diagram: -



**Statement of Financial Activities for the year ended 31 March 2025**  
**Section A Income and expenditure**

	N o t e	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Income</b>						
Donations		235			235	1300
Charitable activities			154,067		154,067	176850
Membership and subscriptions						270
Equipment						10529
Services		52,403			52,403	9200
Other		4,564			4,564	10569
<b>Total</b>	1	<b>57,702</b>	<b>154,067</b>		<b>211,269</b>	<b>208718</b>

<b>Expenditure</b>						
Raising funds		-	-	-	-	-
Charitable funds			240,534		240,534	226,319
Separate material expense item						
Other						
<b>Total</b>	2		<b>240,534</b>		<b>240,534</b>	<b>226,319</b>

<b>Net income for reporting period</b>			211,269			208718
Tax Payable						
<b>Net Income after tax</b>			211,269			208718
Net gains on investments						
<b>Net Income</b>			211,269			208718
<b>Extraordinary Items</b>						
<b>Transfer between funds</b>			(29,265)			(17601)

<b>Net Movement in Funds</b>			(29,265)			(17601)
Held fund			(9,258)			(8336)
Total funds brought forward						
<b>Total funds carried forward</b>	3		<b>207,663</b>			<b>236928</b>

**Statement of Financial Activities for the year ended 31 March 2025**  
**Section B Balance Sheet**

	N o t e	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Fixed Assets</b>						
Intangible assets						
Tangible assets						
Heritage assets						
Investments						
<b>Total Fixed Assets</b>			207,663			236,928

<b>Current Assets</b>						
Cash reserves			28,054			48,529
Creditors			5,468			3,629
Debtors			2,671			364
Investments			182,406			191,664
Cash at bank & in hand						45,264
<b>Total Current Assets</b>			207,663			236,928

**Notes to the accounts**

**1. Income**

Total income for the year was £211,269

Reaching Communities were Beam's most significant funder as the benefits support work continues in its expanded form with grants of £113,363

Income generated from the Independent Living Skills service increased to £33,256

Income from room hire increased to £19,147

**2. Expenditure**

Total Expenditure for the year was £240,534

The most significant area of expenditure continues to that of salary costs. This has increased during the year as trustees made an improved cost of living award due to the high rates of inflation.

Subsequent to salary costs, expenditure associated with our office with regard to rent and service charges was the second highest area of expenditure.

### **3. Net Movement in Funds**

The total deficit for the year is £29,265. This is represented by: -

- An operational deficit of £11,356
- A loss on the held fund of £9,258
- A salary award costing £8,651

Total assets at the end of the year are £207,663. The value of the held fund at this point was £182,406 giving cash reserves of £25,257

Beam will ensure that sufficient funds are reserved to cover all liabilities and redundancy costs in the event of an emergency shutdown

**BEAMSTAFFS**

England & Wales - Charity number 1097322

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# Accounts

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**BEAM**  
(A company limited by guarantee)

**Report and financial statements for the year ended 31<sup>st</sup> March  
2024.**

**Charity number: 1097322  
Company Number: 4495170**

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The Management Committee presents its directors' report and audited financial statements for the year ended 31<sup>st</sup> March 2024.

## Reference and administrative information

Charity Name	Beam Staffs
Charity registration number	1097322
Company registration number	4495170
Registered office and operational address	Unit No 1 The Mills Mill Street Stafford ST16 2QZ

## Management Committee

Mr Roy Parker	Chair
Mr David Moreton	Vice Chair
Mr David Bailey	
Mr Simon Mountford	
Ms Latifa Gower	Joined September 23 as User
Representative	
Mrs Karin Hall	Joined September 23 as
Staff Representative	
Mrs Minnie Charlesworth	Joined September 23

## Retiring Trustees

Mr Stephen Fletcher	Left September 23
Mrs Hayley Fletcher	Left September 23

## Company Secretary

Mr Mike Howell

## Staff Team

Mr Mike Howell	Chief Officer
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## Benefits and Inclusion Support Service

Ms Nadina Binns	Senior Welfare Benefits
Advice Officer	
Ms Julieanne Roberts	Welfare Benefits Advisor
Mrs Karin Hall	Inclusivity Officer - From
August 23	

## **Building Better Opportunities and New Start 4 U**

Mrs Karin Hall Until July 23	Employability Officer -
Mrs Janine Davies Wellbeing Officer and	Mental Health and
Service Officer.	Independent Living
Mr Desmond Brumley Wellbeing Officer	Mental Health and

### **Financial Inspector**

Mr Malcolm Kidd

### **Bankers**

Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

### **Accountant**

Mrs Nadia Coupland

## **OBJECTS**

The objects of the Society as set out in the memorandum of association are: -

1. The relief of people with a learning disability, in particular by the provision of help and support for them and for their families, dependants and carers, for the public benefit.
2. To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their condition of life.

“Learning disability” means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.

In order to attain its objects but not for any other purpose the society may:-

3. Increase public awareness and understanding of the abilities of people with a learning disability, their problems and needs and those of their families, dependents and carers in order to assist their integration into society.

4. Encourage mutual help and co-operation between families, dependants and carers of people with learning disabilities (particularly within the geographical vicinity of the society) and also between them and other agencies and individual who work for them.
5. Co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects of the Society or of similar charitable objects and exchange information and advice with them.
6. Raise funds and ask for and receive contributions (including subscriptions, legacies, grants and other gifts) provided that in raising funds the Society shall not undertake and permanent activities of a trading nature except those allowed by charity law.
7. Invest the money of the Society not immediately required for its purposes in or upon such investments, securities or properties as may be thought fit.
8. Employ such staff as are necessary for the proper pursuit of the objects upon such terms as to remuneration and otherwise as the Executive Committee shall decide provided that no paid member of staff shall be a member of the Executive Committee.
9. Appoint and constitute an advisory committee of people with a learning disability and such other advisory committees as the Executive Committee shall think fit.
10. Borrow or raise money in such manner and upon such terms as the Society shall think fit and may, for the purposes of securing any debt or other obligation of the Society, mortgage or charge all or part of the property of the Society.
11. Buy, take on lease or in exchange any building and/or land and maintain and equip such buildings and/or land for use and sell, lease or otherwise dispose of them subject to complying with such conditions and obtaining such consents as may be required by charity law
12. Undertake or accept any trusts or obligations.
13. Do all such other lawful things as shall further the attainment of the objects of the Society

## **Objectives**

The objectives of the charity are to make sure that people with a learning disability living in Stafford and South Staffordshire have the same opportunity as everyone else to be a fully inclusive member of their community as they possibly can.

- We aim to reduce a person's potential for being marginalised and discriminated against because they have a disability.
- We aim to see our clients are fairly and equitably represented in areas of life and living that the non-disabled community will have a better chance of achieving in. For example, this could be employment, housing, personal health, benefits entitlement, social life and education.

### **Ensuring our work delivers its aims**

We will consult with our users about the things we plan to do and the projects we plan to deliver. They will tell us what they think we need to do. Each project will have its own set of outcomes, outputs or results that are usually required for funding purposes. These activities are regularly reviewed by the Management Committee to ensure that our funded activities are consistent with our aims. Also, Trustees will consider our forward plans to ensure that the same tie up is present going forward as it does for past achievements, therefore ensuring that planned activities contribute to the agreed aims and objectives.

### **The focus of our work**

The main objectives for the year continued to be those mentioned above. Beam has focussed itself on working in the following ways.

- In response to the Social Welfare legislation to ensure that our clients get the support they need in being able to respond to the changes to their benefits regime.
- For many complex reasons our clients are seriously underrepresented in being able to find employment. We have helped many people with learning disabilities get closer to the job market.
- Beam has, with the employability program, introduced a specific service for people who have a mental health issue they need support with.
- People with Learning Disabilities are considered to be the most lonely and isolated people in our communities. Beam has worked to reduce the unwanted consequences of those experiencing these situations.

- We have developed our Independent Living Service to encourage our clients to have a better quality of home life by developing their understanding of the things they can do to have a better home life.
- All beam staff have attended training courses on many different aspects of good practice in service delivery and how the job changes with the introduction of new legislation.
- We have, as much as possible, worked in partnership with likeminded organisations as a means of accessing the widest range of services that can be linked to the needs of our clients.

### **How our activities deliver public benefit**

Our main activities and who we support are described below. All our charitable activities focus on the needs of people with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

### **Our services, who used them and how did they benefit?**

The number of people with a learning disability in the area beam works in is far in excess of the number of people we support. There are no accurate statistics that show how many people live in Stafford and South Staffordshire who have a learning disability; the best we have is an estimate that 2.1% of the population fall into this category. This means that in Stafford Borough alone 2,803 individuals are potential clients, a number far beyond the total amount of people we could support during a year.

Beam's clients are those who have low to medium level learning disabilities. To access Beam's services, we won't ask for a formal diagnosis because this would be a barrier to effective support being provided. Our clients will usually live alone, be isolated, have little contact with friends and family and receive little or no support from Statutory Agencies.

Clients benefit in all manner of ways related to the projects we have on offer. If the needs of a client don't match the outcomes of the services, we have on offer we will do our best to find somewhere that offers the services that the clients need.

What we do reflects those objects set out in the memorandum of association.

### **This year's activity and events**

#### **Beam Activities**

Funded by University Hospital North Midlands Charities Together and funded with support from the Captain Tom Foundation this was the first full year of this two-year program scheduled to end in July 2024. The program is designed to help people who are experiencing the unwanted effects of loneliness and isolation such as depression and poor mental health. Our funders also asked us to consider how this work affected demand on health services from our client group and to report on that at the end of the program.

We designed and delivered a whole host of different events through the year which are described below.

<b>Date</b>	<b>Event</b>	<b>People attending</b>
April 23	Universal Credit Training Courses	31
3 <sup>Rd</sup> May	Afternoon Tea at Stafford College to celebrate the Kings Coronation	7
27 <sup>th</sup> June	A visit to Staffordshire Wildlife Centre	10
25 <sup>th</sup> July	Lunch and then a visit to Stafford Park	10
22 <sup>nd</sup> Aug	A summers day look around Red Lion Farm and then an ice cream	9
26 <sup>th</sup> Aug	Rodbaston Farm brought some reptiles for the group to meet	8
25 <sup>th</sup> Oct	We went to look at all the animals at Rodbaston Farm and then had some lunch.	10
21 <sup>st</sup> November	We carried out an evaluation meeting and then had some lunch.	15
12 <sup>th</sup> December	The group went bowling at Ten pin	16
18 <sup>th</sup> December	Christmas Lunch at a local pub	17
30 <sup>th</sup> January 24	A coffee morning to discuss forthcoming events	14
February onwards	Two new groups were started, a gardening club and an arts and crafts group.	15
March	A healthy eating and cooking course started	16

### **Give me some credit - a Reaching Communities funded project.**

This program started in August 2023 and extended our support for those people who need help with welfare benefits entitlement. However, it is a little different from the previous program. This time we have brought support with social inclusion into the program outcomes.

After the completion of the previous program, we felt that we wanted to offer more to clients once we (and they) felt that their welfare benefits were now running correctly. We reflected on the fact that Personal

Independence Payments are intended to support people buy services which will enable them live a life that is equal in opportunity to those without a disability. There is no doubt that being disabled makes life more expensive than being able bodied.

Beam wanted to give people more options to help do new things, go to new places and meet new people. For example its more expensive to go to work, go shopping and go out socially. These are all things that able bodied people take for granted.

To achieve this, we created a new Inclusion Officer post who is now working with clients to identify and access places they want to go and opportunities they want to take advantage of. We've asked ourselves questions about why marginalised people do not feel welcome in a place and what we can do to change that. We've considered what the barriers are to real and genuine inclusion from the point of view of people who have privileged positions because we are not disadvantaged through disability and are treated as equals by our community and those within it.

### **Building Better Opportunities (BBO) and New Start 4 U.**

After several years of intense activity Building Better Opportunities came to an end. The program achieved all its targets and was a fantastic success. In October of 2023 a new program, New Start 4 u, came into being. This program, however, is much smaller in scale. We have fewer staff, a smaller budget and lower targets.

As a delivery partner Beam still hosts the Stafford Support Hub. These are extremely well attended and produce some excellent outcomes for people who we see as being furthest away from the job market and need the most support to get there. Support with Mental Health concerns remain a feature of the program.

This program provides Beam with the conduit we need when people with learning disabilities come to us with a wish to look for work or become a volunteer. The links we have with New Start 4U allow us to do that easily and with confidence. Beam also accepts referrals from New Start for clients with Learning Disabilities who need help with benefits entitlement.

### **The Independent Living Service**

As this program moved into its second year Beam's trustees began to see some progress with income and client numbers. In October 2022 Trustees took the decision that they would give this program a minimum of three years. Towards the end of the year, we could see that, after a period of slow growth, income was beginning to rise. Trustees wanted this piece of work to cover the total employment costs of the staff member delivering the project. If the trend in growth continues this should be achievable sometime during 2024-2025.

## **Energy Advice**

Beam applied for a Community Matters Fund grant because we recorded an ever-rising number of people looking for help with energy bills, being unable to meet the cost of heating their home, running into debt and looking to reduce their outlay on utilities. Moreover, their understanding of how tariffs work and their use on online accounts was low. The grant was used to address these issues.

## **Councillors Grant and The Hedley Foundation**

We were successful in applying for a grant from our local councillor and The Hedley Foundation. These were used as start-up funding for our planned gardening club and arts and crafts club.

## **Awards 4 All grant**

A grant from Awards 4 All can be very useful for purchasing all those additional things you need to make your work successful. It was used to help with our loneliness and isolation program, purchasing additional office equipment and kitchen equipment to run our training programs and Independent Living Skills Service.

## **Investment Policy**

The significant reduction in interest rates has meant that no interest was being paid on our instant access deposit account. After some searching for a suitable provider Beam's trustees decided that £200,000 of the reserves would be transferred to The Community Foundation of Staffordshire under a Held Fund Agreement to be invested on Beam's behalf.

After the completion of a due diligence exercise Beam's trustees felt that this was the best way of ensuring that interest received is maximised. The transfer of funds was completed in March 2022. Beam considers this a long-term investment and would only draw on these funds in a financial crisis.

After several experiences where funding applications were not successful because we held too much in reserve Beam is aware that, in the event of this fund growing, we must have a plan to allocate some of these funds in the future. A plan to do this has been developed in conjunction with the previously described bid to Reaching Communities.

## **Principle Funding Sources**

Through the year Beam's principal funding sources continued to be from Reaching Communities for the welfare benefits advice service and Building Better Opportunities employability program.

## **Reserves Policy**

Beams trustees have reviewed their reserves policy during the year and made the following allocations to designated funds.

The Trustees have allocated a restricted reserve fund of £228,194.

- £62,513 to cover winding up costs in the event of an unplanned and unexpected shutdown.
- £165,681 to cover twelve months running costs to be used in the event of further funding not being available.

## **Governing document**

Beam's governing documents comprise of memorandum of Association and Articles of Association.

## **Recruitment and appointment of the directors**

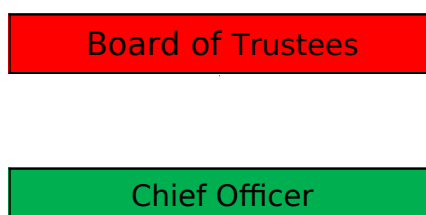
Beam will ensure that people who have a learning Disability lived experience will be part of the trustee group. At present we have people on the group who have a learning disability and also people who work with those who have a learning disability.

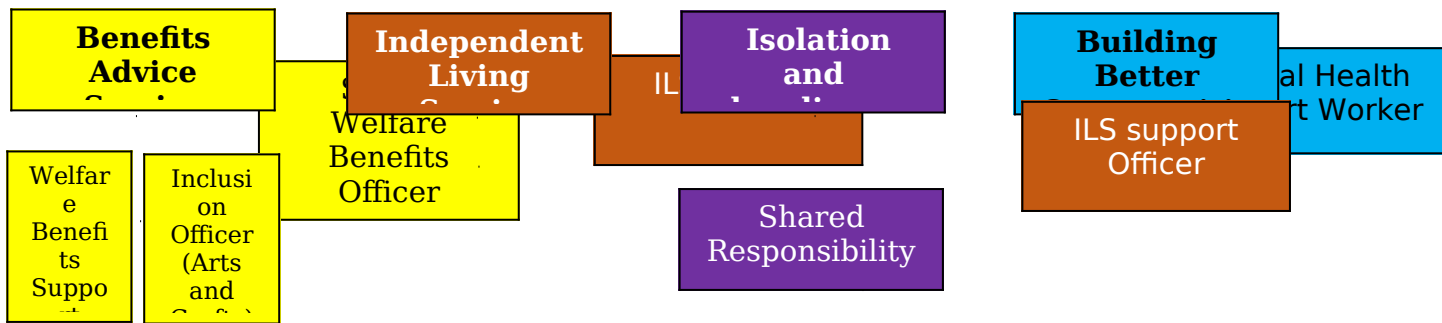
This year we created two new trustee positions, one for a staff representative and the other for a user representative. Both posts are filled.

We welcomed onto the trustee group a new member from Stafford College.

## **Organisational Structure**

Beam is a Registered Charity and a Company Limited by Guarantee. Our internal structure can be shown by the following diagram: -





**Statement of Financial Activities for the year ended 31 March  
2024  
Section A Income and expenditure**

	Not e	Unrestric ted Funds £	Restrict ed Income Funds £	Endowme nt Funds £	Total Funds £	Prior year funds £
<b>Income</b>						
Donations		1300			1300	195
Charitable activities			176850		176850	182207
Membership and subscriptions		270			270	262
Equipment			10529		10529	11189
Services		4490	4710		9200	
Other		3046	7523		10569	1046
<b>Total</b>	1				<b>208718</b>	<b>194899</b>

<b>Expenditure</b>						
Raising funds		-	-	-	-	-
Charitable funds Separate					217983	205934

material expense item					
Other					
<b>Total</b>	2			<b>217983</b>	<b>205934</b>

<b>Net income for reporting period</b>				208718	194899
Tax Payable					
<b>Net Income after tax</b>				208718	194899
Net gains on investments					
<b>Net Income</b>				208718	194899
<b>Extraordinary Items</b>					
<b>Transfer between funds</b>				(9265)	(11035)

<b>Net Movement in Funds</b>				(9265)	(11035)
Held fund				(8336)	
Total funds brought forward					
<b>Total funds carried forward</b>	3			236928	254529

**Statement of Financial Activities for the year ended 31 March  
2023  
Section B Balance Sheet**

	Note	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Fixed Assets</b>						
Intangible assets						
Tangible assets						
Heritage assets						
Investments						
<b>Total Fixed Assets</b>					236928	254529

<b>Current Assets</b>					
Cash reserves				48529	
Creditors				3629	
Debtors				364	
Investments				191664	200000
Cash at bank & in hand				45264	54529
<b>Total Current Assets</b>				236928	254529

## Notes to the accounts

### 1. Income

Total income for the year was £208,718.

Reaching Communities were Beam's most significant funder as the benefits support work continues in its expanded form with grants of £120,185

We saw a reduction in income from the Building Better Opportunities program as it came to an end with funds received reducing from £83,000 to £2,136.

University Hospital North Midlands Charities Together increased their funding contribution to the prevention of loneliness and isolation program to £30,424.

An award of £9,529 from Awards 4 All enabled Beam to purchase some much-needed equipment and resources that would help us more effectively deliver our services.

### 2. Expenditure

Total Expenditure for the year was £217,983.

The most significant area of expenditure continues to that of salary costs.

Subsequent to salary costs, expenditure associated with our office with regard to rent and service charges was the second highest area of expenditure.

### 3. Net Movement in Funds

The total deficit for the year is £17,601. This is represented by: -

- An operational deficit of £9,265

- A loss on the held fund of £8,336

Total assets at the end of the year are £236,928. The value of the held fund at this point was £191,664 giving cash reserves of £45,264.

Beam will ensure that sufficient funds are reserved to cover all liabilities and redundancy costs in the event of an emergency shutdown

**BEAMSTAFFS**

England & Wales - Charity number 1097322

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# Accounts

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**BEAM**  
(A company limited by guarantee)

**Report and financial statements for the year ended 31<sup>st</sup> March  
2023.**

**Charity number: 1097322  
Company Number: 4495170**

## **Contents**

Page 3. Reference and administrative information

Page 4. Objects

Page 7. This year's activity and events.

Page 12. Statement of financial activities and notes

The Management Committee presents its directors' report and audited financial statements for the year ended 31<sup>st</sup> march 2022.

## Reference and administrative information

Charity Name Beam Staffs  
Charity registration number 1097322  
Company registration number 4495170  
Registered office and operational address Unit No 1  
The Mills  
Mill Street  
Stafford  
ST16 2QZ

### Management Committee

Mr Ian Mason Chair Left  
November 2022  
Mr David Moreton Honorary Secretary  
Mr David Bailey  
Mr Stephen Fletcher  
Mrs Hayley Fletcher  
Mr Simon Mountford  
Mr Roy Parker Chair from November 22

### Secretary

Mr Mike Howell

### Staff Team

Mr Mike Howell Chief Officer

### Benefits Support Service

Ms Nadina Binns Senior Welfare Benefits Advice Officer  
Ms Julieanne Roberts Welfare benefits Advisor

### Building Better Opportunities

Mrs Karin Hall Employability Officer  
Mrs Janine Davies Mental Health and Wellbeing Officer and  
Independent Living Service Officer.  
Mr Desmond Brumley Mental Health and Wellbeing Officer

### Financial Inspector

Mr Malcolm Kidd

### Bankers

Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

**OBJECTS**

The objects of the Society as set out in the memorandum of association are: -

1. The relief of people with a learning disability, in particular by the provision of help and support for them and for their families, dependants and carers, for the public benefit.
2. To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their condition of life.

“Learning disability” means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.

In order to attain its objects but not for any other purpose the society may (but need not):

3. Increase public awareness and understanding of the abilities of people with a learning disability, their problems and needs and those of their families, dependants and carers in order to assist their integration into society.
4. Encourage mutual help and co-operation between families, dependants and carers of people with learning disabilities (particularly within the geographical vicinity of the society) and also between them and other agencies and individual who work for them.
5. Co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects of the Society or of similar charitable objects and exchange information and advice with them.
6. Raise funds and ask for and receive contributions (including subscriptions, legacies, grants and other gifts) provided that in raising funds the Society shall not undertake and permanent activities of a trading nature except those allowed by charity law.
7. Invest the money of the Society not immediately required for its purposes in or upon such investments, securities or properties as may be thought fit.

8. Employ such staff as are necessary for the proper pursuit of the objects upon such terms as to remuneration and otherwise as the Executive Committee shall decide provided that no paid member of staff shall be a member of the Executive Committee.
9. Appoint and constitute an advisory committee of people with a learning disability and such other advisory committees as the Executive Committee shall think fit.
10. Borrow or raise money in such manner and upon such terms as the Society shall think fit and may, for the purposes of securing any debt or other obligation of the Society, mortgage or charge all or part of the property of the Society.
11. Buy, take on lease or in exchange any building and/or land and maintain and equip such buildings and/or land for use and sell, lease or otherwise dispose of them subject to complying with such conditions and obtaining such consents as may be required by charity law
12. Undertake or accept any trusts or obligations.
13. Do all such other lawful things as shall further the attainment of the objects of the Society

## **Objectives**

The objectives of the charity are to make sure that people with a learning disability living in Stafford and South Staffordshire have the same opportunity as everyone else to be a fully inclusive member of their community as they possibly can.

- We aim to reduce a person's potential for being marginalised and discriminated against because they have a disability.
- We aim to see our clients are fairly and equitably represented in areas of life and living that the non-disabled community will have a better chance of achieving in. For example, this could be employment, housing, personal health, benefits entitlement, social life and education.

## **Ensuring our work delivers its aims**

We will consult with our users about the things we plan to do and the projects we plan to deliver. They will tell us what they think we need to do. Each project will have its own set of outcomes, outputs or results that are usually required for funding purposes. These activities are regularly reviewed by the Management Committee to ensure that our funded activities are consistent with our aims. Also, Trustees will consider our forward plans to ensure that the same tie up is present going forward as it

does for past achievements, therefore ensuring that planned activities contribute to the agreed aims and objectives.

### **The focus of our work**

The main objectives for the year continued to be those mentioned above. The strategies that we have used to achieve these objectives were: -

- In response to the Social Welfare legislation to ensure that our clients get the support they need in being able to respond to the changes to their benefits regime.
- For many complex reasons our clients are seriously underrepresented in being able to find employment. We have helped many people with learning disabilities get closer to the job market.
- Beam has, with the employability program, introduced a specific service for people who have a mental health issue they need support with.
- All beam staff have attended training courses on many different aspects of good practice in service delivery and how the job changes with the introduction of new legislation.
- We have, as much as possible, worked in partnership with likeminded organisations as a means of accessing the widest range of services that can be linked to the needs of our clients.

### **How our activities deliver public benefit**

Our main activities and who we support are described below. All our charitable activities focus on the needs of people with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

### **Our services, who used them and how did they benefit?**

The number of people with a learning disability in the area beam works in is far in excess of the number of people we support. There are no accurate statistics that show how many people live in Stafford and South Staffordshire who have a learning disability; the best we have is an estimate that 2.1% of the population fall into this category. This means that in Stafford Borough alone 2,803 individuals are potential clients, a number far beyond the total amount of people we could support during a year.

## **This year's activity and events**

We looked forward to the year knowing that change was inevitable because funding for two of our primary activities were coming to end. Plans were therefore set to search for funding that would continue to meet the ongoing needs of those we seek to help.

### **Beam Activities**

In May 2022 we had what we thought was an update for a funding bid we had made to Charities Together, University Hospital North Midlands. They had arranged to come and visit us to have a look at our centre. Unbeknown to us our application to Charities Together had been successful and they were coming to tell us, and we were pleasantly surprised, when this turned out to a cheque presentation event. Beam had applied to deliver a series of events and activities that were designed to bring people together who were otherwise experiencing the unwanted effects of loneliness and isolation. People with learning disabilities are known to be isolated in their communities and we wanted to do something about this. So, we embarked on the following: -

<b>Date</b>	<b>Event</b>	<b>People attending</b>
16 <sup>th</sup> August 2022	The Initial Group Meeting	13
6 <sup>th</sup> September	Picnic in the park	13
4 <sup>th</sup> October	Trentham Gardens and The Monkey Forest	7
8 <sup>th</sup> November	Tenpin Bowling	18
6 <sup>th</sup> December	Tenpin Bowling and lunch	13
10 <sup>th</sup> January 2023	Games and a Quiz in the office	16
14 <sup>th</sup> February	Arts and crafts in the office	11
14 <sup>th</sup> March	Figure painting in the office	8
22 <sup>nd</sup> March	College taster event.	10

Here we see our group; we met on the first day to talk about the things they would like to do and where they would like to go.

This program will last for two years and complete in July 2024.

## **Give me some credit - a lottery funded project.**

This is our benefits advice service. Funded for a five-year period we knew the program was due to come to an end in July 2023, meaning this was the last full year. Therefore, Beam began the work of developing a Reaching Communities funding bid that would extend the program beyond the finish date. We could see that the funding priorities for Reaching Communities were changing; we wanted to assess if the needs and wishes of our clients matched these. We were pleased when we discovered they did and so began to collate the following information: -

- Clients were coming to us with requests outside of, but associated with the current program's remit. We recorded what these were.
- We looked at how welfare benefits regulations were changing. This had affected transferring away from the old-style legacy benefits and onto Universal Credits meaning less people had made this change. The roll out of Universal Credits was taking much longer than planned.
- How Personal Independence Payment awards were becoming much harder to get.

Through running the prevention of loneliness and isolation program Beam had learnt much about how people relate to their community, the things they do in it and who they do it with. We knew this information would be important and we submitted our first stage proposal in October 2022. In February of 2023, Beam was invited to submit a full funding proposal.

## **Building Better Opportunities (BBO)**

Similarly, the Building Better Opportunities partnership program came to an end in March 2022. Beam had been heavily involved in this work to the effect that: -

- We hosted a weekly job club.
- We provided a mental health support program which included a weekly walking group.
- The program delivered support services such as benefit and debt advice and peer support services from our office.

When the program ended the partnership was looking for funding to continue.

### **Employment Support Service**

The ESF funded and Staffordshire Community Foundation employment support service completed in April 2022. This was a one-off six-month program designed to support people with learning disabilities who were ineligible for the Building Better Program.

### **The Independent Living Service**

In October of 2022 Beam embarked on a new venture, we began to provide an independent living service. This was prompted by a combination of events: -

- Redeployment of staff arising from the described closure of work programs.
- The need to start generating our own income
- How people with direct payments told us that they were having difficulty finding the services they needed.
- One of our staff had previously run an independent living service and had the skills and knowledge to continue doing so.

Trustees took the decision to introduce this new service and asked for regular financial reports and client number information to be provided as a method of monitoring progress.

### **Premises and lease**

In February 23 our three-year lease came to an end. Beam is extremely happy and content with our location; both staff and clients think it's an excellent place to work from. After a very short and positive period of negotiation we agreed a further three-year lease at a reduced rent.

### **Investment Policy**

The significant reduction in interest rates has meant that no interest was being paid on our instant access deposit account. After some searching for a suitable provider Beam's trustees decided that £200,000 of the reserves would be transferred to The Community Foundation of Staffordshire under a Held Fund Agreement to be invested on Beam's behalf.

After the completion of a due diligence exercise Beam's trustees felt that this was the best way of ensuring that interest received is maximised. The transfer of funds was completed in March 2022. Beam considers this a

long-term investment and would only draw on these funds in a financial crisis.

After several experiences where funding applications were not successful because we held too much in reserve Beam is aware that, in the event of this fund growing, we must have a plan to allocate some of these funds in the future. A plan to do this has been developed in conjunction with the previously described bid to Reaching Communities.

### **Principle Funding Sources**

Through the year Beam's principal funding sources continued to be from Reaching Communities for the welfare benefits advice service and Building Better Opportunities employability program.

### **Reserves Policy**

Beam's trustees have reviewed their reserves policy during the year and made the following allocations to designated funds.

The Trustees have allocated a restricted reserve fund of £228,194.

- £62,513 to cover winding up costs in the event of an unplanned and unexpected shutdown.
- £165,681 to cover twelve months running costs to be used in the event of further funding not being available.

### **Future Plans**

After review trustees have decided the future plans remain the same as for previous years. These are: -

- Longer term financial stability to include a reduction in grant dependency and a development of self-generated income
- Ensuring the services provided are those that our clients require.
- Looking at the viability of new services and enterprises.
- Developing staff skills.
- Considering our status as a charity
- Attracting more trustees.

### **Cranfield Trust**

The Cranfield Trust provides pro-bono support and free service for charity leaders to achieve their vision and ambition. Beam have been introduced to them by The Lloyds Foundation. The Cranfield Trust has very kindly agreed to support beam as we move from a position of assured funding to one where 12 months into the future the stability of income is reduced.

A plan has been agreed that will address three areas of development.

- How to develop the skills to bid for Local Authority Contracts.
- How to generate our own income to provide unrestricted funds
- Does the governance model of a changing organisation need to be updated?

Beam continues to work with The Cranfield Trust.

## Training

During the year Beam arranged training for staff on the following subjects:

-

- Safeguarding
- Prevent
- Gender Equality.

## Governing document

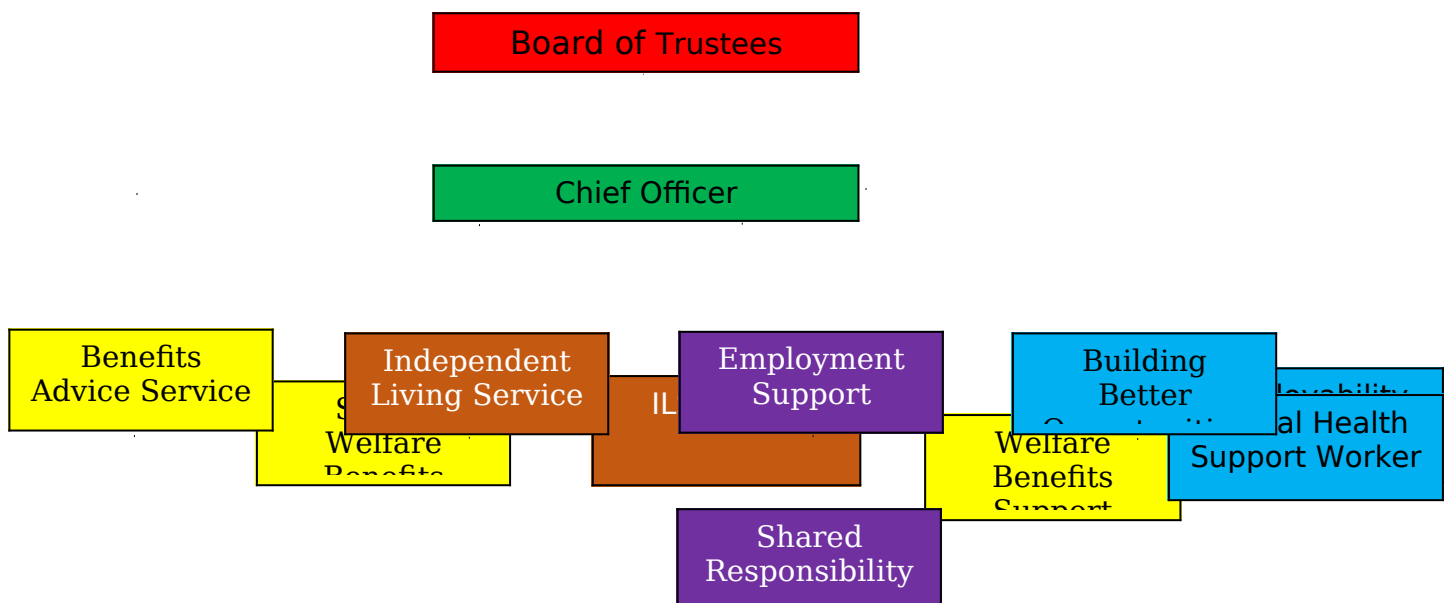
Beam's governing documents comprise of memorandum of Association and Articles of Association.

## Recruitment and appointment of the directors

The business plan has a section on how and when the trustees will review its membership, carryout a skills analysis and recruit members who have the skills to support the service.

## Organisational Structure

Beam is a Registered Charity and a Company Limited by Guarantee. Our internal structure can be shown by the following diagram: -



**Statement of Financial Activities for the year ended 31 March  
2023**

**Section A Income and expenditure**

	N o t e	Unrestric ted Funds £	Restrict ed Income Funds £	Endowme nt Funds £	Total Funds £	Prior year funds £
<b>Income</b>						
Donations and legacies		195			195	410
Charitable activities	1		182,207		182,207	149,636
Membership and subscriptions		262			262	490
Trading Activities	2	11,189			11,189	8,293
Covid job retention scheme						447
Covid and Day Care support funding						11,000
Other		1,046			1,046	4,385
<b>Total</b>		<b>12,692</b>	<b>182,207</b>		<b>194,899</b>	<b>174,661</b>

<b>Expenditure</b>						
Raising funds		-	-	-	-	-
Charitable funds					205,934	186,682
Separate material expense item						
Other						
<b>Total</b>					<b>195,934</b>	<b>186,682</b>

<b>Net income for reporting period</b>					194,899	174,662
Tax Payable						
<b>Net Income after tax</b>					194,899	174,662
Net gains on investments						
<b>Net Income</b>					194,899	174,662
<b>Extraordinary Items</b>						

<b>Transfer between funds</b>						
<b>Net Movement in Funds</b>	3				(11,035)	(12,021)
<b>Reconciliation of funds</b>						
Total funds brought forward						
<b>Total funds carried forward</b>					254,529	265,564

**Statement of Financial Activities for the year ended 31 March  
2023  
Section B Balance Sheet**

	N o t e	<b>Unrestricted Funds £</b>	<b>Restricted Income Funds £</b>	<b>Endowment Funds £</b>	<b>Total Funds £</b>	<b>Prior year funds £</b>
<b>Fixed Assets</b>						
Intangible assets						
Tangible assets						
Heritage assets						
Investments						
<b>Total Fixed Assets</b>					254,529	265,564

<b>Current Assets</b>						
Creditors						
Debtors						
Investments					200,000	200,000
Cash at bank & in hand					54,529	65,564
<b>Total Current Assets</b>					254,529	265,564

**Notes to the accounts**

**Income**

1. The £182,207 is represented by £83,000 received from Building Better Opportunities, £65,773 received from Reaching Communities, £24,429

from University Hospital West Midlands and a further £6,000 in restricted grants.

2. The income of £11,189 recorded as trading activities represents events and activities Beam has provided for partner organisations. This sum also includes income received from the Independent Living Scheme

### **Expenditure**

3. The annual expenses of £205,934 are represented as follows: -

- Salaries £169,872
- Travelling Expenses £3,389
- Communications £2,094
- Depreciation £207
- Office costs £8,438
- Rent and service charge £19,731
- Accounts and payroll £1,353
- Items for clients £850

### **Value added Tax**

During the year Beam continued to submit VAT returns.

### **Financial Summary**

Beam is reporting an annual deficit of £11,035. The loss is mostly represented by a negative balance on the Independent Living Service. Trustees made the decision to introduce this service with the knowledge that a loss would be incurred over the first year.

**BEAMSTAFFS**

England & Wales - Charity number 1097322

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# Accounts

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# **BEAM**

**(A company limited by guarantee)**

**Report and financial statements for the year ended 31<sup>st</sup> March  
2022.**

**Charity number: 1097322  
Company Number: 4495170**

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Page 12. Statement of financial activities and notes

The Management Committee presents its directors' report and audited financial statements for the year ended 31<sup>st</sup> march 2022.

## **Reference and administrative information**

Charity Name	Beam Staffs
Charity registration number	1097322
Company registration number	4495170
Registered office and operational address	Unit No 1 The Mills Mill Street Stafford ST16 2QZ

## **Management Committee**

Mr Ian Mason	Chair
Mr David Moreton	Honorary Secretary
Mr David Bailey	
Mr Stephen Fletcher	
Mrs Haylee Fletcher	
Mr Simon Mountford	
Mr Roy Parker – Co-opted November 2021	

## **Secretary**

Mr Mike Howell

## **Staff Team**

Mr Mike Howell	Chief Officer
----------------	---------------

## **Benefits Support Service**

Ms Nadina Binns	Senior Welfare Benefits Advice Officer
Ms Julieanne Roberts	Welfare benefits Advisor

## **Building Better Opportunities**

Mrs Karin Hall	Employability Officer
Mrs Janine Davies	Mental Health and Wellbeing Officer
Mr Desmond Brumley	Mental Health and Wellbeing Officer

## **Financial Inspector**

Mr Malcolm Kidd

## **Bankers**

Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

**OBJECTS**

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## **Ensuring our work delivers its aims**

We will consult with our users about the things we plan to do and the projects we plan to deliver. They will tell us what they think we need to do. Each project will have its own set of outcomes, outputs or results that are usually required for funding purposes. These activities are regularly reviewed by the Management Committee to ensure that our funded activities are consistent with our aims. Also, Trustees will consider our forward plans to ensure that the same tie up is present going forward as it

does for past achievements, therefore ensuring that planned activities contribute to the agreed aims and objectives.

### **The focus of our work**

The main objectives for the year continued to be those mentioned above. The strategies that we have used to achieve these objectives were: -

- In response to the Social Welfare legislation to ensure that our clients get the support they need in being able to respond to the changes to their benefits regime.
- For many complex reasons our clients are seriously underrepresented in being able to find employment. We have helped many people with learning disabilities get closer to the job market.
- Beam has, with the employability program, introduced a specific service for people who have a mental health issue they need support with.
- All beam staff have attended training courses on many different aspects of good practice in service delivery and how the job changes with the introduction of new legislation.
- We have, as much as possible, worked in partnership with likeminded organisations as a means of accessing the widest range of services that can be linked to the needs of our clients.

### **How our activities deliver public benefit**

Our main activities and who we support are described below. All our charitable activities focus on the needs of people with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

### **Our services, who used them and how did they benefit?**

The number of people with a learning disability in the area beam works in is far in excess of the number of people we support. There are no accurate statistics that show how many people live in Stafford and South Staffordshire who have a learning disability; the best we have is an estimate that 2.1% of the population fall into this category. This means that in Stafford Borough alone 2,803 individuals are potential clients, a number far beyond the total amount of people we could support during a year.

## **This year's activity and events**

### **Give me some credit - a lottery funded project.**

Beam's benefits advice service continued throughout the year in its normal high demand and high paced style. This project is Reaching Communities funded until July 2023.

We now have 206 clients registered on the program, some active, some dormant and most being supported multiple times with a wide variety of benefits and money related concerns. This number of clients suggests that beam will have no problem achieving the program outcomes and targets.

- Beam has completed 180 Personal Independence Payments applications. This has led to 55 Mandatory Reconsiderations and 19 tribunal appearances. 171 (or 83%) of the applications Beam made were successful.
- Beam has completed 118 Employment Support Allowance applications. 106 (or 51%) of these were successful.

Supporting people with help to register and maintain a Universal Credits account is a significant feature of the project. To date 84 (or 41%) of clients have been supported in this way. This is important because it shows that less than half of our clients have been migrated over to Universal Credits to date and with the transition role out continuing into future years it means this support will continue to be requested.

Beam has kept a record of other areas of support that clients have been provided with. This is because when people come to us asking for help with their benefits and we subsequently find that other linked and associated issues require resolving as part of the process of ensuring that the persons benefits are running smoothly. This is a small sample of where this additional help has been required and provided.

<b>Area of Support</b>	<b>%</b>	<b>Area of support</b>	<b>%</b>
Housing Benefit	61	Council Tax	66
Debt management	40	Bus Pass application	76
Social prescribing referral	46	Water Scheme application	52
Severe Disability Premium	47	Social Care referral	32
Pensions	9	Warm homes discount	14

## **Health Support**

Unfortunately, due to funding considerations Beam has had to withdraw the support we provided to clients who need help with attending health appointments. Beam knows how important this is to people and we will have a fresh look at how we can reinstate this service next year.

## **Building Better Opportunities (BBO)**

We are very pleased that our links with the Building Better Opportunities program were enhanced when the employment support hub decided to relocate themselves within Beam's office. As a partner within the delivery of this program we are pleased to help ensure that for the people of Stafford the support hub is accessible. Beam has also been pleased to support the program with accommodation for advocates when they are meeting with participants and where the benefits support team have become involved.

The resource to support people with mental health concerns was also strengthened with the addition of a second mental health and wellbeing support worker and a series of workshops were provided for clients who needed support in this respect.

## **Employment Support Project**

A regular situation we came across while delivering BBO was where a client would have found a job- or job-related opportunity only for things to go wrong for them and then have to leave. Importantly, in these circumstances you cannot return to BBO.

Therefore, Beam began to look for the means to help people with a learning disability who found themselves in this situation. Grants became available, through Staffordshire Community Foundations European Social Fund community grants scheme to do exactly this. Following a successful application Beam was pleased to be able to establish a program that supported a group of eight people who needed additional support to find work. The program ran for 6 months from November 2021 until April 2022 and we helped 4 of our participants find a job.

The group met every month to share experiences and meet with their support worker. Beam provided specialist training in areas around CV writing, job applications, using IT to find jobs and interview skills.



The picture here shows the ESF employability project team working to create CV's and apply for jobs.

### **Working with partner groups.**

We are most pleased that we have been able to link with Mental Health Matters and Staffordshire Adults Autistic Society. These partners have helped us to strengthen the support we provide to clients through referring to these specialist services.

### **Financial Review**

Beam has faced a similar funding landscape that many other voluntary and community groups have. The sector is seeing the continued reduction of funding being made available from grant giving trusts and government grants. In addition, we have seen more groups bidding for a smaller pot therefore making the chance of a successful bid being far less than it ever has been before. We have seen the amount of money available from Government contracts to be more than before but even that now is beginning to decline.

Beam accepts the principle that it needs to improve its ability to successfully bid into the tender system and address the issue that the tender process works more in favour of the larger groups than the smaller ones (like beam). Also, we accept the view that beam needs to develop ways to generate its own trading income as part of the strategy to financially survive. We see the financial future as one where you should spread your income sources across a range of activities thus avoiding the "all your eggs in one basket" situation. We want to avoid the scenario where if funding from one source either is withdrawn or comes to an end then we will have a problem rather than a crisis.

### **Investment Policy**

The significant reduction in interest rates has meant that no interest was being paid on our instant access deposit account. After some searching for a suitable provider Beam's trustees decided that £200,000 of the reserves would be transferred to The Community Foundation of Staffordshire under a Held Fund Agreement to be invested on Beam's behalf.

After the completion of a due diligence exercise Beam's trustees felt that this was the best way of ensuring that interest received is maximised.

## **Principle Funding Sources**

Beam's principal funding sources continues to be from Reaching Communities and Building Better Opportunities. These services will continue to run until July 2023 and June 2023 respectively and therefore provide a reasonable level of core funding continuity.

## **Reserves Policy**

Beams trustees have reviewed their reserves policy during the year and made the following allocations to designated funds.

- A designated fund of £99,918 to cover the lease costs and running costs on its existing premises. This fund also covers redundancy costs for all staff in the event of an emergency unexpected shutdown.
- A designated fund of £141,372 that provides twelve months running costs as a contingency against an unexpected loss of core funding.

## **Future Plans**

Having established and furnished the office to provide an excellent working environment for staff and a venue that clients will find comfortable, beam's plans are now focused around: -

- Longer term financial stability to include a reduction in grant dependency and a development of self-generated income
- Ensuring the services we provided are those our clients require.
- Looking at the viability of new services and enterprises
- Developing staff skills.
- Considering our status as a charity
- Attracting more trustees.

## **Cranfield Trust**

The Cranfield Trust provides pro-bono support and free service for charity leaders to achieve their vision and ambition. Beam have been introduced to them by The Lloyds Foundation. The Cranfield Trust has very kindly agreed to support beam as we move from a position of assured funding to one where 12 months into the future the stability of income is reduced.

A plan has been agreed that will address three areas of development.

- How to develop the skills to bid for Local Authority Contracts.
- How to generate our own income to provide unrestricted funds
- Does the governance model of a changing organisation need to be updated?

### Governing document

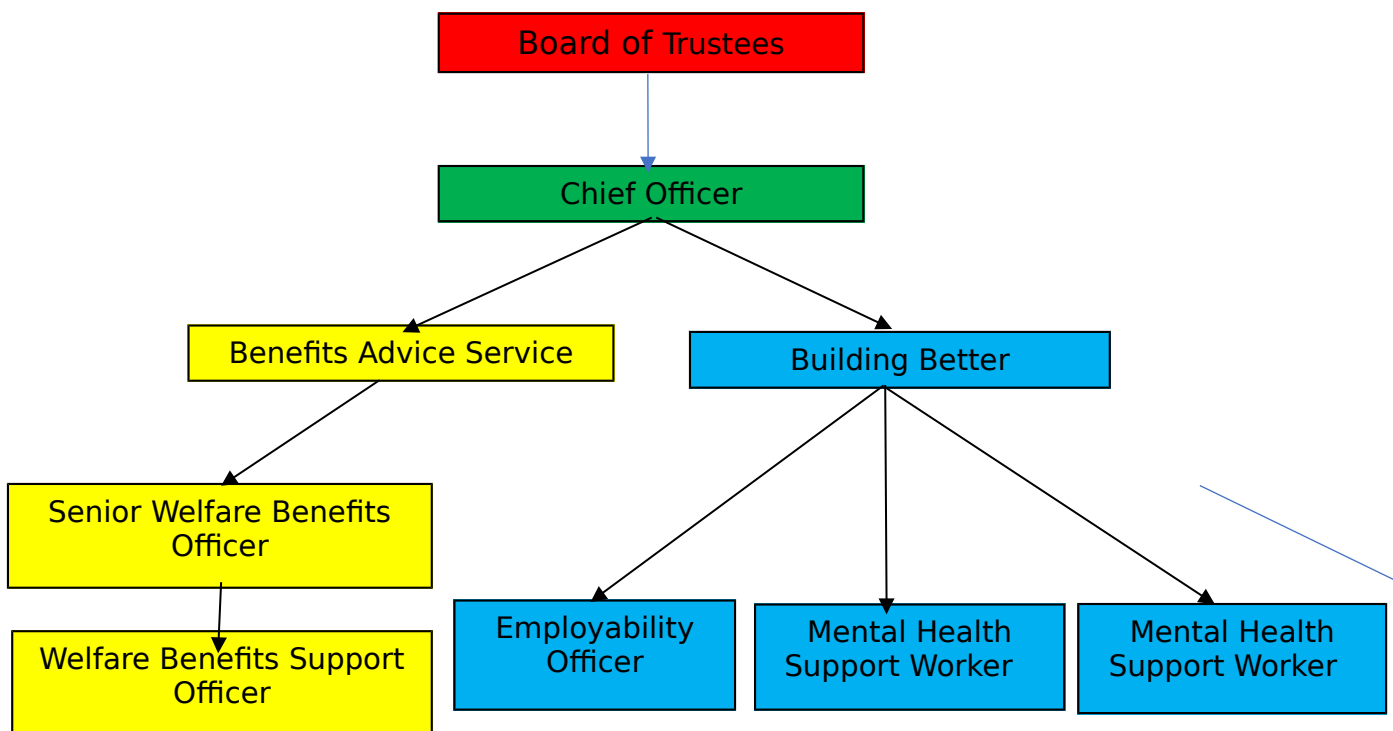
Beam’s governing documents comprise of memorandum of Association and Articles of Association.

### Recruitment and appointment of the directors

The business plan has a section on how and when the trustees will review its membership, carryout a skills analysis and recruit members who have the skills to support the service.

### Organisational Structure

Beam is a Registered Charity and a Company Limited by Guarantee. Our internal structure can be shown by the following diagram: -



**Statement of Financial Activities for the year ended 31 March  
2021  
Section A Income and expenditure**

	N o t e	Unrestric ted Funds £	Restrict ed Income Funds £	Endowme nt Funds £	Total Funds £	Prior year funds £
<b>Income</b>						
Donations and legacies			409.99		409.99	210
Charitable activities	1		149,635.98		149,636	148,456
Membership and subscriptions		490			490	65
Trading Activities	2	8,293			8,293	828
Covid job retention scheme			447.50		447.50	875
Covid and Day Care support funding	3	11,000			11,000	6,117
Other	4		4,385		4,385	899
<b>Total</b>		19,783	154,878.47		174,662	157,450

<b>Expenditure</b>						
Raising funds		-	-	-	-	-
Charitable funds	5				186,682	162,342
Separate material expense item						
Other						
<b>Total</b>					186,682	162,342

<b>Net income for reporting period</b>					174,662	157,450
Tax Payable						
<b>Net Income after tax</b>					174,662	157,450
Net gains on investments						
<b>Net Income</b>					174,662	157,450
<b>Extraordinary Items</b>						
<b>Transfer between funds</b>						

<b>Net Movement in Funds</b>	6				(12,021)	(4,892)
<b>Reconciliation of funds</b>						

Total funds brought forward						
<b>Total funds carried forward</b>					265,564	277,649

**Statement of Financial Activities for the year ended 31 March  
2019  
Section B Balance Sheet**

	Note	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Fixed Assets</b>						
Intangible assets						
Tangible assets						
Heritage assets						
Investments						
<b>Total Fixed Assets</b>					266,947	277,989

<b>Current Assets</b>						
Creditors					3716	728
Debtors					2,333	2,968
Investments					200,000	
Cash at bank & in hand					65,564	
<b>Total Current Assets</b>					265,564	277,649

## Notes to the accounts

### Income

1. The £149,636 is represented by £64,000 received from Building Better Opportunities, £64,896 received from Reaching Communities, £2,000 received from The Bailey Thomas Trust and £18,739.98 received from The Community Foundation of Staffordshire as an ESF Community Grant.
2. The income of £8,293 recorded as trading activities represents events and activities Beam has provided for partner organisations.
3. Throughout the year Beam received a number of payments from Staffordshire County Council that helped us offset the additional costs

and losses that were incurred in reducing the impact of the Covid virus and in particular omicron.

4. £4,385 is shown as income under "other". £3,859 was received from Awards 4 All (National Lottery) as a grant which enabled Beam to replace laptop computers and mobile phones. £290 was received from the Ruth Dickson trust to purchase a client for a washer. The remainder of this income is bank interest.

## **Expenditure**

5. The annual expenses of £186,682 are represented as follows: -

- Salaries £146,864
- Travelling Expenses £3,876
- Communications £1,340
- Depreciation £4,661
- Office costs £7,688
- Rent and service charge £20,007
- Accounts and payroll £1,363
- Items for clients £883

## **Value added Tax**

During the year Beam continued to submit VAT returns. In all cases the net result is that VAT is returned to us.

## **Financial Summary**

Beam is reporting an annual deficit of £12,021. During the year trustees took the decision to extend the funding of one post by allocating £9,000 of reserve funds to ensure the vital health support service was preserved.

**BEAMSTAFFS**

England & Wales - Charity number 1097322

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# Accounts

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## **BEAM**

(A company limited by guarantee)

**Report and financial statements for the year ended 31<sup>st</sup> March 2021.**

**Charity number: 1097322  
Company Number: 4495170**

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Page 3. Reference and administrative information

Page 4. Objects

Page 6. The focus of Beam's work

Page 7. Covid-19

Page 8. Project Details

Page 11. Statement of financial activities and notes

The Management Committee presents its directors' report and audited financial statements for the year ended 31<sup>st</sup> march 2021.

### **Reference and administrative information**

Charity Name	Beam Staffs
Charity registration number	1097322
Company registration number	4495170
Registered office and operational address	Unit No 1 The Mills Mill Street Stafford ST16 2QZ

### **Management Committee**

Mr Ian Mason	Chair
Mr David Moreton	Honorary Secretary
Mr David Bailey	
Mr Michael Creek	
Mr Stephen Fletcher	
Mrs Hayley Fletcher	
Mr Simon Mountford	

### **Secretary**

Mr Mike Howell

### **Staff Team**

Mr Mike Howell	Chief Officer	
Ms Nadina Binns	Senior Welfare Benefits Advice Officer	
Ms Lynsey Pearce	Welfare benefits Advisor	Left in January 2020
Mrs Karin Hall	Senior employability officer	
Mrs Janine Davies	Mental Health and Wellbeing Officer	Joined in July 2020
Mr Desmond Brumley	Health Support Worker	Joined in October 2020
Ms Julieanne Roberts	Welfare benefits Advisor	Joined in March 2021

### **Financial Inspector**

Mr Malcolm Kidd

### **Bankers**

Unity Trust Bank  
Nine Brindleyplace  
Birmingham  
B1 2HB

### **Accountant**

Mrs Nadia Coupland

## OBJECTS

The objects of the Society as set out in the memorandum of association are: -

1. The relief of people with a learning disability, in particular by the provision of help and support for them and for their families, dependants and carers, for the public benefit.
2. To provide or assist in the provision of facilities for the recreation or other leisure time occupation for people who have need thereof by reason of learning disability with the object of improving their condition of life.

“Learning disability” means any developmental disability of the mind and any associated condition howsoever caused and whether mild, moderate or severe.

In order to attain its objects but not for any other purpose the society may (but need not):

3. Increase public awareness and understanding of the abilities of people with a learning disability, their problems and needs and those of their families, dependents and carers in order to assist their integration into society.
4. Encourage mutual help and co-operation between families, dependants and carers of people with learning disabilities (particularly within the geographical vicinity of the society) and also between them and other agencies and individual who work for them.
5. Co-operate with other charities, voluntary bodies and statutory authorities operating in furtherance of the objects of the Society or of similar charitable objects and exchange information and advice with them.
6. Raise funds and ask for and receive contributions (including subscriptions, legacies, grants and other gifts) provided that in raising funds the Society shall not undertake and permanent activities of a trading nature except those allowed by charity law.
7. Invest the money of the Society not immediately required for its purposes in or upon such investments, securities or properties as may be thought fit.
8. Employ such staff as are necessary for the proper pursuit of the objects upon such terms as to remuneration and otherwise as the Executive Committee shall decide provided that no paid member of staff shall be a member of the Executive Committee.
9. Appoint and constitute an advisory committee of people with a learning disability and such other advisory committees as the Executive Committee shall think fit.

10. Borrow or raise money in such manner and upon such terms as the Society shall think fit and may, for the purposes of securing any debt or other obligation of the Society, mortgage or charge all or part of the property of the Society.
11. Buy, take on lease or in exchange any building and/or land and maintain and equip such buildings and/or land for use and sell, lease or otherwise dispose of them subject to complying with such conditions and obtaining such consents as may be required by charity law
12. Undertake or accept any trusts or obligations.
13. Do all such other lawful things as shall further the attainment of the objects of the Society

### **Objectives**

The objectives of the charity are to make sure that people with a learning disability living in Stafford and South Staffordshire have the same opportunity as everyone else to be a fully inclusive member of their community as they possibly can.

- We aim to reduce a person's potential for being marginalised and discriminated against because they have a disability.
- We aim to see our clients are fairly and equitably represented in areas of life and living that the non-disabled community will have a better chance of achieving in. For example, this could be employment, housing, personal health, benefits entitlement, social life and education.

### **Ensuring our work delivers its aims**

We will consult with our users about the things we plan to do and the projects we plan to deliver. They will tell us what they think we need to do. Each project will have its own set of outcomes, outputs or results that are usually required for funding purposes. These activities are regularly reviewed by the Management Committee to ensure that our funded activities are consistent with our aims. Also, Trustees will consider our forward plans to ensure that the same tie up is present going forward as it does for past achievements, therefore ensuring that planned activities contribute to the agreed aims and objectives.

## **The focus of our work**

The main objectives for the year continued to be those mentioned above. The strategies that we have used to achieve these objectives were: -

- In response to the Social Welfare legislation to ensure that our clients get the support they need in being able to respond to the changes to their benefits regime.
- For many complex reasons our clients are seriously underrepresented in being able to find employment. We have helped many people with learning disabilities get closer to the job market.
- Beam has, with the employability program, introduced a specific service for people who have a mental health issues they need support with.
- All beam staff have attended training courses on many different aspects of good practice in service delivery and how the job changes with the introduction of new legislation.
- We have, as much as possible, worked in partnership with likeminded organisations as a means of accessing the widest range of services that can be linked to the needs of our clients.

## **How our activities deliver public benefit**

Our main activities and who we support are described below. All our charitable activities focus on the needs of people with learning disabilities and are undertaken to further our charitable purposes for the public benefit.

## **Our services, who used them and how did they benefit?**

The number of people with a learning disability in the area beam works in is far in excess of the number of people we support. There are no accurate statistics that show how many people live in Stafford and South Staffordshire who have a learning disability; the best we have is an estimate that 2.1% of the population fall into this category. This means that in Stafford Borough alone 2,803 individuals are potential clients, a number far beyond the total amount of people we could support during a year.

## Covid – 19 and how Beam responded

Beam kept all of its programmes active during the pandemic, with no project delivery members of staff being furloughed. In some cases, beam was able to add to the services being provided. The year began with all staff working from home, with an added consideration of what Beam could do during the early phases of the pandemic to support those people who were at the greatest risk.

- A shopping service was provided for our more vulnerable clients during the first few months of the pandemic; in doing this we provided shopping training for clients as a means of encouraging them to do this for themselves in a safe way. It was important that we helped them to be able to understand how they should respond to the covid precautions put in place in shops and supermarkets.
- The pandemic meant that our clients were more reliant on making phone calls to keep in touch with friends and families. Beam was able to support clients with this by giving them £10 towards the cost of additional air time.
- Beam was fortunate to received a grant of £3,060 from the Government £750m third sector emergency fund (administered by The Lottery) towards the cost of providing a training course for clients which explained what covid is, what the symptoms are and things they can do to stay safe. The was delivered in the summer months when we were able to open the office.
- The office was closed from April 2020 onwards as part of the first lockdown and reopened within government guidelines during the summer. The second lockdown closed the office again in November. During the occasions when the office was able to open Beam was careful to ensure that our covid policy, risk assessment and procedure has been kept up to date and that all our staff and visitors were kept as safe as possible. We are pleased to comment that we had no covid infections associated with the office.
- Working from home has become a regular feature at Beam and is a practice which is encouraged. Staff have learnt much about the benefits of this practice and understand when its appropriate when to work from home and those things that you can do better at home. It's a practice that will continue particularly when events and activities in the office mean increased numbers and this makes the office a safer place.

## **Give me some credit**

Beam's benefits advice service continued throughout the year in its normal high demand and high paced style. This project is Reaching Communities funded until July 2023.

As the pandemic has created higher rates of unemployment this means that more people are making benefits claims and given that 2.1 % of the population have a learning disability this has created a heightened level of demand. The program continues to support people with learning disabilities who need support with Personal Independence claims, Employment Support Allowance and opening and maintaining Universal Credits accounts. Beam will help people with benefits and applications which are linked to these and over the year we have supported people with attendance allowance, tax credits, housing benefit, council tax, social prescribing referrals, severe disability premium and in some cases local authority referrals.

The pandemic has created changes in delivery methods through the introduction of telephone assessments. Conversely the plus side to this is that many entitlements were extended.

Lynsey Pearce left Beam in January 2021 to be ably replaced by Julieanne Roberts.

## **Health Support**

During the year Beam was able to start a program of support that has been a long-standing ambition. It has long been a reality that people with learning disabilities will die earlier than those without and that these deaths are easily avoidable with the right kind of support. It was of great concern to Beam that the covid pandemic would accentuate this situation and indeed time proved this to be the case.

Therefore, Beam made a successful application to Reaching Communities to fund a Health Support Worker for a six-month period. In October 2020 Beam was joined by Des Brumley to fill this role.

## **Building Better Opportunities**

Unfortunately, many people lost their jobs during pandemic. Therefore, the service provided by Building Better Opportunities became all the more important.

After looking at the needs of program participants we found that some 80% of these had a mental health concern that affected their ability to search for and find employment. It was in July 2020 when Janine Davies joined Beam as the Mental Health and Wellbeing Support Worker on the Building Better Opportunities program. Janine had the specific role of finding appropriate support for clients with Mental Health concerns and to develop a route to wellbeing plan for them.

During the year we were also extremely please to find that the program was given its third funding extension and will now complete in June 2023. Beam was pleased to play

host to a number of Building Better Opportunities events during the year, “coffee time” and “just the job” are examples of this.

## **Financial Review**

Beam has faced a similar funding landscape that many other voluntary and community groups have. The sector is seeing the continued reduction of funding being made available from grant giving trusts and government grants. In addition, we have seen more groups bidding for a smaller pot therefore making the chance of a successful bid being far less than it ever has been before. We have seen the amount of money available from Government contracts to be more than before but even that now is beginning to decline.

Beam accepts the principle that it needs to improve its ability to successfully bid into the tender system and address the issue that the tender process works more in favour of the larger groups than the smaller ones (like beam). Also, we accept the view that beam needs to develop ways to generate its own trading income as part of the strategy to financially survive. We see the financial future as one where you should spread your income sources across a range of activities thus avoiding the “all your eggs in one basket” situation. We want to avoid the scenario where if funding from one source either is withdrawn or comes to an end then we will have a problem rather than a crisis.

## **The Mills – the new office**

Like many others Covid -19 meant that on April 1<sup>st</sup> the office was closed. Beam’s plan for the office was to invite like-minded partner organisations to join us as part of our strategy to generate additional income. Beam wasn’t able to implement this until the government allowed us to start reopening. Therefore, beam has no other option than to wait until conditions are in place to start working on our plans for the new office.

## **Investment Policy**

Prior to being in receipt of the Trust Fund beam had no policy on where to invest its reserves. During the year our bank, similar to many other banks, stopped paying interest on deposit accounts.

## **Principle Funding Sources**

Beam’s principal funding sources continues to be from Reaching Communities and Building Better Opportunities. These services will continue to run until July 2023 and June 2023 respectively and therefore provide a reasonable level of core funding continuity to Beam.

## **Reserves Policy**

Beams trustees have reviewed their reserves policy during the year and made the following allocations to designated funds.

- A designated fund of £97, 959 to cover the lease costs and running costs on its existing premises. This fund also covers redundancy costs for all staff in the event of an emergency unexpected shutdown.
- A designated fund of £138,600 that provides twelve months running costs as a contingency against an unexpected loss of core funding.

### **Future Plans**

Having established and furnished the office to provide an excellent working environment for staff and a venue that clients will find comfortable, beam's plans are now focused around: -

- Longer term financial stability to include a reduction in grant dependency and a development of self-generated income
- Ensuring the services we provide are those our clients require.
- Looking at the viability of new services and enterprises
- Developing staff skills.
- Considering our status as a charity
- Attracting more trustees.

### **Governing document**

Beam's governing documents comprise of memorandum of Association and Articles of Association.

### **Recruitment and appointment of the directors**

The business plan has a section on how and when the trustees will review its membership, carryout a skills analysis and recruit members who have the skills to support the service.

### **Organisational Structure**

Beam is a Registered Charity and a Company Limited by Guarantee

**Statement of Financial Activities for the year ended 31 March 2021**  
**Section A Income and expenditure**

	N o t e	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Income</b>						
Donations and legacies		210			210	25,277
Charitable activities	1		118,271		118,271	112,596
Other Trading Activities		828			828	4,875
Investments		149			149	1,163
Separate Material item of income						
Covid support funding	2		37,927		37,927	
Other		65			65	269
<b>Total</b>		<b>1,252</b>	<b>156,198</b>		<b>157,450</b>	<b>144,180</b>

<b>Expenditure</b>						
Raising funds		-	-	-	-	-
Charitable funds	3		162,278		162,278	151,955
Separate material expense item						
Other						
<b>Total</b>					<b>162,278</b>	<b>151,955</b>

<b>Net income for reporting period</b>					157,450	144,180
Tax Payable						
<b>Net Income after tax</b>					157,450	144,180
Net gains on investments						
<b>Net Income</b>					157,450	144,180
<b>Extraordinary Items</b>						
<b>Transfer between funds</b>						

<b>Net Movement in Funds</b>	4				(4,828)	(7,775)
<b>Reconciliation of funds</b>						
Total funds brought forward						
<b>Total funds carried forward</b>					277,649	282,477

**Statement of Financial Activities for the year ended 31 March 2019**  
**Section B Balance Sheet**

	N o t e	Unrestricted Funds £	Restricted Income Funds £	Endowment Funds £	Total Funds £	Prior year funds £
<b>Fixed Assets</b>						
Intangible assets						
Tangible assets					1,516	3,255
Heritage assets						
Investments						
<b>Total Fixed Assets</b>					1,516	3,255
<b>Current Assets</b>						
Creditors					2,968	2,643
Debtors					1,112	1,397
Investments						
Cash at bank & in hand					277,989	282,468
<b>Total Current Assets</b>	5 6				277,649	282,477

## Notes to the accounts

1. The income of £118,271 represents monies received from Beam's two primary programmes. £56,000 from Building Better Opportunities to support the employability service and £62,271 from the Reaching Communities benefits project.
2. Beam was able to secure additional funding to support its clients during the ongoing covid outbreak; a total of £37,927. This is represented by £30,185 from Staffordshire Community Foundation to fund the health support service, £3,060 from Reaching Communities to cover the cost of covid awareness courses, £1,500 from Staffordshire County Council to help meet additional costs incurred due the covid pandemic, £750 from the Tesco Charitable fund to pass onto clients to meet additional phone costs, and £875 from Staffordshire County Council to meet additional cleaning costs.
3. Expenditure for the year is recorded at £162,278. Increases in expenditure were seen in salaries and Rental charges. Salaries were up because of the appointment of the health support worker and cleaner. Rental increases can be attributed to the costs associated with the new office location.
4. A deficit of £4,828 has been recorded for the year, leaving total funds of £277,649 to be carried forward.
5. Beam's trustees have allocated designated funds in two ways: -
  - £97,959 is allocated to ensuring that accommodation costs are covered for the remainder of the lease. This fund also covers the payment of redundancy costs in the event of an unexpected closedown.
  - £138,600 is allocated to cover operating costs for one year in the event of funding being withdrawn.
6. £20,523 has been moved from free reserves to the designated funds described above. Free reserves are now reduced to £41,090.