

The Barking and Dagenham Progress Project

**Registered Company Number
04574234**

**Registered Charity Number
1102465**

**Annual Report and Financial Statements
for the Year Ended 31st March 2021**

**MDCP Bookkeeping & Payroll
25 Merton Road
Seven Kings
Ilford
London
IG3 8PB**

The Barking & Dagenham Progress Project

Year ended 31 March 2021

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The Barking & Dagenham Progress Project

Report of the Independent Examiner to the Trustees of The Barking and Dagenham Progress Project ('the Company') For the Year Ended 31st March 2021

Charity Name	The Barking and Dagenham Progress Project (working name: the Progress Project)
Registered Charity number	1102465 (England & Wales) registered 3 rd March 2004
Registered Company Number	4574234 (England & Wales) The Progress Project was incorporated as a company limited by guarantee on the 25 October 2002
Principal Address	42 - 48 Parsloes Avenue Dagenham Essex RM9 5NB Tel: (020) 8592 2020 Email: progress.project@btinternet.com
Governing Document	Memorandum and Articles of Association
Objects	<p>The objects of the charity are summarised as follows:</p> <ul style="list-style-type: none">(i) To relieve the needs of disabled children and young people within England and their families, in particular but not exclusively, those who are resident in the London Borough of Barking and Dagenham and adjoining areas or such other area as the company may from time to time determine by providing or encouraging the provision of resources and services which will improve their opportunities and also facilitate active participation, inclusion and full integration into society.(ii) To promote and/or provide training and education as will assist disabled children & young people and their families, in pursuing an independent life, making the transition into adulthood and aiding their integration within the community generally.(iii) To promote, establish and operate other schemes of a charitable nature for the benefit of the community and groups which work with disabled children & young people and their families in the Greater London Area.
Trustees	Keith Smith (Chair): Appointed 23-Feb-2018 Elaine James (Treasurer) Appointed 27-May-2015 Terry Miller: Appointed 01-Apr-2017 Christine Laney: Appointed 10-Apr-2017 Isaac Harvey: Appointed 25-Mar-2021
Company Secretary	Mark Gerbaldi: Date Appointed 25-Oct-2002
Key Management Personnel	<p>Those in charge of planning, directing, controlling, running and operating the Charity, including those members of staff who are the senior management personnel to whom the trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are the trustees.</p> <p>Mark Gerbaldi (Company Secretary) and Matthew Dyde (Participation Officer: Young People's Development Forum) are delegated some authority and responsibility in the day-to-day running and administration of the charity.</p>
Independent Examiner	John Helm ACA Simply Churches Ltd 17 Heathville Road London N19 3AL

The Barking & Dagenham Progress Project

Report of the Independent Examiner to the Trustees of The Barking and Dagenham Progress Project ('the Company') For the Year Ended 31st March 2021

The Trustees, who are also directors of the charitable company for the purposes of Company Law, present their report with the accounts of the charitable company for the year ended 31 March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) and as amended by Update Bulletin 1 (effective 1 January 2016) and Update Bulletin 2 (effective 1 January 2019). The legal and administrative information set out earlier in this document forms part of this report.

Structure, Governance & Management

Method of Appointment / Election of Trustees

The Trustees, who are also Company Directors, are appointed at the Annual General Meeting by members of the company / charity, for a period lasting up to 3 years. Additionally, new Trustees may be appointed by the existing Trustees during the year up to a maximum of nine.

Induction and Training of New Trustees

New Trustees undergo an orientation course to brief them on the legal obligations under charity and company laws and the content of the Memorandum & Articles of Association of the charity. The Board's decision-making process, the Business Plan and financial performance together with Health & Safety regulations are all covered in the induction and, furthermore, Trustees are encouraged to attend appropriate external training events and activities to support the role they are performing.

Risk Management

The Trustees actively review the major risks associated with the activities of the charity on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of key financial controls, will provide sufficient resources in the event of adverse conditions.

Public Benefit

In planning the activities for the year, we kept in mind the Charity Commissions' guidance on public benefit. The focus of the activities of the project covers three main spheres to benefit the London Borough of Barking and Dagenham, which suffers from lack of resources, when working with disabled children, young people and their parents / carers:-

- (1) Disabled children and young people are able to access the same opportunities for activities and services as those children who do not have disabilities.
- (2) Local and newly established organisations, which aim to provide services to disabled children and young people, have the resources that will enable them to conduct their programs effectively
- (3) The London Borough of Barking and Dagenham have a strong and effective voluntary sector catering for disabled children and young people.

Achievements and Performance

(1) The Young People's Development Forum (YPDF) Incorporating the "Volunteer Challenge":

The Young People's Development Forum continues to offer a medium for personal development and provides the voice for disabled children & young people in Barking & Dagenham; it was the first of its kind and continues to be the 'flag-ship' of our services provision stretching back to 2007 when it was formally introduced, thus celebrating 14 years of successful operations.

In February 2020, we introduced the "Volunteer Challenge" which complemented the programme, offering supported volunteer opportunities to our young people.

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The full programme was delivered by our Participation Officer funded by the Jack Petchey Foundation and the London Community Foundation.

During the year April 2020 – March 2021, the COVID pandemic and ensuing lockdowns meant we had to temporarily suspend services from March 2020, however we were able to re-launch our programmes in August 2020 and received further support from the National Lottery COVID Crisis Fund for an overriding programme to assist us to become operational following the furlough which we titled “Project Re-Start” and would run until the new year.

This also enabled us to launch new provision and continue our existing programmes utilising on-line technologies, which meant we were able to re-connect to our young people, assist them through the crisis and support their return to the community, albeit slowly.

It also means that we are now ready and able to operate both in and out of lockdown which is a real asset if we encounter future crises.

Despite the restrictions and ongoing challenges, we delivered a very successful year with 7 x Forum sessions 48 x individual activity sessions as part of the weekly activities organised by the young people and myriad additional activities including 3 x consultations addressing issues such as ‘Project Re-start’ [how to return to community life], safeguarding training and activities connected with our project “Sporting Futures” including cycling and a sponsored 10k run.

In addition, within “Volunteer Challenge”, we engaged 28-volunteers over the year who supported our activities in general, befriended our members, learned a range of new skills to enhance their volunteering experience and participated in specialist initiatives such as a ‘hate crime’ survey and planning out our post-COVID programme we have titled “Stronger Together” which we hope will come online during 2021 - 22.

(2) **“Sporting Futures”:**

This project is our innovative sports programme, the first in the borough to facilitate equal access to sports activity for local children & young people with disabilities.

Funded by City Bridge Trust, the project was successfully launched in January 2016, delivering a full programme of inclusive sports activities for young people with disabilities in the borough.

It further provides opportunities for young people [as peers] to volunteer and train to become sports leaders, enabling the project to be user-led at all levels, thus continuing the organisation’s ethos of youth engagement and participation.

This project, delivered by our Sports Participation Officer [21 hours], was fortunate to receive a further 2-year grant from City Bridge Trust, securing the maximum term they provide [5-years].

During the year to 31-Mar-2021 34 young people with disabilities, aged 11 to 25-years-old, were asked to provide their feedback through a sports consultation.

The information gathered was used to assist the Participation Officer in planning the updated sports programme, with the knowledge that the sports offered would then be more appealing to this under-represented group.

- (i) Inclusive Multi-Sports: the most popular selected sports / physical activity preferences were incorporated into the weekly inclusive multi-sports sessions/extra-curricular activities, attracting 93 children / young people, 78 of those children / young people with disabilities.

Our regular weekly multi-sports included cricket, gym, basketball, football, tennis, dance, caged cricket, martial arts, and dodgeball.

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We celebrated Sport Relief, and our sports leaders ran mini competitions for the young people and their families. As well as having fun and bringing people together, we raised a small amount for this charity.

Of the young people engaged throughout the year, a core group took part in regular physical activity.

- (ii) A "Sports & Family Fun Day" was held during the Summer for young people with disabilities, their families, and friends.

The event introduced young people with disabilities to sports that are available all year round through our weekly multi-sports sessions.

The event was a great success with thirty-one [31] young people with disabilities in attendance, and at least forty-five [45] family members, carers and friends and will become a regular event on our annual activities calendar.

- (iii) Swimming: during the Autumn, weekly inclusive swimming lessons were added to our programme. If that wasn't exciting enough, we successfully partnered with Paralympic World Record Holder, Brock Whiston, to be our groups swimming teacher.

- (iv) Our Participation Officer also completed her STA Level 2 Award in Safety for Teachers and STA Level 2 Award in Aquatic Teaching People with Disabilities and the skills gained will ensure our young people have a positive aquatic experience.

- (v) Sports Leadership: through our partnership with Essex Cricket, twelve [12] young people took part in Sports Leadership training.

From this initial group, four [4] young people completed their certification, through the successful completion of the required number of hours training, and their delivery of sports activities.

- (vi) As well as the four engaged Sports Leaders, a further six [6] young people were recruited and trained as volunteers, supporting the activities of the project throughout the year.

- (vii) Sport leaders, volunteers and staff undertook Essential First aid training for Sports Coaches through St John Ambulance.

- (viii) One of the dedicated sports leaders joined the team as a valued sessional staff member.

In overview, the project continues to be successful in engaging our young people in the sports sphere; furthermore, thanks to the Lottery funded "Project Re-start", and further support from City Bridge Trust, we were able to run a sports programme on-line with an ensuing phased return to the community as we navigated the crisis and the various lockdowns with which we were presented.

(3) International Day of Disabled People (IDDP) "Participation Project":

The Progress Project has led on the annual IDDP for the past 9-years, each with a different theme and has benefited since 2018, by being funded by People's Health Trust which has enabled a complete project to be developed around the single day annual event.

As with all the Progress Project programmes, the project was suspended from 1st April to 31st July 2020 but maintained informal weekly contact with our six volunteers to ensure their welfare, and the volunteers maintained contact with our beneficiaries through on-line quizzes and interactions.

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When we returned to work on 1st August, we restarted our weekly Friday afternoon meetings with the volunteer team using a video conferencing platform and worked with them to reassess our plans for August through to December and the main event [IDDP day].

We developed a COVID-19 policy, action plan and generic risk assessment (covering all of our Progress Project programmes) and during August and September we worked with the volunteer team to adapt our plans for International Day of Disabled People [IDDP] community events and programmes, including our main event due to be held on the 3rd December 2020.

Despite the challenges posed by COVID-19 and the recurring changes to the social restrictions in place in Barking and Dagenham during the period covered by this report, we are proud of the programme of engagement that we delivered, which included:-

- Weekly planning and activity meetings held online and in person when COVID-19 restrictions permitted these groups to run face-to-face
- Volunteers supporting local youth groups working with disabled children and young people
- IDDP FC [Five weekly training sessions for our inclusive football team]
- Hate Crime Awareness Week [Our volunteers made videos describing their experiences of bullying which we shared on social media to raise awareness of hate crime]
- Sponsored Cycle [A fundraising sponsored cycle from London Stadium to Barking & Dagenham Town Hall where adult participants used adapted bicycles]
- Children & Young Peoples Cycling Event [A fun cycling event for disabled children and young people in Mayesbrook Park, Barking, where participants used adapted bicycles]
- IDDP Day [An online event running from 11am to 8pm on 03-Dec-2020 where we used social media to engage with the community by sharing video material we created and collected during November interspersed with live links]

Outputs: over the year, 46 young people benefited from the project, attending regular activities and a further 25 engaged with at least one event [total of 71 young people].

This figure does not include members of the community who engaged by watching the material we shared on social media on 3rd December [which was considerable].

Financial Review

The charity's main sources of funding are grants from outside organisations.

Financial Activity and Financial Position

The Statement of Financial Activities and Balance Sheet can be found on pages 10 and 11 respectively. The Charity's reserves increased by £24,300 during the year (2019 – decreased by £11,343).

The balance sheet shows total net assets of £44,645 (2020: 20,345).

Included in total funds are amounts totaling £33,177 (2020: £12,740) which are restricted. These monies have either been raised for, and their use restricted to, specific purposes, or they comprise donations subject to donor-imposed conditions.

Full details of these restricted funds can be found in note 8 to the accounts together with an analysis of movements in the year.

The Barking & Dagenham Progress Project

Report of the Independent Examiner to the Trustees of The Barking and Dagenham Progress Project ('the Company') For the Year Ended 31st March 2021

Reserves Policy

The Trustees strives to achieve a Reserves Policy as recommended by the Charity Commission which is to have 3 months revenue funding in unrestricted / free reserves to:

- (1) protect our services against losses of funding / sustain service levels
- (2) invest in new programmes as needs are identified by young people
- (3) support costs which funders do not readily consider e.g. core costs
- (4) cover winding down costs including redundancies where appropriate.

At 31 March 2021 the charity had net free reserves of £11,069 (2020: £6,843) as follows:

	2020-21 £	2019-20 £
Total reserves	44,645	20,345
Less: restricted funds	(33,177)	(12,740)
Less: unrestricted fixed assets used for the continuing work of the charity	(399)	(762)
Free reserves	11,069	6,843
Free reserves requirement:	20,000	20,000

Whilst free reserves show an improvement on the previous year, the trustees are aware that the free reserves requirement continues to be in excess of the free reserves. This will be closely monitored by the trustees during 2021-22.

Coronavirus Update:

The global coronavirus pandemic had a profound impact on the services provided to young people with disabilities of the Progress Project.

Following UK Government guidelines, stating that the general public should stay at home as much as possible and limit contact with non-household member, activities were suspended from 23 March 2020 and key personnel staff were put on furlough in accordance with the Government's Coronavirus Job Retention Scheme.

The guidelines were relaxed from 4 July 2020 and some employment sectors reopened after rules for social distancing and appropriate protective measures were applied.

The Charity reopened for staff after returning from furlough on 1st August 2020, which was supported by a grant from the National Lottery Community Fund's COVID programme: activities were delivered on-line until young people could return to the community from September, although many chose to remain in lockdown for their own safety.

Special Covid 19 protective measures were written and implanted into our programmes which included compliance with a limitation of numbers according to the Government guidelines.

Activities stopped again for the young people when a national lockdown was made law again for four weeks from 5th November 2020.

Myriad actions have been taken as far as possible to return to normal operations, which has led to the successful re-introduction of our programmes and, ultimately, another successful year of support to disabled young people.

The Barking & Dagenham Progress Project

Report of the Independent Examiner to the Trustees of The Barking and Dagenham Progress Project ('the Company') For the Year Ended 31st March 2021

Trustees' Responsibilities Statement

The charity's Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

Company law requires the Trustees to prepare financial statements for each financial period which give a true and fair view of the situation of the charitable company during the period and of the incoming resources and application of resources, including the net income and expenditure, of the charitable company for the financial period.

In preparing financial statements giving a true and fair view, the Trustees should follow best practice and are required to:

- Select suitable accounting policies and then apply them consistently.
- Make judgements and estimates that are reasonable and prudent.
- Follow applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy the financial position of the charity, and which enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approval



Keith Smith
Trustee & Chair

20 December 2021

The Barking & Dagenham Progress Project

Report of the Independent Examiner to the Trustees of The Barking and Dagenham Progress Project ('the Company') For the Year Ended 31st March 2021

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

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

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



John Helm ACA
17 Heathville Road
London N19 3AL

21 December 2021

The Barking & Dagenham Progress Project

Statement of Financial Activities For the Year Ended 31st March 2021

	Note	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Unrestricted Funds 2019-20 £	Restricted Funds 2019-20 £	Total 2019-20 £
Income from:	2						
Donations and Legacies		28,239	69,812	98,051	6,791	57,510	64,301
Other trading activities		700	-	700	3,216	-	3,216
Investment Income		-	-	-	11	-	11
Total Income		28,939	69,812	98,751	10,018	57,510	67,528
Expenditure on:							
Raising Funds	3	2,457	1,329	3,786	2,400	516	2,916
Charitable Activities	4	22,619	48,046	70,665	10,928	65,027	75,955
Total Expenditure		25,076	49,375	74,451	13,328	65,543	78,871
Net income/(expenditure)		3,863	20,437	24,300	(3,310)	(8,033)	(11,343)
Transfers							
Gross transfers between funds — in		-	-	-	4,589	-	4,589
Gross transfers between funds — out		-	-	-	-	(4,589)	(4,589)
		-	-	-	4,589	(4,589)	-
Net movement in funds		3,863	20,437	24,300	1,279	(12,622)	(11,343)
Total funds brought forward		7,605	12,740	20,345	6,326	25,362	31,688
Total funds carried forward		11,468	33,177	44,645	7,605	12,740	20,345

The Barking & Dagenham Progress Project

Balance Sheet As at 31st March 2021

	Note	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
Fixed assets					
Tangible assets	5	399	3,460	3,859	772
Current assets					
Debtors	6	643	-	643	11,682
Cash at bank and in hand		16,520	36,998	53,518	12,988
		17,163	36,998	54,161	24,670
Liabilities					
Creditors: Amounts falling due within one year	7	6,094	7,281	13,375	5,097
Net current assets		11,069	29,717	40,786	19,573
Net Assets		11,468	33,177	44,645	20,345
Represented by Funds					
Unrestricted	9	11,468	-	11,468	7,605
Restricted	8	-	33,177	33,177	12,740
Total Funds		11,468	33,177	44,645	20,345

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

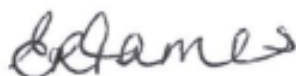
The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006. The trustees acknowledge their responsibilities for

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

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

Approval

The financial statements were approved by the trustees on 20 December 2021 and signed on its behalf by



Elaine James
Trustee Treasurer

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

a) Basis of Accounting

The financial statements have been prepared on an accruals basis under the historical cost convention and in accordance with the Companies Act 2006 and the requirements of Accounting and Reporting by Charities Statement of Recommended Practice 2015 [FRS 102]. They have been prepared to comply with the format and disclosure requirements of the Companies Act 2006 in order to provide a 'true and fair view'. The charity has taken advantage of the exemption from the requirement to produce a cash flow statement because it is a small charity. There has been no change to the accounting policies (valuation rules and methods of accounting) since last year. The accounting policies below have been applied consistently in dealing with the items which are considered material in relation to the charity's financial statements.

b) Public Benefit Entity

The Charity meets the definition of a public benefit entity under FRS 102.

c) Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

d) Funds structure

The charity holds unrestricted and restricted funds. Unrestricted funds are spent or applied at the discretion of the trustees. The General fund is for day-to-day and regular revenue income and expenditure. Restricted funds can only be used for the purpose for which they were given or collected.

e) Income recognition

Voluntary income, grants and donations are included in incoming recognition. All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount to income receivable can be measured reliably.

f) Expenditure recognition

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

g) Tangible fixed assets

Depreciation is provided on office equipment at an annual rate of 25%, and on sports and other equipment at an annual rate of 33.3% in order to write off each asset over its estimated useful life.

h) Taxation

The charity is exempt from corporation tax on its charitable activities, but not from VAT. Irrecoverable VAT is included within the cost of those items to which it relates.

i) Debtors including income accruals and deferred expenditure

Debtors are measured at their recoverable amounts i.e. the amount the charity anticipates it will receive from a debt owed to the charity but not received during the accounting period.

j) Creditors including expenditure accruals

Liabilities are recognised for the amount that the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for services. The term accruals are used for services which the charity is liable for but has not been invoiced or paid for during the accounting period.

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

2 Income

	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
Donations & Legacies				
Donations	2,035	-	2,035	781
Grants (see note 2a below)	26,204	69,812	96,016	63,520
	28,239	69,812	98,051	64,301
Other trading activities				
Fundraising events	700	-	700	2,216
Sponsorship	-	-	-	1,000
	700	-	700	3,216
Investment Income				
Bank Interest	-	-	-	11
Total Income	28,939	69,812	98,751	67,528

2a Grants

	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
BBC Children in Need – Young People's Development Forum	-	-	-	21,385
City Bridge Trust – Sporting Futures	3,550	21,200	24,750	18,611
City Bridge Trust – Special	9,500	-	9,500	
People's Health Trust – IDDP Participation Project	-	8,930	8,930	11,459
Jack Petchey Foundation – Volunteer Challenge	-	-	-	11,065
Big Lottery - Covid Emergency Response	-	30,682	30,682	-
London Community Foundation - Provident Social Impact	1,000	9,000	10,000	-
HMRC Covid-19 Job Retention Grant	12,154	-	12,154	-
	26,204	69,812	96,016	62,520

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

3 Expenditure – Cost of raising funds

	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
Consultancy Fees	2,400	1,134	3,534	2,400
Advertising and publicity	57	195	252	516
	2,457	1,329	3,786	2,916

4 Expenditure - Charitable Activities

	Unrestricted Funds 2020-21 £	Restricted Funds 2020-21 £	Total 2020-21 £	Total 2019-20 £
Staff costs				
Wages and salaries	13,754	31,060	44,814	43,739
Social security costs	930	2,084	3,014	2,892
Employment Allowance	(3,014)	-	(3,014)	(2,892)
Pension contributions	255	553	808	754
Staff Expenses	-	209	209	1,308
Training	-	289	289	2,111
	11,925	34,195	46,120	47,912
Activities/programme delivery				
Hire of venues/halls	-	60	60	3,065
Activities expenses including refreshments	(100)	6,025	5,925	6,958
Resources and equipment	-	1,074	1,074	1,801
Volunteer costs	-	-	-	757
Program expenses Volunteer Challenge	-	81	81	-
Entertainment & prizes (IDDP)	-	50	50	318
Sessional Budget	-	-	-	87
	(100)	7,290	7,190	12,986
Office costs				
Insurance	577	-	577	577
Rent	2,291	3,409	5,700	5,000
General running expenses	49	646	695	449
Depreciation	363	555	918	462
Bookkeeping and payroll	3,347	-	3,347	3,260
Bad Debts	-	-	-	(61)
Sundries	40	251	291	320
	6,667	4,861	11,528	10,007
Governance				
Accountancy	450	-	450	550
Independent Examination	910	-	910	900
Consultancy	2,767	1,700	4,467	3,600
	4,127	1,700	5,827	5,050
Total Charitable Activities	22,619	48,046	70,665	75,955

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

4 Expenditure - Charitable Activities (continued)

There were no trustees' expenses paid for the year ended 31 March 2021 or for the year ended 31 March 2020.

No employees received emoluments in excess of £60,000. There was no key management personnel remuneration.

	2020-21	2019-20
The average number of employees during the year was:	4	5

The two participation officers were automatically enrolled for a statutory workplace pension in January 2018 in the NEST scheme. Both made contributions at the minimum rate for tax year 2020-21 of 3% of qualifying earnings between April 2020 and March 2021.

5 Tangible Fixed Assets

	Office Equipment	Sports & Other Equipment	Total
	£	£	£
Cost/valuation			
At 1 April 2020	900	774	1,674
Revaluation	-	-	-
Additions	3,472	533	4,005
Disposals	-	-	-
At 31 March 2021	4,372	1,307	5,679
Depreciation			
At 1 April 2020	667	235	902
Charge for year	648	270	918
Disposals	-	-	-
At 31 March 2021	1,315	505	1,820
Net Book Value			
At 31 March 2021	3,057	802	3,859
At 31 March 2020	233	539	772

The fixed assets are office equipment, media and sporting equipment used for charitable purposes.

6 Debtors

	2020-21	2019-20
	£	£
Prepayments	643	617
Accrued Income	-	11,065
	643	11,682

7 Creditors – Amounts falling due within 1 year

	2020-21	2019-20
	£	£
Trade Creditors	2,971	285
Accruals	10,243	1,897
Advance Receipts	-	2,845
Pension Creditors	161	70
	13,375	5,097

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

8 Restricted Funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
City Bridge Trust – Sporting Futures	1,472	21,200	(14,329)	-	8,343
People's Health Trust – IDDP Participation Project	203	8,930	(4,746)	-	4,387
Jack Petchey Foundation – Volunteer Challenge	11,065	-	(3,534)	-	7,531
Big Lottery - Crisis Response Development Programme	-	30,682	(26,766)	-	3,916
London Community Foundation – Healthy Lives	-	9,000	-	-	9,000
	12,740	69,812	(49,375)	-	33,177

There were six funds / funders for our projects running through 2020-21:

1. City Bridge Trust funded Sporting Futures and provided an unrestricted grant during the COVID crisis
2. People's Health Trust funded the full IDDP programme
3. Jack Petchey Foundation funded "Volunteer Challenge"
4. Big Lottery funded our COVID response programme
5. London Community Foundation funded the project "Healthy Lives"
6. IDDP "giving" part-funded the International Day of Disabled People

8a Comparatives for Restricted Funds

	At 1 April 2019	Income	Expenditure	Transfers	At 31 March 2020
	£	£	£	£	£
BBC Children in Need	3,503	21,385	(24,888)	-	-
City Bridge Trust	17,301	13,601	(27,432)	(1,998)	1,472
People's Health Trust 1	1,967	-	(1,967)	-	-
People's Health Trust 2	-	11,459	(11,256)	-	203
Community Fund Raising & Small Grants	2,591	-	-	(2,591)	-
Jack Petchey Foundation	-	11,065	-	-	11,065
	25,362	57,510	(65,543)	(4,589)	12,740

9 Unrestricted Funds

	At 1 April 2020	Income	Expenditure	Transfers	At 31 March 2021
	£	£	£	£	£
Community Fund Raising & Small Grants	4,315	900	(120)	-	5,095
Other	3,290	15,885	(12,802)	-	5,823
	7,605	16,785	(12,922)	-	11,468

The Barking & Dagenham Progress Project

Notes to the Financial Statements continued For the Year Ended 31st March 2021

9a Comparatives for Unrestricted Funds

	At 1 April 2019 £	Income £	Expenditure £	Transfers £	At 31 March 2020 £
Community Fund Raising & Small Grants	-	3,671	(1,923)	2,591	4,339
Other	6,326	6,347	(11,405)	1,998	3,264
	6,326	10,018	(13,328)	4,589	7,605

10 Related Party Transactions

There were no related party transactions.

11 Status

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association which establishes the object and powers of the charitable company and is governed under its Articles of Association.