

REGISTERED COMPANY NUMBER: 05051345 (England and Wales)

REGISTERED CHARITY NUMBER: 1105935



Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 March 2021  
for  
One to One Development Trust



Aysgarth Chartered Accountants  
Pickering House  
40A York Place  
Leeds  
LS1 2ED

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for the Year Ended 31 March 2021

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 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 2019).

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

In planning the activities for the year at trustee meetings the Board and Chief Executive kept in mind the Charity Commission's guidance on public benefit.

The charity exists to:

1. Enhance civic pride and community spirit.
2. Raise awareness and promote opportunities for cultural diversity, social inclusion and education through the use of film, digital media and the arts.
3. Promote interaction and exchange between communities and different generations.
4. Provide advice, opportunities, training and learning in creative and media skills.
5. Push the creative boundaries of digital technologies.
6. Support any other charitable objectives agreed as a priority by the trustees.

### **Significant activities**

A review of significant activities undertaken by the Charity in relation to the objects are included in the detailed report by the Chief Executive, which is attached to this report and financial statements.

### **Public benefit**

The charity trustees have complied with their duty to have due regard to the guidance on public benefit published by the commission in exercising their powers or duties.

## **ACHIEVEMENT AND PERFORMANCE**

### **Charitable activities**

The Chief Executive's report at the end of this report and financial statements includes a summary of the main achievements of the charity in the year.

## **FINANCIAL REVIEW**

### **Financial position**

The net assets of the Charity at the year end were £88,707 (2020: £29,877). Of these funds the unrestricted balance was £83,102 (2020: £18,527) and the total restricted funds were £5,605 (2020 £11,350).

## FINANCIAL REVIEW

### Principal funding sources

During the year major grants were received from:

|                            | 31.03.2021 | 31.03.2020 |
|----------------------------|------------|------------|
|                            | £          | £          |
| Wakefield Council          | 12,485     | 20,500     |
| Creative Art House         | 10,000     | -          |
| Community Foundation Leeds | 10,000     | -          |
| Big Lottery Fund           | 9,925      | -          |
| Space2 Leeds               | 5,000      | -          |
| University of Bristol      | 3,000      | -          |
| Access Reach Fund          | -          | 10,600     |
| Art House                  | -          | 7,000      |
| Young Lives Consortium     | -          | 5,000      |
| NOVA                       | -          | 1,250      |
| Phoenix Grant Fund         | -          | 500        |
|                            | <hr/>      | <hr/>      |
|                            | 50,410     | 44,850     |

As in previous years the provision of media services was a major source of income, much of this work was performed in tandem with the direct charitable work.

### Reserves policy

The Reserves policy is to maintain sufficient reserves in order for the charity to meet its charitable objectives.

Many of the projects undertaken are fully funded and are treated as restricted fund activities. Over the duration of these projects it is anticipated that the restricted funds will be fully utilised and then the fund will close. If a fund is negative it is on the basis that future funding has been obtained to restore the restricted fund to a nil balance. Small deficits are funded from the unrestricted fund.

The unrestricted fund is used for working capital requirements. The trustees have no plans to build up the reserves, other than for working capital requirements. The trustees plan that the unrestricted reserves should equal approximately 3 months spending requirements.

### FUTURE PLANS

The priorities for the 2021/2022 financial year are:

1. Build on innovative engagement (including online) and use of new technologies to create projects and opportunities that promote heritage, health & wellbeing and digital story telling within communities
2. Promote positive environmental messages and raise awareness of climate change through the arts and creativity
3. Build on making our work more accessible and inclusive to people of different cultural backgrounds, gender, and ability.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

### Recruitment and appointment of new trustees

When a vacancy arises a new trustee is searched for who will have the required skills, experience and expertise needed in order to strengthen the existing Board. All potential trustees have to complete a brief application form and are interviewed by the other board members.

## One to One Development Trust

Report of the Trustees  
for the Year Ended 31 March 2021

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Organisational structure**

One to One Development Trust is run by the trustees of the charity. Board meetings are held 3 times a year, and are always attended by the Chief Executive, Judi Alston, who provides a report to the Board on past performance of the charity and of plans in hand for the subsequent period.

#### **Induction and training of new trustees**

When new trustees are appointed they are inducted at a Board meeting. The training of trustees is limited to in-house training on the processes, values and objectives of the Charity.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

05051345 (England and Wales)

#### **Registered Charity number**

1105935

#### **Registered office**

Art House  
Drury Lane  
Wakefield  
WF1 2TE

#### **Trustees**

Mr G W Guillatt  
Ms S A Robinson  
Ms S Gahlings  
Mr C R Selby

#### **Company Secretary**

Ms S A Robinson

#### **Independent Examiner**

Simon Young FCA  
Aysgarth Chartered Accountants  
Pickering House  
40A York Place  
Leeds  
LS1 2ED

#### **Chief Executive Officer**

Ms J Alston

#### **Bankers**

HSBC  
1 Bank Street  
Castleford  
WF10 1EA

One to One Development Trust

Report of the Trustees  
for the Year Ended 31 March 2021

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 9 November 2021 and signed on its behalf by:

Mr G W Guilliat - Trustee

Independent Examiner's Report to the Trustees of  
One to One Development Trust

**Independent examiner's report to the trustees of One to One Development Trust ('the Company')**

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.

Simon Young FCA  
Aysgarth Chartered Accountants  
Pickering House  
40A York Place  
Leeds  
LS1 2ED

9 November 2021

One to One Development Trust

Statement of Financial Activities  
(Incorporating an Income and Expenditure Account)  
for the Year Ended 31 March 2021

|                                    | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 31/3/21<br>Total<br>funds<br>£ | 31/3/20<br>Total<br>funds<br>£ |
|------------------------------------|-------|---------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>INCOME AND ENDOWMENTS FROM</b>  |       |                           |                          |                                |                                |
| Donations and legacies             |       | -                         | -                        | -                              | 12                             |
| <b>Charitable activities</b>       |       |                           |                          |                                |                                |
| Revenue grants                     |       | 20,000                    | 30,410                   | 50,410                         | 44,850                         |
| Other trading activities           | 2     | 157,818                   | -                        | 157,818                        | 109,515                        |
| Investment income                  | 3     | <u>9</u>                  | <u>-</u>                 | <u>9</u>                       | <u>33</u>                      |
| <b>Total</b>                       |       | <u>177,827</u>            | <u>30,410</u>            | <u>208,237</u>                 | <u>154,410</u>                 |
| <b>EXPENDITURE ON</b>              |       |                           |                          |                                |                                |
| <b>Charitable activities</b>       |       |                           |                          |                                |                                |
| Media and arts engagement          |       | 88,532                    | 36,155                   | 124,687                        | 135,324                        |
| Premises                           |       | 1,561                     | -                        | 1,561                          | 2,086                          |
| Other                              |       | <u>23,159</u>             | <u>-</u>                 | <u>23,159</u>                  | <u>18,309</u>                  |
| <b>Total</b>                       |       | <u>113,252</u>            | <u>36,155</u>            | <u>149,407</u>                 | <u>155,719</u>                 |
| <b>NET INCOME/(EXPENDITURE)</b>    |       | 64,575                    | (5,745)                  | 58,830                         | (1,309)                        |
| <b>RECONCILIATION OF FUNDS</b>     |       |                           |                          |                                |                                |
| <b>Total funds brought forward</b> |       | <u>18,527</u>             | <u>11,350</u>            | <u>29,877</u>                  | <u>31,186</u>                  |
| <b>TOTAL FUNDS CARRIED FORWARD</b> |       | <u><u>83,102</u></u>      | <u><u>5,605</u></u>      | <u><u>88,707</u></u>           | <u><u>29,877</u></u>           |

The notes form part of these financial statements



Balance Sheet  
31 March 2021

|  | Notes | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | 31/3/21<br>Total<br>funds<br>£ | 31/3/20<br>Total<br>funds<br>£ |
|--|-------|---------------------------|--------------------------|--------------------------------|--------------------------------|
| <b>FIXED ASSETS</b>                          |       |                           |                          |                                |                                |
| Tangible assets                              | 9     | <u>9,709</u>              | <u>-</u>                 | <u>9,709</u>                   | <u>2,888</u>                   |
| <b>CURRENT ASSETS</b>                        |       |                           |                          |                                |                                |
| Debtors                                      | 10    | 19,995                    | -                        | 19,995                         | 35,633                         |
| Cash at bank                                 |       | <u>81,034</u>             | <u>5,605</u>             | <u>86,639</u>                  | <u>37,117</u>                  |
|  |       | 101,029                   | 5,605                    | 106,634                        | 72,750                         |
| <b>CREDITORS</b>                             |       |                           |                          |                                |                                |
| Amounts falling due within one year          | 11    | <u>(27,636)</u>           | <u>-</u>                 | <u>(27,636)</u>                | <u>(45,761)</u>                |
| <b>NET CURRENT ASSETS</b>                    |       | <u>73,393</u>             | <u>5,605</u>             | <u>78,998</u>                  | <u>26,989</u>                  |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |       | <u>83,102</u>             | <u>5,605</u>             | <u>88,707</u>                  | <u>29,877</u>                  |
| <b>NET ASSETS/(LIABILITIES)</b>              |       | <u>83,102</u>             | <u>5,605</u>             | <u>88,707</u>                  | <u>29,877</u>                  |
| <b>FUNDS</b>                                 | 12    |                           |                          |                                |                                |
| Unrestricted funds                           |       |                           |                          | 83,102                         | 18,527                         |
| Restricted funds                             |       |                           |                          | <u>5,605</u>                   | <u>11,350</u>                  |
| <b>TOTAL FUNDS</b>                           |       |                           |                          | <u>88,707</u>                  | <u>29,877</u>                  |

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

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

The trustees acknowledge their responsibilities for

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

One to One Development Trust (Registered number: 05051345)

Balance Sheet - continued  
31 March 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 9 November 2021 and were signed on its behalf by:

Mr G W Guilliat - Trustee

The notes form part of these financial statements

## 1. ACCOUNTING POLICIES

### Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland, the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The accounts have been prepared on the going concern basis, as there are no material uncertainties about the charity's ability to continue. Based on the adequacy of the charity's reserves as at the balance sheet date, along with their knowledge of the charity's ability to meet bills, payments and other liabilities as they fall due, the directors have a reasonable expectation that the charity has sufficient resources to continue in operational existence for the foreseeable future.

### Financial reporting standard 102 - reduced disclosure exemptions

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirements of paragraphs 11.42, 11.44, 11.45, 11.47, 11.48(a)(iii), 11.48(a)(iv), 11.48(b) and 11.48(c).

### Income

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

### Expenditure

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

### Tangible fixed assets

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

- |                       |                           |
|-----------------------|---------------------------|
| Fixtures and fittings | - 25% on reducing balance |
| IT & media equipment  | - 33.3% on cost           |

All tangible fixed assets are recorded at cost, being purchase price less accumulated depreciation.

### Taxation

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

### Fund accounting

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

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

**1. ACCOUNTING POLICIES - continued**

**Fund accounting**

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

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

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2. OTHER TRADING ACTIVITIES**

|           | 31/3/21        | 31/3/20        |
|-----------|----------------|----------------|
|           | £              | £              |
| Contracts | <u>157,818</u> | <u>109,515</u> |

**3. INVESTMENT INCOME**

|                          | 31/3/21  | 31/3/20   |
|--------------------------|----------|-----------|
|                          | £        | £         |
| Deposit account interest | <u>9</u> | <u>33</u> |

**4. SUPPORT COSTS**

|                          | Management    | Finance    | Information technology | Governance costs | Totals        |
|--------------------------|---------------|------------|------------------------|------------------|---------------|
|                          | £             | £          | £                      | £                | £             |
| Other resources expended | <u>13,869</u> | <u>300</u> | <u>4,951</u>           | <u>4,039</u>     | <u>23,159</u> |

The following payments, excluding VAT, have been accrued or made to the independent examiner Aysgarth Chartered Accountants in respect of their examination £1,500 (2020: £1,450). Fees payable to the Independent Examiner other than for the independent examination, totalled £563 (2020: £50).

Support costs, included in the above, are as follows:

**Governance costs**

|                            | 31/3/21                  | 31/3/20          |
|----------------------------|--------------------------|------------------|
|                            | Other resources expended | Total activities |
|                            | £                        | £                |
| Accountancy and legal fees | <u>4,039</u>             | <u>4,162</u>     |

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

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

|                             | 31/3/21      | 31/3/20      |
|-----------------------------|--------------|--------------|
|                             | £            | £            |
| Depreciation - owned assets | <u>5,869</u> | <u>1,874</u> |

**6. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

**7. STAFF COSTS**

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

|                                  | 31/3/21  | 31/3/20  |
|----------------------------------|----------|----------|
|                                  | <u>2</u> | <u>2</u> |
| Project and administration staff |          |          |

No staff received salaries at a rate of more than £60,000 per annum. During the year the CEO received a salary package of £39,769 (2020: £41,115). The Charity is working towards paying its staff a market rate for their services.

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

|                                   | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|-----------------------------------|---------------------------|--------------------------|---------------------|
| <b>INCOME AND ENDOWMENTS FROM</b> |                           |                          |                     |
| Donations and legacies            | 12                        | -                        | 12                  |
| <b>Charitable activities</b>      |                           |                          |                     |
| Revenue grants                    | -                         | 44,850                   | 44,850              |
| Other trading activities          | 109,515                   | -                        | 109,515             |
| Investment income                 | <u>33</u>                 | <u>-</u>                 | <u>33</u>           |
| <b>Total</b>                      | <u>109,560</u>            | <u>44,850</u>            | <u>154,410</u>      |
| <b>EXPENDITURE ON</b>             |                           |                          |                     |
| <b>Charitable activities</b>      |                           |                          |                     |
| Media and arts engagement         | 91,482                    | 43,842                   | 135,324             |
| Premises                          | 2,086                     | -                        | 2,086               |
| Other                             | <u>18,309</u>             | <u>-</u>                 | <u>18,309</u>       |
| <b>Total</b>                      | <u>111,877</u>            | <u>43,842</u>            | <u>155,719</u>      |

**8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

|                                    | Unrestricted<br>fund<br>£ | Restricted<br>funds<br>£ | Total<br>funds<br>£ |
|------------------------------------|---------------------------|--------------------------|---------------------|
| <b>NET INCOME/(EXPENDITURE)</b>    | (2,317)                   | 1,008                    | (1,309)             |
| <b>Transfers between funds</b>     | (197)                     | 197                      | -                   |
| <b>Net movement in funds</b>       | (2,514)                   | 1,205                    | (1,309)             |
| <b>RECONCILIATION OF FUNDS</b>     |                           |                          |                     |
| <b>Total funds brought forward</b> | 21,041                    | 10,145                   | 31,186              |
| <b>TOTAL FUNDS CARRIED FORWARD</b> | <u>18,527</u>             | <u>11,350</u>            | <u>29,877</u>       |

**9. TANGIBLE FIXED ASSETS**

|                       | Fixtures<br>and<br>fittings<br>£ | IT &<br>media<br>equipment<br>£ | Totals<br>£   |
|-----------------------|----------------------------------|---------------------------------|---------------|
| <b>COST</b>           |                                  |                                 |               |
| At 1 April 2020       | 1,470                            | 25,007                          | 26,477        |
| Additions             | -                                | 12,690                          | 12,690        |
| At 31 March 2021      | <u>1,470</u>                     | <u>37,697</u>                   | <u>39,167</u> |
| <b>DEPRECIATION</b>   |                                  |                                 |               |
| At 1 April 2020       | 1,360                            | 22,229                          | 23,589        |
| Charge for year       | 28                               | 5,841                           | 5,869         |
| At 31 March 2021      | <u>1,388</u>                     | <u>28,070</u>                   | <u>29,458</u> |
| <b>NET BOOK VALUE</b> |                                  |                                 |               |
| At 31 March 2021      | <u>82</u>                        | <u>9,627</u>                    | <u>9,709</u>  |
| At 31 March 2020      | <u>110</u>                       | <u>2,778</u>                    | <u>2,888</u>  |

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

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

|                                | 31/3/21       | 31/3/20       |
|--------------------------------|---------------|---------------|
|                                | £             | £             |
| Debtors                        | 18,234        | 35,124        |
| Other debtors                  | 25            | 325           |
| Prepayments and accrued income | <u>1,736</u>  | <u>184</u>    |
|                                | <u>19,995</u> | <u>35,633</u> |

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

|                                 | 31/3/21       | 31/3/20       |
|---------------------------------|---------------|---------------|
|                                 | £             | £             |
| Trade creditors                 | 678           | 502           |
| Social security and other taxes | 2,731         | 337           |
| VAT                             | 9,396         | 12,170        |
| Other creditors                 | 275           | 1,929         |
| Accruals and deferred income    | <u>14,556</u> | <u>30,823</u> |
|                                 | <u>27,636</u> | <u>45,761</u> |

**12. MOVEMENT IN FUNDS**

|                           | At 1/4/20     | Net movement in funds | At 31/3/21    |
|---------------------------|---------------|-----------------------|---------------|
|                           | £             | £                     | £             |
| <b>Unrestricted funds</b> |               |                       |               |
| General fund              | 18,527        | 64,575                | 83,102        |
| <b>Restricted funds</b>   |               |                       |               |
| Linking Lupset            | 1,500         | (1,500)               | -             |
| Access Reach Fund         | 8,850         | (8,850)               | -             |
| Young Lives Consortium    | 1,000         | (1,000)               | -             |
| Stories of Insight        | -             | 1,605                 | 1,605         |
| Making The Most of IT     | <u>-</u>      | <u>4,000</u>          | <u>4,000</u>  |
|                           | <u>11,350</u> | <u>(5,745)</u>        | <u>5,605</u>  |
| <b>TOTAL FUNDS</b>        | <u>29,877</u> | <u>58,830</u>         | <u>88,707</u> |

**12. MOVEMENT IN FUNDS - continued**

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

|                           | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b> |                            |                            |                           |
| General fund              | 177,827                    | (113,252)                  | 64,575                    |
| <b>Restricted funds</b>   |                            |                            |                           |
| Linking Lupset            | -                          | (1,500)                    | (1,500)                   |
| Access Reach Fund         | -                          | (8,850)                    | (8,850)                   |
| Young Lives Consortium    | -                          | (1,000)                    | (1,000)                   |
| Stories of Insight        | 6,310                      | (4,705)                    | 1,605                     |
| Covid Gallery             | 5,000                      | (5,000)                    | -                         |
| Storyhaven                | 3,000                      | (3,000)                    | -                         |
| Making The Most of IT     | 9,925                      | (5,925)                    | 4,000                     |
| Our Earth Our Choice      | 6,175                      | (6,175)                    | -                         |
|                           | <u>30,410</u>              | <u>(36,155)</u>            | <u>(5,745)</u>            |
| <b>TOTAL FUNDS</b>        | <u>208,237</u>             | <u>(149,407)</u>           | <u>58,830</u>             |

**Comparatives for movement in funds**

|                           | At 1/4/19<br>£ | Net<br>movement<br>in funds<br>£ | Transfers<br>between<br>funds<br>£ | At<br>31/3/20<br>£ |
|---------------------------|----------------|----------------------------------|------------------------------------|--------------------|
| <b>Unrestricted funds</b> |                |                                  |                                    |                    |
| General fund              | 21,041         | (2,317)                          | (197)                              | 18,527             |
| <b>Restricted funds</b>   |                |                                  |                                    |                    |
| Big Local                 | 2,420          | (2,420)                          | -                                  | -                  |
| Culture Cures             | 4,500          | (4,500)                          | -                                  | -                  |
| Linking Lupset            | 3,225          | (1,725)                          | -                                  | 1,500              |
| Access Reach Fund         | -              | 8,850                            | -                                  | 8,850              |
| Young Lives Consortium    | -              | 1,000                            | -                                  | 1,000              |
| Festival of the Moon      | -              | (5)                              | 5                                  | -                  |
| Phoenix Grant Fund        | -              | (192)                            | 192                                | -                  |
|                           | <u>10,145</u>  | <u>1,008</u>                     | <u>197</u>                         | <u>11,350</u>      |
| <b>TOTAL FUNDS</b>        | <u>31,186</u>  | <u>(1,309)</u>                   | <u>-</u>                           | <u>29,877</u>      |



**12. MOVEMENT IN FUNDS - continued**

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

|                             | Incoming<br>resources<br>£ | Resources<br>expended<br>£ | Movement<br>in funds<br>£ |
|-----------------------------|----------------------------|----------------------------|---------------------------|
| <b>Unrestricted funds</b>   |                            |                            |                           |
| General fund                | 109,560                    | (111,877)                  | (2,317)                   |
| <b>Restricted funds</b>     |                            |                            |                           |
| Big Local                   | -                          | (2,420)                    | (2,420)                   |
| Culture Cures               | 10,500                     | (15,000)                   | (4,500)                   |
| Linking Lupset              | -                          | (1,725)                    | (1,725)                   |
| Access Reach Fund           | 10,600                     | (1,750)                    | 8,850                     |
| Young Lives Consortium      | 5,000                      | (4,000)                    | 1,000                     |
| Festival of the Moon        | 10,000                     | (10,005)                   | (5)                       |
| Phoenix Grant Fund          | 500                        | (692)                      | (192)                     |
| Nova Community Consultation | 1,250                      | (1,250)                    | -                         |
| Virtual Sculpture Garden    | <u>7,000</u>               | <u>(7,000)</u>             | <u>-</u>                  |
|                             | <u>44,850</u>              | <u>(43,842)</u>            | <u>1,008</u>              |
| <b>TOTAL FUNDS</b>          | <u>154,410</u>             | <u>(155,719)</u>           | <u>(1,309)</u>            |

The different restricted funds represent different projects that One to One Development Trust has not only been involved with but has been the recipient of grant money. There have been other key projects but these have been accounted for through the unrestricted fund as One to One Development Trust has been a partner organisation, invoicing for services provided.

More information is available in the Annual Report 2020-21 which has been compiled by the Chief Executive Office, Judi Alston, and is attached to the financial statements.

**13. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021.

**14. ULTIMATE CONTROLLING PARTY**

In the opinion of the trustees there is no ultimate controlling party and there are no related party transactions.

One to One Development Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2021

|                                     | 31/3/21<br>£   | 31/3/20<br>£   |
|-------------------------------------|----------------|----------------|
| <b>INCOME AND ENDOWMENTS</b>        |                |                |
| <b>Donations and legacies</b>       |                |                |
| Donations                           | -              | 12             |
| <b>Other trading activities</b>     |                |                |
| Contracts                           | 157,818        | 109,515        |
| <b>Investment income</b>            |                |                |
| Deposit account interest            | 9              | 33             |
| <b>Charitable activities</b>        |                |                |
| Grants                              | <u>50,410</u>  | <u>44,850</u>  |
| <b>Total incoming resources</b>     | <u>208,237</u> | <u>154,410</u> |
| <b>EXPENDITURE</b>                  |                |                |
| <b>Charitable activities</b>        |                |                |
| Wages                               | 77,667         | 80,242         |
| Social security                     | 4,294          | 5,692          |
| Pensions                            | 1,871          | 1,981          |
| Insurance                           | 655            | 665            |
| Rent                                | 1,561          | 2,086          |
| Freelancers                         | 25,878         | 27,365         |
| Website hosting                     | 3,830          | 1,891          |
| Travel and subsistence              | 1,746          | 9,094          |
| Professional fees                   | 3,160          | 1,750          |
| Duplication, printing and publicity | 47             | 1,139          |
| Computer and equipment costs        | 357            | -              |
| Postage and stationery              | 154            | -              |
| Licences and subscriptions          | 4,125          | 4,837          |
| Sundry expenses                     | 370            | 15             |
| Project expenses                    | <u>533</u>     | <u>653</u>     |
|                                     | <u>126,248</u> | <u>137,410</u> |
| <b>Support costs</b>                |                |                |
| <b>Management</b>                   |                |                |
| Telephone                           | 2,250          | 2,291          |
| Postage and stationery              | 106            | 410            |
| Repairs and renewals                | 553            | -              |
| Sundry expenses                     | 1,986          | 2,958          |
| Non recoverable VAT                 | 1,452          | 986            |
| Travel and subsistence              | 658            | -              |
| Staff Training                      | 995            | -              |
| Carried forward                     | 8,000          | 6,645          |

This page does not form part of the statutory financial statements

One to One Development Trust

Detailed Statement of Financial Activities  
for the Year Ended 31 March 2021

|  | 31/3/21<br>£   | 31/3/20<br>£   |
|--|----------------|----------------|
| <b>Management</b>                            |                |                |
| Brought forward                              | 8,000          | 6,645          |
| Depreciation of tangible and heritage assets | <u>5,869</u>   | <u>1,874</u>   |
|  | 13,869         | 8,519          |
| <b>Finance</b>                               |                |                |
| Bank charges                                 | 300            | 274            |
| <b>Information technology</b>                |                |                |
| Computer and equipment costs                 | 4,951          | 5,354          |
| <b>Governance costs</b>                      |                |                |
| Accountancy and legal fees                   | <u>4,039</u>   | <u>4,162</u>   |
| Total resources expended                     | <u>149,407</u> | <u>155,719</u> |
| <b>Net income/(expenditure)</b>              | <u>58,830</u>  | <u>(1,309)</u> |



## **ANNUAL REPORT 2020-2021**

Compiled by  
Judi Alston CEO

Charity Number: 1105935      Company Number: 5051345

# Introduction

## About

One to One Development Trust is a charitable media/arts organisation. Using a variety of creative approaches and technologies we work with people, groups, organisations and communities to create exciting, engaging and innovative projects, positively changing lives for the better.

Our work is local, national and international. We consistently push the boundaries of technology, creating innovative films, apps, games and online applications to make communities a better place, share knowledge and increase aspiration.

We offer meaningful engagement, creative excellence, best practice in our field and high production standards across all aspects of our work.

## Our Vision

To bring creative experiences and opportunities to all people, particularly those not engaging in the arts or marginalised for whatever reason, because we believe that creativity can make a real difference to people's lives, to express, shape and improve their health and wellbeing, sense of place and community. We believe access to technology offers great potential for creative expression, giving individuals and communities a way to communicate and be heard, whilst increasing digital literacy and aspiration.

## Our Purpose

Will be achieved by:

- Enhancing community spirit through meaningful engagement
- Raising awareness and promoting opportunities for cultural diversity, social inclusion and education through film, game design, podcasts, digital media and the arts
- Promoting interaction and exchange between communities and different generations
- Providing advice, opportunities, training and learning in our areas of specialism
- Pushing the creative boundaries with digital technologies

## Our Values

One to One is:

- open and inclusive
- committed to equality, fairness and access for all
- mindful, sensitive and respectful of people's needs
- constantly aiming for best practice and high production standards in all aspects of our work

# Priorities and how we have met them

2020-21 has been an extremely busy year despite the difficulties of Covid-19. We have been able to continue delivery and because of the pandemic took on some important work addressing community need. We have been documenting this unusual year and finding alternative ways of engagement and delivery by increasing our digital offer.

We have been able to use our skills and knowledge to help support participants, groups and other charities understand and utilise the digital world that has been imperative as the main way of communication and engagement during lockdown.

Despite the challenges of Covid, and some projects going “on hold”, or unable to happen, this year has been insightful, rewarding and has connected us with potential new partners for the future.

For 2020-21 we identified two priorities for the year:

- 1. Ongoing development of our work in heritage, health and wellbeing and digital storytelling.*
- 2. Using our skills and expertise in digital technologies to support communities and organisations through the Covid-19 pandemic.*

During this year we have delivered 18 projects with hundreds of participants of all ages. The following case studies highlight the range of work undertaken as part of our priorities for the year.

## Chester House Estate



2020/21 saw a new partnership with the Chester House Estate who plan open as a major visitor attraction in Autumn 2021. This important national historic site based in Northamptonshire on the banks of the River Nene in Irchester, is a £14.5m project funded by Northamptonshire County Council and the National Lottery Heritage fund. Steeped in history dating back 10,000 years, the Chester House Estate will also be home to



the Northamptonshire Archaeological Resource Centre, a state-of-the-art facility that will act as the publicly accessible archaeological archive store for the county.

Our previous work in the Nene Valley led to this new partnership supporting Chester House Estate's digital engagement and becoming an education partner through producing a film, a website and other interactive digital material.

The film 'History in the Making' gives a fascinating insight into the story of the Chester House Estate and its ambitions for the future. Both the film and new website <https://chesterhouseestate.org/> were launched in February 2021 in preparation for the public launch later in the year. The relationship is ongoing, and we look forward to developing further projects in 2021 and beyond.

## Be Kind to Yourself and to Others

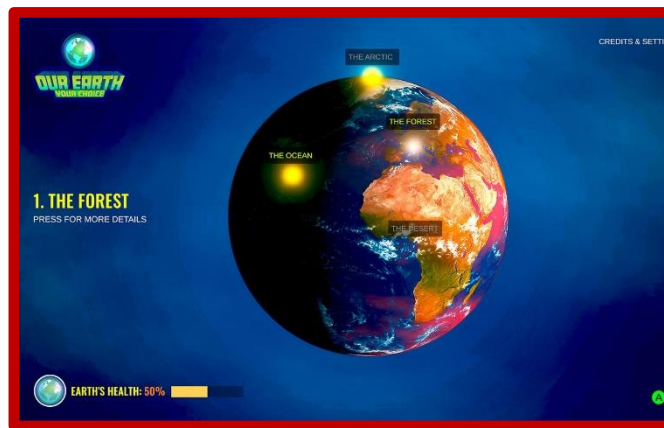
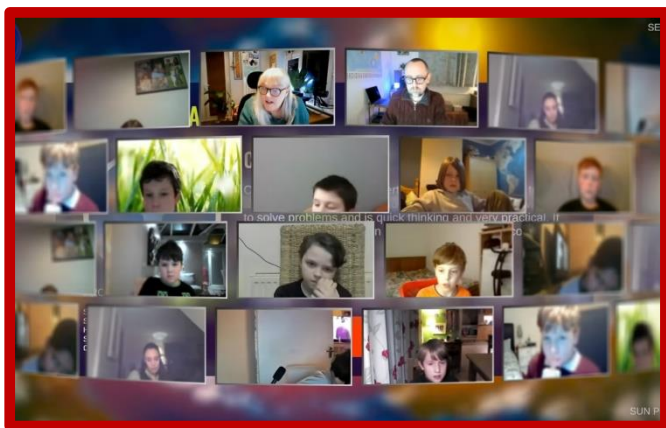


In the summer we launched a bi-lingual smoking awareness campaign called 'Be Kind to Yourself and to Others' with partners from Public Health. The project began in 2019 with a research phase and then engagement workshops with families exploring why smokers from the Polish community were not accessing quit smoking support services.

Working with children and families we created two animations – one showing a father and son <https://vimeo.com/395267481> and the other a mother and daughter <https://vimeo.com/395267166> where the child is asking the parent to stop smoking.

The animations alongside a poster campaign were shown extensively on social media, on websites and used across the district, on billboards, digital screens in The Ridings Shopping Centre, in doctors' surgeries, at bus stops and at Mid Yorkshire Hospital Trust.

## Our Earth Your Choice



We were pleased to be awarded funding from Creative Challenge - Wakefield Council to design and produce a new multiplatform video game about the importance of protecting the environment. We have been working with 25 young people aged 8 to 20 years across 4 groups who are helping to co-produce this game through a series of regular weekly online workshops and master classes. A lot of the young people have fed back that this project has been helpful for their mental health and wellbeing during lockdown. Our Earth Your Choice will be launched as a “prototype” game during Wakefield Council’s Festival of the Earth in Summer 2021. <https://ourearthyourchoice.co.uk>

## Stories of Insight



We created a series of podcasts telling the stories of local people with sight loss and how they managed during Covid-19. We worked closely with members of Wakefield District Sight Aid on this arts engagement project helping combat loneliness during lockdown. These inspirational stories are now available to listen to online and offer a fascinating insight into the lives of the visually impaired community. Young and old interviewees talked about how they have coped with isolation and lockdown restrictions and share their personal stories - reflective and told with humour and resilience. Stories of Insight gives voice to a community that is often not heard and has created a legacy of important experiences at this unprecedented time. The project was funded as a Creative Challenge by Wakefield Council and forms part of an exhibition about the community response to Covid ‘Together and Apart’ launching in June 2021.

<https://onetoonedevlopment.org/portfolio/stories-of-insight/>



## Local Story



Local Story was commissioned by Wakefield's Council's Director of Public Health, Anna Hartley to create an online snapshot of the Wakefield community's response to the pandemic. People went the extra mile to support their community and the voluntary sector pulled together to meet local needs. Grass root stories were submitted to an online portal. These stories included: a mural artist painting tributes to the NHS on walls of business premise (with permission) and to give local people some inspiration when everything was closed; and a Scarecrow Festival where residents created scarecrows for a village trail as a thank you to key workers working throughout the pandemic. Children from an adventure playground recorded a short poignant poem co-written by poet Matt Abbott, which captures all that is special about community resilience and people pulling together to look out for each other. The project was so successful that to give it longevity, the content will be turned into a virtual museum, capturing the year of the pandemic.

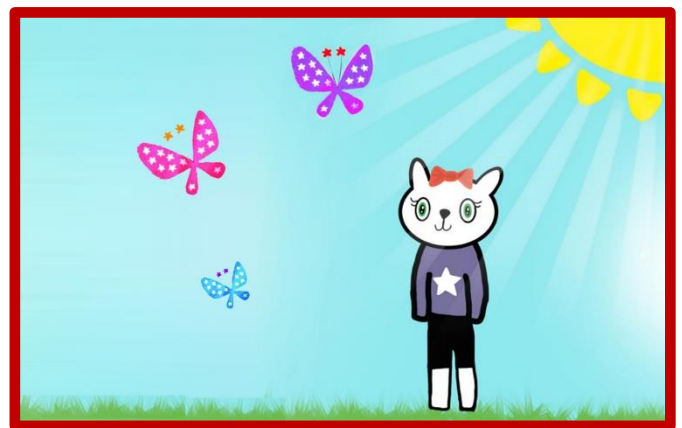
<https://onetooneddevelopment.org/portfolio/local-story/>

## Virtual Gallery for Space2



We created a virtual online gallery for Leeds-based arts organisation Space 2. 'Unlocked': Inspiration from Isolation' is a collection of artwork and projects made during Covid by the local community working with artists. This is Space2's first digital gallery and they have plans to work with us to develop the virtual gallery space further. Emma Tredidden, Creative Director, described the new digital space as 'ground-breaking in its approach.' <https://onetooneddevelopment.org/portfolio/space2-unlocked/>

## Young people dealing with loss



During Covid-19 we have been working with the charity Star Bereavement to run an online arts programme to help children and young people who have recently lost a loved one to be creative through writing, spoken word, animation, and music. We invited in artists with specific skills to support these activities. This is part of a larger project we are working on with Star Bereavement to create a new website to support young people who are coping with bereavement.

<https://onetoonedevelopment.org/portfolio/star-bereavement/>

Find out more about Star Bereavement at <https://starbereavement.org.uk/>

## Mental Health Support for Young People



Young people's mental health has been particularly affected during Covid-19, so we were really pleased to have teamed up with Young Lives Consortium/Wakefield Council to create WF I CAN – the online resource for children and young people in Wakefield. Designed and structured with input from young people, this comprehensive site offers advice on a wide range of important areas including relationships, how to look after yourself, healthy eating and Covid-19 - and signposts to other organisations offering help. It also offers a live online chat service with support workers. <https://onetoonedevelopment.org/portfolio/wf-i-can/>

# Our Team

## Our Current Team

**Judi Alston** - The Chief Executive and Creative Director of the Trust. Judi founded One to One in 1999 and has led the business through its different stages. Judi is project manager/lead creative on the arts engagement and film projects.

**Andy Campbell** - Digital Director. Joined One to One in 1999 as a web designer, writer, and digital artist. He is the lead artist/developer on all our websites, immersive projects, and video games.

**Terry Campbell** - Website support and archiving working with us since 2003.

**Dean Hinchliffe** - Film Maker and former sound engineer with many years' experience in production, post- production and using After Effects software.

**Melanie Paris** - Development Manager with 30 years' experience in marketing and a qualified journalist.

**Evie Godfrey** - Project Coordinator who also covers aspects of research, admin and supports community engagement projects. Evie is also our in-house illustrator.

We have engaged another 12 freelance artists/contractors during Covid-19 and were pleased to be able to offer this support.

## Trustees

One to One Development Trust is made up of a Board of Trustees each bringing a wealth of experience to the organisation. The board is:

**Glenn Guilliatt** – Chairperson (Chartered Accountant)

**Annie Robinson** – Company Secretary (Community mosaic artist, housing support officer).

**Suzanne Gahlings** – (Former Public Health Manager)

**Christopher Selby** – (Managing Director training/construction industry)

The One to One Development Trust Board meets three times annually including an Annual General Meeting. Priorities for the next year and budget setting are all agreed at the AGM. Extra General Meetings can be called where there needs to be a quorum of at least three Trustees to agree on any decision making.

## **Volunteers**

We work with volunteers and are keen to offer opportunities where we can support the involvement and development of volunteers, in line with our Volunteers Policy.

## **Work Experience/ Student Placement**

Where possible we support work experience and student placements, but this is done at the discretion of the CEO or if we can facilitate a placement and have the capacity to ensure it is a meaningful engagement.

## **Priorities for 2021/2022**

1. Build on innovative engagement (including online) and use of new technologies to create projects/opportunities that promote heritage, health & wellbeing and digital story telling within communities
2. Promote positive environmental messages and raise awareness of climate change through the arts and creativity
3. Build on making our work more accessible and inclusive to people of different cultural backgrounds, gender, and ability.