

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST

REPORT AND ACCOUNTS FOR THE PERIOD

TO

31 DECEMBER 2022

Charity Number: 1110481

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE PERIOD TO 31 DECEMBER 2022**

TRUSTEES

Adam Rutherwood
Lisa Jane Dady
Louise Gregory
Alex Hoyle

ADDRESS

408 Speedwell Road
Speedwell
Bristol
BS15 1ES

CHARITY NUMBER

1110481

BANKERS

HSBC Bank plc
760 Fishponds Road
Fishponds
Bristol
BS16 3UD

INDEPENDENT EXAMINER

Lucy Pinnock MA MSc FCCA
28 Bramall Lane
Stafford
Staffordshire
ST16 1JD

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
TRUSTEES' REPORT
FOR THE PERIOD TO 31 DECEMBER 2022**

CONSTITUTION

The Junction Project Charitable Trust (The Junction) is governed by a Declaration of Trust dated 30th December 2004 as amended by a Supplemental Deed dated 14th June 2005.

MISSION STATEMENT

Providing a safe and supportive environment for those whose lives have been affected by addiction.
Enabling the move from dependence to independence.

ANNUAL REPORT 2022

Hello everyone,

I would like to begin with the encouraging news that the Junction Project's current contract will be extended to October 2025 to be able to once again serve this great City and the people who desperately need our vital services.

That said; there is still a great deal of uncertainty for several related services, here in Bristol, with the Local Authority continuing to make cuts in order to meet rising costs, particularly that in the housing sector. However, the Project continues to punch well above its weight, doing what it does best, providing first-rate support to those who desperately need it. Supporting Men and Women in our community to turn their lives around, into something more purposeful and productive.

When focussed with this task, the plight of the families and loved ones of those we support becomes all too apparent. Their pain and experience of addiction is just as intense as those we directly serve. We often hear from a family member, following a new admission, it will have been 'the first good night's sleep' they may have had for many months. Believing that the dreaded phone call or knock on the door was destined for them, which we know is devastatingly all too common for those with a family member in the grip of an addiction.

Conversely, their relief too, is palpable, as is their gratitude when a loved one arrives into our service and for the relationships being rebuilt that bares testimony to the support, skill and guidance the team continue to deliver to those in our charge. Thankfully here in Bristol, we have agencies providing specific support for those family members when they so desperately need it.

*For more info on all related services, please visit: [Bristol.gov.uk](https://bristol.gov.uk)

Regarding our mid, to long-term future, as with previous years, there will be the inevitable challenges and uncertainties, some mentioned above but as ever it will be our resourcefulness as much as our resources that will see us through. We witness first hand, on a daily basis just what a difference our organisation makes to those we serve and from the feedback we receive from the wider community, the Junction has clearly had a positive impact on supported housing as a whole.

As always, no report is complete without a heartfelt thank you to all of our volunteers, staff, Trustees, Commissioners and stakeholders for their continued support, without which the delivery of these vital services would be impossible. Enabling us to remain committed to improving the lives and outcomes of our service users, their families and the wider community.

Adam Rutherwood
Chair.

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
TRUSTEES' REPORT
FOR THE PERIOD TO 31 DECEMBER 2022**

RESERVES POLICY

It is the intention of the Trustees that the freely available reserves of the charity should be accumulated up to a level sufficient to ensure the continuance of its activities, should there be an unexpected short-term adverse fluctuation in income. These freely available reserves are unrestricted funds not committed or invested in tangible fixed assets (ie 'free reserves'). A sufficient level of free reserves would guarantee the continuation of the charity's activity, while decisions and actions were taken to find other sources of income or reduce the level of a particular activity.

The Trustees consider that an appropriate level of free reserves is approximately three months' normal expenditure (ie on staffing, lease costs, rent, rates, heat and light and other miscellaneous operating costs). This equates to approximately £320,000. At 31 December 2022 there was a total of £298,093 of funding freely available for general purposes.

TRUSTEES INDUCTION AND TRAINING

Trustees are elected in accordance with the terms of the Trust's Constitution. Upon election, they are provided with an induction and information pack and a skills audit is carried out. They are encouraged to look regularly at the Charity Commission website and encouraged to ask for help where necessary.

RISK MANAGEMENT

The charity has comprehensive risk assessments covering every aspect of its organisation and considers it an ongoing commitment with regular reviews of existing arrangements.

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
TRUSTEES' REPORT
FOR THE PERIOD TO 31 DECEMBER 2022**

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable it to ensure that the financial statements comply with the constitution. 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.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO INDEPENDENT EXAMINER

So far as the trustees are aware, there is no relevant information of which the charity's independent examiner is unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant information and to establish that the charity's independent examiner is aware of that information.

Approved by the Trustees on 29.10.2023

and signed on their behalf by: Adam Rutherwood

A Rutherwood

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD TO 31 DECEMBER 2022**

I report on the accounts of the charity for the year ended 31st December 2022, which are set out on pages 7-16.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

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

Independent examiner's statement

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

1. Which gives me reasonable cause to believe that, in any material respect, the requirements:
 - To keep accounting records in accordance with section 130 of the 2011 Act, and
 - To prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

Have not been met; or

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

Signed: Lucy Pinnock

Date: 31st October 2023

Mrs Lucy Pinnock MA MSc FCCA
28 Bramall Lane
Stafford
Staffordshire
ST16 1JD

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE PERIOD TO 31 DECEMBER 2022

	Note	Unrestricted	Designated	Restricted	Total 2022	Total 2021
		£	£	£	£	£
INCOME AND ENDOWMENTS FROM:						
Donations and legacies:						
Grants	2	-	-	185,000	185,000	185,000
Charitable activities:						
Rental income		592,734	-	-	592,734	584,842
Other income		7,800	-	-	7,800	(1,375)
Total income and endowments		600,534	-	185,000	785,534	768,467
EXPENDITURE						
Expenditure on charitable activities:						
Direct costs	3	654,876	-	185,000	839,876	780,407
Support costs	3	10,560	-	-	10,560	10,410
Expenditure on raising funds:						
Fundraising	3	-	-	-	-	-
Marketing	3	-	-	-	-	-
Total expenditure		665,436	-	185,000	850,436	790,817
NET INCOME/(EXPENDITURE)		(64,902)	-	-	(64,902)	(22,350)
TRANSFERS BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		(64,902)	-	-	(64,902)	(22,350)
Total funds brought forward at 1 January 2022		362,995	40,000	-	402,995	425,345
TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2022		298,093	40,000	-	338,093	402,995

There were no recognised gains and losses other than those shown in the above Statement of Financial Activities. The results from the above financial period derive from continuing operations.

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
BALANCE SHEET
AS AT 31 DECEMBER 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible fixed assets	5	-	2,088
Current assets			
Debtors	6	59,061	86,783
Cash at bank and in hand		336,501	375,230
		395,562	462,013
Current liabilities	7	(57,469)	(61,106)
Net current assets		338,093	400,907
Net Assets		338,093	402,995
Represented by:			
Restricted funds		-	-
Designated funds		40,000	40,000
General unrestricted funds		298,093	362,995
Total funds	9	338,093	402,995

Approved by the Trustees on 29.10.2023

And signed on their behalf by A Rutherwood

A Rutherwood

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
STATEMENT OF CASH FLOWS
AS AT 31 DECEMBER 2022

	Notes	2022 £	2021 £
Cash provided by operating activities	(a)	<u>(38,729)</u>	<u>(14,418)</u>
Cash flows from investing activities:			
Interest income		-	-
Purchase of tangible fixed assets		-	-
Cash provided by/(used in) investing activities		<u>-</u>	<u>-</u>
Cash flows from financing activities:			
Repayment of borrowing		-	-
Increase in cash and cash equivalents in the year		<u>(38,729)</u>	<u>(14,418)</u>
Cash and cash equivalents at the beginning of the year		375,230	389,648
Cash and cash equivalents at the end of the year		<u>336,501</u>	<u>375,230</u>

(a) Reconciliation of (Expenditure)/Income to Net Cash from Operating Activities

	2022 £	2021 £
Net income for the period as per SOFA	(64,902)	(22,350)
Decrease/(increase) in debtors	27,722	(39,954)
(Decrease)/increase in creditors	(3,636)	42,769
Depreciation	2,087	5,117
Net cash provided by operating activities	<u>(38,729)</u>	<u>(14,418)</u>

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared in accordance with the 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 from 1st January 2015 – Charities SORP (FRS 102), and the Companies Act 2006.

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP (FRS 102) a restatement of comparative items was required.

Taxation

No Corporation Tax is provided for as The Junction Project (Bristol) Charitable Trust, being a charity, is exempt. Because of its current activities, The Junction Project (Bristol) Charitable Trust is not registered for VAT and therefore cannot recover VAT on its expenses.

Funds accounting

General funds are unrestricted funds available for use at the discretion of the trustees in furtherance of the general activities of the charity and which have not been designated for other purposes.

Income

All incoming resources becoming available to the charity during the year are included when there is a certainty of receipt.

Expenditure

Charitable expenditure includes costs associated with particular projects in furtherance of the charity's objects. Support costs comprise expenditure incurred in support of charitable activities and include an appropriate proportion of overheads.

Fixed assets

Tangible fixed assets are stated at cost. Depreciation is calculated at appropriate annual rates estimated to write off the cost of fixed assets less their estimated residual value over their useful lives as follows:

Fixtures and fittings	20% straight line
Office equipment	25% straight line
Motor vehicles	25% straight line

The cost of acquiring fixed assets is charged to the SOFA in the year of acquisition if the cost is less than £250 or the useful economic life is less than four years.

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022**

1. ACCOUNTING POLICIES (continued)

Hire purchase and lease commitments

Rentals paid under operating leases are charged on a time basis over the lease term.

Related party disclosure

FRS 102 requires the disclosure of the details of material transactions between the company and any related parties, as defined. Details of relevant related party transactions are included in note 10 to the financial statements.

THE JUNCTION PROJECT CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

2. GRANTS AND DONATIONS

	Unrestricted Income	Restricted Income	Total 2022	Total 2021
	£	£	£	£
Addiction Recovery Agency	-	185,000	185,000	185,000
Bristol City Council	-	-	-	-
Total	-	185,000	185,000	185,000

3. ANALYSIS OF EXPENDITURE

	Unrestricted	Restricted	Total 2022	Total 2021
	£	£	£	£
Expenditure on charitable activities:				
Direct costs:				
Staff costs	56,749	185,000	241,749	237,050
Lease charges	388,234	-	388,234	385,737
Houses – repairs and renewals	75,612	-	75,612	37,337
Office rent	13,224	-	13,224	13,455
Rates	18,554	-	18,554	17,488
Maintenance	164	-	164	322
Heat and light	53,067	-	53,067	36,953
Cleaning	578	-	578	1,326
Travel	4,260	-	4,260	3,253
Office expenses	18,428	-	18,428	18,166
Subscriptions	72	-	72	70
Insurance	10,280	-	10,280	9,945
Training	3,492	-	3,492	3,800
Testing kits	1,521	-	1,521	1,289
Bank charges	-	-	-	-
Recruitment	110	-	110	394
Miscellaneous	8,444	-	8,444	8,705
Depreciation	2,087	-	2,087	5,117
	654,876	185,000	839,876	780,407
Support costs				
Accountancy	8,760	-	8,760	8,610
Examiner's fees	1,800	-	1,800	1,800
Legal fees	-	-	-	-
Professional fees	-	-	-	-
Trustees' expenses	-	-	-	-
	10,560	-	10,560	10,410
Expenditure on raising funds:				
Marketing	-	-	-	-
	-	-	-	-
Total	665,436	185,000	850,436	790,817

THE JUNCTION PROJECT CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

4. EXPENDITURE

Expenditure includes:

	2022	2021
	£	£
Depreciation – owned assets	2,087	5,117
Examiner’s remuneration	1,800	1,800
	<hr/>	<hr/>
Total staff costs	2022	2021
	£	£
Wages and salaries	218,155	213,747
Employer’s national insurance	15,646	15,242
Employer’s pension contributions	7,948	8,061
	<hr/>	<hr/>
	241,749	237,050
	<hr/>	<hr/>

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

	2022	2021
Support workers	6	6
Administration	1	2
	<hr/>	<hr/>
	8	8
	<hr/>	<hr/>
	2022	2021
	£	£
Trustees’ expenses	-	-
	<hr/>	<hr/>

The key personnel of the charity comprise of the Trustees and the Project Manager. The total remuneration of the key management personnel was £17,663 (2021 - £33,390). None of the trustees nor persons connected with them received any remuneration or other material benefits from the association or any connected organisation.

No employees earned £60,000 per annum or more.

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

5. FIXED ASSETS

	Office Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
COST				
At 1 st January 2022	10,098	28,605	12,504	51,207
Additions	-	-	-	-
At 31 st December 2022	10,098	28,605	12,504	51,207
DEPRECIATION				
At 1 st January 2022	10,098	26,517	12,504	49,119
Charge for the year	-	2,088	-	2,088
At 31 st December 2022	10,098	28,605	12,504	51,207
NET BOOK VALUE				
At 31 st December 2022	-	-	-	-
At 31 st December 2021	-	2,088	-	2,088

6. DEBTORS

	2022 £	2021 £
Trade debtors	15,417	15,442
Other debtors	43,644	71,341
	59,061	86,783

7. CREDITORS

	2022 £	2021 £
Trade creditors	2,417	14,927
Taxation and social security	6,491	6,849
Other creditors and accruals	48,561	39,330
	57,469	61,106

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

8. OPERATING LEASE COMMITMENTS

The following payments are committed to be paid in more than five years:

	2022	2021
	£	£
Land and buildings		
Expiring:		
In more than five years	328,536	328,536

9. MOVEMENTS IN FUNDS

	At the start of the year £	Incoming resources £	Outgoing resources £	At the end of the year £
Restricted funds:				
Addiction Recovery Agency	-	185,000	(185,000)	-
Total restricted funds	-	185,000	(185,000)	-
Total designated funds	40,000	-	-	40,000
Total unrestricted funds	362,995	600,534	(665,436)	298,093
Total funds	402,995	785,534	(850,436)	338,093

The trustees made a decision during 2017 to set aside an amount of £40,000 in a designated fund to cover future anticipated costs of any major repairs which may arise within the buildings which have been leased to the charity.

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2022

10. TRANSACTIONS WITH TRUSTEES

One of the trustees, Adam Rutherwood, is a director of Manor Properties (Bristol) Limited which, with the prior agreement of the Charity Commission, leases 13 properties and 1 office used by the Charity. The company charges the Charity a lease for each house at current market rates. The total amount paid to Manor Properties (Bristol) Limited in the year in lease charges was £388,234 (2021: £385,737). At the year end the Charity owed Manor Properties (Bristol) Limited £nil (2021: nil).

At the year end, the Charity owed Adam Rutherwood £nil (2021: £11,522) for additional costs incurred by him on the Charity's behalf.

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds	Designated Funds	Restricted Funds	Total
	£	£	£	£
Fixed Assets		-	-	-
Net Current Assets	298,093	40,000	-	338,093
	<u>298,093</u>	<u>40,000</u>	<u>-</u>	<u>338,093</u>