

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST

REPORT AND ACCOUNTS FOR THE PERIOD

TO

31 DECEMBER 2023

Charity Number: 1110481

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
LEGAL AND ADMINISTRATIVE DETAILS
FOR THE PERIOD TO 31 DECEMBER 2023**

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 2023**

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 2023

Hello everyone

I would like to begin with the encouraging news that the Junction Project is being recommissioned in April of next year to once again serve this great city of Bristol and the people who reside here.

That said, there is still a great deal of uncertainty for all related services – indeed, all or any service with the Local Authority, with three out of four Housing Pathways due to be taken 'in-house' by the Local Authority. This leaves just Pathway Four, which we have been a part of for many years. The Junction 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, that 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. We know this is devastatingly all too common for those with a family member in the grip of an addiction.

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

With regard to our short to mid 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 Project 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. It enables us to remain committed to improving the lives and outcomes of our service users, their families and the wider community.

Adam Rutherwood
Chair – Board of Trustees

**THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
TRUSTEES' REPORT
FOR THE PERIOD TO 31 DECEMBER 2023**

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 £213,677. At 31 December 2023 there was a total of £183,960 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 2023**

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

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 2023**

I report on the accounts of the charity for the year ended 31st December 2023, 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:

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 2023

	Note	Unrestricted	Designated	Restricted	Total 2023	Total 2022
		£	£	£	£	£
INCOME AND ENDOWMENTS FROM:						
Donations and legacies:						
Grants	2	-	-	185,000	185,000	185,000
Charitable activities:						
Rental income		514,877	-	-	514,877	592,734
Other income		700	-	-	700	7,800
Total income and endowments		515,577	-	185,000	700,577	785,534
EXPENDITURE						
Expenditure on charitable activities:						
Direct costs	3	618,664	40,000	185,000	843,664	839,876
Support costs	3	10,560	-	-	10,560	10,560
Expenditure on raising funds:						
Fundraising	3	-	-	-	-	-
Marketing	3	486	-	-	486	-
Total expenditure		629,710	40,000	185,000	854,710	850,436
NET INCOME/(EXPENDITURE)		(114,133)	(40,000)	-	(154,133)	(64,902)
TRANSFERS BETWEEN FUNDS		-	-	-	-	-
NET MOVEMENT IN FUNDS		(114,133)	(40,000)	-	(154,133)	(64,902)
Total funds brought forward at 1 January 2023		298,093	40,000	-	338,093	402,995
TOTAL FUNDS CARRIED FORWARD AT 31 DECEMBER 2023		183,960	-	-	183,960	338,093

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 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible fixed assets	5	-	-
Current assets			
Debtors	6	273,398	59,061
Cash at bank and in hand		21,233	336,501
		<u>294,631</u>	<u>395,562</u>
Current liabilities	7	(110,671)	(57,469)
Net current assets		<u>183,960</u>	<u>338,093</u>
Net Assets		<u>183,960</u>	<u>338,093</u>
Represented by:			
Restricted funds		-	-
Designated funds		-	40,000
General unrestricted funds		183,960	298,093
Total funds	9	<u>183,960</u>	<u>338,093</u>

Approved by the Trustees on

And signed on their behalf by A Rutherwood

A Rutherwood

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
STATEMENT OF CASH FLOWS
AS AT 31 DECEMBER 2023

	Notes	2023 £	2022 £
Cash provided by operating activities	(a)	<u>(315,268)</u>	<u>(38,729)</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>(315,268)</u>	<u>(38,729)</u>
Cash and cash equivalents at the beginning of the year		336,501	375,230
Cash and cash equivalents at the end of the year		<u>21,233</u>	<u>336,501</u>

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

	2023 £	2022 £
Net income for the period as per SOFA	(154,133)	(64,902)
Decrease/(increase) in debtors	(214,337)	27,722
(Decrease)/increase in creditors	53,202	(3,636)
Depreciation	-	2,087
Net cash provided by operating activities	<u>(315,268)</u>	<u>(38,729)</u>

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2023

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 2023

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 2023

2. GRANTS AND DONATIONS

	Unrestricted Income	Restricted Income	Total 2023	Total 2022
	£	£	£	£
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 2023	Total 2022
	£	£	£	£
Expenditure on charitable activities:				
Direct costs:				
Staff costs	64,970	185,000	249,970	241,749
Lease charges	373,256	-	373,256	388,234
Houses – repairs and renewals	103,240	-	103,240	75,612
Office rent	15,367	-	15,367	13,224
Rates	19,858	-	19,858	18,554
Maintenance	10,476	-	10,476	164
Heat and light	25,000	-	25,000	53,067
Cleaning	639	-	639	578
Travel	4,462	-	4,462	4,260
Office expenses	20,701	-	20,701	18,428
Subscriptions	180	-	180	72
Insurance	12,822	-	12,822	10,280
Training	235	-	235	3,492
Testing kits	1,672	-	1,672	1,521
Bank charges	-	-	-	-
Recruitment	45	-	45	110
Miscellaneous	5,741	-	5,741	8,444
Depreciation	-	-	-	2,087
	658,664	185,000	843,664	839,876
Support costs				
Accountancy	8,760	-	8,760	8,760
Examiner's fees	1,800	-	1,800	1,800
Legal fees	-	-	-	-
Professional fees	-	-	-	-
Trustees' expenses	-	-	-	-
	10,560	-	10,560	10,560
Expenditure on raising funds:				
Marketing	486	-	486	-
	486	-	486	-
Total	669,710	185,000	854,710	850,436

THE JUNCTION PROJECT CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2023

4. EXPENDITURE

Expenditure includes:

	2023	2022
	£	£
Depreciation – owned assets	-	2,087
Examiner’s remuneration	1,800	1,800
	<hr/>	<hr/>
Total staff costs	2023	2022
	£	£
Wages and salaries	227,002	218,155
Employer’s national insurance	14,902	15,646
Employer’s pension contributions	8,066	7,948
	<hr/>	<hr/>
	249,970	241,749
	<hr/>	<hr/>

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

	2023	2022
Support workers	6	6
Administration	1	2
	<hr/>	<hr/>
	8	8
	<hr/>	<hr/>
	2023	2022
	£	£
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 £33,494 (2022 - £17,663). 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 2023

5. FIXED ASSETS

	Office Equipment £	Fixtures & Fittings £	Motor Vehicles £	Total £
COST				
At 1 st January 2023	10,098	28,605	12,504	51,207
Additions	-	-	-	-
At 31 st December 2023	10,098	28,605	12,504	51,207
DEPRECIATION				
At 1 st January 2023	10,098	28,605	12,504	49,119
Charge for the year	-	-	-	2,088
At 31 st December 2023	10,098	28,605	12,504	51,207
NET BOOK VALUE				
At 31 st December 2023	-	-	-	-
At 31 st December 2022	-	-	-	-

6. DEBTORS

	2023 £	2022 £
Trade debtors	15,417	15,417
Other debtors	257,981	43,644
	<u>273,398</u>	<u>59,061</u>

7. CREDITORS

	2023 £	2022 £
Trade creditors	30,180	2,417
Taxation and social security	7,014	6,491
Other creditors and accruals	73,477	48,561
	<u>110,671</u>	<u>57,469</u>

THE JUNCTION PROJECT (BRISTOL) CHARITABLE TRUST
NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD TO 31 DECEMBER 2023

8. OPERATING LEASE COMMITMENTS

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

	2023	2022
	£	£
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	298,093	515,577	(629,710)	183,960
Total funds	338,093	700,577	(854,710)	183,960

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 £373,256 (2022: £388,234). At the year end the Charity owed Manor Properties (Bristol) Limited £nil (2021: nil).

At the year end, the Charity owed Adam Rutherwood £nil (2022: £nil) 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	183,960	-	-	183,960
	<u>183,960</u>	<u>-</u>	<u>-</u>	<u>183,960</u>