

COMPANY REGISTRATION NUMBER: 05551999
CHARITY REGISTRATION NUMBER: 1111644

The Bren Project
Company Limited by Guarantee
Unaudited Financial Statements
31 December 2020

HARGREAVES AND WOODS

Chartered accountants
Cholmondeley House
Dee Hills Park
Chester
Cheshire
UK
CH3 5AR

The Bren Project

Company Limited by Guarantee

Financial Statements

Year ended 31 December 2020

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The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31 December 2020

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2020.

Chair's report

Chair's Statement 2020

2020 was a difficult year around the world and of course the Bren Project was impacted. The safety of our beneficiaries is paramount and therefore all placements ceased when the lockdown was announced in March and have yet to resume. A number of staff were placed on furlough for much of the year however Bren Bikes continued to provide valuable services, in accordance with prevailing government guidance, to a newly invigorated cycling community. The work we put into our strategic review has also been impacted and implementing a number of initiatives has necessarily been put on hold for now.

Graham, our charity manager, decided to take up a new challenge elsewhere and I would like to record our thanks for his contribution to the development of our work and we wish him well in his new post. Following a rigorous recruitment process we were delighted to appoint Andy Ashford as the new manager of the Bren Project charity to bring his evident commitment and enthusiasm to the role. Many thanks also go to Kate for being such a key and valuable member of the team and we wish her well as she embarks on a new chapter.

I would like to thank all the staff and volunteers at the Bren Project, including Bren Bikes, for their commitment, enthusiasm and dedication to ensure the continued success of the charity. Without their efforts, we would not be able to provide such positive services to those we are fortunate to be able to help. I would particularly like to acknowledge the terrific work our volunteers do at Bren Bikes, giving up their valuable time to support the beneficiaries and involvement in all the activity that goes on there. We are very fortunate to have a great team of job coaches who provide that essential support to beneficiaries on work placement to ensure that they achieve the maximum benefit and are, I'm sure, keen to get back to doing so.

The charity remains in a healthy financial position and we look forward to when we can safely get back to normal to provide our beneficiaries with the opportunities that form the core of our purpose.

Ian Shotton
Chair of Trustees
9.3.21



The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

Reference and administrative details

Registered charity name	The Bren Project
Charity registration number	1111644
Company registration number	05551999
Principal office and registered office	Cholmondeley House Dee Hills Park Chester CH3 5AR England

The trustees

Mr I M Shotton	
Mr B Harrington	(Appointed 15 April 2020)
Mr D Atkinson	
Mr R Mayne	
Mr P Sackett	
I I Jones	(Appointed 17 July 2020)
S J More	(Appointed 15 April 2020)

Independent examiner	J A Hargreaves FCA Cholmondeley House Dee Hills Park Chester Cheshire UK CH3 5AR
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Structure, governance and management

The charity is controlled by its Memorandum and Articles of Association, and is limited by guarantee as defined by the Companies Act 1985.

Recruitment and appointment of new trustees

Membership is open to individuals or organisations which apply to the charity in the form required by the trustees as set out in the governing document. All new staff recruitment shall follow the guidelines laid out in the recruitment and selection policy.

Related Parties

During the period covered by this report the charity has not undertaken any transactions with related parties.

The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

Structure, governance and management *(continued)*

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed, and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

Objectives and activities

1. Background of the Charity

The Bren Project is a Chester based charity that offers one-to-one supported work placements for people with learning disabilities and autism and Cheshire

We are a registered charity (1111644) and a company limited by guarantee (5551999). We were founded by Peter Sackett and Grant Wells in 2005, and our project work began in 2007.

Our Mission Statement is: "To develop the social, emotional and economic wellbeing of learning disabled and autistic people through personalised supported workplace opportunities in partnership with our local community."

2. Who We Are

We have a staff team of 7. This comprises of a full-time Charity Manager, two part-time Bike Project Supervisors, three part-time Project Co-Ordinators and a part-time Administration Assistant. We also have a trained and dedicated team of 8 sessional Job Coaches who support beneficiaries while on placement and 10 support volunteers who work with our beneficiaries in our social enterprise workshop.

We operate out of two locations, a small administration office based on Hoole Road in Chester, and a bike workshop in the Live! New Scene Youth & Community Hub in Newton, Chester.

We are governed by a dedicated trustee group comprised of 6 individuals from a wide cross section of backgrounds. Our trustees have experience of managing organisations in the private and voluntary sectors and have the commercial awareness to take the organisation forward and develop. They have the skills and experience in charity management, project management, disability services, marketing, graphic design, information technology, quality management, fundraising and education.

3. Who We Support

We work with people who have learning disabilities or autism, from the age of 14 upwards, with no upper age limit. Our work includes young people who are experiencing the transition from education to employment, and those disabled adults seen as "hard-to-reach" i.e. those excluded from mainstream provision and not accessing vocational support elsewhere.

4. Our Bespoke Approach and Ethos

We believe that everyone has the human right to work and engage in productive employment.

In 2020, we continue to be the only organisation in Chester and the surrounding area that provides our person centred, fully supported service that people need to adequately train and prepare for employment.

We are very proud of our approach and we are confident that this is what makes the difference to the people that we support. We do not offer generic experiences. We work with everyone to research, identify and adapt their own placement, based on their own needs, skills and aspirations.

Our philosophy is to view the supported employment process as a partnership consisting of beneficiaries, parents/carers, schools, business, voluntary and community organisations, the public

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

sector and other agencies all of whom play their part in making the process a success.

5. Project Work

Our project delivery began in September 2007 and in summary we have:

" Worked with over 300 beneficiaries

" Managed turnover totalling over £1,000,000

" Been funded by over 65 funding partners

" Engaged with over 140 employer partners in all three sectors

" Fostered a wide range of project partners in a wide range of industries" Received 100% positive post placement feedback beneficiaries and their parents/carers.

In setting its objectives, the trustees have given careful consideration to the Charity Commission's guidance on public benefit

The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

Achievements and performance

Key Areas of Work in 2020:

1. Bren Bikes

Bren Bikes has been incredibly successful, increasing the options that we have to offer our beneficiaries and dramatically raising the profile of the charity in the local area. We developed Bren Bikes in response to a recognised need on the part of our beneficiaries for pre placement vocational training.

We offered 13 beneficiary placements at Bren Bikes in 2020 (this is down on a typical year due to enforced COVID closures), with 100% of our beneficiaries reporting and demonstrating an improvement in both their practical and soft skills.

The Bren Bikes workshop has generated income of £60,448.80 over the period January - December 2020, through services and sales of refurbished bikes.

2. Delivery of External Placements

We have continued throughout 2020 to offer our program of bespoke supported work placements.

We arranged 9 external work placements in 2020, with 9 different placement providers across the private, public and voluntary sectors (this is down on a typical year due to enforced National Lockdown and staff team being placed on furlough). 100% of our beneficiaries reported and demonstrated an improvement in their practical and soft skills at the end of their placement.

3. Work with Schools

We continued our work with a range of schools in Chester and the surrounding area, providing a program of support work opportunities for their students. Current education partners include Christleton High School, Chester Catholic High School, Dorin Park School and Cloughwood Academy.

4. Carer's Trust Project

We are delighted to continue our partnership with Cheshire & Warrington Carer's Trust, helping them deliver their "Carers in Employment" project, on behalf of Cheshire West & Chester council. This contract expired on 31 December 2020.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

Financial review

Income:

We generated a total of £182,171 income in 2020.

2020 was our fifth consecutive year of funding from the National Lottery's Community Fund. In total, we received £85,663 from the Community Fund to support our work this year. We were also funded by a wide range of grant-making trusts, and received income from our working relationship with SEN schools and our Bren Bikes Social Enterprise.

Expenditure:

We have delivered our services as anticipated, to budget, taking into account the in-year changes to income which allowed us to increase our budget and expenditure accordingly.

Our operating expenditure for 2020 stands at £161,349.

End of Year Position:

Our balance of funds carried forward as at 31st December 2020 stands at £237,026.

Reserve Policy:

A balance of £237,025 is held as our Reserve Funds, all of which is unrestricted. This is in line with our policy of maintaining at least 6 months running costs at all times, in case of issue or withdrawal from a major funder. We have also designated much of the reserves to a new project to be started in 2020 - 2021.

Plans for future periods

Looking forward to 2021, we will fund our work going forward by:

" Continuing to approach trusts and foundations to support our work

" Although our lottery funding has now ended, we have been invited to apply for further lottery funding in 2021 which we will do. " Continue to develop Bren Bikes as a commercial business and maximise income " Continue our relationship with SEN schools in the area

" Develop our fundraising network to encourage individual fundraising in 2021" Develop our relationship with other funders to explore mutually beneficial partnerships and projects.

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The Bren Project

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 December 2020

The trustees' annual report was approved on 20 April 2021 and signed on behalf of the board of trustees by:

Mr I M Shotton
Director



Mr P Sackett
Director



The Bren Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Bren Project

Year ended 31 December 2020

I report to the trustees on my examination of the financial statements of The Bren Project ('the charity') for the year ended 31 December 2020.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the 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 charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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).

The Bren Project

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of The Bren Project *(continued)*

Year ended 31 December 2020

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.



J A Hargreaves FCA
Independent Examiner

Cholmondeley House
Dee Hills Park
Chester
Cheshire
UK
CH3 5AR

22 April 2021

The Bren Project

Company Limited by Guarantee

Statement of Financial Activities (Including income and expenditure account)

Year ended 31 December 2020

		Unrestricted funds £	2020 Restricted funds £	Total funds £	2019 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	35,846	85,663	121,509	133,911
Charitable activities	6	60,449	–	60,449	55,863
Investment income	7	213	–	213	439
Total income		<u>96,508</u>	<u>85,663</u>	<u>182,171</u>	<u>190,213</u>
Expenditure					
Expenditure on charitable activities	8,9	(76,329)	(85,021)	(161,349)	(169,079)
Total expenditure		<u>(76,329)</u>	<u>(85,021)</u>	<u>(161,349)</u>	<u>(169,079)</u>
Net income		<u>20,179</u>	<u>642</u>	<u>20,822</u>	<u>21,134</u>
Transfers between funds		60,144	(60,144)	–	–
Net movement in funds		<u>80,323</u>	<u>(59,502)</u>	<u>20,822</u>	<u>21,134</u>
Reconciliation of funds					
Total funds brought forward		156,701	59,502	216,203	195,070
Total funds carried forward		<u>237,024</u>	<u>–</u>	<u>237,024</u>	<u>216,204</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 13 to 22 form part of these financial statements.

The Bren Project

Company Limited by Guarantee

Statement of Financial Position

31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible fixed assets	15	327	862
Current assets			
Debtors	16	5,017	975
Cash at bank and in hand		232,988	239,009
		238,005	239,984
Creditors: amounts falling due within one year	17	1,307	24,642
Net current assets		236,698	215,342
Total assets less current liabilities		237,025	216,204
Net assets		237,025	216,204
Funds of the charity			
Restricted funds		(1)	59,503
Unrestricted funds		237,025	156,701
Total charity funds	20	237,024	216,204

For the year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

These financial statements were approved by the board of trustees and authorised for issue on 20 April 2021, and are signed on behalf of the board by:

Mr I M Shotton
Director



Mr P Sackett
Director



The notes on pages 13 to 22 form part of these financial statements.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 December 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Cholmondeley House, Dee Hills Park, Chester, CH3 5AR, England.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Disclosure exemptions

Disclosures in respect of financial instruments have not been presented.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Tangible assets *(continued)*

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment - 33% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

4. Limited by guarantee

The Bren Project is a company limited by guarantee and accordingly does not have a share capital

Every member of the company undertakes to contribute such amount as may be required, not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations General fund	1,862	–	1,862
Grants			
Grants receivable Big Lottery	–	85,663	85,663
Grants receivable Carers Trust	5,125	–	5,125
Grants receivable Business Rates relief Grant	10,000	–	10,000
Grants receivable HMRC JRS Grant	18,859	–	18,859
	<u>35,846</u>	<u>85,663</u>	<u>121,509</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Donations			
Donations General fund	20,172	–	20,172
Grants			
Grants receivable Big Lottery	–	93,239	93,239
Grants receivable Carers Trust	20,500	–	20,500
Grants receivable Business Rates relief Grant	–	–	–
Grants receivable HMRC JRS Grant	–	–	–
	<u>40,672</u>	<u>93,239</u>	<u>133,911</u>

6. Charitable activities

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Other income from charitable activities				
Bren Bikes	<u>60,449</u>	<u>60,449</u>	<u>55,863</u>	<u>55,863</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest receivable	<u>213</u>	<u>213</u>	<u>439</u>	<u>439</u>

The Bren Project

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Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

8. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
General fund	32,993	—	32,993
Big Lottery	—	83,813	83,813
Bren Bikes	29,468	—	29,468
Carers Trust	13,064	—	13,064
Support costs	804	1,208	2,011
	<u>76,329</u>	<u>85,021</u>	<u>161,349</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
General fund	31,010	—	31,010
Big Lottery	—	52,149	52,149
Bren Bikes	72,682	—	72,682
Carers Trust	5,552	6,143	11,695
Support costs	617	926	1,543
	<u>109,861</u>	<u>59,218</u>	<u>169,079</u>

9. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2020 £	Total fund 2019 £
General fund	32,993	—	32,993	31,010
Big Lottery	83,813	—	83,813	52,149
Bren Bikes	29,468	—	29,468	72,682
Carers Trust	13,064	—	13,064	11,695
Governance costs	—	2,011	2,011	1,543
	<u>159,338</u>	<u>2,011</u>	<u>161,349</u>	<u>169,079</u>

10. Analysis of support costs

	Analysis of support costs activity 7 £	Total 2020 £	Total 2019 £
Governance costs	<u>2,011</u>	<u>2,011</u>	<u>1,543</u>

The Bren Project

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Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

11. Net Income

Net income is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation of tangible fixed assets	<u>985</u>	<u>836</u>

12. Independent examination fees

	2020	2019
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>912</u>	<u>912</u>

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020	2019
	£	£
Wages and salaries	111,203	107,170
Employer contributions to pension plans	<u>2,093</u>	<u>1,784</u>
	<u>113,296</u>	<u>108,954</u>

The average head count of employees during the year was 7 (2019: 7). The average number of full-time equivalent employees during the year is analysed as follows:

	2020	2019
	No.	No.
Number of staff - Admin	<u>7</u>	<u>7</u>

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

14. Trustee remuneration and expenses

Trustees are not normally paid any remuneration by the charity.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

15. Tangible fixed assets

	Equipment £
Cost	
At 1 January 2020	5,126
Additions	450
At 31 December 2020	5,576
Depreciation	
At 1 January 2020	4,264
Charge for the year	985
At 31 December 2020	5,249
Carrying amount	
At 31 December 2020	327
At 31 December 2019	862

16. Debtors

	2020 £	2019 £
Other debtors	5,017	975

17. Creditors: amounts falling due within one year

	2020 £	2019 £
Accruals and deferred income	912	22,328
Social security and other taxes	—	1,826
Pension creditor	395	488
	1,307	24,642

18. Deferred income

	2020 £	2019 £
Amount deferred in year	—	21,416

19. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £2,093 (2019: £1,784).

The Bren Project

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Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

20. Analysis of charitable funds

Unrestricted funds

	At 1 January 2020	Income	Expenditure	Transfers	At 31 December 2020
	£	£	£	£	£
General funds	115,640	30,934	(33,497)	(149,404)	(36,327)
Bren Bikes	26,113	60,449	(29,768)	60,145	116,939
Carers Trust	14,948	5,125	(13,064)	–	7,009
New project designated funds.	–	–	–	149,404	149,404
	<u>156,701</u>	<u>96,508</u>	<u>(76,329)</u>	<u>60,145</u>	<u>237,025</u>

	At 1 January 2019	Income	Expenditure	Transfers	At 31 December 2019
	£	£	£	£	£
General funds	126,656	20,611	(31,627)	–	115,640
Bren Bikes	42,932	55,863	(72,682)	–	26,113
Carers Trust	–	20,500	(5,552)	–	14,948
New project designated funds.	–	–	–	–	–
	<u>169,588</u>	<u>96,974</u>	<u>(109,861)</u>	<u>–</u>	<u>156,701</u>

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

The Bren Project

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 December 2020

20. Analysis of charitable funds *(continued)*

Restricted funds

	At 1 January 2020 £	Income £	Expenditure £	Transfers £	At 31 December 2020 £
Westminster Foundation	–	–	(1)	–	(1)
Big Lottery	59,502	85,663	(85,020)	(60,145)	–
Carers Trust	–	–	–	–	–
	<u>59,502</u>	<u>85,663</u>	<u>(85,021)</u>	<u>(60,145)</u>	<u>(1)</u>

	At 1 January 2019 £	Income £	Expenditure £	Transfers £	At 31 December 2019 £
Westminster Foundation	–	–	–	–	–
Big Lottery	19,338	93,239	(53,074)	–	59,503
Carers Trust	6,144	–	(6,144)	–	–
	<u>25,482</u>	<u>93,239</u>	<u>(59,218)</u>	<u>–</u>	<u>59,503</u>

Big Lottery Fund - Providing 60% of running costs for the period covered. In the years 2018 and 2019 Lottery funds were spent on the Bren Bikes project, but not allocated as such in the accounts. The transfer this year corrects this omission.

21. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Tangible fixed assets	327	–	327
Current assets	238,005	–	238,005
Creditors less than 1 year	(1,307)	–	(1,307)
Net assets	<u>237,025</u>	<u>–</u>	<u>237,025</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Tangible fixed assets	862	–	862
Current assets	184,270	59,502	243,772
Creditors less than 1 year	(28,430)	–	(28,430)
Net assets	<u>156,702</u>	<u>59,502</u>	<u>216,204</u>