

The Joseph Project
Registered Charity No: 1112380

Accounts
for the year ended 31 December 2021

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

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31st December 2021 which are set out on pages 7 to 13.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



Judith Summerfield, FCA
Summerfield Accountancy Services
ICAEW
5 Bowyers Close
Copmanthorpe
York

Date 27th October 2022

Charity Reference and Administrative Details

Name and address of charity

The Joseph Project (trading as The Joseph Trust)
Rossmoor Grange, Storwood, YO42 4SY

Registered address: 1 Esplanade Court, York, YO30 7DY

Trustees

John Brittlebank
Derick Charles Robert Frary
Nicholas Richard Wilton Lee
Sally Walker

The existing trustees appoint any new trustees following the provisions in the charity's governing instrument.

Legal Status

Unincorporated charity, registered with the charity Commission in England and Wales, Number 1112380

Governing Instrument

Charitable constitution dated 1 October 2002 as amended on 6 November 2005

Agents and Advisers

Bankers:

CAF Bank
25 Kings Hill Avenue, Kings Hill
West Malling, Kent
ME19 4JQ

Independent Examiner:

Judith Summerfield FCA
5 Bowyers Close
Copmanthorpe
York
YO23 3XW

Trustees' Annual Report

The Trustees present their report and the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in October 2019.

Objectives and activities

The objectives of the charity are the advancement of education among young people, in particular those who are excluded from, or are at risk of exclusion from, mainstream education. We do this by providing a range of activities in a supportive environment for young people to learn and develop so that they can better engage with mainstream school. The activities are provided at Rossmoor Grange, a farm at Melbourne near York and the varied activities range from small animal care to horticulture, practical workshop skills and exploring the outdoor environment.

Review of the year - activities and performance

As noted in last year's accounts, 2021 proved to be the most difficult year in the charity's recent history. We had successfully worked through the impact of the Covid pandemic, built up our service and recruited a new manager to lead the charity forward. We were developing the skills of our staff and improving the programme of activities. Our provision for Danesgate school had increased to 5 days a week for the first time and was working well. Alongside this work we were developing links with mainstream schools across York and liaising with the City of York's Alternative Education team to promote our service more widely.

This came to an abrupt halt in March 2021 following a Quality Assurance visit. There were concerns about on-site safety and the adequacy of risk assessments, despite the acknowledged high ratio of staff to students, and all services stopped immediately. Following this suspension of activity, Danesgate school decided to discontinue its block agreement for our services, an arrangement which had underpinned and been the main focus of the charity for the past five years and more. We faced a very uncertain future but the trustees determined to put in place the necessary improvements and safety measures to re-open the charity's services. Peter Crane, the manager, has ably led the transformation of the site and development of the service since then, achieving formal approval at the end of June 2021 which enabled the service to re-open. Students returned to the site in July and from September 2021 there were a growing number of referrals from different schools.

By the end of the year the outlook was very positive, with student places close to capacity on all five days and a full programme of activities in place. The reputation of the service was spreading and enquiries were coming from an increasing range of schools across York.

The impact of our work is seen in progress that students make following placements with us. We report to schools on each student on a daily basis and provide more detailed reports as required, even attending case conferences to give input to the wider support that our students need. Feedback from schools is overwhelmingly positive with improved engagement in mainstream schools, better attendance and improved behaviour. We have made use of the Warwick-Edinburgh Mental Wellbeing Scales to assess the impact of our programme on the mental wellbeing of these young students. Although it is difficult to find objective measures of progress, it is clear through school and

Trustees' Annual Report (cont.)

parental feedback that we provide a valued service. The number of schools using us has increased from eight in the period from re-opening to the end of 2021 to over fifteen currently, with further enquiries pending.

The staff team has worked with perseverance and commitment through the year, adapting to the challenges and taking the opportunity of the break in service to develop the small site for a wider range of activities. Professional development continued and further specialist training in managing the behaviour of young students took place just after the year end. We have added to the volunteer base and welcomed the skills and enthusiasm of this new support. Without them we could not provide the level of support and range of activities that we do. We are grateful to all who have been involved in continuing the work of the charity through this year.

Financial Review

Due to the operational difficulties, there was a deficit on the general fund in the year of almost £16,000. This has reduced the reserves at the year end to just over £4,000. There is an urgent need for further funding through donations and grants, and there are promising signs of further support from individuals and churches across York. Meanwhile the trustees continue to support the charity and enable it to continue operating, meeting its liabilities and financial requirements.

We invested in staff, with further training and in particular with the appointment of a full-time manager from January 2021 and we have seen the benefits of this in the quality of the programme and the positive reputation that is spreading across York. Although income was disrupted in 2021, the additional staffing costs will be more than offset by the increase in contributions from schools which began in autumn 2021 and continued to grow through 2022. The level of income from charitable activity will be more than 50% higher in 2022 than it was in previous normal years.

Although the reserves are at a very low level, the outlook is positive and the demand for our services continues to be strong, to the extent that we are looking at increasing capacity. This will enable us to operate more cost effectively and make future funding a more achievable target.

We would like to thank all those individuals and churches who have faithfully continued to support our work through this past year. In particular we could not have continued without the grant from York Foodbank who recognised the support we provide to those from disadvantaged backgrounds and who are at risk of future poverty through poor education and lack of skills.

Plans for future periods

2022 has seen growing demand for our services with young students attending from over 15 different schools across York. Our capacity is limited but most weeks see another enquiry come through for a placement so we are working to increase the number of students that we can support each day. We have been increasing our volunteer base to support our activities and plan to recruit a further member of staff.

As we work to secure our future and develop our resources further, we have an opportunity to purchase the small site where we are based. This would enable us to invest sensibly in upgrading our buildings, particularly our ageing portacabins. The outdoor activity elements of our programme are an essential part of our work and the installation of showers and improved toilet facilities will enable us to make use of these whatever the weather.

Trustees' Annual Report (cont.)

We also want to expand the outdoor activities with more physical challenges, alongside a wider range of animals and more engaging workshop projects. We recognise the benefits of our setting with its peaceful surroundings and we aim to make the project more flexible and engaging in order to meet the full range of needs of young students who are placed with us.

Structure, governance and management

The charity is an unincorporated entity, registered with the Charity Commission, whose governance is set out in its constitution dated 1st October 2002, as amended on 6th November 2005. Trustees are appointed by the existing members and annually reappointed. Four trustees served at the year end and are continuing for a further year at the date of this report.

A new CIO has been set up and the existing charity will be wound up and its assets and liabilities transferred into the new incorporated charity with effect from January 2023.

The trustees met formally four times during the year and are closely involved in guiding the work of the charity, setting the overall strategy and direction and taking responsibility for the resources needed. They provide a range of skills which are drawn on to support and develop the charity.

There is a small staff team, led by the Manager who works closely with the Chair of Trustees and there is regular monitoring and scrutiny of the charity's affairs.

Reserves Policy

It is the policy of the charity to maintain a general, unrestricted reserve which comprises the free reserves of the charity at a level which equates to approximately three months unrestricted expenditure. This would provide sufficient funds to cover operating costs, support costs and to respond to emergency needs. At the end of the year the charity had insufficient general reserves and the need for further fundraising is a priority.

As noted in the above paragraphs the reserves have been impacted by the exceptionally difficult year with a period of closure and a re-start of the charity's activities with a new client base. The charity is able to continue operating due to the support of long-term loans and the aim is to build up the financial support over the coming year to ensure that the charity's activities are adequately supported and reserves restored to the level set out in this policy.

Public Benefit

In reviewing the overall aim and the objectives of the Charity, and in exercising their powers and duties, the Trustees have had due regard for the Charity Commission's public benefit guidance. The activities of the Joseph Trust are carried out to further its charitable purpose for the public benefit as summarised in the section 'Activities of the Charity' (above).

Nick Lee
Chair of Trustees



Date: 11th October 2022

Statement of financial activities

		2021 Unrestricted funds £	2021 Restricted funds £	2021 Total £	2020 Total £
	Note				
Income (Note 2)					
Donations and legacies		17,630	-	17,630	6,891
Charitable activities		29,300	-	29,300	39,375
Other trading activities		315	-	315	146
Investments (bank interest)		0	-	0	22
Separate material item of income		15,000	-	15,000	-
Total income		62,245	-	62,245	46,434
Expenditure (Note 3)					
Charitable activities	3a	77,617	1,138	78,755	68,698
Other trading activities	3b	-	-	-	-
Governance costs	3c	325	25	350	325
Total expenditure		77,942	1,163	79,105	69,023
Net income/ (expenditure)		(15,697)	(1,163)	(16,860)	(22,589)
Other recognised gains /(losses)		-	-	-	-
Net movement in funds		(15,697)	(1,163)	(16,860)	(22,589)
Reconciliation of funds:					
Total funds brought forward	8-9	19,722	1,163	20,885	43,474
Total funds carried forward	8-10	4,025	-	4,025	20,885

Balance sheet

at 31 December 2021


		2021	2020
		£	£
	Note		
Fixed assets			
Tangible assets	4	-	-
Current assets			
Debtors	5	7,423	2,465
Cash at bank	6	2,423	21,470
		<u>9,846</u>	<u>23,935</u>
Creditors: amounts falling due within one year	7	<u>(5,821)</u>	<u>(3,050)</u>
Net current assets		<u>4,025</u>	<u>20,885</u>
Net current assets		<u><u>4,025</u></u>	<u><u>20,885</u></u>
Funds			
Restricted	8	-	1,163
General reserve	9	4,025	19,722
Total charity funds		<u><u>4,025</u></u>	<u><u>20,885</u></u>

These accounts were approved by the trustees on 11th October 2022 and signed on their behalf by

Nicholas Lee
Trustee



Sally Walker
Trustee



Notes

(forming part of the accounts)

1 Accounting policies

General information and basis of preparation

The Joseph Project is a charity registered in England & Wales. The address of the registered office is given in the charity information on page 3 of these financial statements. The nature of the charity's operations and principal activities are included in the Trustees Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Practice.

The charity has applied Update Bulletin 1 as published on 2 February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Going concern

At the time of signing the accounts the reserves have reduced to a critical level and the charity is supported by two long-term loans which have been gifted, but may be repaid when resources make this possible. The trustees are committed to ensuring the charity continues as noted in their report. Should this not be possible and the charity have to close, the trustees consider that the accounts would not materially change and that there are no assets that would have to be devalued or further liabilities that should be recorded in the accounts for 2021. The Trustees therefore continue to adopt the going concern basis of accounting in preparing the accounts.

Incoming Resources

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability

Volunteer Help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Expenditure and Liabilities

Expenditure is included in the SOFA on an accruals basis. Resources expended are recognised in the period in which they are incurred

Notes (continued)

Funds accounting

Restricted Funds are used in accordance with the specific instructions of the donors. Expenditure relating to the use of Restricted Funding has been identified and allocated separately in the accounts, apportioned where necessary in line with the budget agreed for the particular purpose and the ratio of restricted funding provided towards this budget.

Unrestricted Funds comprise those funds which the Trustees are free to use in accordance with the charitable objects.

Fixed Assets

These are capitalised if they can be used for one year or more and have a value in excess of £500. They are valued at cost or, if gifted, at the value to the charity on receipt.

Depreciation Expenses

Depreciation is calculated at a rate to write off the cost of tangible fixed assets on the following basis over their estimated useful lives:

Plant and Machinery	50% per annum straight line
Motor Vehicles	100% per annum straight line
Computer equipment	over 3 years

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Pensions

The charity operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

2 Income

Donations are from regular supporters and occasional one-off gifts. In particular a small number of churches in York continue to support our work.

There was one significant grant of £10,000 from York Foodbank for our work to support those from disadvantaged backgrounds and who are at risk of future poverty through poor education and lack of skills. Without this grant we would not have been able to continue through the critical months immediately after re-opening.

Charitable activity funding is from the provision of services to Danesgate Community and an increasing number of other City of York schools.

Trading income relates to minor income generated from use of the site and sales of surplus items owned by the charity.

The separate material item of income relates to two long-term loans which were given to the charity to enable it to continue to operate. These will be repaid if future financial resources enable the charity to do this, but otherwise will be converted to gifts and remain part of the charity's funds.

Notes (continued)

3a Charitable activities

	2021	2021	2021	2020
	<u>Unrestricted</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Wage costs (note 12)	64,304	1,138	65,442	56,341
Volunteers' costs (travel)	150	-	150	1,134
Training	1,507	-	1,507	-
Rent and rates	2,600	-	2,600	2,480
Light and heat	2,148	-	2,148	2,040
Activities costs	685	-	685	731
Office costs (phone, internet)	871	-	871	951
Insurance	3,228	-	3,228	3,410
Payroll and DBS	773	-	773	977
Maintenance	1,108	-	1,108	634
Bank charges & other costs	243	-	243	-
	<u>77,617</u>	<u>1,138</u>	<u>78,755</u>	<u>68,698</u>

In 2020 £1,980 of the costs were attributable to restricted funds

3b Other trading activities

There were no additional costs associated with the minor income generated during the year (2020 nil).

3c Governance Costs

Independent Examiner's fee	325	25	350	325
	<u>325</u>	<u>25</u>	<u>350</u>	<u>325</u>

4 Fixed Assets

	Plant & Machinery £	Computer Equipment £	Total £
Cost			
At beginning of year	2,574	248	2,824
Additions	-	-	-
Disposals	-	-	-
	<u>2,574</u>	<u>248</u>	<u>2,824</u>
At end of year	2,574	248	2,824
Depreciation			
At beginning of year	2,574	248	2,824
Charge for year	-	-	-
Eliminated on disposals	-	-	-
	<u>2,574</u>	<u>248</u>	<u>2,824</u>
At end of year	2,574	248	2,824
Net book value			
At 31 December 2020	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2021	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>

Notes (continued)

	2021	2020			
	£	£			
5 Debtors					
Trade debtors	-	912			
Other debtors	61	-			
Prepayments	7,362	1,553			
	<u>7,423</u>	<u>2,465</u>			
6 Cash at bank and in hand					
CAF accounts	1,857	20,840			
Current accounts	500	500			
Petty cash	66	130			
	<u>2,423</u>	<u>21,470</u>			
7 Liabilities: Amounts falling due within one year					
HMRC	2,813	429			
Other creditors	1,040	1,446			
Accruals	1,968	1,175			
	<u>5,821</u>	<u>3,050</u>			
8 Restricted funds					
	Balance at beginning of year	Income	Expenditure	Transfers	Balance at end of year
	£	£	£	£	£
York Committee (JRHT)	<u>1,163</u>	<u>-</u>	<u>(1,163)</u>	<u>-</u>	<u>0</u>
9 Unrestricted funds					
	Balance at beginning of year	Income	Expenditure	Other material item	Balance at end of year
	£	£	£	£	£
General purpose reserve	19,722	47,245	(77,942)	15,000	4,025

The general purpose fund is used to fund the day to day activities of the Trust.

Notes (continued)

10 Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	Total £
Restricted funds	-	-	-
Unrestricted funds			
General Purpose reserve	-	4,025	4,025
	<u>-</u>	<u>4,025</u>	<u>4,025</u>
	<u>-</u>	<u>4,025</u>	<u>4,025</u>

11 Trustees and other related parties

No payments were made to Trustees or any persons connected with them during this financial period. Reimbursement of expenses incurred for the charitable activity of the organisation of £1,509 is due to one trustee (2020 - £304) and a further £8,500 of loan funding. Of this £10,000 remains at the year end as long-term loan to fund the ongoing activity of the charity and meet the trustees' liabilities for the costs of the organisation.

12 Staff costs and numbers

	2021 £	2020 £
Gross Wages & Salaries	61,895	53,855
Social Security Costs	477	225
Pension Contributions	3,070	2,261
	<u>65,442</u>	<u>56,341</u>

The number of employees (full-time and part-time) who were engaged in each of the following activities were as follows:

Activities in furtherance of organisation's objects	<u>3</u>	<u>4</u>
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All employed members of staff are paid through PAYE systems.

No employees received emoluments in excess of £60,000. (2020: None).