

Registered Charity Number  
1114192

Close House Projects  
(A Company Limited by Guarantee)  
Report and Accounts  
For The Year Ended  
31 March 2022

Registered Company Number  
05641665

**Close House Projects**  
**Report and accounts**  
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## **Close House Projects**

### **Company Information**

Close House Projects is established as a Company limited by guarantee and is registered as a Charity within the Charity Commission. The affairs of the Company are governed by its' Memorandum and Articles of Association. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.00.

### **Chair**

Mrs F Keogh (resigned December 2021)

Dr L Outtrim (appointed January 2022)

### **Directors**

Mrs F Keogh (resigned December 2021)

Mr R Kelly

Mr S Pratley

Mr D Robertson (resigned July 2021)

Rev A Dodwell

Dr L Outtrim (appointed April 2021)

Rev J P Cardosa Dutra (appointed November 2022)

Miss F Roberts (appointed November 2022)

### **Secretary**

Mr B Lea

### **Accountants**

Gareth Vale

Chartered Certified Accountant

Ground Floor Offices

Bastion Mews

Union Street

Hereford

HR1 2BT

### **Bankers**

Santander

Bootle

L30 4GB

CAF Bank Ltd

25 Kings Hill Avenue

West Mallong

ME19 4JQ

### **Registered office**

Close House

3 St Peters Close

Hereford

HR1 2DL

### **Registered number**

05641665

### **Charity number**

1114192

## Close House Projects

### The report of the trustees for the year ended 31 March 2022

#### Introduction

The trustees are pleased to present their annual directors' report together with the consolidated financial statements of the charity and its subsidiary for the year ending 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, 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 (FRS 102) (as applied to small entities by section 1A of the standard) (effective 1 January 2015).

The board of trustees are satisfied with the performance of the charity during the year and the position at 31st March 2022 and consider that the charity is in a position to continue its activities during the coming year, and that the charity's assets are adequate to fulfil its obligations. However, there is a recurring dependence on bid-writing and fundraising that is a constant demand on resources in a climate of increasing competition on diminishing funds.

#### Name, registered office and constitution of the charity

The full name of the charity is Close House Projects.

The legal registration details are :-

<i>Date of incorporation</i>	01 December 2005
<i>Company Registration Number</i>	05641665
<i>The Registered Office is</i>	Close House, St Peters Square, Hereford. HR1 2DL
<i>Charity Registration Number</i>	1114192
<i>The telephone number is</i>	01432274239

#### Objectives and Activities of the Charity

##### ***A summary of the objects of the charity as set out in its governing document.***

The objectives and principal activities of the charity are to help young people in Herefordshire especially but not exclusively through their leisure time activities so as to develop their physical, mental and spiritual capacities that they may grow to full maturing individuals and members of society.

The strategies employed by the charity to meet these objectives are to

- 1) Provide a range of services aimed at improving the quality of life for young people in Herefordshire
- 2) Continue to improve the level of services, information and advice provided.
- 3) Monitoring the level of income received by the charity.

##### ***Public benefit that is provided by the charity***

Close House works with young people, offering safe social meeting spaces and leisure activities that improve their social, physical and spiritual development. Close House works in an holistic and inclusive way, with services accessible by all young people. We offer young people a real voice in their communities and enable them to fully participate in the life of their community.

## **Close House Projects**

### **The report of the trustees for the year ended 31 March 2022**

#### ***An explanation of the charity's main objectives for the year.***

We continue to provide drop-in social support and Youth Work from Close House, the former vicarage of St Peters. We use the building, and occasionally church space, as a base for activities and Youth Volunteering projects across the city.

#### ***An explanation of the charity's strategies for achieving its stated objectives.***

Close House will continue to offer safe, social meeting spaces for young people, together with a range of activities decided upon by the young people. Our work will be carried out in the city centre and at in a number of different community spaces. We will continue to develop the range of projects as the need arises.

#### ***The Charity's grant making policies***

The charity does not make grants to other charities or organisations.

#### ***The contribution of volunteers***

The Charity has a governing board of 7 trustees who are also directors of the company, all of whom are volunteers, and utilises the services of several volunteers at any one time on a regular basis, some of whom are involved on training schemes.

#### ***Investment performance achieved against investment objectives set***

We have been able to successfully build reserves to give ourselves a healthy start for the coming year, and the local community and local Charitable Trusts are to be thanked for this, alongside the hard work of the youth workers who achieve the targets set by their respective funders.

#### ***Summary of the main achievements of the charity during the year***

The post-lockdown rebuild has been a challenging year for the drop-in services, but the staff team at Close House have made really good progress in meeting new generations and forming new youth groups. The EPICs and Outback projects are continually growing, and new volunteers are joining the organisation to help bolster the troops for drop-in sessions. Financially, we have used our reserves carefully and will need to rebuild in 22/23, but the right balance has been achieved between being prudent and also doing good charitable works for the youth of Herefordshire. Many thanks to the board of Directors, to Fran & Bridget for their voluntary support of the board, and to all of the staff, volunteers and young people that make Close House such a thriving community.

## **Close House Projects**

### **The report of the trustees for the year ended 31 March 2022**

#### **Structure, Governance and Management**

##### ***Nature of the Governing Document and constitution of the charity***

Close House Projects is established as a Company limited by guarantee and is registered as a Charity within the Charity Commission. The affairs of the Company are governed by its' Memorandum and Articles of Association. The liability of the members in the event of the Company being wound up is limited to a sum not exceeding £10.00.

##### ***The methods adopted for the recruitment and appointment of new trustees***

The existing directors recommend new directors for appointment by the board at the company's general meetings. The board appoint directors who can provide specific skills and knowledge to the company to enable the furtherance of its charitable objectives. No director receives any remuneration or reimbursement of any expenses. Prospective directors are provided with details of the company's objectives, their legal obligations under company law and charitable law and what their role as director will entail prior to any appointment being made.

##### ***The organisational structure of the charity and how decisions are made.***

The Directors of the charitable company have appointed a Chairman to control and review the company's management structure. The management structure controls and manages the activities of each of the charity's current projects.

The systems of internal control operated by the company are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. These include:

- 1) Annual budgets approved by the Board
- 2) Regular consideration by both the Board and senior management of financial results, variances from budgets and other financial and non-financial indicators
- 3) Delegation of authority and segregation of duties
- 4) Identification and management of risks

##### ***The major risks to which the charity is exposed and reviews and systems to mitigate risks***

The major risks to which the charity is exposed, as identified by the trustees, have been reviewed and systems have been established to manage those risks.

#### **Financial Review**

##### ***Policies on reserves***

The directors have reviewed the reserves of the company. The review encompassed the nature of the income and expenditure streams, the existing contractual arrangements and the work undertaken, together with the need to match variable income with fixed commitments. The review concluded that to allow the company to be managed effectively and to provide a buffer for uninterrupted services, a general Unrestricted Funds reserve equivalent to six months of normal expenditure costs should be maintained, this is around £54,000 (2021 £54,000). The general Unrestricted Funds reserve at 31st March 2022 amounted to £54,700 (2021: £84,919) which is a significant improvement on previous years, and with expected income for 22/22 is an ample level of reserves.

##### ***Availability and adequacy of assets of each of the funds***

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

## **Close House Projects**

### **The report of the trustees for the year ended 31 March 2022**

#### ***Transactions and Financial position***

The financial statements are set out on pages 8 to 21. 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) (effective 1 January 2015) (as applied to small entities by section 1A of the standard) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Statement of Financial Activities show net (outgoing) / incoming resources for the year of a revenue nature of £37,345 (2021: £24,203).

The total reserves at the year end stand at £88,105 (2021: £125,450).

#### ***Share Capital***

The company is limited by guarantee and therefore has no share capital

#### **The name of the Manager and other senior staff member(s) to whom day to day management of the charity is delegated by the charity trustees.**

During the year the trustees delegated the day to day management of the charity to Mr B Lea, the manager, by the trustees.

#### **The members of the Board of Trustees of the Charity during the year ended 31st March 2022 were :-**

Mrs F Keogh - Chair (resigned December 2021)  
Dr L Outtrim - Chair (appointed January 2022)  
Mr R Kelly - Treasurer  
Mr S Pratley  
Mr D Robertson (resigned July 2021)  
Rev A. Dodwell

All the directors of the company are also trustees of the charity, and their responsibilities include all the responsibilities of directors under the Companies Acts and of trustees under the Charities Acts.

The directors/trustees are all members of the charity

## **Close House Projects**

### **The report of the trustees for the year ended 31 March 2022**

#### **The members of the Board of Trustees of the Charity at the date the report and accounts were approved were:-**

Mr R Kelly - Treasurer

Mr S Pratley

Dr L Outtrim

Rev A. Dodwell

Rev J P Cardossa-Dutra (appointed November 2022)

Miss F Roberts (appointed November 2022)

#### **Statement of Directors' and Trustees' Responsibilities**

The Charities Acts and the Companies Acts require the Board of Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of the surplus or deficit of the charity. In preparing those financial statements the Board is required to :-

- select suitable accounting policies and then apply them consistently;
- observe methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.
- state whether applicable accounting standards and statements of recommended practice have been followed , subject to any material departures disclosed and explained in the financial statements;

The Trustees are also responsible for maintaining adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which are sufficient to show and explain the charity's transactions and enable them to ensure that the financial statements comply with the Companies Act 2011 and comply with regulations made under the Charity (Accounts and Reports Regulations) 2008. 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.

The trustees are also responsible for the contents of the trustees' report.

#### **Method of preparation of accounts**

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

**This report was approved by the board of trustees on 13 December 2022.**

**Mr B. Lea**  
**Company Secretary**



## **Close House Projects**

### **Independent Accountant's Report**

#### **Independent Examiners Report to the trustees on the accounts of the Charity for the year ended 31 March 2022**

I report on the financial statements of the charity on pages 8 to 21 which have been prepared in accordance with the FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard), as modified by the 2011 Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, under the historical cost convention and the accounting policies set out on 13.

#### **Respective responsibilities of directors and accountant**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the general Directions given by the Charity - Commission under section 145(5)(b) of the 2011 Act
- to state whether particular matters have come to my attention

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 next statement.

#### **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 386 of the Companies Act 2006 and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the

Statement of Recommended Practice: Accounting and Reporting by Charities 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

Gareth Vale  
Chartered Certified Accountant  
Ground Floor Offices  
Bastion Mews  
Union Street  
Hereford  
HR1 2BT

The date upon which this report was completed is :-

13 December 2022

**Close House Projects**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

	Unrestricted Funds	Restricted Funds	Total Funds	Last Year Total Funds
Notes	2022 £	2022 £	2022 £	2021 £
<b>Income from</b>				
Voluntary Income	103,171	2,906	106,077	181,541
Investment Income	101	-	101	2
<b>Total income</b>	<b>103,272</b>	<b>2,906</b>	<b>106,178</b>	<b>181,543</b>
 <b>Costs of charitable activities</b>	 133,231	 10,032	 143,263	 157,080
<b>Governance costs</b>	260	-	260	260
<b>Total expenses</b>	<b>133,491</b>	<b>10,032</b>	<b>143,523</b>	<b>157,340</b>
 <b>(Net expenditure)/net income before transfers between funds</b>	 (30,219)	 (7,126)	 (37,345)	 24,203
 <b>Gross transfers between funds</b>	 -	 -	 -	 -
 <b>(Net expenditure)/net income before Other recognised gains and losses</b>	 (30,219)	 (7,126)	 (37,345)	 24,203
 <b>(Net expenditure)/net income</b>	 (30,219)	 (7,126)	 (37,345)	 24,203
 <b>Reconciliation of funds</b>				
<b>Total funds brought forward</b>	84,919	40,531	125,450	101,247
<b>Total Funds carried forward</b>	<b>54,700</b>	<b>33,405</b>	<b>88,105</b>	<b>125,450</b>

The net movement in funds referred to above is the net incoming resources as defined in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commission for England & Wales and is reconciled to the total funds as shown in the Balance Sheet on page 11 as required by the said statement.

**All activities derive from continuing operations**

**The notes on pages 13 to 19 form an integral part of these accounts.**

**Close House Projects**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

**Income and Expenditure Account as required by the Companies Act**  
**for the year ended 31 March 2022**

	2022 £	2021 £
<b>Turnover</b>	106,077	181,541
Direct costs of turnover	143,263	157,080
<b>Gross (deficit)/surplus</b>	<u>(37,186)</u>	<u>24,461</u>
Governance costs	260	260
<b>Operating (deficit)/surplus</b>	<u>(37,446)</u>	<u>24,201</u>
Interest receivable	101	2
<b>(Deficit)/surplus on ordinary activities before tax</b>	<u>(37,345)</u>	<u>24,203</u>
 <b>(Deficit)/surplus for the financial year</b>	 <u>(37,345)</u>	 <u>24,203</u>
<b>Retained (deficit)/surplus for the financial year</b>	<u>(37,345)</u>	<u>24,203</u>

**All activities derive from continuing operations**

**The notes on pages 13 to 19 form an integral part of these accounts.**

**Close House Projects**  
**Statement of Financial Activities**  
**for the year ended 31 March 2022**

**Statement of Total Recognised Gains and Losses**  
**for the year ended 31 March 2022**

	<b>2022</b>	<b>2021</b>
Excess of Expenditure over income before realisation of assets	(37,345)	24,203
Profit per Profit and Loss account	(37,345)	24,203
<b>Net Movement in funds before taxation</b>	<b>(37,345)</b>	<b>24,203</b>

**Movements in revenue and capital funds**  
**for the year ended 31 March 2022**

<b>Revenue accumulated funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Last year Total Funds</b>
	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Accumulated funds brought forward	84,919	40,531	125,450	101,247
Recognised gains and losses before transfers	(30,219)	(7,126)	(37,345)	24,203
	54,700	33,405	88,105	125,450
Transfers between restricted and unrestricted funds	-	-	-	-
<b>Closing revenue accumulated funds</b>	<b>54,700</b>	<b>33,405</b>	<b>88,105</b>	<b>125,450</b>
			<b>£</b>	<b>£</b>

<b>Summary of funds</b>	<b>Designated Funds</b>	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds</b>	<b>Last Year Total Funds</b>
	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2022</b>	<b>2021</b>
Revenue accumulated funds	-	54,700	33,405	88,105	125,450

**The notes on pages 13 to 19 form an integral part of these accounts.**

**Close House Projects**  
**Company Number**  
**Balance Sheet**  
**as at 31 March 2022**

**05641665**

	Notes		2022 £	2021 £
<i>The assets and liabilities of the charity :</i>				
<b>Fixed assets</b>				
<b>Current assets</b>				
Debtors	10	2,367	2,430	
Cash at bank and in hand		86,008	123,290	
<b>Total current assets</b>		<u>88,375</u>	<u>125,720</u>	
<b>Creditors:-</b>				
amounts due within one year	11	(270)	(270)	
<b>Net current assets</b>			<u>88,105</u>	<u>125,450</u>
<b>Total assets less current liabilities</b>			<u>88,105</u>	<u>125,450</u>
<b>Creditors:-</b>				
amounts due after more than one year			-	-
<b>Provisions for liabilities and charges</b>			-	-
<b>Net assets including pension asset / liability</b>			<u>88,105</u>	<u>125,450</u>
<i>The funds of the charity :</i>				
<b>Unrestricted income funds</b>				
Unrestricted revenue accumulated funds		54,700	84,919	
<b>Total unrestricted funds</b>			54,700	84,919
<b>Restricted income funds</b>				
Restricted revenue accumulated funds		33,405	40,531	
<b>Total restricted funds</b>			33,405	40,531
<b>Total charity funds</b>			<u>88,105</u>	<u>125,450</u>

**Close House Projects**

**Company Number**

**05641665**

**Balance Sheet**

**as at 31 March 2022**

The directors are satisfied that for the year in question the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

No member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime.

**The notes on pages 13 to 19 form an integral part of these accounts.**

Dr L Outtrim

**Trustee**

**Approved by the board of trustees on 13 December 2022**

**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**1 Accounting policies**

***Basis of preparation of the accounts***

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) (effective 1 January 2015) (as applied to small entities by section 1A of the standard) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Advantage has been taken of Section 396(5) of The Companies Act 2006 to allow the format of the financial statements to be adapted to reflect the special nature of the charity's operation and in order to comply with the requirements of the SORP.

The particular accounting policies adopted are set out below.

***Accounting convention***

The financial statements are prepared, on a going concern basis, under the historical cost convention.

***Income recognition***

Income is accounted for on a receivable basis deferred as described below where appropriate.

Income includes grant income and all other income relating to the company's operations including donations, statutory funding and fund-raising.

Grants received are allocated equally over the periods to which they relate.

***Investment Income***

Bank Interest received is included on an actual receipts basis.

***Deferred income***

In accordance with the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

**Close House Projects  
Notes to the Accounts  
for the year ended 31 March 2022**

***Recognition of liabilities***

Liabilities are recognised on the accruals basis in accordance with normal accounting principles, modified where necessary in accordance with the guidance given in the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales .

***Expenditure recognition***

The policy for including items within the relevant activity categories of expenses is accounted for on an accruals basis.

In particular the policy for including items within costs of generating funds, charitable activities and governance costs is:

**Costs of generating funds**

There are no costs that are attributable to the generating of funds.

**Charitable activities**

Charitable expenditure shall include all expenditure directly related to the objects of the charity including the following :

***Activities in furtherance of the charity's objectives***

The cost of goods and services that have been incurred in charitable activities.

**Governance costs**

Governance costs shall include all expenditure directly related to the administration of the charity including expenditure incurred in the management of the charity's assets, organisational administration and compliance with charitable and statutory requirements.

**Allocation of costs within types of resources expended**

The methods and principles for the allocation and apportionment of all costs between the different activity categories of resources set out above are :

There are a number of costs, including staffing costs, where it is impracticable to allocate these costs precisely between administration and charitable expenditure and the trustees have allocated such costs on the basis of reasonable estimates as follows :

***Staffing costs and related expenses***

On the basis of salary costs, and an estimate of hours spent on different activities. The salary and pension costs of the Manager and Secretary are shared equally between Charitable and Activities. The Trustees believe this provides a true reflection of the costs incurred.

***Unrealised and realised gains***

Realised gains and losses are included in the accounts on the date at which a contractual obligation is entered into.

Unrealised gains and losses are computed by reference to the market value of the investments at the balance sheet date, compared to the brought forward cost or valuation, and gains and losses arising on similar categories of investments are netted off.



**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

***Fixed assets and depreciation***

Furniture and equipment purchased is written off in the year of acquisition.

***Taxation***

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

***Fund accounting***

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

***Recognition of pension costs and pension assets and liabilities***

The Charity operates a defined contribution pension scheme. Contributions are charged to the profit and loss account as they become payable in accordance with the rules of the scheme.

***Treatment of exceptional items***

**2 Winding up or dissolution of the charity**

If upon winding up or dissolution of the charity there remain any assets, after the satisfaction of all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having similar objects to the charity.

**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

<b>3 (Deficit)/surplus for the financial year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Revenue Turnover from ordinary activities</b>	106,077	181,541
<b>and after charging:-</b>		
Rentals under operating leases	7,935	6,813
Pension costs	3,313	3,497
Reporting Accountant's fees	260	260

Funds belonging to the charity have been used for the purchase of insurance to protect the charity from loss arising from the neglect or defaults of its trustees, employees or agents, or to indemnify its trustees, employees or agents, against the consequences of any neglect or default on their part.

**4 Statement that no expenses were paid to trustees or connected persons**

No expenses were paid to trustees or persons connected with them.

**5 Detailed analysis of certain transactions required by the the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales**

Various items which are required by the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales to be disclosed in the notes to the accounts are set out in the Detailed Schedule to the Statement of Financial Activities and its appendices on pages 20 to 21 which should be read together with these notes.

<b>6 Investment Income</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Bank deposit interest received	<u>101</u>	<u>2</u>

**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**7 Deferred Incoming Resources & Reserves- Restricted funds**

	Opening Deferrals	Released from prior years	Received less released in year	Deferred at year end
	£	£	£	£
Sundry under £1,000	-	-	-	-
<b>Total</b>	-	-	-	-
			<b>2022</b>	<b>2021</b>
			£	£
<b>These deferrals are included in creditors</b>			-	-

The deferrals included in creditors relate to those grants and donations specified by the donors as relating to specific periods and represent those parts of the grants or donations which relate to periods subsequent to the accounting year end and are treated as grants in advance, or alternatively where there are conditions which must be fulfilled prior to entitlement or use of the grant or donation by the charity .

**8 Staff Costs and Emoluments**

	<b>2022</b>	<b>2021</b>
	£	£
Gross Salaries	100,688	120,170
Pension Contributions	3,313	3,497
	<u>104,001</u>	<u>123,667</u>

**Numbers of employees**

	<b>2022</b>	<b>2021</b>
Engaged on charitable activities	3	8
Engaged on management and administration	<u>1</u>	<u>1</u>
	<u>4</u>	<u>9</u>

There were no employees with emoluments in excess of £60,000 per annum

**The pension details of such higher paid staff were :-**

	£	£
<b>Numbers of such staff to whom benefits are accruing :-</b>	<b>No</b>	<b>No</b>
Under money purchase pension schemes	<u>4</u>	<u>4</u>

**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

**9 Trustees' Remuneration**

Neither the trustees nor any persons connected with them have received any remuneration, either in the current year or the prior year.

<b>10 Debtors</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Taxation Recoverable	2,367	2,430
<b>Amounts due after more than one year included in the total above are analysed as:-</b>		

<b>11 Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Accrued expenses	270	270

**12 Post Balance Sheet events**

No material events have occurred since the balance sheet date which would require disclosure in the accounts.

<b>13 Analysis of the Net Movement in Funds</b>	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Net movement in funds from Statement of Financial Activities	(37,345)	24,203

<b>14 Particulars of Individual Funds and analysis of assets and liabilities representing funds</b>				
<b>At 31 March 2022</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Current Assets	54,970	-	33,405	88,375
Current Liabilities	(270)	-	-	(270)
	<u>54,700</u>	<u>-</u>	<u>33,405</u>	<u>88,105</u>
<b>At 1 April 2021</b>	<b>Unrestricted funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total Funds</b>
Current Assets	85,189	-	40,531	125,720
Current Liabilities	(270)	-	-	(270)
	<u>84,919</u>	<u>-</u>	<u>40,531</u>	<u>125,450</u>

**Close House Projects**  
**Notes to the Accounts**  
**for the year ended 31 March 2022**

The individual funds included above are :-

	<b>Funds at 2021</b>	<b>Movements in Funds as below</b>	<b>Transfers Between funds</b>	<b>Funds at 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General funds	84,919	(30,219)	-	54,700
Live Wire Project	40,531	(7,126)	-	33,405
	<u>125,450</u>	<u>(37,345)</u>	<u>-</u>	<u>88,105</u>

**Analysis of movements in funds as shown in the table above**

	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Gains &amp; Losses £</b>	<b>Movement in funds £</b>
General funds	103,272	133,491	-	(30,219)
Live Wire Project	2,906	10,032	-	(7,126)
	<u>106,178</u>	<u>143,523</u>	<u>-</u>	<u>(37,345)</u>

The funds included above are to be utilised as follows:

**Live Wire Project**

Livewire is an inclusive music development programme for young people between the ages of 11 and 22 in Herefordshire aimed at developing young musicians musical and performance skills, confidence and a platform for musical opportunities.

**Explanation of the nature of each material transfer between funds.**

Where applicable transfers are made from the unrestricted funds to restricted funds at the year end to clear any deficits that have arisen.

No transfers are made from individual restricted funds.

**15 Share Capital**

The charity is incorporated under the Companies Act 1985 and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding ten pounds as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.

There are 6 members of the company ( 2021 - 5 members)

**Close House Projects**  
**Schedule to the Statement of Financial Activities**  
**for the year ended 31 March 2022**  
**Status of this schedule to the Statement of Financial Activities**

This schedule is an intrinsic part of the accounts required to comply with the 2011 Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds	Restricted Funds	Total Funds	Prior Period Total Funds
	2022	2022	2022	2021
	£	£	£	£
<b>Incoming Resources</b>				
<b>Voluntary Income</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Funding	38,449	-	38,449	56,985
Grants	15,000	-	15,000	32,916
<b>Total</b>	<b>53,449</b>	<b>-</b>	<b>53,449</b>	<b>89,901</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Donations	29,775	996	30,771	20,467
Grants	8,727	1,910	10,637	56,404
Other	11,220	-	11,220	14,769
<b>Total</b>	<b>49,722</b>	<b>2,906</b>	<b>52,628</b>	<b>91,640</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>103,171</b>	<b>2,906</b>	<b>106,077</b>	<b>181,541</b>
<b>Total Voluntary Income</b>	<b>103,171</b>	<b>2,906</b>	<b>106,077</b>	<b>181,541</b>
<b>Investment Income</b>				
Bank deposit interest received	101	-	101	2
<b>Total Investment Income</b>	<b>101</b>	<b>-</b>	<b>101</b>	<b>2</b>
<b>Total Incoming Resources</b>	<b>103,272</b>	<b>2,906</b>	<b>106,178</b>	<b>181,543</b>
<b>Charitable expenditure</b>				
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	83,491	-	83,491	99,570
Pension contributions charitable employees	2,594	-	2,594	2,598
Activity costs	11,306	10,032	21,338	20,765
Equipment costs	2,088	-	2,088	2,043
	<b>99,479</b>	<b>10,032</b>	<b>109,511</b>	<b>124,976</b>

**Management and administration costs  
in support of charitable activities**

**Staff costs in support of charitable activities**

Salaries - Administrative staff	17,197	-	17,197	18,557
Pension Contributions - administrative staff	719	-	719	899
	<b>17,916</b>	<b>-</b>	<b>17,916</b>	<b>19,456</b>

**Premises Costs**

Rent payable	7,935	-	7,935	6,813
Insurance	2,055	-	2,055	1,947
Cleaning	1,173	-	1,173	960
Premises repairs and renewals	372	-	372	551
	<b>13,335</b>	<b>-</b>	<b>13,335</b>	<b>10,271</b>

**General administrative expenses:**

Telephone and fax	954	-	954	949
Stationery and printing	390	-	390	140
Administration costs	1,053	-	1,053	1,216
Bank charges	104	-	104	72
	<b>2,501</b>	<b>-</b>	<b>2,501</b>	<b>2,377</b>

<b>Total Support costs</b>	<b>133,231</b>	<b>10,032</b>	<b>143,263</b>	<b>157,080</b>
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**Support costs for grants paid**

<b>Total Expended on Charitable Activities</b>	<b>133,231</b>	<b>10,032</b>	<b>143,263</b>	<b>157,080</b>
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**Governance costs that are not direct management functions inherent in generating funds, service delivery and programme or project work  
(including management and administration costs)**

**Specific governance costs**

Reporting Accountant's Fees	260	-	260	260
<b>Total governance costs</b>	<b>260</b>	<b>-</b>	<b>260</b>	<b>260</b>

**Analysis of transfers between funds**

Transfer to/(from) unrestricted funds	-	-	-	(1,376)
Transfer to/(from) restricted funds	-	-	-	1,376
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>