

**Registered Charity no. 1114773**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED  
30TH NOVEMBER 2021  
FOR THE  
THE BRIERLEY HILL PROJECT**

**THE BRIERLEY HILL PROJECT**  
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**THE BRIERLEY HILL PROJECT**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered charity number**

1114773

**Principal address**

South Street  
Brierley Hill  
DY5 2RR

**Trustees**

John Cook  
Peter Hobbs (resigned 20th February 2021)  
Adrian Lowe  
Christopher Swaithe  
Tracey Tromans  
Judith Forster

**Independent examiner**

Sally-Ann Reeves FCCA  
Shire Barn  
Hewell Lane  
Tardebigge  
B97 6QH

**THE BRIERLEY HILL PROJECT  
TRUSTEES REPORT  
FOR THE YEAR ENDED 30 NOVEMBER 2021**

The Trustees present their report together with the financial statements of the charity for the year ended 30 November 2021.

**Organisational structure**

The Brierley Hill Project is constituted by a Deed of Trust and is a registered charity, No. 1114773.

**Governance and Management**

New trustees are appointed by existing trustees. The trustees meet on a regular basis and are supported by a management team to whom the administration of the practical issues arising from the daily activities is delegated. The board of trustees aims to have a broad range of skills represented, in particular finance, business management, organisational development, training and education, social work and service to the community through other charity trusteeships.

**Objectives and activities**

- (I) TO PROMOTE AND ADVANCE THE MENTAL, SPIRITUAL, MORAL AND PHYSICAL DEVELOPMENT, EDUCATION AND IMPROVEMENT OF CHILDREN AND YOUNG PEOPLE IN ACCORDANCE WITH A FRAMEWORK OF CHRISTIAN PRINCIPLES SO AS TO DEVELOP THEIR FULL CAPACITIES AND ENABLE THEM TO BECOME RESPONSIBLE MEMBERS OF SOCIETY SO THAT THEIR CONDITIONS OF LIFE MAY BE IMPROVED.
- (II) TO PROMOTE FOR THE BENEFIT OF THE INHABITANTS OF BRIERLEY HILL AND THE SURROUNDING AREA AND THE BLACK COUNTRY THE PROVISION OF FACILITIES FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABLEMENT, FINANCIAL HARDSHIP OR SOCIAL AND ECONOMIC CIRCUMSTANCES OR THE PUBLIC AT LARGE IN THE INTERESTS OF SOCIAL WELFARE AND WITH THE OBJECT OF IMPROVING THE CONDITION OF LIFE FOR THE SAID INHABITANTS.
- (III) THE PREVENTION OR RELIEF OF POVERTY IN BRIERLEY HILL AND THE SURROUNDING AREA AND THE BLACK COUNTRY BY PROVIDING ESSENTIAL ITEMS, RESOURCES AND SUPPORT TO INDIVIDUALS IN NEED OR TO OTHER CHARITIES AND ORGANISATIONS WORKING TO PREVENT OR RELIEVE POVERTY.

**Achievements and Performance**

The economic conditions in our area remain challenging as Brierley Hill and Pensnett continue to be in the top 10% most deprived areas of England. (2019 Indices of Deprivation Ministry of Housing, Communities and Local Government (MHCLG)). COVID 19 continued to have an impact on our service delivery in the year 2020/21 as we re-opened our drop-in service for shorter periods with controlled numbers of people. Our weekly small group sessions did not re-open in 2020/21 however, we were able to run our Friday evening youth sport sessions and continued our detached youth work following advice from the National Youth Association and our processes of dynamic risk assessment. We have continued to deliver our service through one to one appointments and have adapted our service wherever necessary to meet the need of people in crisis. We are proud of our ability to adapt to changing circumstances and to report we remained open throughout the COVID crisis; making all the necessary adaptations to working environment and following government guidelines to keep our staff volunteers and clients safe.

- We had over 4592 (3688 2020 – includes youth sport 2278) client contacts across all of our sessions and activities, an average of 382 (307 2020) contacts per month.
- We gave out 1029 (1465 2020) foodbank parcels. This was to provide food for 734 children and 1539 adults
- We delivered 760 (600 2020) one-to-one support sessions

Our partnership relationships with Black Country Foodbank, Dudley MBC Welfare Rights and Dudley MBC Homeless Team; remain important to us as they enable us to continue to provide support to some of the most vulnerable across the Borough. Funding for youth sport delivery has been retained with the agreement of West Midlands Police Active Citizens Fund and will continue to fund sessions in 2021-22. The sessions are delivered at the Dell stadium in Pensnett, an area of high deprivation and risk of crime. The sessions are very well attended and encourage young people to engage positively with each other and their community. In 2021 we have maintained our financial position by being well supported by a loyal base of individual and institutional donors that support the various areas of our work. We have also continued to strengthen our reputation as we continue to build strong working relationships with other services in our area to work with hardest to reach individuals with complex needs. We are proud of our flexibility of service which enables us to respond in this way to meet needs in our Borough.

#### **Financial review**

The net outgoing unrestricted and designated resources before transfers for the year amounted to - £9182 (2020: net incoming £21496), and net incoming restricted resources amounted to £6349 (2020: net incoming £1146). See note 3 for transfers between funds.

At 30 November 2021 the unrestricted and restricted funds after transfers total £97499 (2020: £100332) of which £nil (2020: £8678) is held in fixed assets funds, £20283 in designated funds (2020 £15949) and £71723 in general funds (2020 £79798) Restricted fund balances after transfers total £5493 (2020: £4625) and are held in cash.

#### **Reserves and reserves policy**

The policy agreed by the trustees is to aim to hold in unrestricted reserves not committed or invested in tangible fixed assets (the 'free' reserves) sufficient to cover the general overhead expenses and salary costs not specifically funded by external agencies, for a period of six months. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of a significant drop in funding. It would then be necessary to consider how the funding would be replaced or activities changed. The amount of 'free' reserves at 30 November 2021 amounts to £86525 (2020 £95707), and equates to approximately 30 months expenditure.

#### **Future developments**

During the year we have been preparing to move our Charity to the Methodist Church house in Bank Street Brierley Hill. The move is planned for the early part of 2022 and will afford us more confidential space to provide our one-to-one targeted support and mentoring service. The Project Trustees continue to keep all activities under review as the social climate demands. The work is structured to dovetail into the plans of the majority of local agencies and networks. In the coming year we wish to continue to build on our one-to-one service delivery and strengthen our reputation for working with individuals with complex needs and circumstances; we are keen in particular to extend the work we do with the younger generation.

**THE BRIERLEY HILL PROJECT**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

Our new location is within easy reach of families and young people that engage with our youth sport sessions and will offer an accessible safe space for them. We also wish to continue tackling issues surrounding homelessness with further development of work with others in the Borough.

**Risk policy and review**

The trustees have examined the major strategic, business and operational risks that the charity faces and consider that they are adequately mitigated through insurance, strategic planning, policies, systems and procedures.

**Trustees**

The trustees holding office during the whole year unless otherwise stated were as follows:

John Cook

Peter Hobbs (Resigned 20<sup>th</sup> February 2021)

Adrian Lowe

Christopher Swaithes

Tracey Tromans

Judith Forster

In accordance with the trust deed, trustees hold office for three years, and are eligible to be re-elected.

Trustees due to resign during the forthcoming year are Adrian Lowe (6<sup>th</sup> March 2022) and Tracey Tromans (6<sup>th</sup> March 2022)

**Trustees' responsibilities in relation to the financial statements**

Law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 1993. 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.

Approved by the trustees on

and signed on their behalf by

**C Swaithes**

**Chairman of the Board of Trustees**

**THE BRIERLEY HILL PROJECT**  
**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

I report on the accounts for the year ended 30th November 2021.

**Responsibilities and basis of report.**

As the charity trustees of the Trust 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 Trust's accounts carried out under section 145 of the 2011 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:

Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or

The accounts do not accord with those records.

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 proper understanding of the accounts to be reached.

S A Reeves FCCA  
Shire Barn  
Hewell Lane  
Tardebigge  
Worcs

16th February 2022

**RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

	Notes	Unrestricted Funds 2021 £	Designated funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
RECEIPTS						
Gifts	4a	2,260	2,895	-	5,155	4,645
Donations	4b	29,146	6,835	-	35,981	34,710
Gift Aid tax recovered	4c	6,197	1,266	-	7,463	6,200
Grants	4d	2,000	-	13,500	15,500	53,476
Receipts from charitable activities	4e	665	45	-	710	65
Interest and dividends	4f	6	-	-	6	62
Receipts from services recharged	4g	8,680	-	-	8,680	5,715
TOTAL RECEIPTS		48,954	11,041	13,500	73,495	104,873
PAYMENTS						
Direct charitable activity	5a	59,926	5,730	7,055	72,711	81,123
Donations and gifts	5b	36	3,317	96	3,449	940
Costs of generating funds	5c	168	-	-	168	168
TOTAL PAYMENTS		60,130	9,047	7,151	76,328	82,231
NET OF RECEIPTS/PAYMENTS		(11,176)	1,994	6,349	(2,833)	22,642
Transfers between funds		3,141	2,340	(5,481)	-	-
CASH FUNDS AS AT 30/11/2020		79,758	15,949	4,625	100,332	77,690
CASH FUNDS AS AT 30/11/2021	3	71,723	20,283	5,493	97,499	100,332



**THE BRIERLEY HILL PROJECT**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 30TH NOVEMBER 2021**

	Notes	Unrestricted Funds 2021 £	Designated funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
<b>Cash funds</b>						
Current account		13,435	-	-	13,435	16,390
Deposit accounts		57,971	20,283	5,493	83,747	83,741
Petty cash		317	-	-	317	201
	<b>3</b>	<u>71,723</u>	<u>20,283</u>	<u>5,493</u>	<u>97,499</u>	<u>100,332</u>
<b>Other monetary assets</b>						
Gift aid recoverable		<u>456</u>	<u>-</u>	<u>-</u>	<u>456</u>	<u>-</u>
<b>Assets for charitable use</b>						
Fixtures & Fittings		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Improvements to leasehold property		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>8,678</u>

The financial statements were approved by the Board of Trustees on .....  
and were signed on its behalf by:

C Swaithe  
Trustee

**THE BRIERLEY HILL PROJECT**  
**NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

**1 Trustees' Remuneration and benefits**

	2021 £	2020 £
Trustees' salaries	5,886	5,611

No other benefits or expenses were paid to Trustees during the year.  
There were no related party transactions during the year.

**2 Staff Costs**

The average monthly number of employees during the year was 3 (2020: 4)

**3 Movement in funds**

The movements in designated and restricted funds during the year were:

	Balance b/fwd 01/12/2020 £	Receipts £	Payments £	Transfers £	Balance c/fwd 30/11/2021 £
<b>General (unrestricted)</b>	79,758	48,954	60,130	3,141	71,723
<b>Designated</b>					
Youth Fund	7,778	6,692	2,177	5,481	17,774
Café	1,539	-	750	(789)	-
Homeless Fund	3,153	2,749	3,393	-	2,509
Foodbank	3,479	1,600	2,727	(2,352)	-
	15,949	11,041	9,047	2,340	20,283
<b>Restricted</b>					
Lottery - Bank Street	-	10,000	4,507	-	5,493
Innovation Fund	3,383	-	1,438	(1,945)	-
Active Citizens	1,242	-	1,206	(36)	-
Police CC West Midlands	-	3,500	-	(3,500)	-
	4,625	13,500	7,151	(5,481)	5,493
<b>Total funds</b>	100,332	73,495	76,328	-	97,499

**Movement in funds for the year ended 30th November 2020**

	Balance b/fwd 01/12/2019 £	Receipts £	Payments £	Transfers £	Balance c/fwd 30/11/2020 £
<b>General (unrestricted)</b>	69,665	47,440	34,081	(3,266)	79,758
<b>Designated</b>					
Youth Fund	1,945	7,048	1,215	-	7,778
Café	801	357	-	381	1,539
Homeless Fund	1,800	1,952	599	-	3,153
Foodbank	-	600	6	2,885	3,479
	4,546	9,957	1,820	3,266	15,949
<b>Restricted</b>					
Awards 4 All	-	10,000	10,000	-	-
Innovation Fund	2,003	35,476	34,096	-	3,383
Active Citizens	1,476	2,000	2,234	-	1,242
	3,479	47,476	46,330	-	4,625
<b>Total funds</b>	77,690	104,873	82,231	-	100,332

**THE BRIERLEY HILL PROJECT**  
**NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

**4 Further analysis of Receipts**

	Unrestricted Funds 2021 £	Designated funds 2021 £	Restricted Funds 2021 £	Total 2021 £
Receipts				
a) <b>Gifts</b>				
One off gifts	2,260	2,895	-	5,155
b) <b>Donations</b>				
Regular donations	29,146	6,835	-	35,981
c) <b>Gift Aid</b>				
Gift Aid tax recovered	6,197	1,266	-	7,463
d) <b>Grants</b>				
Grants from institutions	2,000	-	13,500	15,500
e) <b>Receipts from charitable activities</b>				
Mentors fees	665	45	-	710
f) <b>Interest and dividends</b>				
Bank interest	6	-	-	6
	6	-	-	6
g) <b>Receipts from services recharged</b>				
Services recharged to Little Acorns	5,700	-	-	5,700
Services recharged to Integrated Plus	2,980	-	-	2,980
Room hire	-	-	-	-
	8,680	-	-	8,680
TOTAL RECEIPTS	48,954	11,041	13,500	73,495

**THE BRIERLEY HILL PROJECT**  
**NOTES TO THE RECEIPTS AND PAYMENTS ACCOUNTS**  
**FOR THE YEAR ENDED 30TH NOVEMBER 2021**

**5 Further analysis of Payments**

	Unrestricted Funds 2021 £	Designated funds 2021 £	Restricted Funds 2021 £	Total 2021 £	Total 2020 £
Payments					
a) <b>Direct charitable activity</b>					
Salaries and NI	39,550	-	-	39,550	46,046
Pension costs	636	-	-	636	1,344
Departmental expenses	562	135	-	697	489
Client support gifts	733	3,384	-	4,117	-
Café food and equipment	-	-	-	-	114
Property insurance	1,134	-	-	1,134	1,062
Repairs & renewals	394	-	-	394	1,401
Maintenance contracts	1,042	-	-	1,042	821
Heat, light and water	2,993	-	-	2,993	3,773
Cleaning	3,119	-	-	3,119	997
Sessional pay	3,635	594	-	4,229	1,648
Telephone & Broadband	541	8	-	549	532
Stationery, printing and postage	163	20	-	183	500
Subscriptions	387	-	52	439	210
DBS checks	101	-	-	101	12
Travelling & subsistence	3	-	-	3	26
Hire of equipment	326	1,354	1,424	3,104	1,640
Equipment for activities	44	117	44	205	130
Equipment for general use	1,229	65	-	1,294	666
Refreshments	-	-	-	-	-
Training	530	-	-	530	495
Rent and room hire	-	-	-	-	930
Consumables	217	53	-	270	607
Sports Coaching	-	-	1,080	1,080	1,040
Youth award fees	-	-	-	-	15,133
IT support and software	350	-	4,455	4,805	376
Independent examination	450	-	-	450	450
Legal fees	500	-	-	500	-
Accountancy	1,287	-	-	1,287	681
	<u>59,926</u>	<u>5,730</u>	<u>7,055</u>	<u>72,711</u>	<u>81,123</u>
b) <b>Donations and gifts</b>					
Other gifts	<u>36</u>	<u>3,317</u>	<u>96</u>	<u>3,449</u>	<u>940</u>
c) <b>Costs of generating funds</b>					
Fundraising costs	-	-	-	-	-
Website	<u>168</u>	<u>-</u>	<u>-</u>	<u>168</u>	<u>168</u>
	<u>168</u>	<u>-</u>	<u>-</u>	<u>168</u>	<u>168</u>
 TOTAL PAYMENTS	 <u>60,130</u>	 <u>9,047</u>	 <u>7,151</u>	 <u>76,328</u>	 <u>82,231</u>