

**JET JOBS EDUCATION AND TRAINING**  
(A company limited by guarantee)

**REPORT AND FINANCIAL STATEMENTS**  
For the year ended 31 March 2024

Charity Number 1117026  
Company Number 05775686

## JET JOBS EDUCATION AND TRAINING

(A company limited by guarantee)

### TRUSTEES ANNUAL REPORT

For the year ended 31 March 2024

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JET's board of trustees are pleased to present the annual Directors' report together with financial statements of the charity for the year ended 31 March 2024, 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 to the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### Objectives and activities

*The charitable objects of JET Jobs, Education, and Training ("JET") are:*

*"The relief of unemployment for public benefit in such ways as may be thought fit including the advancement of education and assistance to find employment, specifically, but not limited to, persons from ethnic minority groups and their dependents, to help them advance in life."*

#### Achievements and performance

Despite facing numerous challenges this year, such as the loss of European funding, especially in the employment and skills sector, the launch of the new North East Combined Authority, and various changes in government leadership, JET is pleased to report that we have successfully navigated these obstacles without any disruption to our services. This year has been both fulfilling and rewarding, with many fantastic outcomes and the development and initiation of new programs throughout the financial year.

Many in our sector recognise that government policies continue to impact migrants, making our support for clients more crucial than ever. The cost of living crisis has further intensified the challenges faced by those we assist, particularly in deprived communities who have been disproportionately affected. It is essential that we remain steadfast in our commitment, and agile in our approach, to helping them navigate these difficult times.

Our policy of partnership development has continued, to build with other third sector organisations, the Local Community Partnership (in our role as Vice-Chair), being active on many local steering groups and employment partnerships boards, along with delivery in mainstream colleges and JobCentre Plus ensure that we can offer the best value for money and add value to otherwise often stale learning offers and employment support offers. We have held events across the year including supporting White Ribbon and becoming accredited as a Living Wage Employer, making sure that we can look after our team as well as our clients.

Our staff team very much continue to be our major asset, coming from across the world themselves with a depth of knowledge around immigration and the clients they work with. Along with our dedicated volunteers they currently speak 29 languages and represent many different faiths and religions.

An overview of our stats for the year can be seen below, along with a few quotes and stories from our clients, to give a real feel for the vital work we do and the communities we support.

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- Worked with over **1700** individuals
- Delivered well over **4200** individual interventions to provide information, advice, and guidance
- Delivered **458** pastoral interactions to support our clients to integrate into life in the North East
- Delivered over **341** ESOL (English for Speakers of Other Languages) training sessions
- Referred over **508** learners into learning with other training providers
- Supported over **100** people to move into the work environment

JET's work has been delivered through several focused projects and programmes which have been financed through grants and contracts from a wide variety of funding sources. There have been no significant primary funders with programmes all coming together from a variety of funders, grants and contracts to deliver the overall service, each grant having specific target groups and beneficiaries attached to them. This can make management difficult but we continue to make sure we understand the wider offer across the City, which allows us to fill gaps where necessary and refer to other providers where our funding does not cover the needs of the client.

#### Case Study and Client Quotes

Patrycja came from Poland to the UK in 2018.

She is a mother, wife, florist and a fighter. But like with most of us, the things that make us who we are, sometimes seem to hold us back. Thankfully, Patrycja found her way and now nothing is holding her back. After being a stay-at-home mother for 4 years, she decided to take the first step towards working again and what better way to get started than attending ESOL for Work classes? She completed the course, received a lot of employability support during that time and she is now ready to jump again into the job market.

This is what she had to say about her time with JET:

"I'm really glad that I was part of an ESOL for Work course group with JET. When I started this course I felt comfortable from beginning. I knew that I had support with everything I needed. That made me want to learn English and finish this course.

I meet my wonderful teacher and people who were volunteers. Lessons are amazing, interesting and funny in a good sense of the word. During the lesson, an Advisor helped me created my new CV, completely fit to me. After this course I got a certificate, I feel and believe that I can find a job.

After this course I also met another JET Advisor, she helped me so much to apply for many jobs. Before my first interview job I had meeting an Advisors from whom I got mental support, and I believed in my abilities. Thank you all, it was a pleasure to meet you."

We are so proud of you Patrycja, and we all wish you the best for your future!

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Parycja is now working and looking forward to moving up in her career and is currently awaiting an interview at Primark.

Orlando – MHM: “Thank you for your help and your useful advice. you helped a lot, and you encouraged me to introduce myself to restaurants. I am happy I found a job close to my house.”

Anonymous – Newcastle Fund: “Thank you to served my respectfully and give more motivation to find a job and help me in job search.”

Anonymous – NCS: “I would like to say massive thank you for carefully preparing my CV. At the point where we are stuck, you are looking for new areas and making searches. Thank you for trying to help me at every stage.”

Anonymous – WG: “very pleased to have somebody with the knowledge about services and information about how to access them correctly. I am not confident, suffering from anxiety

and feeling lost not knowing what to do. My adviser made appointment for me with Welfare benefit adviser and accompanied me during my appointment making sure I provide all the

documents for my appointment. I don’t feel alone anymore and surely will reach to a stable situation soon and progress further.”

Anonymous – NCS: “Thank you for your support. I wish I had know this before.”

Irene – General “.... The activity I enjoyed most is the Art session. It was a campaign hosted by Newcastle University and JET. In the campaign we know more about

the history of Newcastle by visiting different landmarks in Newcastle e.g. Wall town, The Sill, Hancock Museum and Newcastle university art gallery.”.

### **Coffee Shop**

The purpose of the Wicker Chair Coffee Shop in Westerhope is to support the delivery of JET’s charitable objectives by: a) generating a small level of surplus income, and b) directly supporting work outcomes by offering placements and training to some of JET’s clients helping them further on their employability journey. Our partnership with Your Homes Newcastle, and the Your Homes Your Jobs programme, continues to offer paid placements and amazing outcomes for those who are gaining much needed employment skills in the catering sector. We continue to work in Partnership with Fareshare North East (who are in the same building as the Coffee Shop), to help reduce food waste, by include their surplus produce in our menus. We also have an up and coming programme to support their volunteers with a hot vegetarian meal each day, the offer of careers advice, if they wish, from our team, to help them find paid work, if any of them are looking to enter the labour market.

The Trustees continue to keep the Coffee Shop under regular review to ensure that it supports the objectives of the charity and to ensure that it remains financially viable for the Charity.

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In the coming year we plan to raise funds to upgrade the Coffee Shop, as it is now over 10 years old and in desperate need of a makeover and upgrade to much of the equipment.

#### **Operational Outlook**

The social and economic backdrop to the financial year continues to be challenging, particularly with the cost of living crisis, fuel poverty, and high inflation leading to a downturn in economic output, which could be reflected in higher unemployment and fewer employment opportunities. In addition, changes to traditional funding streams and the end of European Union funding provided uncertainty around the future make up of JET's operational income and its ability to meet the demands of all of our customer groups. The Charity has taken opportunities to continue to find new and innovative ways to communicate and deliver services to clients, enhancing JET's social media presence, and looking at other potential community initiatives / partnerships.

JET continues to play a vital and integral role in supporting people with English as a Second Language through their employability and integration journey. This is achieved not just through our core activity of advice, guidance, education, and training but also by encouraging engagement, volunteering, and participation in the local community. We believe it is our holistic approach that has helped JET to make such a difference, along with the staff team who very much mirror the client group themselves.

The Trustees are continuing to focus on succession planning to ensure good governance. Within JET's Articles of Association one-third of Trustees typically retire each year.

#### **Financial Review**

The Trustees are pleased with JET's Financial performance during the year.

JET's principal funding sources are from contracts and grants to provide a range of training and bespoke services for the relief of unemployment, to ethnic minority groups. The total income for the year ended 31 March 2024 was £381,684, this represents a fall of £86,037 from 2023 and is due to The Wise Steps programme ending (The Wise Group Relational Mentoring Programme) which saw a significant reduction of £183,259 from the prior year. Other grants/contracts have grown to mitigate this large reduction to the net effect of £86,037 above.

JET's expenditure during the year reduced from £426,235(2023) to £376,583(2024) a reduction of £49,652 this reduction is mainly a result of a reduction in staff numbers & therefore staff costs. In 2024 staff costs were £331,914 (11.5 FTE) a reduction of £40,895 from the prior year where costs were £372,809 (16 FTE). The average salary per FTE has risen significantly from £23,301(2023) to £28,862(2024) which is expected as a conscious effort has been made during the period to increase staff benefits to retain staff.

The net income for the year was £5,101 which was down £36,385 on what was achieved in 2023 (£41,486).

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The Charity ended the financial year in a healthy financial position with £272,626 in funds to be carried forward to support JET's policy on reserves (2023: £267,525). The funds are allocated across respective funds on the Statement of Financial Activities in accordance with the Statement of Recommended Practice (SORP) 2019.

The funds held at the year-end consist of unrestricted funds £195,301 (£130,648 2023), Designated funds £57,950 (£136,877 2023) and Restricted funds of £19,375 (£0 2023).

#### **Reference and administrative details of the charity, its trustees and advisors**

Charity Name	JET Jobs, Education, and Training
Registered Charity Number	1117026
Company Number	05775686
Registered Office and operational address	Carnegie Building Atkinson Road Benwell Newcastle upon Tyne NE4 8XS
Trustees	Ross Stephen Waldie (Chair) Hardus Le Cornu Du Plessis (appointed on 15 December 2020) Sean Nairn (appointed on 22 March 2022) Justine King (appointed on 29 November 2022) Manish Shukla (appointed on 01 September 2022)
Bankers	Unity Trust Bank Nine Brindley place Birmingham B1 2HB
Independent Examiner	Jim Dodds FCIE 33 The Glebe Morpeth NE61 6HW

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#### **Structure, governance, and management**

##### Governing documents

The organisation is a charitable company limited by guarantee, incorporated on the 10 April 2006. The company was established under a Memorandum of Association which establishes the objectives and powers of the charitable company and is governed under its Articles of Association.

##### Appointment of trustees

Trustees are elected at the ATM and can serve for a period time in line with the Memo & Articles of Association. Interested possible new trustees are encouraged to attend trustee meetings when vacancies arise.

##### Organisation

All of the trustees meet every quarter and deal with the administration of the charity to ensure that JET Jobs, Education and Training has a clear vision and strategy for the future, and to monitor the performance against plans, to support the management and staff team, and to oversee financial accountability and risk management.

The operational management of the organisation is undertaken by the paid staff team.

##### Risk management

The trustees have conducted a review of the major risks to which the charity is exposed and systems have been established to mitigate those risks including the implementation of procedures for authorisation of all transactions and projects and for ensuring the consistent quality of the delivery of all operational aspects of the charitable company. These procedures are periodically reviewed to ensure that they still meet the needs of the charity.

#### **Public benefit statement**

The trustees/directors have considered the guidance produced by the Charity Commission on the provision of public benefit and they confirm that public benefit has been provided by the range of activities as described above.

#### **Statement of trustee responsibilities**

The trustees, who are also directors for the purposes of company law, are responsible for preparing the Trustees' Annual Report and the Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which show the state of affairs of the charitable company and of incoming resources and

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application of resources, including the income and expenditure of the charitable company for that year. In preparing those financial statements, the trustees are required to:

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

The trustees are responsible for keeping accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Board on: 16 October 2024

and signed on their behalf by: Ross Waldie  
Chair





## JET JOBS EDUCATION AND TRAINING

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### INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

For the year ended 31 March 2024

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I report on the financial statements of JET Jobs Education And Training for the year ended 31 March 2024, which are set out on pages 9 to 19.

#### Respective responsibilities of trustees and examiner

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

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a Fellow of the Association of Charity Independent Examiners.

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

#### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I 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.

Jim Dodds FCIE

33 The Glebe

Morpeth

NE61 6HW

Date: 16 October 2024



## JET JOBS EDUCATION AND TRAINING

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### STATEMENT OF FINANCIAL ACTIVITIES

(INCLUDING SUMMARY INCOME & EXPENDITURE ACCOUNT)

For the year ended 31 March 2024

	Notes	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Income from:</b>						
Charitable activities						
Grants and contracts	6	306,234	-	54,454	<b>360,688</b>	453,981
Other trading activities	7	15,571	-	-	<b>15,571</b>	11,470
Investments	8	5,425	-	-	<b>5,425</b>	2,270
<b>Total income</b>		<b>327,230</b>	<b>-</b>	<b>54,454</b>	<b>381,684</b>	<b>467,721</b>
<b>Expenditure on:</b>						
Raising funds	9	3,907	-	-	<b>3,907</b>	2,846
Charitable activities						
Operation of the charity	10	339,592	-	33,084	<b>372,676</b>	423,389
<b>Total expenditure</b>		<b>343,499</b>	<b>-</b>	<b>33,084</b>	<b>376,583</b>	<b>426,235</b>
<b>Net income/(expenditure)</b>		<b>( 16,269 )</b>	<b>-</b>	<b>21,370</b>	<b>5,101</b>	<b>41,486</b>
Transfers between funds		80,922	( 78,927 )	( 1,995 )	-	-
<b>Net movement of funds</b>		<b>64,653</b>	<b>( 78,927 )</b>	<b>19,375</b>	<b>5,101</b>	<b>41,486</b>
<b>Reconciliation of funds</b>						
Total funds brought forward		130,648	136,877	-	<b>267,525</b>	226,039
<b>Total funds carried forward</b>		<b>195,301</b>	<b>57,950</b>	<b>19,375</b>	<b>272,626</b>	<b>267,525</b>

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 11 to 19 form an integral part of these accounts.

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Charity Number 1117026

Company Number 05775686

**BALANCE SHEET**

As at 31 March 2024

	Notes	£	Total 2024 £	£	Total 2023 £
<b><u>Fixed assets</u></b>					
Tangible assets	17		4,030		-
<b>Total fixed assets</b>			<b>4,030</b>		<b>-</b>
<b><u>Current assets</u></b>					
Debtors	18	70,209		30,003	
Cash at bank and in hand	19	206,078		249,380	
<b>Total current assets</b>		<b>276,287</b>		<b>279,383</b>	
<b>Creditors: amounts falling due within one year</b>	20	<b>( 7,691 )</b>		<b>( 11,858 )</b>	
<b>Net current assets</b>			<b>268,596</b>		<b>267,525</b>
<b>Total assets less current liabilities</b>			<b>272,626</b>		<b>267,525</b>
<b>Total net assets or liabilities</b>			<b>272,626</b>		<b>267,525</b>
<b><u>Funds of the charity</u></b>					
Unrestricted income funds			195,301		130,648
Designated income funds			57,950		136,877
Restricted income funds			19,375		-
<b>Total funds</b>			<b>272,626</b>		<b>267,525</b>

The company was entitled to an exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with the respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

The notes on pages 11 to 19 form an integral part of these accounts.

These financial statements were approved by the Board: 10 October 2024

and are signed on its behalf by: Ross Waldie  
Chair



# **JET JOBS EDUCATION AND TRAINING**

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## **NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2024

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### **1 Accounting Policies**

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **2 Basis of accounting**

#### **2.1 Basis of preparation**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts 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 2019) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

JET Jobs Education And Training meets the definition of a public benefit entity under FRS 102.

#### **2.2 Preparation of the accounts on a going concern basis**

The charity reported total unrestricted funds at the year-end of £195,301 and has already secured a significant amount of funding for the current year.

The financial statements have been prepared on a going concern basis. In making their assessment the trustees have reviewed and considered relevant information, including their annual budget and future cash flows. The trustees are of the view that the immediate future of the charity for the next 12 months is secure and that on this basis the charity is a going concern.

### **3 Income**

#### **3.1 Recognition of income**

Income is recognised when the charity has entitlement to the resources, any performance conditions attached to the item(s) of income have been met, it is more likely than not that the resources will be received and the monetary value can be measured with sufficient reliability.

#### **3.2 Offsetting**

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by FRS102 SORP or FRS102.

#### **3.3 Grants and donations**

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria of income recognition are met.

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#### **3.4 Volunteer help**

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

#### **3.5 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

#### **3.6 Income from membership subscriptions**

Membership subscriptions received in the nature of a gift are recognised in donations and legacies.

Membership subscriptions which gives a member the right to buy services or other benefits are recognised as income earned from the provision of goods and services as income from charitable activities.

#### **3.7 Investment gains and losses**

This includes any realised or unrealised gains or losses on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

#### **3.8 Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

### **4 Expenditure and liabilities**

#### **4.1 Liability recognition**

Liabilities are recognised when it is more likely than not that there is a legal or constructive obligation committing the charity to pay out resources and the amount of the obligation can be measured with reasonable certainty.

#### **4.2 Charitable activities**

Expenditure on charitable activities includes the costs of education, training and other activities undertaken to further the purposes of the charity and their associated support costs.

#### **4.3 Governance and support costs**

Support costs have been allocated between governance cost and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

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#### **4.4 Irrecoverable VAT**

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

#### **4.5 Creditors**

The charity has creditors which are measured at settlement amounts less any trade discounts.

#### **4.6 Provisions for liabilities**

A liability is measured on recognition at its historical cost and then subsequently measured at the best estimate of the amount required to settle the obligation at the reporting date.

### **5 Assets**

#### **5.1 Tangible fixed assets for use by the charity**

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Fixtures fittings and equipment	Straight line over four years
Office and computer equipment	Straight line over four years

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### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### Analysis of income

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>6 Charitable activities</b>					
<u>Income from grants</u>					
Newcastle City Council - White Ribbon	2,800	-	-	<b>2,800</b>	-
Housing association for BNO	2,932	-	-	<b>2,932</b>	-
Newcastle City Learning - employment and pastoral support	20,600	-	-	<b>20,600</b>	16,500
Newcastle Fund	37,500	-	-	<b>37,500</b>	-
North Tyneside Council	5,500	-	-	<b>5,500</b>	10,553
Mental Health Matters	-	-	-	-	11,250
Your Homes Newcastle	-	-	-	-	2,123
The Reece Group	-	-	-	-	12,500
Vita Health Group	38,187	-	-	<b>38,187</b>	22,138
Other	6,288	-	-	<b>6,288</b>	7,812
<u>Income from contracts</u>					
Educational Development Trust (NCS)	77,357	-	-	<b>77,357</b>	93,477
Job Centre Plus	56,575	-	-	<b>56,575</b>	-
Newcastle City Council British Nationals Overseas	49,300	-	-	<b>49,300</b>	57,100
BNO Integration Activities	9,195	-	-	<b>9,195</b>	-
The Wise Group Relational Mentoring Programme	-	-	37,269	<b>37,269</b>	220,528
The Wise Group Relational Mentoring Programme (National Community Lottery Fund)	-	-	17,185	<b>17,185</b>	-
	<u>306,234</u>	<u>-</u>	<u>54,454</u>	<u><b>360,688</b></u>	<u>453,981</u>
<b>7 Other trading activities</b>					
Wicker Chair					
Café income	12,292	-	-	<b>12,292</b>	9,366
Buffets	3,259	-	-	<b>3,259</b>	2,104
Other Income	20	-	-	<b>20</b>	-
	<u>15,571</u>	<u>-</u>	<u>-</u>	<u><b>15,571</b></u>	<u>11,470</u>
<b>8 Income from investments</b>					
Bank interest	5,425	-	-	<b>5,425</b>	2,270
	<u>5,425</u>	<u>-</u>	<u>-</u>	<u><b>5,425</b></u>	<u>2,270</u>

Income was £381,684 (2023: £467,721) of which £327,230 was unrestricted or designated (2023: £247,193) and £54,454 was restricted (2023: £220,528).

## JET JOBS EDUCATION AND TRAINING

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### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### Analysis of expenditure on charitable activities

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>9 Raising funds</b>					
Café supplies	2,765	-	-	<b>2,765</b>	2,557
Café other costs	1,142	-	-	<b>1,142</b>	289
	<u>3,907</u>	<u>-</u>	<u>-</u>	<u><b>3,907</b></u>	<u>2,846</u>

#### 10 Charitable activities

##### Direct costs

Staff costs	302,107	-	29,807	<b>331,914</b>	372,809
Staff training	144	-	-	<b>144</b>	1,924
Staff travel	1,666	-	148	<b>1,814</b>	1,392
Client and volunteer expenses	2,433	-	363	<b>2,796</b>	3,017
Marketing	240	-	33	<b>273</b>	-
Activities and events	2,131	-	-	<b>2,131</b>	70
Grant refundable	-	-	-	-	2,400
Project expenses	-	-	-	-	246

##### Support costs

ICT maintenance and software	4,200	-	210	<b>4,410</b>	6,039
Insurance	792	-	159	<b>951</b>	1,148
Professional fees	312	-	21	<b>333</b>	2,448
Rent and utility costs	16,607	-	437	<b>17,044</b>	13,536
Bank charges	191	-	11	<b>202</b>	284
Stationery and postage	1,330	-	93	<b>1,423</b>	2,618
Telephone, fax and internet	3,560	-	640	<b>4,200</b>	6,083
Other support costs	1,090	-	1,129	<b>2,219</b>	8,145
Staff well-being	1,409	-	33	<b>1,442</b>	-
Depreciation	115	-	-	<b>115</b>	-

##### Governance costs

Legal fees	35	-	-	<b>35</b>	-
Independent examiner's fees for reporting on the accounts	1,230	-	-	<b>1,230</b>	1,230
	<u>339,592</u>	<u>-</u>	<u>33,084</u>	<u><b>372,676</b></u>	<u>423,389</u>

Expenditure on charitable activities was £376,583 (2023: £426,235) of which £343,499 was unrestricted or designated (2023: £215,991) and £33,084 was restricted (2023: £210,244).

#### 11 Fees for examination of the accounts

	2024 £	2023 £
Independent examiner's fees for reporting on the accounts	<b>1,230</b>	1,230
	<u><b>1,230</b></u>	<u>1,230</u>

There were no other fees paid to the examiner (2023: £nil).



## JET JOBS EDUCATION AND TRAINING

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### 12 Analysis of staff costs and the cost of key management personnel

	2024 £	2023 £
Salaries and wages	299,607	338,392
Social security costs	24,886	28,892
Pension costs (defined contribution pension plan)	5,851	5,525
Sessional costs	1,570	-
	<b>331,914</b>	<b>372,809</b>

No employee received remuneration above £60,000 (2023: nil).

The key management personnel of the charity, comprise the Trustees, and the Chief Executive. The total employee benefits of the key management personnel of the charity were £51,092 (2023: £51,899).

#### 13 Staff numbers

The average monthly head count was 13 staff (2023: 18 staff) and the average monthly number of full-time equivalent employees during the year were as follows:

	2024 Number	2023 Number
The parts of the charity in which the employee's work.		
Charitable activities	11.5	16.0
	<b>11.5</b>	<b>16.0</b>

#### 14 Transactions with trustees

None of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

##### Trustees' expenses

No trustee expenses have been incurred in the year.

##### Transaction(s) with related parties

There have been no related party transactions in the reporting period.

#### 15 Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The employer's pension costs represent contributions payable by the charity to the fund and amount to £5,851 (2023: £5,525). There was £0 outstanding as at 31 March 2024 (2023: £0).

#### 16 Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

**JET JOBS EDUCATION AND TRAINING**

(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**

For the year ended 31 March 2024

	Fixtures, fittings and equipment £	Office and computer equipment £	Total £
<b>17 Tangible fixed assets</b>			
<b>Cost</b>			
Balance brought forward	-	-	-
Additions	2,150	1,995	<b>4,145</b>
Disposals	-	-	-
<b>Balance carried forward</b>	<b>2,150</b>	<b>1,995</b>	<b>4,145</b>
<b>Depreciation</b>			
Basis	SL	SL	
Rate	25%	25%	
Balance brought forward	-	-	-
Depreciation charge for year	60	55	<b>115</b>
Disposals	-	-	-
<b>Balance carried forward</b>	<b>60</b>	<b>55</b>	<b>115</b>
<b>Net book value</b>			
<b>Brought forward</b>	-	-	-
<b>Carried forward</b>	<b>2,090</b>	<b>1,940</b>	<b>4,030</b>
<b>18 Debtors and prepayments (receivable within 1 year)</b>			
	<b>2024 £</b>	<b>2023 £</b>	
Trade debtors	<b>63,409</b>	26,536	
Other debtors	<b>6,800</b>	3,467	
	<b>70,209</b>	<b>30,003</b>	
<b>19 Cash at bank and in hand</b>			
	<b>2024 £</b>	<b>2023 £</b>	
Bank deposit account	<b>191,062</b>	237,911	
Bank current account	<b>14,031</b>	8,401	
Cash in hand and pre paid card	<b>985</b>	3,068	
	<b>206,078</b>	<b>249,380</b>	
<b>20 Creditors and accruals (payable within 1 year)</b>			
	<b>2024 £</b>	<b>2023 £</b>	
Taxation and social security	<b>5,921</b>	8,228	
Accruals			
Independent examination of accounts	<b>1,230</b>	1,230	
Room hire	<b>540</b>	-	
Other creditors	-	2,400	
	<b>7,691</b>	<b>11,858</b>	

## JET JOBS EDUCATION AND TRAINING

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### 21 Events after the end of the reporting period

No events (not requiring adjustment to the accounts) have occurred after the end of the reporting period but before the accounts are authorised which relate to conditions that arose after the end of the reporting period.

#### 22 Analysis of charitable funds

##### Analysis of movements in unrestricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Unrestricted funds</b>					
General unrestricted fund	130,648	327,230	( 343,499 )	80,922	<b>195,301</b>
Designated funds					
Strategic development fund	85,000	-	-	( 85,000 )	-
Contingency	51,877	-	-	6,073	<b>57,950</b>
<b>Totals</b>	<b>267,525</b>	<b>327,230</b>	<b>( 343,499 )</b>	<b>1,995</b>	<b>253,251</b>

##### Purpose of unrestricted funds

General unrestricted fund	The 'free reserves' after allowing for designated funds.
Designated funds	
Strategic Development Fund	To fund the continuation of ESOL Learner to Salary Earner project and Integration Programme,
Contingency	To cover potential close down costs of the whole charity.

##### Analysis of movement in restricted funds

	Fund balances brought forward £	Incoming resources £	Resources expended £	Transfers £	Fund balances carried forward £
<b>Restricted funds</b>					
The Wise Group Relational Mentoring Programme	-	37,269	( 31,483 )	-	<b>5,786</b>
The Wise Group Relational Mentoring Programme (National Community Lottery Fund)	-	17,185	( 1,601 )	( 1,995 )	<b>13,589</b>
<b>Totals</b>	<b>-</b>	<b>54,454</b>	<b>( 33,084 )</b>	<b>( 1,995 )</b>	<b>19,375</b>

##### Purpose of restricted funds

Restricted funds represent income resources used for a specific purpose within the charity as identified by the donor.

The Wise Group Relational Mentoring Programme	Partnership programme funded by ESF and Big Lottery, managed by Wise Group to help those furthest from the labour market to access employment and improve their skills.
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## JET JOBS EDUCATION AND TRAINING

(A company limited by guarantee)

### NOTES TO THE FINANCIAL STATEMENTS

For the year ended 31 March 2024

#### 22 Analysis of charitable funds continued

##### Transfers between funds

	Reason for transfer	Amount £
Between Designated Funds and General Unrestricted Funds	Funds previously designated for strategic development are no longer required.	85,000
Between Restricted Funds and General Unrestricted Funds	This represents the value of the fixed assets paid for by the Wise Group contract that were transferred to the fixed asset fund.	1,995

#### 23 Capital commitments

As at 31 March 2024, the charity had no capital commitments (2023 -£nil).

#### 24 Analysis of net assets between funds

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2024 £
Tangible fixed assets	4,030	-	-	4,030
Cash at bank and in hand	128,753	57,950	19,375	206,078
Other net current assets/(liabilities)	62,518	-	-	62,518
	195,301	57,950	19,375	272,626

  

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total 2023 £
Cash at bank and in hand	112,503	136,877	-	249,380
Other net current assets/(liabilities)	18,145	-	-	18,145
	130,648	136,877	-	267,525