

THE JOIN PROJECT

England & Wales · Charity number 1117217

Details

Status Registered

Legal form Other

Registered 2006-12-12

Register [View on the Charity Commission register](#)

Contact

Address The JOIN Project
St Annes Centre
Spring Gardens Lane
Keighley
West Yorkshire
BD20 6LH

Phone 01535665714

Email sarah.parkes@hotmail.com

Website www.joinproject.org.uk

Activities

Objects: 3 THE OBJECTS THE CHARITY'S OBJECTS (THE OBJECTS) ARE: TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE FOR EDUCATION RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR LEARNING DIFFICULTIES, DISABILITY OR SOCIAL CIRCUMSTANCE WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE.

Activities: JOIN provides a broad range of educational and recreational activities for adults with learning disabilities in the Keighley and surrounding areas. JOIN activities include cookery, social activity days, walking, keep-fit, arts & crafts, self-help and self-advocacy. All JOIN activities enable members to improve their health and well being, develop life skills and achieve greater independence.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Disability
- **Who:** People With Disabilities

Geography

- Bradford City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£298,373	£260,254	-	-
2024-03-31	£245,705	£241,636	-	-
2023-03-31	£223,035	£213,559	-	-
2022-03-31	£201,186	£193,547	-	-
2021-03-31	£176,683	£167,207	-	-

Trustees

Name	Role	Appointed
JENNIFER ELIZABETH SCOTT	Chair	
APRIL MARIE MELVIN		
Alexandra Bates		2026-04-28
Angela Michaela Ward		2024-04-23
BEVERLEY PEPPER		2011-08-12
Dougal Amos		2024-04-23
NIGEL HENRY WARD		2017-03-07
Shirley Burge		2026-04-28

THE JOIN PROJECT

England & Wales - Charity number 1117217

Accounts

The JOIN Project

Charity number 1117217

Annual Report and Financial Statements

for the year ended 31 March 2025



The JOIN Project

Annual Report and Financial Statements for the year ended 31 March 2025

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Prepared by West Yorkshire Community Accountancy Service CIO

The JOIN Project

Trustees' report for the year ended 31 March 2025

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenny Scott	Chair	
Beverley Pepper	Vice Chair	
April Birch	Treasurer	Resigned 3 May 2024
Peter Burke	Secretary	Resigned 31 December 2024
April Melvin		
Nigel Ward		
Patricia Janecki		Resigned 3 May 2024
Dougal Amos		Appointed 23 April 2024
Angela Ward		Appointed 23 April 2024

Charity number 1117217 Registered in England and Wales

Registered and principal address	Bankers
St Annes Centre Spring Gardens Lane Keighley BD20 6LH	Lloyds Bank plc 45 Hustlergate Bradford BD1 1NT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 7 July 2006 as amended 17 November 2006.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

The JOIN Project

Trustees' report (continued) for the year ended 31 March 2025

Objectives and activities

The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their learning difficulties, disability or social circumstance with the object of improving their conditions of life.

The charity's main activities

The JOIN Project is a local charity that runs educational and recreational activities for adults with learning disabilities who live in the Keighley area.

JOIN activities include cookery, social activity days, life skills, keep-fit, arts and crafts and self-help. All of the activities help people with learning disabilities to feel valued and to lead active and healthy lives. JOIN activities help members to:

- Improve their health and well being
- Boost their confidence and self esteem
- Develop life skills
- Make new friends and benefit from peer support
- Reduce stress and social isolation
- Achieve greater independence
- Integrate into the local community.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

We have had another busy and successful year running 6 projects, 5 days each week, for 33 adults who have learning disabilities, (JOIN members). We provided 245 days of activities and had over 3,619 attendances to those activities, from our JOIN members.

All of JOIN's activities have enabled adults with learning disabilities to feel valued, have fun, meet new people, learn new skills, develop confidence and achieve greater independence.

Financial review

The net income for the year was £38,119, all relating to unrestricted funds.

Reserves policy

The JOIN Project aims to keep at least two months, but no more than six months, running costs in reserve in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close. This would equate to £50,000 and £150,000 based on budgeted expenditure of approximately £300,000.

The charity's free reserves, excluding fixed assets, at the year end were £111,581.

Approved by the board of trustees on 2/9/2025

Jenny Scott (Trustee)

The JOIN Project

Independent examiner's report to the trustees of The JOIN Project

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2025, which are set out on pages 5 to 12.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. 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

Since the charity's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACIE which is one of the listed bodies.

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

2/9/2025

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The JOIN Project
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2025

	Notes	2025 Unrestricted funds £	2025 Restricted funds £	2025 Total funds £	2024 Total funds £
Income from:					Restated
Grants and donations	(2)	31,000	5,134	36,134	7,851
Direct payments		265,956	-	265,956	237,579
Other income		1,417	-	1,417	275
Total income		<u>298,373</u>	<u>5,134</u>	<u>303,507</u>	<u>245,705</u>
Expenditure on:					
Salaries, NIC and pensions	(3)	193,262	4,034	197,296	183,722
Payroll charges		1,022	-	1,022	885
Travel		-	-	-	66
Training		125	1,100	1,225	810
Rent and room hire		17,400	-	17,400	10,949
Telephone		369	-	369	735
Postage		69	-	69	76
Stationery and photocopying		87	-	87	202
Insurance		2,275	-	2,275	1,206
Premises costs, repairs and maintenance		28,478	-	28,478	32,162
Special projects		821	-	821	1,896
Project equipment		824	-	824	4,567
Project materials		4,051	-	4,051	3,811
Cookery provisions		8,207	-	8,207	4,193
Other provisions		60	-	60	3,323
Coronavirus (COVID-19) expenses		-	-	-	289
Accountancy and bookkeeping		705	-	705	506
Independent examination		720	-	720	567
Miscellaneous items		396	-	396	67
Web hosting		206	-	206	367
Depreciation		1,177	-	1,177	287
Total expenditure		<u>260,254</u>	<u>5,134</u>	<u>265,388</u>	<u>250,686</u>
Net income / (expenditure)		<u>38,119</u>	<u>-</u>	<u>38,119</u>	<u>(4,981)</u>
Fund balances brought forward		<u>76,707</u>	<u>-</u>	<u>76,707</u>	<u>81,688</u>
Fund balances carried forward	(4)	<u>114,826</u>	<u>-</u>	<u>114,826</u>	<u>76,707</u>

All incoming resources and resources expended derive from continuing activities.

The JOIN Project
Balance sheet
as at 31 March 2025

	2025	2025	2025	2024
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Fixed assets				Restated
Tangible assets	(5) 3,245	-	3,245	862
Total fixed assets	<u>3,245</u>	<u>-</u>	<u>3,245</u>	<u>862</u>
Current assets				
Debtors and prepayments	(6) 2,845	-	2,845	77
Cash at bank and in hand	(7) 109,626	-	109,626	76,518
Total current assets	<u>112,471</u>	<u>-</u>	<u>112,471</u>	<u>76,595</u>
Current liabilities:				
amounts falling due within one year				
Creditors and accruals	(8) 890	-	890	750
Total current liabilities	<u>890</u>	<u>-</u>	<u>890</u>	<u>750</u>
Net current assets / (liabilities)	<u>111,581</u>	<u>-</u>	<u>111,581</u>	<u>75,845</u>
Net assets	<u>114,826</u>	<u>-</u>	<u>114,826</u>	<u>76,707</u>
Funds				
Unrestricted funds				
General unrestricted funds	104,826	-	104,826	71,707
Designated funds	(9) 10,000	-	10,000	5,000
Unrestricted funds	<u>114,826</u>	<u>-</u>	<u>114,826</u>	<u>76,707</u>
Restricted funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total funds	<u>114,826</u>	<u>-</u>	<u>114,826</u>	<u>76,707</u>

The financial statements were approved by the board of trustees on 2/9/2025

Jenny Scott (Trustee)

The JOIN Project

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies

Basis of accounting

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 financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The basis of accounting has changed from cash basis to accruals basis. The comparative figures have been restated to reflect this change and details of specific changes have been provided in the notes.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources.

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Tangible fixed assets

Tangible fixed assets are capitalised and included at cost including any incidental expenses of acquisition. Gifted assets are shown at the value to the charity on receipt.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Project and office equipment: over 4 years

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

The JOIN Project

Notes to the accounts

for the year ended 31 March 2025

1 Accounting policies continued

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

The JOIN Project

Notes to the accounts continued

for the year ended 31 March 2025

2 Grants and donations	2025	2025	2025	2024
	Unrestricted funds	Restricted funds	Total funds	Total funds
	£	£	£	£
Ambler Way Support Service Charity Fund	1,000	-	1,000	-
City of Bradford Met. Dist. Council (CBMDC)	-	4,034	4,034	7,551
People's Postcode Lottery	30,000	-	30,000	-
Workforce Development Funding	-	1,100	1,100	-
Dept Health and Social Care	-	-	-	300
	<u>31,000</u>	<u>5,134</u>	<u>36,134</u>	<u>7,851</u>

3 Staff costs and numbers	2025	2024
	£	£
Gross salaries	175,708	164,088
Social security costs	16,496	15,106
Employment allowance	(5,000)	(5,000)
Pensions	10,092	9,528
	<u>197,296</u>	<u>183,722</u>

The average number of employees during the year was 6.9, being an average of 5.5 full time equivalent (2024: 6, 4.3 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2025	2024
	£	£
Costs of the scheme to the charity for the year	10,092	9,528
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
CBMC - Healthy Ageing	-	4,034	4,034	-	-
LCC Workforce Development	-	1,100	1,100	-	-
	<u>-</u>	<u>5,134</u>	<u>5,134</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
CBMC - Healthy Ageing	Towards the salary of a Healthy Ageing Project worker.
LCC Workforce Development	Towards the cost of staff training.

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2025

5 Tangible assets	Project equipment	Total
<u>Cost</u>	£	£
At 1 April 2024	1,149	1,149
Additions	3,560	3,560
At 31 March 2025	<u>4,709</u>	<u>4,709</u>
<u>Depreciation</u>		
At 1 April 2024	287	287
Charge for year	1,177	1,177
At 31 March 2025	<u>1,464</u>	<u>1,464</u>
<u>Net book value</u>		
At 31 March 2025	<u>3,245</u>	<u>3,245</u>
At 31 March 2024	<u>862</u>	<u>862</u>
6 Debtors and prepayments	2025	2024
	£	£
		Restated
Prepayments	699	-
Other debtors	2,146	77
	<u>2,845</u>	<u>77</u>
7 Cash at bank and in hand	2025	2024
	£	£
Cash at bank	109,538	76,501
Cash in hand	88	17
	<u>109,626</u>	<u>76,518</u>
8 Creditors and accruals	2025	2024
	£	£
		Restated
Accruals	890	750
	<u>890</u>	<u>750</u>

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2025

9 Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Premises fund	5,000	-	-	5,000	10,000
	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>10,000</u>

Fund name	Reason for designation
Premises fund	Towards the cost of moving premises and any related improvements.

10 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

Details of remuneration and benefits

		2025	2024
		£	£
Angela Michaela Ward	Gross pay inc benefits	46,050	-
		<u>46,050</u>	<u>-</u>

Reason for remuneration

The trustee was employed in the role of Support Manager.

Legal authority for the payment

The legal authority for the payment is via a provision within the charity's governing document.

No other trustee received any remuneration or benefit during this or the previous year.

11 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:	2025	2024
	£	£
Within one year	20,660	20,660
In the second to fifth years inclusive	80,385	81,045
Over five years from the balance sheet date	6,667	26,667
	<u>107,712</u>	<u>128,372</u>

12 Changes to previous year's figures in the accounts due to change in accounting basis.

Fixed assets have been brought in at cost £1,149 less depreciation £287.

Other debtors at the year end have been included at £77.

Creditors and accruals at the year end have been included at £750.

The JOIN Project

Statement of Financial Activities including comparatives for all funds (including summary income and expenditure account) for the year ended 31 March 2025

	2025 Unrestricted funds £	2024 Unrestricted funds £	2025 Restricted funds £	2024 Restricted funds £	2025 Total funds £	2024 Total funds £
Income						
Grants and donations	31,000	-	5,134	7,851	36,134	7,851
Direct payments	265,956	237,579	-	-	265,956	237,579
Other income	1,417	275	-	-	1,417	275
Total income	298,373	237,854	5,134	7,851	303,507	245,705
Expenditure						
Salaries, NIC and pensions	193,262	175,871	4,034	7,851	197,296	183,722
Payroll charges	1,022	885	-	-	1,022	885
Travel	-	66	-	-	-	66
Training	125	810	1,100	-	1,225	810
Rent and room hire	17,400	10,949	-	-	17,400	10,949
Telephone	369	735	-	-	369	735
Postage	69	76	-	-	69	76
Stationery and photocopying	87	202	-	-	87	202
Insurance	2,275	1,206	-	-	2,275	1,206
Premises costs, repairs and maintenance	28,478	32,162	-	-	28,478	32,162
Special projects	821	1,896	-	-	821	1,896
Project equipment	824	4,567	-	-	824	4,567
Project materials	4,051	3,811	-	-	4,051	3,811
Cookery provisions	8,207	4,193	-	-	8,207	4,193
Other provisions	60	3,323	-	-	60	3,323
Coronavirus (COVID-19) expenses	-	289	-	-	-	289
Accountancy and bookkeeping	705	506	-	-	705	506
Independent examination	720	567	-	-	720	567
Miscellaneous items	396	67	-	-	396	67
Web hosting	206	367	-	-	206	367
Legal and professional	-	-	-	-	-	-
Total expenditure	260,254	242,835	5,134	7,851	265,388	250,686
Net income / (expenditure)	38,119	(4,981)	-	-	38,119	(4,981)
Fund balances brought forward	76,707	81,688	-	-	76,707	81,688
Fund balances carried forward	114,826	76,707	-	-	114,826	76,707

THE JOIN PROJECT

England & Wales - Charity number 1117217

Accounts

The JOIN Project

Charity number 1117217

Annual Report and Financial Statements

for the year ended 31 March 2024



The JOIN Project

Annual Report and Financial Statements for the year ended 31 March 2024

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Prepared by West Yorkshire Community Accountancy Service CIO

The JOIN Project

Trustees' report for the year ended 31 March 2024

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenny Scott	Chair	
Beverley Pepper	Vice Chair	
April Birch	Treasurer	
Peter Burke	Secretary	
April Melvin		
Nigel Ward		
Patricia Janecki		

Charity number 1117217 Registered in England and Wales

Registered and principal address	Bankers
St Annes Centre	Lloyds Bank plc
Spring Gardens Lane	45 Hustlergate
Keighley	Bradford
BD20 6LH	BD1 1NT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
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LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 7 July 2006 as amended 17 November 2006.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

The JOIN Project

Trustees' report (continued) for the year ended 31 March 2024

Objectives and activities

The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their learning difficulties, disability or social circumstance with the object of improving their conditions of life.

The charity's main activities

The JOIN Project is a local charity that runs educational and recreational activities for adults with learning disabilities who live in the Keighley area.

JOIN activities include cookery, social activity days, life skills, keep-fit, arts and crafts and self-help. All of the activities help people with learning disabilities to feel valued and to lead active and healthy lives. JOIN activities help members to:

- Improve their health and well being
- Boost their confidence and self esteem
- Develop life skills
- Make new friends and benefit from peer support
- Reduce stress and social isolation
- Achieve greater independence
- Integrate into the local community.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

We have had another busy year and have taken new JOIN members on all projects. Over the year we ran 6 projects, for 36 different people, over 5 days each week. We provided 245 days of activities and had over 3,596 attendances to those activities, from our JOIN members.

Our greatest achievement this year has been moving premises to the St. Anne's Centre, Keighley, without having to close at all. We have renovated the premises so they are fit-for-purpose and this will enable JOIN to achieve steady growth and be secure, into future years.

Financial review

The net receipts for the year were £4,069, all relating to unrestricted funds.

Reserves policy

The JOIN Project aims to keep at least two months, but no more than six months, running costs in reserve in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

The charity's free reserves, at the year end were £76,518.

Approved by the board of trustees on 24/09/2024

Jenny Scott (Trustee)

The JOIN Project

Independent examiner's report to the trustees of The JOIN Project

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2024, which are set out on pages 5 to 8.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 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 a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

26/09/2024

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The JOIN Project
Receipts and payments account
for the year ended 31 March 2024

	Notes	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
Receipts					
Grants and donations	(2)	-	7,851	7,851	6,492
Direct payments		237,579	-	237,579	216,205
Other income		275	-	275	338
Total receipts		237,854	7,851	245,705	223,035
Payments					
Salaries, NIC and pensions		172,482	7,851	180,333	166,229
Payroll charges		885	-	885	1,055
Travel		66	-	66	55
Training		810	-	810	841
Volunteers expenses		-	-	-	93
Rent and room hire		10,949	-	10,949	19,123
Telephone		735	-	735	557
Postage		76	-	76	140
Stationery and photocopying		202	-	202	135
Insurance		1,206	-	1,206	1,004
New premises costs		25,662	-	25,662	6,500
Repairs, maintenance, health and safety		-	-	-	255
Special projects		1,896	-	1,896	1,517
Project equipment		5,716	-	5,716	4,270
Project materials		3,811	-	3,811	3,401
Cookery provisions		4,193	-	4,193	4,608
Other provisions		3,323	-	3,323	1,463
Coronavirus (COVID-19) expenses		289	-	289	984
Accountancy and bookkeeping		483	-	483	320
Independent examination		567	-	567	540
Miscellaneous items		67	-	67	-
Web hosting		367	-	367	109
Legal and professional		-	-	-	360
Total payments		233,785	7,851	241,636	213,559
Net receipts / (payments)		4,069	-	4,069	9,476
Fund balances brought forward		72,449	-	72,449	62,973
Fund balances carried forward	(3)	76,518	-	76,518	72,449

The JOIN Project
Statement of assets and liabilities
as at 31 March 2024

	2024	2024	2024	2023
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	76,501	-	76,501	72,281
Cash in hand	17	-	17	168
Total cash funds	<u>76,518</u>	<u>-</u>	<u>76,518</u>	<u>72,449</u>

Debtors and prepayments	2024
	£
Funds held at payroll company	<u>77</u>
	<u>77</u>

Assets retained for the charity's own use

The charity owns a number of items of furniture, PCs, laptops and equipment which have an insurance value of £20,000.

Liabilities	2024
	£
Accruals	<u>750</u>
	<u>750</u>

The financial statements were approved by the board of trustees on 24/09/2024

Jenny Scott (Trustee)

The JOIN Project

Notes to the accounts

for the year ended 31 March 2024

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2024

2 Grants and donations	2024 Unrestricted funds £	2024 Restricted funds £	2024 Total funds £	2023 Total funds £
City of Bradford Met. Dist. Council (CBMDC)	-	7,551	7,551	5,092
Dept Health and Social Care	-	300	300	1,400
	<u>-</u>	<u>7,851</u>	<u>7,851</u>	<u>6,492</u>

3 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Healthy Ageing Project	-	7,551	7,551	-	-
Dept Health and Social Care	-	300	300	-	-
	<u>-</u>	<u>7,851</u>	<u>7,851</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Healthy Ageing Project	Funding from CBMDC towards the salary of the Healthy Ageing Project Worker.
Dept Health and Social Care	To ensure their staff are up-to-date with training, industry standards and learning key skills, needed to work in the social care sector.

Designated funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Premises fund	15,000	-	10,000	-	5,000
	<u>15,000</u>	<u>7,851</u>	<u>17,851</u>	<u>-</u>	<u>5,000</u>

Fund name	Reason for designation
Premises fund	Towards the cost of moving premises and any related improvements.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

THE JOIN PROJECT

England & Wales - Charity number 1117217

Accounts

The JOIN Project

Charity number 1117217

Annual Report and Financial Statements

for the year ended 31 March 2023



West Yorkshire Community Accounting Service

The JOIN Project

Annual Report and Financial Statements for the year ended 31 March 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

The JOIN Project

Trustees' report for the year ended 31 March 2023

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenny Scott	Chair	
Beverley Pepper	Vice Chair	
April Birch	Treasurer	
Peter Burke	Secretary	
April Melvin		
Nigel Ward		
Charlotte Longbottom		Resigned April 2022
Patricia Janecki		
Joel Griffiths		Resigned April 2022
Charity number	1117217	Registered in England and Wales

Registered and principal address

Rooms 5-7, Springfield Mill
Oakworth Road
Keighley
BD21 1SL

Bankers

Lloyds Bank plc
45 Hustlergate
Bradford
BD1 1NT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 7 July 2006 as amended 17 November 2006.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

The JOIN Project

Trustees' report (continued) for the year ended 31 March 2023

Objectives and activities

The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their learning difficulties, disability or social circumstance with the object of improving their conditions of life.

The charity's main activities

The JOIN Project is a local charity that runs educational and recreational activities for adults with learning disabilities who live in the Keighley area.

JOIN activities include cookery, social activity days, life skills, keep-fit, arts and crafts and self-help. All of the activities help people with learning disabilities to feel valued and to lead active and healthy lives. JOIN activities help members to:

- Improve their health and well being
- Boost their confidence and self esteem
- Develop life skills
- Make new friends and benefit from peer support
- Reduce stress and social isolation
- Achieve greater independence
- Integrate into the local community.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

January 2023 marks JOIN's 30th anniversary. JOIN started in 1993 in response to adults with learning disabilities seen wandering around Keighley with nothing to do. The project began as 2 weekly 'drop-in's' and has grown over the years to provide a range of activities over 5 days every week. All JOIN's activities continue to help people with learning disabilities to feel valued and to be part of the local community.

From 1st April 2022 to 31st March 2023, JOIN ran 242 days of activities for JOIN members and had 3,295 attendances to those activities.

Financial review

The net receipts for the year were £9,476, all relating to unrestricted funds.

Reserves policy

The JOIN Project aims to keep at least two months, but no more than six months, running costs in reserve in order to enable the smooth running of the charity and to allow for an orderly winding up should the charity need to close.

The charity's free reserves, at the year end were £72,449 This would equate to approximately £35,000 to £107,000 based on forecast expenditure of £214,500.

Included within the reserves figure is a sum of £15,000 being designated towards the cost of moving premises and any improvements required. This leaves £57,449 as unrestricted free reserves. There is some uncertainty around the costs required in the move to the new premises but we have considered that £15,000 is a reasonable provision.

Approved by the board of trustees on 15/08/2023

Jenny Scott (Trustee)

The JOIN Project

Independent examiner's report to the trustees of The JOIN Project

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023, which are set out on pages 5 to 8.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act;
- 2 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 a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

15/08/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The JOIN Project
Receipts and payments account
for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Receipts					
Grants and donations	(2)	-	6,492	6,492	14,441
Direct payments		216,205	-	216,205	186,531
Other income		338	-	338	214
Total receipts		216,543	6,492	223,035	201,186
Payments					
Salaries, NIC and pensions		159,737	6,492	166,229	151,958
Payroll charges		1,055	-	1,055	1,000
Travel		55	-	55	38
Training		841	-	841	800
Volunteers expenses		93	-	93	244
Rent and room hire		19,123	-	19,123	15,515
Telephone		557	-	557	1,228
Postage		140	-	140	145
Stationery and photocopying		135	-	135	433
Insurance		1,004	-	1,004	920
New premises costs		6,500	-	6,500	2,844
Repairs, maintenance, health and safety		255	-	255	-
Special projects		1,517	-	1,517	1,135
Project equipment		4,270	-	4,270	5,819
Project materials		3,401	-	3,401	2,936
Cookery provisions		4,608	-	4,608	4,012
Other provisions		1,463	-	1,463	1,050
Coronavirus (COVID-19) expenses		984	-	984	2,361
Accountancy and bookkeeping		320	-	320	345
Independent examination		540	-	540	540
Bank service charge		-	-	-	149
Web hosting		109	-	109	75
Legal and professional		360	-	360	
Total payments		207,067	6,492	213,559	193,547
Net receipts / (payments)		9,476	-	9,476	7,639
Fund balances brought forward		62,973	-	62,973	55,334
Fund balances carried forward	(3)	72,449	-	72,449	62,973

The JOIN Project
Statement of assets and liabilities
as at 31 March 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	72,281	-	72,281	62,492
Cash in hand	168	-	168	481
Total cash funds	<u>72,449</u>	<u>-</u>	<u>72,449</u>	<u>62,973</u>

Debtors and prepayments	2023
	£
Prepayments	6,500
Funds held at payroll company	3,466
	<u>9,966</u>

Assets retained for the charity's own use

The charity owns a number of items of furniture, PCs, laptops and equipment which have an insurance value of £20,000.

Liabilities	2023
	£
Accruals	727
	<u>727</u>

The financial statements were approved by the board of trustees on 15/08/2023

Jenny Scott (Trustee)

The JOIN Project

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2023

2 Grants and donations	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
City of Bradford Met. Dist. Council (CBMDC)	-	5,092	5,092	13,435
Dept Health and Social Care	-	1,400	1,400	-
Other donations	-	-	-	1,006
	<u>-</u>	<u>6,492</u>	<u>6,492</u>	<u>14,441</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Healthy Ageing Project	-	5,092	5,092	-	-
Dept Health and Social Care	-	1,400	1,400	-	-
	<u>-</u>	<u>6,492</u>	<u>6,492</u>	<u>-</u>	<u>-</u>

Fund name	Purpose of restriction
Healthy Ageing Project	Funding from CBMDC towards the salary of the Healthy Ageing Project Worker.
Dept Health and Social Care	To ensure their staff are up-to-date with training, industry standards and learning key skills, needed to work in the social care sector.

Designated funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
Premises fund	15,000	-	-	-	15,000
	<u>15,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,000</u>

Fund name	Reason for designation
Premises fund	Towards the cost of moving premises and any related improvements.

Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

THE JOIN PROJECT

England & Wales - Charity number 1117217

Accounts

The JOIN Project

Charity number 1117217

Annual Report and Financial Statements for the year ended 31 March 2022



West Yorkshire Community Accounting Service

The JOIN Project

Annual Report and Financial Statements for the year ended 31 March 2022

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Prepared by West Yorkshire Community Accountancy Service CIO

The JOIN Project

Trustees' report for the year ended 31 March 2022

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Jenny Scott	Chair	
Beverley Pepper	Vice Chair	
April Birch	Treasurer	
Peter Burke	Secretary	
April Melvin		
Nigel Ward		
Charlotte Longbottom		
Patricia Janecki		
Joel Griffiths		Resigned April 2022

Charity number	1117217	Registered in England and Wales
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Registered and principal address

Rooms 5-7, Springfield Mill
Oakworth Road
Keighley
BD21 1SL

Bankers

Lloyds Bank plc
45 Hustlergate
Bradford
BD1 1NT

Independent examiner

Simon Bostrom FCIE

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 7 July 2006 as amended 17 November 2006.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

The JOIN Project

Trustees' report (continued) for the year ended 31 March 2022

Objectives and activities

The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their learning difficulties, disability or social circumstance with the object of improving their conditions of life.

The charity's main activities

The JOIN Project is a local charity that runs educational and recreational activities for adults with learning disabilities who live in the Keighley area.

JOIN activities include cookery, social activity days, life skills, keep-fit, arts and crafts and self-help. All of the activities help people with learning disabilities to feel valued and to lead active and healthy lives. JOIN activities help members to:

- Improve their health and well being
- Boost their confidence and self esteem
- Develop life skills
- Make new friends and benefit from peer support
- Reduce stress and social isolation
- Achieve greater independence
- Integrate into the local community.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

Achievements and performance

We have had a really busy year at JOIN despite it being another difficult year due to COVID. We have worked to strict COVID-secure protocols throughout the pandemic of staff testing, social distancing during all JOIN activities, mask wearing, temperature taking and hand washing and we continue to do so.

Being careful and working together with our JOIN members, their carers, families and support services has ensured all JOIN members stayed as safe as possible and has enabled JOIN to stay open throughout the year and run all of our core activities.

Financial review

The net receipts for the year were £7,639, including net receipts of £7,639 on unrestricted funds and net receipts of £0 on restricted funds after transfers.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £62,973.

The trustees aim to keep at least 2 months (but no more than 6 months) running costs in reserve.

Included within the reserves figure is a sum of £15,000 being designated towards the cost of moving premises and any improvements required.

Signed on behalf of the board of trustees on 13 September 2022

Jenny Scott (Trustee)

The JOIN Project

Independent examiner's report to the trustees of The JOIN Project

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022, which are set out on pages 5 to 8.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Simon Bostrom FCIE

14 September 2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The JOIN Project
Receipts and payments account
for the year ended 31 March 2022

	Notes	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
Receipts					
Grants and donations	(2)	1,006	13,435	14,441	11,490
Direct payments		186,531	-	186,531	165,193
Other income		214	-	214	-
Total receipts		<u>187,751</u>	<u>13,435</u>	<u>201,186</u>	<u>176,683</u>
Payments					
Salaries, NIC and pensions		142,028	10,050	152,078	134,403
Payroll charges		880	-	880	978
Travel		38	-	38	360
Training		800	-	800	1,434
Volunteers expenses		244	-	244	-
Rent and room hire		15,155	360	15,515	14,690
Telephone		1,228	-	1,228	1,506
Postage		145	-	145	1,143
Stationery and photocopying		433	-	433	1,066
Accountancy and bookkeeping		345	-	345	660
Independent examination		540	-	540	420
Special projects		1,135	-	1,135	192
Project equipment		3,909	1,910	5,819	729
Project materials		2,936	-	2,936	2,563
Insurance		920	-	920	960
Cookery provisions		4,012	-	4,012	-
Bank service charge		149	-	149	142
Coronavirus (COVID-19) expenses		1,246	1,115	2,361	4,774
Other provisions		1,050	-	1,050	1,045
Other payments		75	-	75	142
New premises		2,844	-	2,844	-
Total payments		<u>180,112</u>	<u>13,435</u>	<u>193,547</u>	<u>167,207</u>
Net income / (expenditure)		7,639	-	7,639	9,476
Fund balances brought forward		<u>55,334</u>	-	<u>55,334</u>	<u>45,858</u>
Fund balances carried forward	(3)	<u>62,973</u>	-	<u>62,973</u>	<u>55,334</u>

The JOIN Project

Statement of assets and liabilities as at 31 March 2022

	2022	2022	2022	2021
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	62,492	-	62,492	55,327
Cash in hand	481	-	481	7
Total cash funds	<u>62,973</u>	<u>-</u>	<u>62,973</u>	<u>55,334</u>

Amounts owed to the charity

Bradford Community Payroll and Accounts			£	
			<u>3,516</u>	
			<u>3,516</u>	

Assets retained for the charity's own use

The charity owns a number of items of furniture, PCs, laptops and equipment which have an insurance value of £20,000.

Liabilities

Accountancy and bookkeeping			£	
Independent examination			160	
			<u>540</u>	
			<u>700</u>	

The financial statements were approved by the board of trustees on 13 September 2022

Jenny Scott (Trustee)

The JOIN Project

Notes to the accounts

for the year ended 31 March 2022

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2022

2 Grants and donations	2022 Unrestricted funds £	2022 Restricted funds £	2022 Total funds £	2021 Total funds £
City of Bradford Met. Dist. Council (CBMDC)	-	13,435	13,435	9,750
Other donations	1,006	-	1,006	1,740
	<u>1,006</u>	<u>13,435</u>	<u>14,441</u>	<u>11,490</u>

3 Restricted funds	Balance b/f £	Receipts £	Payments £	Transfers £	Balance c/f £
Healthy Ageing Project	-	9,750	9,750	-	-
Infection Protection Fund	-	3,685	3,685	-	-
	<u>-</u>	<u>13,435</u>	<u>13,435</u>	<u>-</u>	<u>-</u>

Fund name

Healthy Ageing Project

Purpose of restriction

Funding from CBMDC towards the salary of the Healthy Ageing Project Worker.

Infection Protection Fund

Funding from CBMDC towards infection control expenditure due to Covid-19.

3 Designated funds	Balance b/f £	Receipts £	Payments £	Transfers £	Balance c/f £
Premises fund	10,000	-	-	5,000	15,000
	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>15,000</u>

Fund name

Premises fund

Purpose of designation

Towards the cost of moving premises and any related improvements.

4 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

THE JOIN PROJECT

England & Wales - Charity number 1117217

Accounts

The JOIN Project

Charity number 1117217

Annual Report and Financial Statements for the year ended 31 March 2021



The JOIN Project

Annual Report and Financial Statements for the year ended 31 March 2021

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The JOIN Project

Trustees' report for the year ended 31 March 2021

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

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Date
Jenny Scott	Chair	
Beverley Pepper	Vice Chair	
April Birch	Treasurer	
Peter Burke	Secretary	
April Melvin		
Nigel Ward		
Charlotte Longbottom		
Patricia Janecki		
Joel Griffiths		Appointed March 2021

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1117217, on 12 December 2006.

Principal address

Rooms 5-7, Springfield Mill
Oakworth Road
Keighley
BD21 1SL

Bankers

Lloyds Bank plc
45 Hustlergate
Bradford
BD1 1NT

Independent examiner

Helen Galvin FCCA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a constitution adopted on 7 July 2006 as amended 17 November 2006.

Method of recruitment and appointment of trustees

The trustees of the charity are appointed by the members at the AGM.

Objectives and activities

The charity's objects

To provide or assist in the provision of facilities in the interests of social welfare for education, recreation or other leisure time occupation of individuals who have need of such facilities by reason of their learning difficulties, disability or social circumstance with the object of improving their conditions of life.

Public benefit statement

In setting our objectives and planning our activities our trustees have given serious consideration to the Charity Commission's general guidance on public benefit.

The JOIN Project

Trustees' report (continued) for the year ended 31 March 2021

Objectives and activities (continued)

The charity's main activities

The JOIN Project is a local charity that runs educational and recreational activities for adults with learning disabilities who live in the Keighley area.

JOIN activities include cookery, social activity days, life skills, keep-fit, arts and crafts and self-help. All of the activities help people with learning disabilities to feel valued and to lead active and healthy lives. JOIN activities help members to:

- Improve their health and well being
- Boost their confidence and self esteem
- Develop life skills
- Make new friends and benefit from peer support
- Reduce stress and social isolation
- Achieve greater independence
- Integrate into the local community.

Achievements and performance

The JOIN Project has worked continuously throughout the Coronavirus pandemic to support the physical and emotional wellbeing of all JOIN members and their family carers. The organisation has adapted to changing restrictions and legislation throughout the pandemic and has kept people with learning disabilities safe, well and occupied during the year.

JOIN's building-based daytime activities had to close as the first 'lockdown' began in March 2020. JOIN's Business Continuity Plans were approved by Bradford Council's funding commissioners allowing JOIN to provide an alternative service consisting of:

- daily safeguarding and welfare checks
- shopping for essential food items and medications
- weekly letters with news and things to do
- delivery of art therapy bundles of activities to keep people busy.

When restrictions eased in May 2020, JOIN staff members also travelled around the district visiting people in their gardens and taking people out for local walks.

JOIN gained permission to reopen its 'COVID secure' building-based daytime activity service in October 2020 and has remained open since, including subsequent lockdowns.

Financial review

The net receipts for the year were £9,476, all from unrestricted funds.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £55,334.

The trustees aim to keep at least 2 months (but no more than 6 months) running costs in reserve.

The trustees have agreed to hold a designated fund of £10,000 towards the costs of moving premises and any improvements required.

JOIN finished the financial year with an unexpected surplus. A large proportion of this surplus was due to a reimbursement from Bradford Council for contracts that were terminated without notice in the autumn of 2020.

After negotiations, these contracts were reinstated and the money reimbursed at the end of March 2021 (value £5,956).

Signed on behalf of the board of trustees:

Date: 2nd August 2021

Signed: A. Birch (Trustee)

Name: April Birch

The JOIN Project

Independent examiner's report to the trustees of The JOIN Project

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 5 to 8.

Responsibilities and basis of report

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

I report in respect of my examination of the Trust's accounts as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

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

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:  Name: Helen Galvin

Relevant professional qualification or body: FCCA

Date: 17th August 2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The JOIN Project
Receipts and payments account
for the year ended 31 March 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Receipts					
Grants and donations	(2)	1,740	9,750	11,490	12,056
Direct payments		165,193	-	165,193	165,387
JOIN members contributions		-	-	-	164
Other income		-	-	-	31
Total receipts		<u>166,933</u>	<u>9,750</u>	<u>176,683</u>	<u>177,638</u>
Payments					
Salaries, NIC and pensions	(3)	124,653	9,750	134,403	143,374
Payroll charges		978	-	978	1,246
Travel		360	-	360	492
Training		1,434	-	1,434	870
Volunteers expenses		-	-	-	105
Rent and room hire		14,690	-	14,690	14,170
Telephone		1,506	-	1,506	1,575
Postage		1,143	-	1,143	113
Stationery and photocopying		1,066	-	1,066	205
Accountancy and bookkeeping		660	-	660	425
Independent examination		420	-	420	420
Special projects		192	-	192	2,510
Project equipment		729	-	729	2,360
Project materials		2,563	-	2,563	2,358
Insurance		960	-	960	945
Cookery provisions		-	-	-	3,793
Bank service charge		142	-	142	212
Coronavirus (COVID-19) expenses		4,774	-	4,774	-
Other provisions		1,045	-	1,045	979
Other payments		142	-	142	299
Total payments		<u>157,457</u>	<u>9,750</u>	<u>167,207</u>	<u>176,451</u>
Net receipts		<u>9,476</u>	<u>-</u>	<u>9,476</u>	<u>1,187</u>
Fund balances brought forward		<u>45,858</u>	<u>-</u>	<u>45,858</u>	<u>44,671</u>
Fund balances carried forward	(4)	<u>55,334</u>	<u>-</u>	<u>55,334</u>	<u>45,858</u>

The JOIN Project
Statement of assets and liabilities
as at 31 March 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	55,327	-	55,327	45,851
Cash in hand	<u>7</u>	<u>-</u>	<u>7</u>	<u>7</u>
Total cash funds	<u>55,334</u>	<u>-</u>	<u>55,334</u>	<u>45,858</u>

Other monetary assets			£	
Bradford Community Payroll and Accounts			<u>1,254</u>	

Assets retained for the charity's own use

The charity owns a number of items of furniture, PCs, laptops and equipment which have an insurance value of £20,000.

Liabilities		£
Accountancy and bookkeeping		185
Independent examination		540
Telephone		<u>363</u>
		<u>1,088</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Date: 2nd August 2021

Signed: A. Birch (Trustee)

Name: April Birch

The JOIN Project

Notes to the accounts

for the year ended 31 March 2021

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

The JOIN Project
Notes to the accounts continued
for the year ended 31 March 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bradford MDC	-	9,750	9,750	9,750
Other donations	1,740	-	1,740	2,306
	<u>1,740</u>	<u>9,750</u>	<u>11,490</u>	<u>12,056</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	120,143	128,213
Social security costs	10,101	10,625
Employment allowance	(4,000)	(3,000)
Pensions	8,159	7,536
	<u>134,403</u>	<u>143,374</u>

The average number employees during the year was 6.4, being an average of 3.9 full time equivalent (2019: 5.7, 3.8 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	8,159	7,536
Amount of any contributions outstanding at the year end	-	-
Amount of any contributions prepaid at the year end	-	-

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
Bradford MDC	<u>-</u>	<u>9,750</u>	<u>9,750</u>	<u>-</u>

Fund name	Purpose of restriction
Bradford MDC	Towards the salary costs of the Healthy Ageing Project Worker

5 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.