

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
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.

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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

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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		<u>237,854</u>	<u>7,851</u>	<u>245,705</u>	<u>223,035</u>
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		<u>233,785</u>	<u>7,851</u>	<u>241,636</u>	<u>213,559</u>
Net receipts / (payments)		<u>4,069</u>	<u>-</u>	<u>4,069</u>	<u>9,476</u>
Fund balances brought forward		<u>72,449</u>	<u>-</u>	<u>72,449</u>	<u>62,973</u>
Fund balances carried forward	(3)	<u>76,518</u>	<u>-</u>	<u>76,518</u>	<u>72,449</u>

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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)

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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.

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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

Healthy Ageing Project

Purpose of restriction

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

Premises fund

Reason for 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.