

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2021

Company Registration No. 5672008 (England and Wales)

Charity Registration No. 1117620



NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)



LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr. Steve Bruzzese Mrs. Barbara Drake Mrs. Helen Varey Dr. Anthony Wellstead Mr. Mark Yates Ms. Fiona Timms	(Appointed 10 December 2020)
Secretary	S L Longley	
Charity number	1117620	
Company number	5672008	
Principal address	Northcliffe Nurseries off Cliffe Wood Avenue Shipley Bradford	
Registered office	6 Finkil Street Hove Edge Brighouse HD6 2LS	
Independent examiner	Colin Whitehead FCA Naylor Wintersgill Limited Carlton House Grammar School Street Bradford BD1 4NS	
Bankers	Bank of Scotland 38 St Andrews Square Edinburgh EH2 2YR	
Contacts	tel: 07922 580664/07810 637823 email: info@neetpeople.org Suzanne@neetpeople.org	

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

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NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

CHAIR'S STATEMENT

FOR THE YEAR ENDED 31 JANUARY 2021

Overview

On behalf of the Trustees, I first of all wish to thank our outgoing Chair, Kate Brown, for her hard work and dedication during what has been a very difficult time for the charity. Kate stood down as a Trustee in February 2021 – she was one of the original Trustees who breathed life into NEET, so I want to place on record our thanks to Kate for a job well done since 2006. I would also like to thank managers, staff, team members and fellow Trustees alike for the resilience, determination, and patience they have exhibited as we navigated through a very tough year.

It's an odd position I find myself in, as I'm writing a Chair's Statement for a year I did not preside over. I'll also be duplicating much of what was said in the last report, as inadvertently, there were references made to events that took place in this current reporting year, which I'll reprise for completeness.

When the accounting year began in February 2020, Covid-19 was an emerging threat. I don't think any of us anticipated exactly how big a threat it would become. When lockdown began on March 26th, NEET was forced to drastically reduce its provision to team members (our service users), although this wasn't for long, depending on individual circumstances, and full reopening was in place by September 1st. However, activity continued at pace throughout, supporting team members by delivering food parcels, running errands, and generally helping those who were shielding. We also installed a new wi-fi system that will allow multiple users to access at once, meaning tablets can be used at all points around the site. It also allowed Zoom meetings to be used for contact with team members. Due to NEET's unique situation, we were able to welcome back team members to an increasingly diverse range of activities long before many other day opportunities across the district. Through necessity of keeping people in 'bubbles', we needed activities and opportunities that could consume a group for the best part of a day. Horticulture, cookery, and woodwork still played a large part, alongside newcomers such as pottery, brewing, music, arts, and crafts.

We closed the reporting year operating in the 'new normal' of bubbles, hygiene procedures, social distancing, and the rest. Covid safety was paramount, and the priority was (and is) maintaining the safety of our team members. In an environment where many are understandably anxious about 'returning', it is testament to management and staff at NEET that so many of our team members were settled and happy as they returned at various points.

Team Members

We continued to recruit younger team members throughout the year, and our profile is now much more inclusive in terms of an increase in the number of women.

We closed the year with 48 team members at the end of January 2021. Their attendance varies from 1 to 5 days per week, equating to an overall 120 team member days per week.

We submitted an application to be on the Bradford Council Day Time Opportunities Provider framework which will enable us to be formally contracted as a provider of services for the next 10 years. We will benefit from quality assurance monitoring and inclusion in a social care directory for Bradford. (I am pleased to say our application was successful with the contract in place from April 2021)

Staff and Volunteers

We are continuing to grow and closed the year with 16 members of staff overall, working in a mixture of full-time, part-time, and seasonal roles. Our management team comprised Ian Sutcliffe and Suzanne Longley as Operations and Business Managers respectively.

During the year, we welcomed the following people to the team:

Dan Thripleton, Specialist Support Worker

Cait Blanchfield, Business Administrator

Pippa Forde, Bookkeeper

Naylor Wintersgill, Accountants.

We also welcomed 2 temporary members of staff Hannah Wilkinson and Conner Storey at the beginning of 2021 who provided much needed support with infection control measures.

Our volunteer base has remained a small but regular group of individuals that support us weekly with on-site maintenance and our walking group. Their time is much appreciated and they play an important role in the NEET team. We have not taken on any new volunteers this year but have enquiries that we hope to follow up.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

CHAIR'S STATEMENT

FOR THE YEAR ENDED 31 JANUARY 2021

Trustees and Members

One of our serving Trustees, Margaret Barnes, passed away on 13th July 2020. Margaret held the Honorary Officer position of Treasurer, was a founder Trustee, and managed NEET's finances on a day-to-day basis.

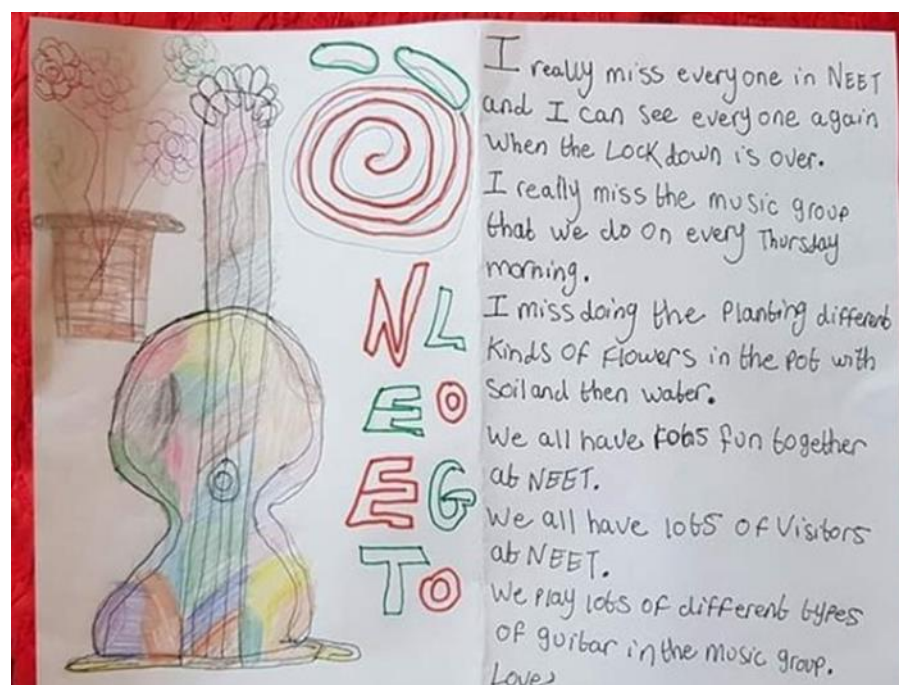
Fiona Timms was co-opted as a Trustee part way through the year and was formally voted in by members at our AGM in December. Fiona is a senior manager in Lloyds Banking Group, and brings a wealth of business experience, particularly around project management, risk management and marketing.

Our articles require some of the Trustees to stand down at the AGM (and put themselves up for re-election should they wish to continue). Kate Brown and Tony Wellsteed stood down, indicated their willingness to continue, and were subsequently re-elected by members. Members also voted for Honorary Officer positions as recommended by the Trustees. Kate Brown was elected unopposed as Chair, and Mark Yates was elected unopposed as Treasurer (to be assisted by Pippa Forde our new bookkeeper).

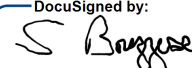
Our membership was 24 at year end. 16 of our members attended the AGM in December 2020, which was held virtually due to Covid.

Kate Brown's resignation is noted earlier in this statement, but actually took place as we entered the new reporting year for 21/22, so will be formally captured in next years' Chair's Statement.

We closed the reporting year with NEET in a good state of health as a charitable company, as can be seen in the following accounts. We also closed the year celebrating the milestone of 15 years since NEET's creation on the 11th of January 2006. It's an incredible organisation, and one that I'm proud to say I'm associated with as a Trustee.



From Ajeema during lockdown

DocuSigned by:

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Chair 19 October 2021 | 08:09 PDT

Dated:

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 JANUARY 2021

The trustees present their report and financial statements for the year ended 31 January 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Objectives and activities

The charity's objects are to advance the education and promote the welfare of people with learning disabilities, primarily but not exclusively through the provision of skilled training and work experience in horticulture and related activities to enable them to develop their mental, physical and spiritual capacity and realise their potential as individuals and so that they are better equipped to help meet their needs and participate more fully in society.

The Charity's aims are to:

- promote the growth and welfare of people with learning disabilities.
- facilitate practical learning opportunities in a working environment in horticulture, cookery and other related activities.
- enable participants to develop their physical, intellectual, emotional and social capacities.
- realise people's potential as individuals and participate more fully in society.

Our mission:

To enable people with learning disabilities to lead an inclusive and fulfilling life.



The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

Achievements and performance

The site was developed to ensure we could separate 'bubbles' of team members and staff and allow the use of a one-way system to ensure Covid safety and comply with restrictions. We were successful in securing some grant funding from BMDC and Lloyds Bank Foundation to support our COVID safe measures.

Horticulture was the central theme, as ever, with Covid forcing the introduction of a 'phone and collect' scheme, using Facebook to market. This was a great success and thanks go to the local community for their support with this, meaning that we sold out. We also increased our range by sowing new varieties of tomatoes, mushrooms, artichokes, thyme, garlic, chives, and a new type of Darmera perennial commonly known as umbrella plant.

On the cookery front, team members continued producing their culinary delights, with the appropriate Covid safety measures in place. We also worked in partnership with FareShare, using the quality surplus food their network sources as a cost-effective way to maintain our cookery activities, as well as support another charity.

Team members carrying out woodworking activities produced bird boxes, planters, upcycling, and refurbishing donations.

Later in the year we were able to continue other activities including music sessions in the Pavilion, pottery with Naomi and creative activities with Lola inspired by nature and our environment.

The range of support that was provided to team members throughout lockdown has already been referred to in the overview. It is highly likely that the level of contact with team members was a contributory factor in the successful return of most of our team members.

Fundraising

Section 162a of the Charities Act 2011 requires charities to make a statement regarding fundraising activities. The legislation defines fundraising as 'soliciting or otherwise procuring money or other property for charitable purposes'. The charity does not actively raise funds from the public either directly or via use of an agent, accordingly no such amounts are presented in the financial statements for the year under review. The charity has received no complaints in relation to fundraising activity for the year under review.

Given the nature of the funding of the charity the Trustees consider that it remains appropriate not to be voluntarily bound to be regulated by the Fundraising Regulator.

Financial review

The income for the year amounted to £473,561 (2020 £ 365,811) with expenditure amounting to £462,958 (2020 £ 371,985) resulting in a net income of £10,603 (2020 net expenditure £6,174)

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure, equivalent of £116,000 to £233,000. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Unrestricted, undesignated reserves held at the year end amounted to £152,734, which meets the reserves policy.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

Trustees Aims for the next financial year

The Trustees will be concentrating on reviewing governance, using Charity Commission guidance as a framework. We will:

- Ensure our financial procedures are updated and fit for purpose,
- Develop a business plan that incorporates financial and marketing strategies,
- Revise our policy on reserves,
- Ensure we are complying with the law and our own governing documents, and
- Update the risks to NEET's operations, with appropriate actions to reduce their impact.



“My son was up at 4.30am waiting to come to NEET!”

“Got a place at NEET and cheered”

Parents

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

THANKS to all the NEET staff team for their commitment, adaptability, and resourcefulness over an extraordinary year for us all.

THANKS to all parents and carers for their support, patience and for keeping going through such challenging times.

THANKS to the excellent volunteers who have returned to NEET with their time and skills and made a difference.

THANKS to our customers both new and returning for still buying our plants this year despite not being able to access the site.

THANKS to the social care professionals who kept in touch and continued to further our reputation as a present, consistent, quality service provider.

THANKS to the wonderful Trustees of NEET for their time, expertise, continuing support, encouragement, and friendship making NEET a successful and sustainable organisation for the future.

"A great local facility. Fabulous plants and wonderful people"

Customer comments



NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

Structure, governance and management

The charity is a company limited by guarantee incorporated on 11 January 2006 in England and Wales, number 05672008, and registered as a charity on 18 January 2007, number 1117620. The charity is governed by its memorandum and articles of association dated 11 January 2006.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs. Kate Brown - Chair	(Resigned 17 February 2021)
Mr. Steve Bruzzese	
Mrs. Barbara Drake	
Mrs. Helen Varey	
Dr. Anthony Wellsteed	
Mr. Mark Yates	
Mrs Margaret Barnes	(Resigned 14 July 2020)
Ms. Fiona Timms	(Appointed 10 December 2020)

New trustees are appointed for the skills and knowledge they can give to the charity. Training will be provided if needed.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

At the annual general meeting, Anthony Wellsteed and Kathleen Brown stood down and were re-appointed.

Indemnity insurance has been taken out during the year and is included in insurance costs.

The charity decisions are made by the Trustees. The day to day running of the charity is done by the Business Manager and Operations Manager, who supervise the staff and volunteers.

The trustees' report was approved by the Board of Trustees.

Mr. Steve Bruzzese
Trustee
Dated: 22 September 2021



NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

I report to the trustees on my examination of the financial statements of Northcliffe Environmental Enterprises Team (N.E.E.T) (the charity) for the year ended 31 January 2021.

Responsibilities and basis of report

As the trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

Having satisfied myself that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (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 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member 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 member of Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no 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 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act 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
- 4 the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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 financial statements to be reached.

DocuSigned by:



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Colin Whitehead FCA, MAAT, BA (Hons)
Naylor Wintersgill Limited

Carlton House
Grammar School Street
Bradford
BD1 4NS

Dated: 22 September 2021

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<u>Income from:</u>							
Donations and legacies	3	6,934	23,191	30,125	2,258	14,799	17,057
Charitable activities	4	393,059	27,930	420,989	320,749	27,930	348,679
Investments	5	6	-	6	75	-	75
Other income	6	22,441	-	22,441	-	-	-
Total income		422,440	51,121	473,561	323,082	42,729	365,811
<u>Expenditure on:</u>							
Raising funds	7	17,774	-	17,774	16,503	-	16,503
Charitable activities	8	407,013	38,171	445,184	324,453	20,947	345,400
Other	13	-	-	-	10,082	-	10,082
Total resources expended		424,787	38,171	462,958	351,038	20,947	371,985
Net (outgoing)/incoming resources before		(2,347)	12,950	10,603	(27,956)	21,782	(6,174)
Gross transfers between funds		(5,357)	5,357	-	-	-	-
Net (expenditure)/income for the year/ Net movement in funds		(7,704)	18,307	10,603	(27,956)	21,782	(6,174)
Fund balances at 1 February 2020		167,070	21,782	188,852	195,026	-	195,026
Fund balances at 31 January 2021		159,366	40,089	199,455	167,070	21,782	188,852

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)**BALANCE SHEET****AS AT 31 JANUARY 2021**

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	14		64,388		94,939
Current assets					
Debtors	15	44,701		19,107	
Cash at bank and in hand		105,441		101,851	
		<u>150,142</u>		<u>120,958</u>	
Creditors: amounts falling due within one year	16	<u>(15,075)</u>		<u>(16,297)</u>	
Net current assets			135,067		104,661
Total assets less current liabilities			199,455		199,600
Creditors: amounts falling due after more than one year	17		-		(10,748)
Net assets			<u>199,455</u>		<u>188,852</u>
Income funds					
Restricted funds	18		40,089		21,782
<u>Unrestricted funds</u>					
Designated funds	19	6,632		-	
General unrestricted funds		<u>152,734</u>		<u>167,070</u>	
			159,366		167,070
			<u>199,455</u>		<u>188,852</u>

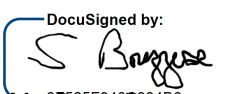
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 January 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 22 September 2021

DocuSigned by:

 35325FA10D981939
 Mr. Steve Bruzese
Trustee
Company Registration No. 5672008

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

Charity information

Northcliffe Environmental Enterprises Team (N.E.E.T) is a private company limited by guarantee incorporated in England and Wales. The registered office is 6 Finkil Street, Hove Edge, Brighouse, WD6 2LS 6 Finkil Street, Hove Edge, Brighouse, HD6 2LS.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

During 2020 and into 2021 the Covid-19 pandemic has impacted businesses and the economy in the United Kingdom and worldwide. Measures taken to contain the spread of the virus, including travel bans, quarantines, social distancing, and closures of non-essential services have triggered significant disruptions to businesses worldwide resulting in an economic slowdown.

The duration and impact of the COVID-19 pandemic remains unclear at this time, however the company has carried out a review of the impact that Covid-19 might have on the business. Directors have undertaken research, used published Government advice and consulted with key customers, key suppliers and fellow group companies.

The directors have confidence that the company is well placed to cope with the disruption as a result of Covid-19 and believe all reasonable steps have been undertaken to safeguard the future of the business.

Accounting policy

The directors do not consider the Covid-19 pandemic to have created a material uncertainty in relation to the going concern of the company.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 Expenditure

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Leasehold land and buildings	20% straight line
Plant and equipment	20% and 25% straight line
Computers	20% straight line
Motor vehicles	20% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

1.12 Leases

Leases are classified as finance leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership to the lessees. All other leases are classified as operating leases.

Assets held under finance leases are recognised as assets at the lower of the assets fair value at the date of inception and the present value of the minimum lease payments. The related liability is included in the balance sheet as a finance lease obligation. Lease payments are treated as consisting of capital and interest elements. The interest is charged to net income/(expenditure) for the year so as to produce a constant periodic rate of interest on the remaining balance of the liability.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Restricted funds	Total Unrestricted funds	Restricted funds	Total
	2021 £	2021 £	2021 £	2020 £	2020 £
Donations and gifts	2,630	-	2,630	2,258	2,258
Grants receivable	4,304	23,191	27,495	-	14,799
	<u>6,934</u>	<u>23,191</u>	<u>30,125</u>	<u>2,258</u>	<u>17,057</u>
Grants receivable for core activities					
Lloyds Bank Foundation	-	8,441	8,441	-	14,799
WISHH Out Door Kitchen	-	10,000	10,000	-	-
Cleaner Street Out Door Kitchen	-	1,750	1,750	-	-
DWP	4,304	-	4,304	-	-
IPC Measures	-	3,000	3,000	-	-
	<u>4,304</u>	<u>23,191</u>	<u>27,495</u>	<u>14,799</u>	<u>14,799</u>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

4 Charitable activities

	Charitable Income 2021 £	Charitable Income 2020 £
Sales	9,794	10,398
Attendance fees	383,265	310,351
Performance related grants	27,930	27,930
	<u>420,989</u>	<u>348,679</u>
Analysis by fund		
Unrestricted funds	393,059	320,749
Restricted funds	27,930	27,930
	<u>420,989</u>	<u>348,679</u>
Performance related grants		
Bradford MDC - Box for All	8,050	8,050
Bradford MDC - Branching Out	9,880	9,880
Bradford MDC - Home Grown	10,000	10,000
	<u>27,930</u>	<u>27,930</u>

5 Investments

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Interest receivable	<u>6</u>	<u>75</u>

6 Other income

	Unrestricted funds 2021 £	Unrestricted funds 2020 £
Other income	<u>22,441</u>	<u>-</u>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 JANUARY 2021****7 Raising funds**

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Trading costs</u>		
Operating trading company undertaking non-charitable trading activity	17,774	16,503
	<u>17,774</u>	<u>16,503</u>

8 Charitable activities

	Charitable Expenditure	Charitable Expenditure
	2021	2020
	£	£
Staff costs	281,691	229,391
Project costs	29,427	8,545
Site accessories	-	160
	<u>311,118</u>	<u>238,096</u>
Share of support costs (see note 8)	129,388	104,819
Share of governance costs (see note 8)	4,678	2,485
	<u>445,184</u>	<u>345,400</u>
Analysis by fund		
Unrestricted funds	407,013	324,453
Restricted funds	38,171	20,947
	<u>445,184</u>	<u>345,400</u>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

9 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Staff costs	27,407	-	27,407	24,245	-	24,245
Depreciation	39,622	-	39,622	42,758	-	42,758
Heat and light	6,330	-	6,330	4,604	-	4,604
Travel	6,284	-	6,284	809	-	809
Office costs	11,428	-	11,428	4,071	185	4,256
Training	-	-	-	824	-	824
Maintenance	20,270	-	20,270	15,514	-	15,514
General expenses	8,708	-	8,708	7,114	-	7,114
Insurance	2,360	-	2,360	3,487	-	3,487
Bank charges	47	-	47	32	-	32
Professional fees	5,215	-	5,215	613	-	613
Sundry	1,717	-	1,717	748	-	748
Independent examination	-	2,898	2,898	-	2,300	2,300
Accountancy	-	1,780	1,780	-	-	-
	<u>129,388</u>	<u>4,678</u>	<u>134,066</u>	<u>104,819</u>	<u>2,485</u>	<u>107,304</u>
Analysed between						
Charitable activities	<u>129,388</u>	<u>4,678</u>	<u>134,066</u>	<u>104,819</u>	<u>2,485</u>	<u>107,304</u>

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the current or prior year other than those referred to in note 22.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

11 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	14	12
	14	12

Employment costs

	2021 £	2020 £
Wages and salaries	278,592	233,241
Social security costs	23,012	15,913
Other pension costs	7,494	4,482
	309,098	253,636

There were no employees whose annual remuneration was £60,000 or more.

12 Taxation

As a charity the company is exempt from tax on income falling within part II of the Corporation Tax Act 2010 and on gains falling within s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives. No tax charges have arisen in the charity.

13 Other

	Total Unrestricted funds £	2021	2020
Unauthorised expenditure	-	-	10,082
	-	-	10,082

During the prior year a number of payments have been made without the authorisation or knowledge of the Trustees or Managers. This expenditure is not deemed to be beneficial to the Charity. As a result of the discovery of this expenditure procedures have been put in place to ensure all future expenditure is properly authorised.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

14 Tangible fixed assets

	Leasehold land and buildings £	Plant and equipment £	Computers £	Motor vehicles £	Total £
Cost					
At 1 February 2020	125,140	73,369	9,572	21,289	229,370
Additions	-	7,415	1,656	-	9,071
At 31 January 2021	125,140	80,784	11,228	21,289	238,441
Depreciation and impairment					
At 1 February 2020	80,094	41,140	8,939	4,258	134,431
Depreciation charged in the year	21,887	12,687	790	4,258	39,622
At 31 January 2021	101,981	53,827	9,729	8,516	174,053
Carrying amount					
At 31 January 2021	23,159	26,957	1,499	12,773	64,388
At 31 January 2020	45,046	32,229	633	17,031	94,939

15 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	29,681	9,561
Other debtors	3,100	9,546
Prepayments and accrued income	11,920	-
	44,701	19,107

16 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Obligations under finance leases		-	4,066
Other taxation and social security		-	4,212
Trade creditors		8,304	1,486
Other creditors		1,616	1,159
Accruals and deferred income		5,155	5,374
		15,075	16,297

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 JANUARY 2021

17 Creditors: amounts falling due after more than one year		2021	2020
	Notes	£	£
Obligations under finance leases		-	10,748
		<hr/>	<hr/>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

18 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			
	Incoming resources	Resources expended	Balance at 1 February 2020	Incoming resources	Resources expended	Transfers	Balance at 31 January 2021
	£	£	£	£	£	£	£
Consultancy support	14,799	-	14,799	-	(12,000)	-	2,799
Box for All Project	8,050	(6,037)	2,013	8,050	(10,063)	-	-
Branching Out Project	9,880	(7,410)	2,470	9,880	-	4,850	17,200
Home Grown Project	10,000	(7,500)	2,500	10,000	(6,160)	-	6,340
Out Door Kitchen WISHH	-	-	-	10,000	-	-	10,000
Out Door Kitchen Cleaner Streets	-	-	-	1,750	-	-	1,750
IPC Measures	-	-	-	3,000	(1,000)	-	2,000
Covid Response	-	-	-	8,441	(8,948)	507	-
	<u>42,729</u>	<u>(20,947)</u>	<u>21,782</u>	<u>51,121</u>	<u>(38,171)</u>	<u>5,357</u>	<u>40,089</u>

Consultancy support was funded by Lloyds Bank Foundation. Bradford Metropolitan District Council funded Box for All, Branching out and Home Grown projects. Covid Response was funded by Lloyds Bank Foundation and a transfer in the year from general funds is to cover the overspend. A transfer has been made to branching out to align the balance to carry forward to next year. New funding for the Out Door Kitchen will be spent next year.

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

19 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds			
	Incoming resources	Balance at 1 February 2020	Transfers	Balance at 31 January 2021
	£	£	£	£
Home Grown Project	-	-	2,680	2,680
Branching Out	-	-	3,952	3,952
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	-	-	6,632	6,632
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

20 Funds

These are endowment funds which are material to the charity's activities made up as follows:

	Movement in funds					Movement in funds			
	Balance at 1 February 2019	Incoming resources	Resources expended	Transfers	Balance at 1 February 2020	Incoming resources	Resources expended	Transfers	Balance at 31 January 2021
	£	£	£	£	£	£	£	£	£
Restricted	-	42,729	(20,947)	-	21,782	51,121	(38,171)	5,357	40,089
Designated	-	-	-	-	-	-	-	6,632	6,632
General	195,026	323,082	(351,038)	-	167,070	422,440	(424,787)	(11,989)	152,734
	<u>195,026</u>	<u>323,082</u>	<u>(351,038)</u>	<u>-</u>	<u>167,070</u>	<u>422,440</u>	<u>(424,787)</u>	<u>(11,989)</u>	<u>152,734</u>
	<u>195,026</u>	<u>365,811</u>	<u>(371,985)</u>	<u>-</u>	<u>188,852</u>	<u>473,561</u>	<u>(462,958)</u>	<u>-</u>	<u>199,455</u>

21 Analysis of net assets between funds

	Unrestricted funds 2021 £	Designated funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 January 2021 are represented by:							
Tangible assets	64,388	-	-	64,388	94,939	-	94,939
Current assets/(liabilities)	88,346	6,632	40,089	135,067	82,879	21,782	104,661
Long term liabilities	-	-	-	-	(10,748)	-	(10,748)
	<u>148,560</u>	<u>6,632</u>	<u>40,089</u>	<u>195,281</u>	<u>167,070</u>	<u>21,782</u>	<u>188,852</u>

NORTHCLIFFE ENVIRONMENTAL ENTERPRISES TEAM (N.E.E.T)

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

22 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	<u>73,084</u>	<u>64,653</u>

Transactions with related parties

During the year the charity entered into the following transactions with related parties:

During the prior year a loan to a Trustee who has since resigned, Margaret Barnes totalling £5,000 was written off because it was deemed irrecoverable.

During the prior year equipment was purchased for the benefit of the son of a Trustee who has since resigned, Margaret Barnes totalling £2,582.

During the prior year payments were made to the son of a Trustee who has since resigned, Margaret Barnes totalling £2,500, the Trustees cannot ascertain what the payments relate to.

The current Trustees are taking legal advice on the recovery of the funds.