

# GRAFT THAMES VALLEY LTD

England & Wales - Charity number 1119388

## Details

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**Other names** GRAFT (READING) LIMITED

**Status** Registered

**Legal form** Charitable company

**Company number** [06021004](#)

**Registered** 2007-05-24

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

## Contact

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**Address** Wesley Methodist Church  
84 Queens Road  
Reading  
RG1 4BW

**Phone** 07483341353

**Email** [info@graft.org.uk](mailto:info@graft.org.uk)

**Website** [www.graft.org.uk](http://www.graft.org.uk)

## Activities

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**Objects:** 1) TO RELIEVE UNEMPLOYMENT BY:A) THE PROVISION OF ADVICE AND TRAINING TO UNEMPLOYED INDIVIDUALS CONCERNING MATTERS OF EMPLOYMENT, SELF EMPLOYMENTB) THE ESTABLISHMENT OF CO-OPERATIVE ENTERPRISESC) THE PROVISION OF JOB SEARCH AND JOB CLUB FACILITIES AND SUPPORT IN CURRICULUM VITAE WRITING2) THE RELIEF OF NEED FOR UNEMPLOYED PEOPLE BY THE PROVISION OF PRACTICAL SUPPORT BY WAY OF ACCOMMODATION, CHILD CARE FACILITIES OR ASSISTANCE WITH TRANSPORT.

**Activities:** Relief of unemployment for disabled / disadvantaged people by the provision of employment opportunities and work related training opportunities. Provision of work trials, training and in-work support. Support for clients to achieve both soft and hard outcomes.

## Classification

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- **How:** Provides Human Resources, Provides Advocacy/advice/information, Acts As An Umbrella Or Resource Body, Other Charitable Activities
- **What:** Education/training, Disability, Economic/community Development/employment
- **Who:** People With Disabilities, Other Charities Or Voluntary Bodies, Other Defined Groups

## Geography

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- **Area of benefit:** NOT DEFINED IN PRACTICE READING AND SURROUNDING AREAS
- Bracknell Forest
- Buckinghamshire
- Milton Keynes
- Oxfordshire
- Reading
- Slough
- West Berkshire
- Windsor And Maidenhead
- Wokingham

## Finances

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Period end	Income	Expenditure	Assets	Employees
2025-03-31	£49,956	£65,401	-	-
2024-03-31	£76,647	£51,394	-	-
2023-03-31	£43,237	£48,966	-	-
2022-03-31	£58,164	£62,018	-	-
2021-03-31	£61,095	£42,144	-	-

## Trustees

Name	Role	Appointed
<b>Paulette Falconer</b>	Chair	2008-04-01
HILARY DANELIAN		
Katherine Mingon Grafe		2022-11-29
Michael Hodges		2018-04-04
Suzanne Robson		2024-04-26

**GRAFT THAMES VALLEY LTD**

England & Wales - Charity number 1119388

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# Accounts

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Company number 06021004  
Charity number 1119388

GRAFT THAMES VALLEY LIMITED  
(A registered charitable company limited by guarantee)

Report and Accounts

31 March 2025

**J M Ansell FCCA**  
**Chartered Certified Accountant**  
**Reading**  
**RG4 8SR**

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Report and Accounts**

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**For the year ended 31 March 2025**

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**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Company number**

06021004

**Charity address**

Graft Thames Vallley Limited  
84 Queens Road  
Reading  
RG1 4BW

**Charitable status**

Graft Thames Valley Limited is registered with the Charity Commission

The charity registration number is: 1119388

**Trustees**

Rev. Paulette Falconer (Chair)  
Hilary Danelian  
Katherine Grafe  
Michael Hodges  
Lakshika Khullar  
Suzanne Robson

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malliing  
Kent  
ME19 4JQ

**Independent Examiner**

Julian Ansell FCCA  
19 Brooklyn Drive  
Emmer Green  
Reading  
RG4 8SR

# GRAFT THAMES VALLEY LIMITED

(A registered charitable company limited by guarantee)

## Trustees Annual Report

### For the Year Ending 31 March 2025

I am pleased to present the Annual Trustees' Report for Graft Thames Valley Limited for the period ending 31 March 2025. This report reflects the dedicated efforts and achievements of our charity in enabling pathways to employment for those disadvantaged by circumstances.

#### Overview

Graft Thames Valley continues to make a meaningful and lasting difference in the lives of individuals who face barriers to securing and sustaining employment. During the reporting period, we supported 199 individuals through our tailored programmes - including training, group sessions, and one-to-one guidance - helping them to build confidence, develop skills, and move closer to meaningful employment opportunities.

#### Programme Achievements

This year saw the successful launch of our new Work Experience Programme, designed to bridge the gap between job readiness and real-world employment. The programme has already delivered outstanding results, offering beneficiaries valuable placements with local employers and fostering inclusive recruitment practices across the region.

To strengthen this initiative, we invested in a new staff member dedicated to developing and managing Work Experience activities. This strategic decision has already enhanced our engagement with employers and expanded opportunities for our beneficiaries.

We are proud to report the following outcomes from our work this year:

- 41 beneficiaries progressed into meaningful paid employment
- 16 beneficiaries moved into regular volunteering roles
- 10 beneficiaries successfully completed a structured work experience placement

These achievements reflect the hard work of our staff, volunteers, and partners, and demonstrate the continued relevance and impact of Graft Thames Valley's services.

#### Financial Performance

As in previous years, the funding environment has remained highly competitive. The Trustees made a conscious decision to invest in our future by recruiting an additional staff member to lead our Work Experience Programme. While this resulted in a planned deficit of unrestricted funds of £6,260 for the year, it represents a strategic use of reserves to support growth and long-term sustainability.

# GRAFT THAMES VALLEY LIMITED

(A registered charitable company limited by guarantee)

## Trustees Annual Report

For the Year Ending 31 March 2025

### Financial Performance (continued)

We close the financial year with unrestricted funds reserve of £16,291 and restricted funds reserve of £14,559 which, together with a caseload of 54 active beneficiaries, ensures a strong foundation for the year ahead. Funding applications are in progress to secure dedicated support for the Work Experience Programme and to sustain our core services.

### Looking Ahead

Demand for our services remains strong, and the Trustees are confident that Graft Thames Valley is well positioned to continue delivering life-changing support. By building on the success of our Work Experience Programme and maintaining strong partnerships with employers and funders, we look forward to another productive year empowering individuals to achieve their full potential and move towards fair and fulfilling employment.



Rev. Polly Falconer

Chair of Trustees

28 November 2025

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

This report is on the accounts of Graft Thames Valley Limited for the year ended 31 March 2025 which are set out on pages 5 to 10.

**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 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**Independent examiner's statement**

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

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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.

J M Ansell FCCA  
Chartered Certified Accountant  
19 Brooklyn Drive  
Emmer Green  
READING  
RG4 8SR

13 November 2025

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Statement of Financial Activities  
for the year ended 31st March 2025**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2025 £	Total 2024 £
<b>Incoming resources from generated funds</b>					
Voluntary income	2	2,825	35,822	38,647	62,015
Investment income	3	86		86	52
				-	
<b>Incoming resources from charitable activities</b>					
Programme	4	11,223		11,223	14,580
Total incoming resources		<u>14,134</u>	<u>35,822</u>	<u>49,956</u>	<u>76,647</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Programme		20,094	45,007	65,101	51,094
<b>Governance costs</b>	5	300	-	300	300
Total resources expended		<u>20,394</u>	<u>45,007</u>	<u>65,401</u>	<u>51,394</u>
Net Incoming / (Outgoing) resources for the year		(6,260)	(9,185)	(15,445)	25,253
Fund balance brought forward at 1 April 2024		22,551	23,744	46,295	21,042
Fund transfers		-	-	-	-
Balance carried forward at 31 March 2025		<u>16,291</u>	<u>14,559</u>	<u>30,850</u>	<u>46,295</u>

All of the above results are derived from continuing activities.

The notes on pages 7 to 10 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Balance Sheet**  
at 31st March 2025

	Note	2025 £	2024 £
<b>Current Assets</b>			
Debtors and prepayments		6,363	14,627
Cash at bank and in hand		<u>25,615</u>	<u>33,381</u>
Total current assets		31,978	48,008
<b>Creditors - amounts falling due within one year</b>	9	(1,128)	(1,713)
<b>Net assets</b>		<u>30,850</u>	<u>46,295</u>
Funds of the Charity	10		
Restricted		14,559	22,551
Unrestricted		16,291	23,744
<b>Total Funds</b>		<u>30,850</u>	<u>46,295</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 466 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

These accounts were approved by the Trustees and signed on their behalf.



Mrs P Falconer  
28 November 2025

The notes on pages 7 to 10 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2025**

**1 Accounting policies**

The following accounting policies have been used in dealing with items which are considered material in relation to the Charity's financial statements.

**a) Company limited by guarantee**

The Charity is a Company limited by guarantee and is a registered Charity. Each member's liability would be limited to an amount not exceeding £1 in the event of the Charity winding up.

**b) Basis of accounting**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts have been prepared to give a true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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) issued 16 July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has early adopted the provisions of bulletin 1 as permitted.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

After making enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustees Responsibilities on page 3.

**c) Reconciliation with previously Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative terms was required. The Trustees are of the opinion that no such restatement is required.

**d) Critical accounting judgments and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, which are described in note 1, Trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimation and underlying 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 if the revision affects only that period, or in the period of revision and future periods if the current and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**e) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2025

1 Accounting policies (continued)

f) **Income**

i) Recognition of Incoming Resources

These are included in the statement of financial activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain that they will receive the resources; and
- the monetary value can be measured with reasonable accuracy.

ii) Grants and donations

Grants are only included in the statement of financial activities when the charity has unconditional entitlement to the resources standards.

iii) Gifts in kind

Gifts in kind are accounted for when receivable, at a reasonable estimate of their value to the Charity.

iv) Investment income

Bank and building society interest is included in the statement of financial activities when the interest falls due.

g) **Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. In previous years Governance costs (costs associated with meeting the constitutional and statutory requirements of the Charity, the Independent Examiner fees and costs in respect of the strategic management of the Charity) were shown separately in the Statement of Financial Activities. To comply with Charities SORP FRS 102 Governance costs have been included within charitable activities as an element of other support costs.

h) **Fixed assets**

Assets over £2000 are capitalised and depreciated over their estimated lives.

Assets costing less than £2,000 are written off in the year of acquisition.

i) **Depreciation**

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment and furniture - 3 years straight line

j) **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity and as defined by the donor.

k) **Reserves**

**Objectives:**

- **Financial Stability:** Maintain reserves at a level that ensures the organisation can continue operations and meet its financial obligations during times of economic uncertainty or unexpected financial challenges.
- **Strategic Investment:** Utilise reserves strategically to invest in organisational growth, innovation, and sustainability, aligning with the long-term goals and mission of the charity.
- **Risk Management:** Mitigate risks associated with fluctuations in income, unexpected expenses, or changes in external factors that may impact the financial health of the organization.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2025

1 Accounting policies (continued)

**Reserves Target:**

Graft Thames Valley aims to maintain reserves equivalent to at least 3 months of operating expenses. This target will be periodically reviewed and adjusted as necessary based on the organisation's financial needs, risk assessment, and strategic priorities.

**Use of Reserves:**

- **Emergency Situations:** Reserves may be utilised to address unforeseen emergencies or crises that threaten the continuity of operations or the ability to deliver programmes and services.
- **Programme Expansion:** Reserves may be invested in expanding existing programmes or launching new initiatives that align with the charity's mission and strategic objectives.
- **Capital Expenditures:** Reserves may be used to fund capital expenditures, such as equipment purchases or facility improvements, to enhance the organisation's capacity and effectiveness.
- **Income Stabilisation:** Reserves may be deployed to stabilise income during periods of fluctuating revenue or unexpected declines in funding sources.

## GRAFT THAMES VALLEY LIMITED

(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2025

	2025	2024			
	£	£			
<b>2 Voluntary income</b>					
<b>Supporting training courses and activities</b>					
The Earley Charity	15,000	13,500			
Reading Borough Council	4,808	-			
People's Post Code Lottery	14,412	-			
University of Reading	1,602	-			
Berkshire Community Foundation	2,500	-			
Big Lottery Grant	-	19,994			
Groundwork	-	28,104			
Donations	325	417			
	38,647	62,015			
<b>3 Investment income</b>					
Deposit account interest	86	-			
<b>4 Incoming resources from charitable activities</b>					
Bracknell Forest Council	-	-			
Exchequer Services (West Berkshire Council)	11,223	14,580			
University of Reading	-	-			
	11,223	14,580			
<b>5 Governance costs</b>					
Independent examination fee	300	300			
<b>6 Net Incoming / (outgoing) resources</b>					
Net resources are stated after charging:					
Other operating leases	-	-			
<b>7 Other donations</b>					
During the year the charity received over 400 hours of support from Trustees and Volunteers.					
<b>8 Trustees' remuneration, benefits and expenses</b>					
There were no trustees' remuneration, expenses or benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024					
<b>9 Staff costs</b>					
Wages and salaries	51,255	36,688			
Social security costs	-	-			
	51,255	36,688			
The average monthly number of employees during the year was as follows:					
Operations	5	3			
<b>9 Creditors - Amounts falling due within one year</b>					
Trade creditors	-	-			
Social security and other taxes	828	1,232			
Accrued expenses	300	481			
	1,128	1,713			
<b>10 Movement in Funds</b>					
	As at	Incoming	Outgoing	Fund	As at
	1 April 2024	Resources	Resources	Transfer	31 March 2025
	£	£	£		£
Restricted funds	23,744	35,822	(45,007)	-	14,559
Unrestricted Funds - general fund	22,551	14,134	(20,394)	-	16,291
	46,295	49,956	(65,401)	-	30,850

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Detailed Statement of Financial Activities  
for the year ended 31st March 2025**

	Unrestricted Funds	Restricted Funds	Total 2025	Total 2024
	£	£	£	£
<b>Incoming resources from generated funds</b>				
<b>Voluntary income</b>				
Donations	325		325	417
Training courses and activities	2,500	35,822	38,322	61,598
	<u>2,825</u>	<u>35,822</u>	<u>38,647</u>	<u>62,015</u>
<b>Investment income</b>				
Deposit account interest	86	-	86	52
<b>Incoming resources from charitable activities</b>				
Contracts	11,223		11,223	14,580
	<u>14,134</u>	<u>35,822</u>	<u>49,956</u>	<u>76,647</u>
<b>Resources expended</b>				
<b>Charitable activities</b>				
<b>Wages, salaries and other staff costs</b>				
Wages and salaries	3,275	45,007	48,282	31,927
Seasonal workers	-		-	998
Employer's Pension	1,777	-	1,777	2,820
Staff training and welfare	1,196	-	1,196	943
<b>Car, van and travel expenses</b>				
Travel, subsistence & meeting costs	878	-	878	1,372
<b>Rent, rates and power</b>				
Rent, light and heat	5,334	-	5,334	4,958
<b>Telephone, fax, stationery and other office costs</b>				
Telephone and internet	623	-	623	716
Computer costs	-	-	-	80
<b>Advertising and business entertainment costs</b>				
Printing, stationery and general office costs	1,139	-	1,139	668
Advertising and promotion	-	-	-	274
<b>Accountancy, legal and other professional fees</b>				
Insurance	634	-	634	522
Licences and subscriptions	505	-	505	495
Bank charges	60	-	60	60
<b>Other business expenses</b>				
Independent examination fee	300	-	300	300
Other legal and professional	4,635	-	4,635	4,200
Equipment expensed	-		-	835
Sundry expenses	38	-	38	226
<b>Total resources expended</b>	<u>20,394</u>	<u>45,007</u>	<u>65,401</u>	<u>51,394</u>
<b>Net income / (expenditure)</b>	<u>(6,260)</u>	<u>(9,185)</u>	<u>(15,445)</u>	<u>25,253</u>

**GRAFT THAMES VALLEY LTD**

England & Wales - Charity number 1119388

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# Accounts

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Company number 06021004

Charity number 1119388

GRAFT THAMES VALLEY LIMITED  
(A registered charitable company limited by guarantee)

Report and Accounts

31 March 2024

J M Ansell FCCA  
Chartered Certified Accountant  
Reading  
RG4 8SR

# **GRAFT THAMES VALLEY LIMITED**

**(A registered charitable company limited by guarantee)**

## **Report and Accounts**

### **Contents**

#### **For the year ended 31 March 2024**

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# **GRAFT THAMES VALLEY LIMITED**

**(A registered charitable company limited by guarantee)**

## **Trustees Annual Report**

### **For the Year Ending March 31, 2024**

I am pleased to present the Annual Trustees' Report for Graft Thames Valley Limited for the period ending March 31, 2024. This report reflects the dedicated efforts and achievements of our charity in enabling pathways to employment for those disadvantaged by circumstances.

#### **Overview**

Graft Thames Valley Limited continues to make a meaningful impact in the lives of individuals facing challenges in securing stable employment. During the reporting period, we supported 123 people through a range of services, including training, group support, and one-to-one assistance. These services were personalized to cater to the unique needs of each individual we supported. We also supported a further 28 refugees with one-off support.

#### **Outcomes**

We are proud to report that our efforts have yielded significant results:

- 24 individuals successfully progressed into paid employment, giving them a chance for financial independence.
- 45 participants attended training programs, equipping them with valuable skills and knowledge.
- 15 individuals went on to volunteer roles, contributing to their personal growth and community engagement.
- 42 individuals attended our Job Clubs.

#### **Financial Performance**

While maintaining a steadfast commitment to our mission, Graft Thames Valley Limited managed to operate sustainably. We incurred expenses of £51,394 in delivering our services.

The financial year 2023-24 has been marked by significant challenges for Graft but, despite these obstacles, the unwavering support of our dedicated staff, volunteers and trustees has allowed us to end the year on a much more positive note.

In the final quarter leading up to the end of the year, we achieved several key milestones. A successful push to deliver the Multiply training contract resulted in us achieving the full contract income – which is complemented by two successful bid applications.

## **Projects and Government Contracts**

Despite facing challenges, throughout the year we provided support to a total of 123 individuals, excluding 28 refugees who parachuted in for one-off training support. While the percentage of individuals moving into employment (19%) is slightly lower than previous years, our focus on assisting individuals further from the workplace, requiring more extensive training and one-to-one support, has been a contributing factor. Notably, 36% attended one or more training sessions, 34% participated in our Job Club, and 12% secured one or more volunteering roles.

## **Governance and Leadership**

Our staff members and volunteers have gone above and beyond their expected duties throughout the year. Furthermore, our team of volunteers has provided invaluable support, contributing to our success over the past year.

## **Looking Ahead**

As we enter the new year, we are excited to launch two new projects and anticipate a further extension to our training contract with West Berkshire Council. With additional funding secured to increase our resources, we are well-positioned for another successful year ahead.

In conclusion, despite the challenges faced, the dedication of our staff, trustees and volunteers has ensured that Graft continues to make a positive impact in enabling pathways to employment for disadvantaged individuals. The trustees look forward to building on our achievements in the coming year.

Rev. Polly Falconer

Chair of Trustees

5 December 2024

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

This report is on the accounts of Graft Thames Valley Limited for the year ended 31 March 2024 which are set out on pages 4 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 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**Independent examiner's statement**

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

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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.

J M Ansell FCCA  
Chartered Certified Accountant  
19 Brooklyn Drive  
Emmer Green  
READING  
RG4 8SR

29 November 2024

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Statement of Financial Activities  
for the year ended 31st March 2024**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Incoming resources from generated funds</b>					
Voluntary income	2	28,521	33,494	62,015	25,296
Investment income	3	52	-	52	30
<b>Incoming resources from charitable activities</b>					
Programme	4	14,580	-	14,580	17,911
Total incoming resources		<u>43,153</u>	<u>33,494</u>	<u>76,647</u>	<u>43,237</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Programme		30,605	20,489	51,094	48,666
<b>Governance costs</b>	5	300		300	300
Total resources expended		<u>30,905</u>	<u>20,489</u>	<u>51,394</u>	<u>48,966</u>
Net Incoming / (Outgoing) resources for the year		12,248	13,005	25,253	(5,729)
Fund balance brought forward at 1 April 2023		10,303	10,739	21,042	26,771
Fund transfers		-	-	-	-
Balance carried forward at 31 March 2024		<u>22,551</u>	<u>23,744</u>	<u>46,295</u>	<u>21,042</u>

All of the above results are derived from continuing activities.

The notes on pages 6 to 8 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Balance Sheet**  
at 31st March 2024

	Note	2024 £	2023 £
<b>Current Assets</b>			
Debtors and prepayments		14,627	9,819
Cash at bank and in hand		<u>33,381</u>	<u>12,380</u>
Total current assets		48,008	22,199
<b>Creditors - amounts falling due within one year</b>	9	(1,713)	(1,157)
<b>Net assets</b>		<u>46,295</u>	<u>21,042</u>
<b>Funds of the Charity</b>			
Restricted	10	22,551	10,739
Unrestricted		23,744	10,303
<b>Total Funds</b>		<u>46,295</u>	<u>21,042</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 466 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

These accounts were approved by the Trustees and signed on their behalf.

Mrs P Falconer  
5 December 2024

The notes on pages 6 to 8 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2024**

**1 Accounting policies**

The following accounting policies have been used in dealing with items which are considered material in relation to the Charity's financial statements.

**a) Company limited by guarantee**

The Charity is a Company limited by guarantee and is a registered Charity. Each member's liability would be limited to an amount not exceeding £1 in the event of the Charity winding up.

**b) Basis of accounting**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts have been prepared to give a true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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) issued 16 July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has early adopted the provisions of bulletin 1 as permitted.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

After making enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustees Responsibilities on page 3.

**c) Reconciliation with previously Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative terms was required. The Trustees are of the opinion that no such restatement is required.

**d) Critical accounting judgments and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, which are described in note 1, Trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimation and underlying 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 if the revision affects only that period, or in the period of revision and future periods if the current and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**e) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2024**

**1 Accounting policies (continued)**

**f) Income**

i) Recognition of Incoming Resources

These are included in the statement of financial activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain that they will receive the resources; and
- the monetary value can be measured with reasonable accuracy.

ii) Grants and donations

Grants are only included in the statement of financial activities when the charity has unconditional entitlement to the resources standards.

iii) Gifts in kind

Gifts in kind are accounted for when receivable, at a reasonable estimate of their value to the Charity.

iv) Investment income

Bank and building society interest is included in the statement of financial activities when the interest falls due.

**g) Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. In previous years Governance costs (costs associated with meeting the constitutional and statutory requirements of the Charity, the Independent Examiner fees and costs in respect of the strategic management of the Charity) were shown separately in the Statement of Financial Activities. To comply with Charities SORP FRS 102 Governance costs have been included within charitable activities as an element of other support costs.

**h) Fixed assets**

Assets over £2000 are capitalised and depreciated over their estimated lives.

Assets costing less than £2,000 are written off in the year of acquisition.

**i) Depreciation**

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment and furniture	3 years straight line
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**j) Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity and as defined by the donor.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2024

	2024	2023
	£	£
<b>2 Voluntary income</b>		
<b>Supporting training courses and activities</b>		
Big Lottery Grant	19,994	10,000
Groundwork	28,104	-
ESFA - Work it out	-	3,922
The Earley Charity	13,500	11,000
Time Gained	-	-
	61,598	24,922
Donations	417	374
	62,015	25,296
<b>3 Investment income</b>		
Deposit account interest	52	30
<b>4 Incoming resources from charitable activities</b>		
Bracknell Forest Council	-	1,000
Exchequer Services (West Berkshire Council)	14,580	13,586
University of Reading	-	3,325
	14,580	17,911
<b>5 Governance costs</b>		
Independent examination fee	300	300
<b>6 Net Incoming / (outgoing) resources</b>		
Net resources are stated after charging:		
Other operating leases	-	-
<b>7 Other donations</b>		
During the year the charity received over 400 hours of support from Trustees and Volunteers.		
<b>8 Trustees' remuneration, benefits and expenses</b>		
There were no trustees' remuneration, expenses or benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023		
<b>9 Staff costs</b>		
Wages and salaries	36,688	33,686
Social security costs	-	-
	36,688	33,686
The average monthly number of employees during the year was as follows:		
Operations	3	3
<b>9 Creditors - Amounts fall ing due within one year</b>		
Trade creditors	-	-
Social security and other taxes	1,232	775
Accrued expenses	481	382
	1,713	1,157

**10 Movement in Funds**

	As at 1 April 2023	Incoming Resources	Outgoing Resources	Fund Transfer	As at 31 March 2024
	£	£	£		£
Restricted funds	10,739	33,494	(20,489)	-	23,744
Unrestricted Funds - general fund	10,303	43,153	(30,905)	-	22,551
	21,042	76,647	(51,394)	-	46,296

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Detailed Statement of Financial Activities  
for the year ended 31st March 2024**

	Unrestricted Funds	Restricted Funds	Total 2024	Total 2023
	£	£	£	£
<b>Incoming resources from generated funds</b>				
<b>Voluntary income</b>				
Donations	417	-	417	374
Training courses and activities	28,104	33,494	61,598	24,922
	<u>28,521</u>	<u>33,494</u>	<u>62,015</u>	<u>25,296</u>
<b>Investment income</b>				
Deposit account interest	52	-	52	30
<b>Incoming resources from charitable activities</b>				
Contracts	14,580	-	14,580	17,911
<b>Total incoming resources</b>	<u>43,153</u>	<u>33,494</u>	<u>76,647</u>	<u>43,237</u>
<b>Resources expended</b>				
<b>Charitable activities</b>				
<b>Wages, salaries and other staff costs</b>				
Wages and salaries	12,465	19,462	31,927	31,410
Sessional workers	998	-	998	1,800
Employer's Pension	2,820	-	2,820	420
Staff training and welfare	179	764	943	56
<b>Car, van and travel expenses</b>				
Travel, subsistence & meeting costs	1,372	-	1,372	899
<b>Rent, rates and power</b>				
Rent, light and heat	4,958	-	4,958	4,950
<b>Telephone, fax, stationery and other office costs</b>				
Telephone and internet	716	-	716	552
Computer costs	80	-	80	-
<b>Advertising and business entertainment costs</b>				
Printing, stationery and general office costs	668	-	668	184
Advertising and promotion	274	-	274	10
<b>Accountancy, legal and other professional fees</b>				
Insurance	522	-	522	542
Licences and subscriptions	420	75	495	550
Bank charges	60	-	60	72
<b>Other business expenses</b>				
Independent examination fee	300	-	300	300
Other legal and professional	4,075	125	4,200	5,709
Equipment expensed	835	-	835	1,010
Sundry expenses	163	63	226	502
<b>Total resources expended</b>	<u>30,905</u>	<u>20,489</u>	<u>51,394</u>	<u>48,966</u>
<b>Net income / (expenditure)</b>	<u>12,248</u>	<u>13,005</u>	<u>25,253</u>	<u>(5,729)</u>

**GRAFT THAMES VALLEY LTD**

England & Wales - Charity number 1119388

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# Accounts

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Company number 06021004

Charity number 1119388

GRAFT THAMES VALLEY LIMITED  
(A registered charitable company limited by guarantee)

Report and Accounts

31 March 2023

J M Ansell FCCA  
Chartered Certified Accountant  
Reading  
RG4 8SR

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Report and Accounts**

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**For the year ended 31 March 2023**

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# GRAFT THAMES VALLEY LIMITED

(A registered charitable company limited by guarantee)

## Trustees Annual Report

### For the Year Ending March 31, 2023

I am pleased to present the Annual Trustees' Report for Graft Thames Valley Limited for the period ending March 31, 2023. This report reflects the dedicated efforts and achievements of our charity in enabling pathways to employment for those disadvantaged by circumstances.

#### Overview

Graft Thames Valley Limited continues to make a meaningful impact in the lives of individuals facing challenges in securing stable employment. During the reporting period, we supported 162 people through a range of services, including training, group support, and one-to-one assistance. These services were personalized to cater to the unique needs of each individual we supported.

#### Outcomes

We are proud to report that our efforts have yielded significant results:

- 35 individuals successfully progressed into paid employment, giving them a chance for financial independence.
- 73 participants attended training programs, equipping them with valuable skills and knowledge.
- 13 individuals went on to volunteer roles, contributing to their personal growth and community engagement.

#### Financial Performance

While maintaining a steadfast commitment to our mission, Graft Thames Valley Limited managed to operate sustainably. We incurred expenses of £48,966 in delivering our services.

In the fiscal year ending, our charity experienced a small in year loss of £5,729, primarily attributed to the identification of a duplicated invoice which was identified during an internal audit and the expensing of capital equipment in accordance with the Accounting Policy. Despite these accounting anomalies, our organization has maintained effective financial management throughout the period. Our commitment to transparency and accountability prompted us to rectify the duplicated invoice promptly. It is important to note that, aside from this isolated incident, the charity successfully navigated its financial responsibilities, resulting in a commendable cash balance as we enter the new fiscal year.

## **Projects and Government Contracts**

Throughout the year, we successfully delivered five projects, demonstrating our competence and dedication to our work. Additionally, we completed two Government contracts, ensuring compliance with the terms and conditions to enable payment. These accomplishments are a testament to the trust placed in our organization and our ability to meet the expectations of our funders.

## **Governance and Leadership**

Graft Thames Valley Limited's commitment to effective governance and leadership is evident. During the reporting period, we expanded our Board of Trustees by recruiting three new Board members, adding new expertise to guide our organization's growth. This has enabled us to ensure that our leadership team remains aligned with our mission and objectives. One trustee resigned during this period.

## **Looking Ahead**

The past year has been one of growth and accomplishment for Graft Thames Valley Limited, with several new initiatives launched to better serve our beneficiaries. As we look to the future, we are excited to continue our work with renewed vigour and enthusiasm. We have plans to further develop the charity in the coming year, extending our reach, and deepening our impact within our community.

In conclusion, we would like to express our gratitude to our dedicated staff, volunteers, supporters, and partners. Your unwavering support has made it possible for us to create positive change in the lives of those we serve. We remain committed to our mission and look forward to another year of making a difference.

Rev. Polly Falconer

Chair of Trustees

1 December 2023

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

This report is on the accounts of Graft Thames Valley Limited for the year ended 31 March 2023 which are set out on pages 4 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 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**Independent examiner's statement**

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

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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.

J M Ansell FCCA  
Chartered Certified Accountant  
19 Brooklyn Drive  
Emmer Green  
READING  
RG4 8SR

28 November 2023

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Statement of Financial Activities  
for the year ended 31st March 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Incoming resources from generated funds</b>					
Voluntary income	2	374	24,922	25,296	49,901
Investment income	3	30	-	30	-
<b>Incoming resources from charitable activities</b>					
Programme	4	17,911	-	17,911	8,263
Total incoming resources		<u>18,315</u>	<u>24,922</u>	<u>43,237</u>	<u>58,164</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Programme		28,166	20,500	48,666	61,718
<b>Governance costs</b>	5	300	-	300	300
Total resources expended		<u>28,466</u>	<u>20,500</u>	<u>48,966</u>	<u>62,018</u>
Net Incoming / (Outgoing) resources for the year		(10,151)	4,422	(5,729)	(3,854)
Fund balance brought forward at 1 April 2022		10,098	16,673	26,771	30,625
Fund transfers		10,356	(10,356)	-	-
Balance carried forward at 31 March 2023		<u>10,303</u>	<u>10,739</u>	<u>21,042</u>	<u>26,771</u>

All of the above results are derived from continuing activities.

The notes on pages 6 to 8 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Balance Sheet**  
at 31st March 2023

	Note	2023 £	2022 £
<b>Current Assets</b>			
Debtors and prepayments		9,819	-
Cash at bank and in hand		<u>12,380</u>	<u>27,152</u>
Total current assets		22,199	27,152
<b>Creditors - amounts falling due within one year</b>	9	(1,157)	(381)
<b>Net assets</b>		<u>21,042</u>	<u>26,771</u>
<b>Funds of the Charity</b>			
Restricted	10	10,739	16,673
Unrestricted		10,303	10,098
<b>Total Funds</b>		<u>21,042</u>	<u>26,771</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 466 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

These accounts were approved by the Trustees and signed on their behalf.

Mrs P Falconer  
1 December 2023

The notes on pages 6 to 8 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2023**

**1 Accounting policies**

The following accounting policies have been used in dealing with items which are considered material in relation to the Charity's financial statements.

**a) Company limited by guarantee**

The Charity is a Company limited by guarantee and is a registered Charity. Each member's liability would be limited to an amount not exceeding £1 in the event of the Charity winding up.

**b) Basis of accounting**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts have been prepared to give a true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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) issued 16 July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has early adopted the provisions of bulletin 1 as permitted.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

After making enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustees Responsibilities on page 3.

**c) Reconciliation with previously Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative terms was required. The Trustees are of the opinion that no such restatement is required.

**d) Critical accounting judgments and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, which are described in note 1, Trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimation and underlying 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 if the revision affects only that period, or in the period of revision and future periods if the current and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**e) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2023**

**1 Accounting policies (continued)**

**f) Income**

i) Recognition of Incoming Resources

These are included in the statement of financial activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain that they will receive the resources; and
- the monetary value can be measured with reasonable accuracy.

ii) Grants and donations

Grants are only included in the statement of financial activities when the charity has unconditional entitlement to the resources standards.

iii) Gifts in kind

Gifts in kind are accounted for when receivable, at a reasonable estimate of their value to the Charity.

iv) Investment income

Bank and building society interest is included in the statement of financial activities when the interest falls due.

**g) Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. In previous years Governance costs (costs associated with meeting the constitutional and statutory requirements of the Charity, the Independent Examiner fees and costs in respect of the strategic management of the Charity) were shown separately in the Statement of Financial Activities. To comply with Charities SORP FRS 102 Governance costs have been included within charitable activities as an element of other support costs.

**h) Fixed assets**

Assets over £2000 are capitalised and depreciated over their estimated lives.

Assets costing less than £2,000 are written off in the year of acquisition.

**i) Depreciation**

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment and furniture	3 years straight line
----------------------------	-----------------------

**j) Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity and as defined by the donor.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2023

	2023 £	2022 £			
<b>2 Voluntary income</b>					
<b>Supporting training courses and activities</b>					
Berkshire Community Foundation	-	5,000			
Big Lottery Grant	10,000	-			
ESFA - Work it out	3,922	11,330			
KICKSTART	-	15,129			
Pageeze	-	1,657			
The Earley Charity	11,000	10,036			
Time Gained	-	1,673			
	<u>24,922</u>	<u>44,825</u>			
Donations	374	5,076			
	<u>25,296</u>	<u>49,901</u>			
<b>3 Investment income</b>					
Deposit account interest	<u>30</u>	<u>-</u>			
<b>4 Incoming resources from charitable activities</b>					
Bracknell Forest Council	1,000	1,000			
Exchequer Services (West Berkshire Council)	13,586	7,263			
University of Reading	3,325	-			
	<u>17,911</u>	<u>8,263</u>			
<b>5 Governance costs</b>					
Independent examination fee	<u>300</u>	<u>300</u>			
<b>6 Net Incoming / (outgoing) resources</b>					
Net resources are stated after charging:					
Other operating leases	<u>-</u>	<u>-</u>			
<b>7 Other donations</b>					
During the year the charity received over 400 hours of support from Trustees and Volunteers.					
<b>8 Trustees' remuneration, benefits and expenses</b>					
There were no trustees' remuneration, expenses or benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022					
<b>9 Staff costs</b>					
Wages and salaries	33,686	48,833			
Social security costs	-	-			
	<u>33,686</u>	<u>48,833</u>			
The average monthly number of employees during the year was as follows:					
Operations	<u>3</u>	<u>2</u>			
<b>9 Creditors - Amounts falling due within one year</b>					
Trade creditors		-			
Social security and other taxes	775	81			
Accrued expenses	382	300			
	<u>1,157</u>	<u>381</u>			
<b>10 Movement in Funds</b>					
	As at 1 April 2022	Incoming Resources	Outgoing Resources	Fund Transfer	As at 31 March 2023
	£	£	£		£
Restricted funds	16,673	24,922	(20,500)	(10,356)	10,739
Unrestricted Funds - general fund	10,098	18,315	(28,466)	10,356	10,303
	<u>26,771</u>	<u>43,237</u>	<u>(48,966)</u>	<u>-</u>	<u>21,042</u>

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Detailed Statement of Financial Activities  
for the year ended 31st March 2023**

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
<b>Incoming resources from generated funds</b>				
<b>Voluntary income</b>				
Donations	374	-	374	5,076
Training courses and activities	-	24,922	24,922	44,825
	<u>374</u>	<u>24,922</u>	<u>25,296</u>	<u>49,901</u>
<b>Investment income</b>				
Deposit account interest	30	-	30	-
<b>Incoming resources from charitable activities</b>				
Contracts	17,911	-	17,911	8,263
<b>Total incoming resources</b>	<u>18,315</u>	<u>24,922</u>	<u>43,237</u>	<u>58,164</u>
<b>Resources expended</b>				
<b>Charitable activities</b>				
<b>Wages, salaries and other staff costs</b>				
Wages and salaries	12,215	19,195	31,410	40,374
Sessional workers	1,800	-	1,800	7,745
Employer's Pension	357	63	420	500
Staff training and welfare	56	-	56	214
<b>Car, van and travel expenses</b>				
Travel, subsistence & meeting costs	564	335	899	292
<b>Rent, rates and power</b>				
Rent	4,399	551	4,950	5,360
Light and heat	-	-	-	45
<b>Telephone, fax, stationery and other office costs</b>				
Telephone and internet	345	207	552	262
Computer costs	-	-	-	1,033
<b>Advertising and business entertainment costs</b>				
Printing, stationery and general office costs	69	115	184	215
Advertising and promotion	10	-	10	1,150
	-	-	-	-
<b>Accountancy, legal and other professional fees</b>				
Insurance	542	-	542	571
Licences and subscriptions	531	19	550	1,003
Bank charges	57	15	72	96
<b>Other business expenses</b>				
Independent examination fee	300	-	300	-
Other legal and professional	5,709	-	5,709	2,905
Equipment expended	1,010	-	1,010	-
Sundry expenses	445	-	445	253
<b>Total resources expended</b>	<u>28,466</u>	<u>20,500</u>	<u>48,966</u>	<u>62,018</u>
<b>Net income / (expenditure)</b>	<u>(10,151)</u>	<u>4,422</u>	<u>(5,729)</u>	<u>(3,854)</u>

**GRAFT THAMES VALLEY LTD**

England & Wales - Charity number 1119388

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# Accounts

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Company number 06021004  
Charity number 1119388

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Report and Accounts**

**31 March 2022**

**J M Ansell FCCA**  
Chartered Certified Accountant  
Reading  
RG4 8SR

**GRAFT THAMES VALLEY LIMITED**  
**(A registered charitable company limited by guarantee)**

**Report and Accounts**

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## Draft Trustees Report for the year ended 31st March 2022

### **STRUCTURE GOVERNANCE AND MANAGEMENT**

**Governing Document.** The charity is controlled by its governing document, a Memorandum of Association and constitutes a private limited company, limited by guarantee, as defined by the Companies Act 2013.

**Recruitment and appointment of new trustees.** The charity endeavours to fill any trustee vacancies through our network of partners. In addition, some people are approached directly after discussions amongst existing trustees.

**Risk management.** The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees actively review the major risks which the charity faces on a regular basis. They also examine other operational and business risks faced by the charity and believe they have established systems to mitigate these risks.

### **ACHIEVEMENTS AND PERFORMANCE**

#### **Charitable Objectives**

Graft's charitable objectives are "the relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment". Graft has continued to fulfil these objects by focusing on the provision of advice, training and practical support to the most hard-to reach elements of disadvantaged groups including people with disability, mental health problems, those who are socially excluded, lone parents, ex/offenders, the homeless, refugees and those recovering from substance misuse. We have continued our extended support to those with extreme multiple and complex needs and with challenging behaviour that excludes them from other support services, and those with high functioning Autism/Asperger's syndrome.

We have delivered our services via a series of office-based activities, online and outreach activities within the community. As the reporting period coincided with the continued consequences of a global pandemic and successive national lockdowns, much of the work carried out by Graft was adapted and developed to continue despite the disruption to the economy. This had the added benefit of better preparing our service users for the demands of the digital era we now live in. It further enabled us to deliver our services to a wider geographical area. Redesigning and developing our resources and activities to make them fit for purpose for online and distance learning activities has also spurred interest in further development in this field which will be incorporated into our long-term business planning.

We further continue to prioritise one-to-one support (mostly via Zoom/Teams) to those service users that were in the greatest need. This has meant providing continuing support to those experiencing extreme multiple and complex barriers to gaining meaningful employment and in order to support this cohort responsibly we have continued to build robust partnerships with other professionals. In order to ensure good practice and a service of excellence, and in light of the higher need cohort we are now supporting, we have continued with our annual review of our policies and procedures; we have also reviewed again our staff training and safeguarding requirements as well as cybersecurity and the implications of remote working on maintaining effective GDPR measures.

We have reviewed and updated our compliance and safeguarding procedures and have also implemented an effective Reserves Policy.

## **Achievements and Performance**

As in previous years, our performance figures for the reported period have remained stable with c90% of service users achieving a positive outcome. Overall, 30% - 40% of service users moved into meaningful paid employment, c25% engaged in training or further education and c25% volunteering within the community. Around 50% of service users were signposted to further support from our wide network of support partners. We also provided job retention support for 1 service user.

## **Future**

Our finances remained stable during the reporting period, with additional funding secured to support a new intake of service users and the move to a more digital service. Early indications are that our financial situation will remain stable in the next reporting period. The trustees have commenced work on implementing a long-term business plan and have set out plans to increase the size of the Board of Trustees to develop and secure future resources and activities - all of which will enable the Charity to continue to provide support to some of the most vulnerable and marginalised people in our community.

## **Statement of Trustees Responsibilities**

The Board of Trustees constitutes the directors for the purposes of company law. Company Law requires the Trustees to prepare financial statements each year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit of the Charity. In preparing those financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- State whether the applicable accounting practices have been followed. Subject to any material departures disclosed and explained in the financial statement
- Make judgements and estimates that are reasonable and prudent
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the Charity will continue its work

The Trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which are sufficient to show and explain the Charity's transactions and enable them to ensure that the financial statements comply with The Companies Act 2006 and The Charities Act 2011, The Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

This report was approved by the Board of Trustees on

Signed ..... Chair of Trustees

A handwritten signature in black ink, appearing to be 'A. Jones', written over a dotted line.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

This report is on the accounts of Graft Thames Valley Limited for the year ended 31 March 2022 which are set out on pages 5 to 9.

**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 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**Independent examiner's statement**

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

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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.

J M Ansell FCCA  
Chartered Certified Accountant  
19 Brooklyn Drive  
Emmer Green  
READING  
RG4 8SR

29 November 2022

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Statement of Financial Activities  
for the year ended 31st March 2022**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Total 2021 £
<b>Incoming resources from generated funds</b>					
Voluntary income	2	8,406	41,495	49,901	50,675
Investment income	3	-	-	-	-
<b>Incoming resources from charitable activities</b>					
Programme	4	-	8,263	8,263	10,420
Total incoming resources		<u>8,406</u>	<u>49,758</u>	<u>58,164</u>	<u>61,095</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Programme		2,680	59,038	61,718	41,844
Governance costs	5		300	300	300
Total resources expended		<u>2,680</u>	<u>59,338</u>	<u>62,018</u>	<u>42,144</u>
Net Incoming / (Outgoing) resources for the year		5,726	(9,580)	(3,854)	18,951
Fund balance brought forward at 1 April 2021		4,372	26,253	30,625	11,674
Balance carried forward at 31 March 2022		<u>10,098</u>	<u>16,673</u>	<u>26,771</u>	<u>30,625</u>

All of the above results are derived from continuing activities.

The notes on pages 7 to 9 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Balance Sheet**  
at 31st March 2022

	Note	2022 £	2021 £
<b>Current Assets</b>			
Debtors and prepayments		-	-
Cash at bank and in hand		<u>27,152</u>	<u>31,577</u>
<b>Total current assets</b>		<u>27,152</u>	<u>31,577</u>
<b>Creditors - amounts falling due within one year</b>	9	(381)	(952)
<b>Net assets</b>		<u><u>26,771</u></u>	<u><u>30,625</u></u>
<b>Funds of the Charity</b>			
Restricted	10	16,673	26,253
Unrestricted		10,098	4,372
<b>Total Funds</b>		<u><u>26,771</u></u>	<u><u>30,625</u></u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 466 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

These accounts were approved by the Trustees and signed on their behalf.

Mrs P Falconer  
29 November 2022



The notes on pages 7 to 9 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2022**

**1 Accounting policies**

The following accounting policies have been used in dealing with items which are considered material in relation to the Charity's financial statements.

**a) Company limited by guarantee**

The Charity is a Company limited by guarantee and is a registered Charity. Each member's liability would be limited to an amount not exceeding £1 in the event of the Charity winding up.

**b) Basis of accounting**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts have been prepared to give a true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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) issued 16 July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has early adopted the provisions of bulletin 1 as permitted.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

After making enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustees Responsibilities on page 3.

**c) Reconciliation with previously Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative terms was required. The Trustees are of the opinion that no such restatement is required.

**d) Critical accounting judgments and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, which are described in note 1, Trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimation and underlying 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 if the revision affects only that period, or in the period of revision and future periods if the current and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**e) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2022**

**1 Accounting policies (continued)**

**f) Income**

**i) Recognition of Incoming Resources**

These are included in the statement of financial activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain that they will receive the resources; and
- the monetary value can be measured with reasonable accuracy.

**ii) Grants and donations**

Grants are only included in the statement of financial activities when the charity has unconditional entitlement to the resources standards.

**iii) Gifts in kind**

Gifts in kind are accounted for when receivable, at a reasonable estimate of their value to the Charity.

**iv) Investment income**

Bank and building society interest is included in the statement of financial activities when the interest falls due.

**g) Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. In previous years Governance costs (costs associated with meeting the constitutional and statutory requirements of the Charity, the Independent Examiner fees and costs in respect of the strategic management of the Charity) were shown separately in the Statement of Financial Activities. To comply with Charities SORP FRS 102 Governance costs have been included within charitable activities as an element of other support costs.

**h) Fixed assets**

Assets over £2000 are capitalised and depreciated over their estimated lives.

Assets costing less than £2,000 are written off in the year of acquisition.

**i) Depreciation**

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment and furniture	3 years straight line
----------------------------	-----------------------

**j) Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity and as defined by the donor.

## GRAFT THAMES VALLEY LIMITED

(A registered charitable company limited by guarantee)

### Notes to the Financial Statements Year to 31 March 2022

		2022		2021	
		£		£	
<b>2</b>	<b>Voluntary income</b>				
	<b>Supporting training courses and activities</b>				
	Berkshire Community Foundation	5,000		5,000	
	Big Lottery Grant	-		9,800	
	CAF Online	-		3,750	
	Edward Gosling Foundation	-		4,000	
	ESFA - Work it out	11,330		-	
	KICKSTART	15,129		-	
	Pageeze	1,657		-	
	Peoples' Postcode Lottery	-		16,950	
	Reading Borough Council	-		-	
	The Earley Charity	10,036		10,000	
	Time Gained	1,673		-	
	Workers Education Trust	-		-	
		44,825		49,500	
	Donations	5,076		1,175	
		49,901		50,675	
<b>3</b>	<b>Investment income</b>				
	Deposit account interest	-		-	
<b>4</b>	<b>Incoming resources from charitable activities</b>				
	Achieve Together	-		333	
	Bracknell Forest Council	1,000		1,313	
	Exchequer Services (West Berkshire Council)	7,263		3,754	
	New Directions	-		2,500	
	University of Reading	-		2,520	
		8,263		10,420	
<b>5</b>	<b>Governance costs</b>				
	Independent examination fee	300		300	
<b>6</b>	<b>Net incoming / (outgoing) resources</b>				
	Net resources are stated after charging:				
	Other operating leases	-		-	
<b>7</b>	<b>Other donations</b>				
	During the year the charity received over 400 hours of support from Trustees and Volunteers.				
<b>8</b>	<b>Trustees' remuneration, benefits and expenses</b>				
	There were no trustees' remuneration, expenses or benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021				
<b>9</b>	<b>Staff costs</b>				
	Wages and salaries	48,833		34,028	
	Social security costs	-		-	
		48,833		34,028	
	The average monthly number of employees during the year was as follows:				
	Operations	3		2	
<b>9</b>	<b>Creditors - Amounts falling due within one year</b>				
	Trade creditors	-		200	
	Social security and other taxes	81		370	
	Accrued expenses	300		382	
		381		952	
<b>10</b>	<b>Movement in Funds</b>				
		As at	Incoming	Outgoing	As at
		1 April 2021	Resources	Resources	31 March 2022
		£	£	£	£
	Restricted funds	26,253	49,758	(59,338)	16,673
	Unrestricted Funds - general fund	4,372	8,406	(2,680)	10,098
		30,625	58,164	(62,018)	26,771

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Detailed Statement of Financial Activities  
for the year ended 31st March 2022**

	Unrestricted Funds	Restricted Funds	Total 2022	Total 2021
	£	£	£	£
<b>Incoming resources from generated funds</b>				
<b>Voluntary income</b>				
Donations	5,076	-	5,076	1,175
Training courses and activities	3,330	41,495	44,825	49,500
	<u>8,406</u>	<u>41,495</u>	<u>49,901</u>	<u>50,675</u>
<b>Investment income</b>				
Deposit account interest	-	-	-	-
<b>Incoming resources from charitable activities</b>				
Contracts	-	8,263	8,263	10,420
<b>Total incoming resources</b>	<u>8,406</u>	<u>49,758</u>	<u>58,164</u>	<u>61,095</u>
<b>Resources expended</b>				
<b>Charitable activities</b>				
<b>Wages, salaries and other staff costs</b>				
Wages and salaries	1,448	38,926	40,374	27,299
Sessional workers	-	7,745	7,745	5,800
Employer's Pension	-	500	500	421
Staff training and welfare	-	214	214	508
<b>Car, van and travel expenses</b>				
Travel, subsistence & meeting costs	94	198	292	1,297
<b>Rent, rates and power</b>				
Rent	-	5,360	5,360	3,560
Light and heat	-	45	45	90
<b>Telephone, fax, stationery and other office costs</b>				
Telephone and fax	14	248	262	479
Computer costs	89	944	1,033	428
Postage	-	-	-	20
Printing, stationery and general office costs	-	215	215	645
<b>Accountancy, legal and other professional fees</b>				
Insurance	-	571	571	155
Licences and subscriptions	64	939	1,003	638
Bank charges	-	96	96	69
<b>Other business expenses</b>				
Independent examination fee	-	-	-	300
Other legal and professional	971	1,934	2,905	402
Advertising	-	1,150	1,150	-
Sundry expenses	-	253	253	33
Trustees travel expenses	-	-	-	-
<b>Total resources expended</b>	<u>2,680</u>	<u>59,338</u>	<u>62,018</u>	<u>42,144</u>
<b>Net income / (expenditure)</b>	<u>5,726</u>	<u>(9,580)</u>	<u>(3,854)</u>	<u>18,951</u>

**GRAFT THAMES VALLEY LTD**

England & Wales - Charity number 1119388

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# Accounts

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Company number 06021004  
Charity number 1119388

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Report and Accounts**

**31 March 2021**

**J M Ansell FCCA**  
Chartered Certified Accountant  
Reading  
RG4 8SR

**GRAFT THAMES VALLEY LIMITED**  
**(A registered charitable company limited by guarantee)**

**Report and Accounts**

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## **GRAFT THAMES VALLEY LIMITED**

*(A registered charitable company limited by guarantee)*

### *Report of the Trustees*

*For the year ended 31 March 2021*

The trustees who are also the directors of the charity for the purposes of the Companies Act 2013, present their report with the financial statements of the charity for the year ended 31 March 2020. The trustees have adopted the provisions of the requirements of the Charities Act 2011.

#### Charity information

Registered Company number	06021004
Registered Charity number	1119388
Registered office	84 Queens Road Reading RG1 4BW

#### Trustees

Rev P Falconer	Chair
Mrs H Danelian	Programme Director
Mr M Hodges	Governance
Miss A Aprea	Finance
Independent Examiner	J M Ansell FCCA

#### **STRUCTURE GOVERNANCE AND MANAGEMENT**

Governing document. The charity is controlled by its governing document, a Memorandum of Association and constitutes a private limited company, limited by guarantee, as defined by the Companies Act 2013.

Recruitment and appointment of new trustees. The charity endeavours to fill any trustee vacancies through our network of partners. In addition, some people are approached directly after discussions amongst existing trustees.

Risk management. The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. The trustees actively review the major risks which the charity faces on a regular basis. They also examine other operational and business risks faced by the charity and believe they have established systems to mitigate these risks.

## **GRAFT THAMES VALLEY LIMITED**

*(A registered charitable company limited by guarantee)*

*Report of the Trustees (continued)*

*For the year ended 31 March 2021*

### **ACHIEVEMENTS AND PERFORMANCE**

#### *Charitable Objectives*

Graft's charitable objectives are "the relief of unemployment for the benefit of the public in such ways as may be thought fit, including assistance to find employment".

Graft has continued to fulfil these objects by focusing on the provision of advice, training and practical support to the most hard-to-reach elements of disadvantaged groups including people with disability, mental health problems, those who are socially excluded, lone parents, ex/offenders, the homeless, refugees and those recovering from substance misuse. We have continued our extended support to those with extreme multiple and complex needs and with challenging behaviour that excludes them from other support services, and those with high functioning Autism/Asperger's Syndrome.

We have delivered our services via a series of office-based activities and outreach activities within the community. As the reporting period coincided with the continued consequences of a global pandemic and successive national lockdowns, much of the work carried out by Graft adapted to continue despite the disruption to the economy. This had the added benefit of better preparing our service users for the demands of the digital era we now live in. It further enabled us to deliver our services to a wider geographical area. Redesigning all of our resources and activities to make them fit for purpose for online and distance learning activities has also spurred interest in further development in this field which will be considered at the next AGM.

We further continued to prioritise one-to-one support (mostly via Zoom/Skype) to those service users that were in the greatest need. This has meant providing continuing support to those experiencing extreme multiple and complex barriers to gaining meaningful employment and in order to support this cohort responsibly we have continued to build robust partnership with other professionals. In order to ensure good practice and a service of excellence we have continued to review our policies and procedures in light of the higher need cohort we are now supporting; we have also reviewed again our staff training and safeguarding requirements as well as cybersecurity and the implications of remote working on maintaining effective GDPR measures.

We have reviewed our compliance and safeguarding procedures. We also realised the need for an effective Reserves Policy to ensure the continued support of our service users in the event of a reduction in funding and have continued to provide contracted services for our commercial clients - thus enabling us to support a cohort of clients with less extreme needs.

## **GRAFT THAMES VALLEY LIMITED**

*(A registered charitable company limited by guarantee)*

*Report of the Trustees (continued)*

*For the year ended 31 March 2021*

### ***Achievements and Performance***

As in previous years, our performance figures for the reported period have remained stable with c90% of services users achieving a positive outcome. Of the service users on our training programmes, 54% of the people accessing our services moved into meaningful paid employment, 26% engaged in training or further education, 26% are successfully volunteering within the community. Around 50% of service users were signposted to further support from our wide network of support partners. We also provided in-work and job retention support for 2 service users.

### ***Future***

Our finances have eased a little during the reporting period, with additional funding to support a new intake of service users and the move to a more digital service. Early indications are that our financial situation will remain stable in the next reporting period. The trustees have reviewed and amended the charity's short term business plan and have set out a longer-term plan for the on-going development of the Charity, all of which will enable the Charity to continue to provide support to some of the most vulnerable and marginalised people in our community.

### ***Statement of Trustees Responsibilities***

The Board of Trustees constitutes the directors for the purposes of company law. Company Law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit of the Charity. In preparing those financial statements the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- State whether the applicable accounting practices have been followed, subject to any material departures disclosed and explained in the financial statement
- Make judgements and estimates that are reasonable and prudent
- Prepare the financial statements on the ongoing concern basis unless it is inappropriate to presume that the Charity will continue its work

The Trustees are also responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and which are sufficient to show and explain the Charity's transactions and enable them to ensure that the financial statements comply with The Companies Act 2006 and The Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's constitution. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the detection and prevention of fraud and other irregularities.

This report was approved by the Board of Trustees on 11 October 2021

Rev. P. Falconer – Chair of Trustees

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

This report is on the accounts of Graft Thames Valley Limited for the year ended 31 March 2021 which are set out on pages 5 to 9.

**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 carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

**Independent examiner's statement**

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

- 1 the accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 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.

J M Ansell FCCA  
Chartered Certified Accountant  
19 Brooklyn Drive  
Emmer Green  
READING  
RG4 8SR

1 December 2021

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Statement of Financial Activities  
for the year ended 31st March 2021**

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
<b>Incoming resources from generated funds</b>					
Voluntary income	2	1,175	49,500	50,675	33,241
Investment income	3	-	-	-	-
<b>Incoming resources from charitable activities</b>					
Programme	4	-	10,420	10,420	916
Total incoming resources		<u>1,175</u>	<u>59,920</u>	<u>61,095</u>	<u>34,157</u>
<b>Resources expended</b>					
<b>Charitable activities</b>					
Programme		295	41,549	41,844	33,644
Governance costs	5	300	-	300	300
Total resources expended		<u>595</u>	<u>41,549</u>	<u>42,144</u>	<u>33,944</u>
Net Incoming / (Outgoing) resources for the year		580	18,371	18,951	213
Fund balance brought forward at 1 April 2020		3,792	7,882	11,674	11,461
Balance carried forward at 31 March 2021		<u>4,372</u>	<u>26,253</u>	<u>30,625</u>	<u>11,674</u>

All of the above results are derived from continuing activities.

The notes on pages 7 to 9 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Balance Sheet**  
at 31st March 2021

	Note	2021 £	2020 £
<b>Current Assets</b>			
Debtors and prepayments		-	258
Cash at bank and in hand		<u>31,577</u>	<u>12,874</u>
Total current assets		31,577	13,132
<b>Creditors - amounts falling due within one year</b>	9	(952)	(1,458)
<b>Net assets</b>		<u><u>30,625</u></u>	<u><u>11,674</u></u>
<b>Funds of the Charity</b>			
Restricted	10	26,253	7,882
Unrestricted		4,372	3,792
<b>Total Funds</b>		<u><u>30,625</u></u>	<u><u>11,674</u></u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 466 of the Act

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

The financial statements have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime

These accounts were approved by the Trustees and signed on their behalf.

Mrs P Falconer  
11 October 2021

The notes on pages 7 to 9 form part of these financial statements

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2021**

**1 Accounting policies**

The following accounting policies have been used in dealing with items which are considered material in relation to the Charity's financial statements.

**a) Company limited by guarantee**

The Charity is a Company limited by guarantee and is a registered Charity. Each member's liability would be limited to an amount not exceeding £1 in the event of the Charity winding up.

**b) Basis of accounting**

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The accounts have been prepared to give a true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following 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) issued 16 July 2014 rather than the Accounting and Reporting by Charities Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Charity has early adopted the provisions of bulletin 1 as permitted.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

After making enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue its activities for the foreseeable future. Accordingly they continue to adopt the going concern basis in preparing the financial statements as outlined in the Statement of Trustees Responsibilities on page 3.

**c) Reconciliation with previously Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative terms was required. The Trustees are of the opinion that no such restatement is required.

**d) Critical accounting judgments and key sources of estimation uncertainty**

In the application of the Charity's accounting policies, which are described in note 1, Trustees are required to make judgments, estimates and assumptions about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimation and underlying 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 if the revision affects only that period, or in the period of revision and future periods if the current and future periods if the revision affects the current and future periods.

In the view of the Trustees, no assumptions concerning the future or estimation uncertainty affecting the assets and liabilities at the balance sheet date are likely to result in a material adjustment to their carrying amounts in the next financial year.

**e) Financial instruments**

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Notes to the Financial Statements Year to 31 March 2021**

**1 Accounting policies (continued)**

**f) Income**

i) Recognition of Incoming Resources

These are included in the statement of financial activities when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain that they will receive the resources; and
- the monetary value can be measured with reasonable accuracy.

ii) Grants and donations

Grants are only included in the statement of financial activities when the charity has unconditional entitlement to the resources standards.

iii) Gifts in kind

Gifts in kind are accounted for when receivable, at a reasonable estimate of their value to the Charity.

iv) Investment income

Bank and building society interest is included in the statement of financial activities when the interest falls due.

**g) Expenditure and liabilities**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources. In previous years Governance costs (costs associated with meeting the constitutional and statutory requirements of the Charity, the Independent Examiner fees and costs in respect of the strategic management of the Charity) were shown separately in the Statement of Financial Activities. To comply with Charities SORP FRS 102 Governance costs have been included within charitable activities as an element of other support costs.

**h) Fixed assets**

Assets over £2000 are capitalised and depreciated over their estimated lives.

Assets costing less than £2,000 are written off in the year of acquisition.

**i) Depreciation**

Depreciation is provided at the following rates in order to write off the assets over their estimated useful lives.

IT Equipment and furniture	3 years straight line
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**j) Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity and as defined by the donor.

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

Notes to the Financial Statements Year to 31 March 2021

		2021	2020		
		£	£		
<b>2</b>	<b>Voluntary income</b>				
	<b>Supporting training courses and activities</b>				
	Berkshire Community Foundation	5,000	5,000		
	Big Lottery Grant	9,800	9,883		
	CAF Online	3,750	-		
	Community Learning	-	1,501		
	Edward Gosling Foundation	4,000	-		
	ESFA - Work it out	-	3,484		
	Peoples' Postcode Lottery	16,950	-		
	Reading Borough Council	-	2,500		
	The Earley Charity	10,000	10,000		
	Workers Education Trust	-	(474)		
		49,500	31,894		
	Donations	1,175	1,347		
		50,675	33,241		
<b>3</b>	<b>Investment income</b>				
	Deposit account interest	-	-		
<b>4</b>	<b>Incoming resources from charitable activities</b>				
	Achieve Together	333	916		
	Bracknell Forest Council	1,313	-		
	Exchequer Services (West Berkshire Council)	3,754	-		
	New Directions	2,500	-		
	University of Reading	2,520	-		
		10,420	916		
<b>5</b>	<b>Governance costs</b>				
	Independent examination fee	300	300		
<b>6</b>	<b>Net Incoming / (outgoing) resources</b>				
	Net resources are stated after charging:				
	Other operating leases	-	-		
<b>7</b>	<b>Other donations</b>				
	During the year the charity received over 400 hours of support from Trustees and Volunteers.				
<b>8</b>	<b>Trustees' remuneration, benefits and expenses</b>				
	There were no trustees' remuneration or benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020				
	Mr M Hodges was re-imbursed travel expenses for attending Trustees meetings of £Nil in respect of the year ended 31 March 2021 (2020 : £205.47)				
<b>9</b>	<b>Staff costs</b>				
	Wages and salaries	34,028	27,423		
	Social security costs	-	-		
		34,028	27,423		
	The average monthly number of employees during the year was as follows:				
	Operations	3	2		
<b>9</b>	<b>Creditors - Amounts fall ing due within one year</b>				
	Trade creditors	200	780		
	Social security and other taxes	370	303		
	Deferred income	-	-		
	Accrued expenses	382	375		
		952	1,458		
<b>10</b>	<b>Movement in Funds</b>				
		As at	Incoming	Outgoing	As at
		1 April 2020	Resources	Resources	31 March 2021
		£	£	£	£
	Restricted funds	7,882	59,920	(41,549)	26,253
	Unrestricted Funds - general fund	3,792	1,175	(595)	4,372
		11,674	61,095	(42,144)	30,625

**GRAFT THAMES VALLEY LIMITED**  
(A registered charitable company limited by guarantee)

**Detailed Statement of Financial Activities  
for the year ended 31st March 2021**

	Unrestricted Funds	Restricted Funds	Total 2021
	£	£	£
<b>Incoming resources from generated funds</b>			
<b>Voluntary income</b>			
Donations	1,175	-	1,175
Training courses and activities	-	49,500	49,500
	<u>1,175</u>	<u>49,500</u>	<u>50,675</u>
<b>Investment income</b>			
Deposit account interest	-	-	-
<b>Incoming resources from charitable activities</b>			
Contracts	-	10,420	10,420
<b>Total incoming resources</b>	<u>1,175</u>	<u>59,920</u>	<u>61,095</u>
<b>Resources expended</b>			
<b>Charitable activities</b>			
<b>Wages, salaries and other staff costs</b>			
Wages and salaries	-	27,299	27,299
Sessional workers	-	5,800	5,800
Employer's Pension	-	421	421
Staff training and welfare	483	25	508
			-
<b>Car, van and travel expenses</b>			
Travel, subsistence & meeting costs	57	1,240	1,297
			-
<b>Rent, rates and power</b>			
Rent	-	3,560	3,560
Light and heat	-	90	90
			-
<b>Telephone, fax, stationery and other office costs</b>			
Telephone and fax	-	479	479
Computer costs	-	428	428
Postage	-	20	20
Printing, stationery and general office costs	-	645	645
			-
<b>Accountancy, legal and other professional fees</b>			
Insurance	-	155	155
Website development	-	-	-
Payroll fees	-	-	-
Licences and subscriptions	55	583	638
Bank charges	-	69	69
			-
<b>Other business expenses</b>			
Independent examination fee	-	300	300
Other legal and professional	-	402	402
Outreach expenses	-	-	-
Sundry expenses	-	33	33
Trustees travel expenses	-	-	-
<b>Total resources expended</b>	<u>595</u>	<u>41,549</u>	<u>42,144</u>
<b>Net income / (expenditure)</b>	<u>580</u>	<u>18,371</u>	<u>18,951</u>