

Registered number: 06634048
Charity number: 1125382

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JULY 2021

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

CONTENTS

	Page
Reference and administrative details of the Company, its Trustees and advisers	1
Trustees' report	2 - 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11 - 23

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 JULY 2021**

Trustees	C Gibbs, Trustee D Etherington, Trustee L Webb, Trustee P Hall, Trustee J Price, Trustee C Jordan, Chair V Modgil, Trustee L Jordan, Trustee M Jefferies, Trustee L Goldsmith, Trustee H Jordan, Trustee
Company registered number	06634048
Charity registered number	1125382
Registered office	Valley House Trimpley Bewdley Worcestershire DY12 1PG

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 JULY 2021

The Trustees present their annual report together with the financial statements of the Company for the 1 August 2020 to 31 July 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. The Foundation Aims

The Foundation was set up in 2008 to support people with moderate learning disabilities to learn new skills, with the aim of eventually enabling them to enter employment. It does this through a variety of work-based projects. Many of these people are capable of work if given the right opportunity, but unfortunately this rarely happens.

The Trustees remain focussed of the need for this to become a higher priority for both central and local government, and society in general.

To this end the Charity has also, in recent years, expanded its work-based projects to obtain contracts from local and national businesses. From the revenue of these contracts it is able to pay those individuals with learning disabilities who do the work, with staff and volunteer support, a 'wage'. This transforms the life of these people – their self-esteem is dramatically improved. In addition they are able to contribute to society, like everyone else.

Since 2008 the Foundation has also expanded to support people with more complex needs.

People who qualify for Adult Social Care come to the projects we run as a 'day opportunity', being supported through their 'personal budget' that they receive from Worcestershire County Council (WCC). This is based on an assessment for funding that everyone with a disability receives, to enable them to support themselves with housing and other basic living requirements. It is a legal duty for councils to provide this support, under the Care Act.

The funding that we receive from the personal budgets, enables us to employ qualified staff to support this group, to learn new skills to their level of ability, and also develop social skills within a 'work' type environment. Unfortunately, we have seen significant reductions in personal budgets over the past few years as the money received by county councils from central government has decreased. Because of this WCC now only provide personal budgets to the legally required level - those who have 'severe or critical' needs.

From the day the Foundation was started we have always had individuals with more moderate learning disabilities who come to us, who at one time received a personal budget but who now do not qualify. This group continues to grow in number, only qualifying for 'employment support' from the Job Centre, which enables them to live. We receive no funding from any source for this group.

We continue to support these individuals as best we can, using the monies raised through trading and fund raising, and utilising our volunteers. This is a very disadvantaged group in our society, without doubt.

We continue to work hard on expanding our volunteer numbers, ensuring that they are properly trained and supported. All of them work with the people with learning disabilities in some way, providing a very valuable resource enabling us to do a huge amount more that we would otherwise be able to do.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Objectives and activities (continued)

b. The Foundation Projects

In order to achieve its aims The Foundation runs four separate work-based projects. These activities are undertaken to achieve our objectives:

1. Spokes

This is a bike project, where the Trainees with learning disabilities rebuild bikes, that have been given to us by the public. They also get involved in bike repair for the local community. They do this with support from both staff and volunteers, learning new skills that will be of use to them in the future when trying to move into the workplace. The volunteers who work with our trainees do an amazing job, with many of them from an engineering background. Several of our trainees have now achieved bike assembly qualifications, which will be very useful to them in the future. This is an incredible achievement. Spokes is also involved in maintaining all of the bikes for hire at Worcester University, as a contract. This enables some payment to be made to the people concerned.

2. Twigs

This is our horticultural project, where trainees with learning disabilities learn skills within a garden centre environment. They are involved from start to finish with this project, planting plugs, watering and maintaining plants as they grow, and then being involved with the sales of these to the public. The trainees are also involved in ground maintenance on our local estate, carrying out mowing, litter picking, strimming and planting through the spring and autumn periods. They are involved in working in the local park, supporting the Council Park staff. We have continued with the maintenance of the Senses garden for Wyre Forest DC in Brintons Park that we started in 2019. This garden was established for the benefit of the sensory impaired and was opened in 1995, being dedicated to the 13 teenagers who lost their lives in the Hagley minibus crash in 1993. An exciting development at the end of the year was the success of getting a contract with severn Trent to carry out ground maintenance work at Trimpey reservoir. This will be reported on further next year.

The Twigs project has proved to be very successful and is moving from strength to strength in the area.

3. Woodworks

This is our woodwork project where people with learning disabilities learn how to build wooden items, such as bird boxes, bat boxes, log stores, planters, and other wood items. The skills that the trainees learn can be put to great use in the future, as hopefully some of them move towards paid employment. Again they are involved in the complete process, from manufacture to selling to the public.

4. Go Green

This is our recycling project, where people with more complex needs carry out a variety of recycling involving cans, glasses, and a variety of plastic material. They are also involved in light manufacturing projects, which are enjoyed by all. The people who come to this project get involved in clay work, learning how to make items and fire them before painting them for sale to the public. This part of Go Green is called 'Pots', and has proved to be very successful.

This project has moved forward from strength to strength, despite the challenges faced over the past 2 years.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Achievements and performance

a. Review of Trading year July 2020-2021

Managing the projects through the Pandemic

Last year we reported on the first year of the pandemic, and all that this entailed to keep operating. As was said then we, as a Charity, were very grateful to all of our staff and volunteers for the amazing work that was put in, to enable us to be the first operation of our type to re-open our doors to Trainees on the 27th April, 2020. By then we had everything in place to enable us to operate safely, but not as efficiently as possible. By the end of June we had achieved both of these goals.

Of course the pandemic had not finished. There were further lockdowns in Autumn 2020 and early 2021. However we, in our role of supporting people with Learning Disabilities, who were classed as a vulnerable group, were able to keep operating during this time. We did not furlough any of our staff throughout the entire lockdown period, as they were busy looking after our trainees or ensuring that the operation could remain viable.

However, as was expected, over the past year we have seen a reduction in the number of trainees coming to the projects. This is mainly due to parents and carers deciding to keep their loved ones at home, due to their vulnerability, which is understandable. Obviously, this has reduced our primary revenue stream – personal budget income, however we are confident that over the next year we will see many returns, as things start to move back to a degree of normality.

Of course, the cost of the pandemic has been substantial, both in Capital cost and continual purchase, with the changes we have made to the unit and the continual cost of PPE, etc. Again, however, some of the changes will prove to be beneficial in the longer term, with the extra space that has been achieved in our unit on the Finepoint estate. The installation of a new staircase into the operation, to enable the sales area at Spokes to move to the mezzanine has been particularly useful, as a significant amount of new working area has been established on the ground floor. The Foundation has also benefitted from some grants from WCC and central government, where there has been a recognition of the importance of the work done.

During the period we have also continued to expand the 'paid work' projects that we offer to our trainees with moderate learning disabilities. We have always believed this group as being particularly disadvantaged in our society, as many of them are very capable of being in the workplace, if given the opportunity. However, this does not generally happen.

A few years ago, the Chair of the Trustees, Chris Jordan, spent a significant amount of time speaking to local employers, trying to convince them to give people with learning disabilities an opportunity to work for their businesses, but with limited success.

Because of this the Foundation then changed direction and started to gain work contracts directly. This was in particular projects such as ground maintenance, etc. This has proved to be significantly more successful, with several contracts now in place.

During summer 2020 Severn Trent were having problems at its site in Trimley – a reservoir in a rural area where many people were coming, with their families to enjoy a walk, etc. However, a significant litter problem resulted. Chris approached them directly and managed to gain a contract for ground maintenance there, which has proved to be very successful. Severn Trent are very pleased with the work done, and the people with moderate learning disabilities who come to the Foundation are earning some money themselves, which makes a huge difference to their lives. Tom Crawford at Severn Trent has submitted a testimonial which says it all about the people involved!

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Achievements and performance (continued)

Testimonial - Tom Crawford, Site Supervisor, Severn Trent

'Having the Emily Jordan Trust on site has been a massive help to us. They guys cover a lot of tasks we find it difficult to do on a weekly basis like litter picking, vegetation clearance and improving habitat through the putting up of nest boxes. They act as eyes and ears on site and relay any issue back to us. They've really improved the look of site and feedback has been great both with a reduction of complaints and also comments about how the site looks better than ever.'

The plan is to continue to develop this type of work, to be able to employ more people with moderate learning disabilities to benefit from this work.

The Foundation now employs 12 people with learning disabilities, doing work in Spokes, Go Green, Twigs, alongside the ground maintenance projects.

Another exciting development over the past 12 months has been the start of a sister charity for the Foundation; The Emily Jordan Foundation Projects. This has been the outcome of a partnership with Dudley Council, on a lottery bid. This was eventually successful in 2019, and over the past year a Victorian house, Tintern House, on Stevens Park in Lye, has been completely rebuilt to a design that has been submitted by Chris Jordan and Ruth Krivosic, our CEO.

The new charity has deliberately been set up as a separate legal entity, to ensure complete separation of the two projects into the future. This supplies financial security for both operations.

In June a new Twigs project opened on a separate fenced area in the park, and at the same time in Tintern House itself a Spokes and Go Green project started. The aims of The Emily Jordan Foundation have expanded into the West Midlands!

The start-up of the new operation has been difficult. A five-months delay in being able to get 'on site' has reduced the income stream for the first year dramatically, as the college leaving period for people with learning disabilities had been missed. In addition, the Twigs area will need substantial work done to it, as the install of the polytunnels has not been carried out to the right specification, that had been supplied by The Foundation staff. These will hopefully be in good working order for early 2022.

In addition, it was never going to be easy starting three new projects at a new location in the middle of a pandemic, but everyone has been up for the challenge!

However, we are confident that after the initial start period the project will be a success. The next year will be a major part of resolving the initial problems, that were not in any way the fault of the Foundation, as hopefully the pandemic comes to an end. It is important that the projects that are enjoyed by our trainees in Worcestershire are rolled out in a new area of the UK.

The Foundation has supported this new venture with a grant of £28k to cover the first-year projected loss. With the difficulties experienced it may be necessary to supply additional, limited support, but this will be assessed as we move forward if necessary. There is also pressure being applied to Dudley Council to provide some support, as it is not right that the Foundation should be supplying all of this when the delay issues are not of its making.

Financial

The Foundation had a quiet year in terms of fund-raising activities, because of the Pandemic. However, we are pleased that the reserves of the Charity were not significantly damaged by the pandemic, and in fact showed a reasonable increase of £40k during the period. This was due to carefully management of our outgoings through the period. The Foundation will continue to develop its own projects and when necessary and suitable support other charities that are involved in similar aims to its own.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Achievements and performance (continued)

Conclusion

We would like to say a huge thank you to all of our staff and volunteers, who have been such a major part of making what we do a success, again, through such a difficult time. They have to deal with some very difficult situations, with people who often find it very difficult to express their true feelings.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

The Charity Trustees have agreed to maintain free reserves of £150,000, to allow for any drop in revenue and to enable an orderly wind down of projects if necessary. This money can only be spent on this taking place. The remainder of funds available can be utilised to enable the aims of the Charity to be achieved.

The free reserves are made up of unrestricted reserves of £726,374 (2020: £683,376) less tangible assets £294,204 (2020: £281,801). Therefore the free reserves are £432,170 (2020: £401,575) in excess of the £150,000 reserves policy and will be utilised over the next few years for the charity to achieve its aims.

Structure, governance and management

a. Constitution

The Emily Jordan Foundation is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

b. Methods of appointment or election of Trustees

The management of the Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

Plans for future periods

This financial year has been a major challenge for us, as it has been for many other charities. However we believe that at year end the reputation and financial integrity of the Charity remain strong.

The current financial year has obviously brought further challenges, as reported above, especially with the reduction in the Trainee numbers we have experienced.

However, the Charity will continue to move forward with its aims over the next 12 months, both developing its own projects and those with similar aims.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 JULY 2021

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

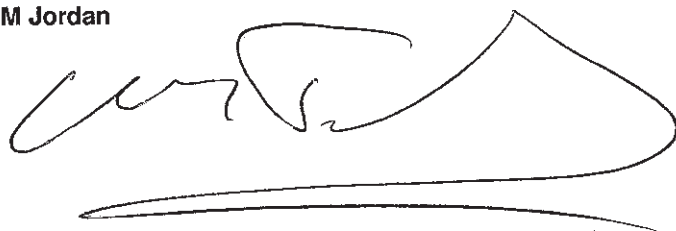
Company law requires the Trustees to prepare financial statements for each financial . Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the Company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 22 March 2022
and signed on their behalf by:

C M Jordan

A handwritten signature in black ink, appearing to be 'C M Jordan', written over a horizontal line.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 31 JULY 2021**

Independent Examiner's Report to the Trustees of The Emily Jordan Foundation ('the Company')

I report to the charity Trustees on my examination of the accounts of the Company for the year ended 31 July 2021.

Responsibilities and Basis of Report

As the Trustees of the Company (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Company's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Company and the Company's Trustees as a body, for my work or for this report.

Signed:

Kerry Brown

Kerry Brown

Dated: 23 March 2022

FCA

Crowe U.K. LLP

Chartered Accountants
Black Country House
Rounds Green Road
Oldbury
West Midlands
B69 2DG

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 JULY 2021**

	Note	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:				
Donations and legacies	3	33,645	33,645	38,517
Charitable activities	4	25,126	25,126	104,711
Other trading activities	5	3,292	3,292	3,807
Investments	6	14,432	14,432	17,655
Total income		76,495	76,495	164,690
Expenditure on:				
Raising funds	7	1,100	1,100	107
Charitable activities		81,395	81,395	147,421
Total expenditure		82,495	82,495	147,528
Net (expenditure)/income before net gains on investments		(6,000)	(6,000)	17,162
Net gains on investments		48,998	48,998	4,399
Net movement in funds		42,998	42,998	21,561
Reconciliation of funds:				
Total funds brought forward		683,376	683,376	661,815
Net movement in funds		42,998	42,998	21,561
Total funds carried forward		726,374	726,374	683,376

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 11 to 23 form part of these financial statements.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)
REGISTERED NUMBER: 06634048

BALANCE SHEET
AS AT 31 JULY 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	294,204	281,801
Investments	14	383,417	154,419
		<u>677,621</u>	<u>436,220</u>
Current assets			
Debtors	15	28,953	29,946
Cash at bank and in hand		27,156	249,010
		<u>56,109</u>	<u>278,956</u>
Creditors: amounts falling due within one year	16	(7,356)	(31,800)
Net current assets		<u>48,753</u>	<u>247,156</u>
Total net assets		<u><u>726,374</u></u>	<u><u>683,376</u></u>
Charity funds			
Restricted funds	18	-	-
Unrestricted funds	18	726,374	683,376
Total funds		<u><u>726,374</u></u>	<u><u>683,376</u></u>

The Company was entitled to exemption from audit under section 477 of the Companies Act 2006.

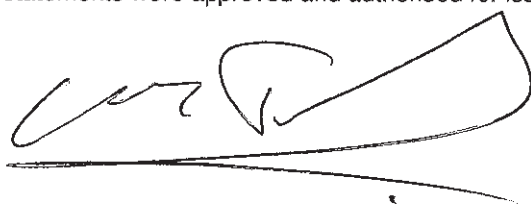
The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

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

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

The financial statements were approved and authorised for issue by the Trustees on 22 March 2022 and signed on their behalf by:

C M Jordan



THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

1. General information

The Emily Jordan Foundation is a company limited by guarantee in England, whose registered office is Valley House, Trimpley, Bewdley, Worcestershire, DY12 1PG. The company's registered number is 06634048 and its charity registration number is 1125382. The members of the company are the Trustees named on page 1. In the event of The Emily Jordan Foundation being wound up, the liability in respect of the guarantee is limited to £1 per member of The Emily Jordan Foundation.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Emily Jordan Foundation 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.

2.2 Going concern

The Trustees have a reasonable expectation that the Charity has adequate cash resources to continue in operational existence for the foreseeable future. They continue to believe the going concern basis of accounting appropriate in preparing the annual financial statements.

2.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Company and which have not been designated for other purposes.

2.4 Income

All income is recognised once the Company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

2. Accounting policies (continued)

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the Company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Company's objectives, as well as any associated support costs.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Freehold property	-	4% straight line
Plant and machinery	-	10% straight line
Motor vehicles	-	25% reducing balance
Fixtures and fittings	-	10% straight line

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

2. Accounting policies (continued)

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

2.9 Financial instruments

Debtors

Short term debtors are measured at transaction price, less any impairment.

Creditors

Short term creditors are measured at transaction price.

Cash

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

There are no complex financial instruments.

2.10 Agency arrangements

The charity worked in partnership with the Emily Jordan Foundation Projects Ltd in acting as agent for Dudley Council to purchase some fixed assets on their behalf. This income and expenditure is excluded from the income and expenditure of the charity and any balances due from or held on behalf of Dudley Council are excluded from the balance sheet and reported separately in the notes to the financial statements.

2.11 Role of volunteers

The charity relies on its volunteers. The impact of these volunteers is not reflected in the accounts.

3. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Donations	32,375	32,375	13,517
Grants	750	750	25,000
Other incoming resources	520	520	-
	<u>33,645</u>	<u>33,645</u>	<u>38,517</u>

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

3. Income from donations and legacies (continued)

4. Income from charitable activities

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Contributions to care service	13,686	13,686	100,091
Contributions to management costs	11,440	11,440	4,620
	<u>25,126</u>	<u>25,126</u>	<u>104,711</u>

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Fundraising events	95	95	1,678
100 Club	3,170	3,170	2,030
General fundraising	-	-	51
	<u>3,265</u>	<u>3,265</u>	<u>3,759</u>

Income from non charitable trading activities

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Merchandise sales	27	27	48

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Rental income	14,400	14,400	16,800
Interest on cash deposits	32	32	855
	<u>14,432</u>	<u>14,432</u>	<u>17,655</u>

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Fundraising events	-	-	(473)
100 Club Prizes	1,100	1,100	400
Just Giving fees	-	-	180
	<u>1,100</u>	<u>1,100</u>	<u>107</u>

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

8. Analysis of grants

	Grants to Institutions 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Grants	28,000	28,000	-

A grant of £28,000 (2020: NIL) was paid to The Emily Jordan Foundation Projects Limited during the year.

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Grant funding of activities 2021 £	Support costs 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Charitable activities	4,064	28,000	49,331	81,395	147,421
<i>Total 2020</i>	90,608	-	56,813	147,421	

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Activities 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Wages recharge from Spokes	-	-	88,134
Goods for resale	1,979	1,979	2,474
Premises expenses	1,905	1,905	-
Just Giving fees	180	180	-
	<u>4,064</u>	<u>4,064</u>	<u>90,608</u>

Analysis of support costs

	Activities 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Depreciation	14,280	14,280	12,430
Repairs and maintenance	5,468	5,468	2,568
Telephone	1,203	1,203	1,043
Website and computer costs	3,579	3,579	2,599
Advertising	390	390	1,783
Rent and service charge	1,806	1,806	3,144
Rates and utilities	5,518	5,518	5,918
Insurance	1,030	1,030	875
Travel and motor costs	379	379	119
Printing, postage and stationery	589	589	500
Bank charges	469	469	261
Sundries	1,138	1,138	390
Accountancy	2,500	2,500	2,000
Consultancy	3,297	3,297	23,183
Management charge	7,685	7,685	-
	<u>49,331</u>	<u>49,331</u>	<u>56,813</u>

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

10. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the Company's independent examiner for the independent examination of the Company's annual accounts	<u>1,750</u>	<u>2,000</u>

11. Staff costs

	2021 £	2020 £
Wages and salaries - recharged	-	88,134
	<u>-</u>	<u>88,134</u>

The average number of persons employed by the Company during the year was as follows:

No employee received remuneration amounting to more than £60,000 in either year.

The charity has no employees. The wage costs shown in the accounts have been recharged from Spokes CIC to reflect the element of the supervisors wage costs funded via the contributions received by the charity.

The key management of the charity consists of the Trustees and Ruth Krivosic (Chief Executive Officer). The total remuneration paid to the key management personnel was £5,672 (2020 - £23,183), as consultancy fees.

Ruth Krivosic also charged consultancy fees to Spokes CIC, a wholly owned subsidiary of Emily Jordan Foundation, for £75,797 during 2021.

12. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 July 2021, no Trustee expenses have been incurred (2020 - £NIL).

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

13. Tangible fixed assets

	Freehold property £	Plant and machinery £	Motor vehicles £	Fixtures and fittings £	Total £
Cost or valuation					
At 1 August 2020	368,567	10,508	-	50,300	429,375
Additions	-	2,679	21,009	2,995	26,683
At 31 July 2021	<u>368,567</u>	<u>13,187</u>	<u>21,009</u>	<u>53,295</u>	<u>456,058</u>
Depreciation					
At 1 August 2020	101,332	2,876	-	43,366	147,574
Charge for the year	9,212	1,052	1,751	2,265	14,280
At 31 July 2021	<u>110,544</u>	<u>3,928</u>	<u>1,751</u>	<u>45,631</u>	<u>161,854</u>
Net book value					
At 31 July 2021	<u>258,023</u>	<u>9,259</u>	<u>19,258</u>	<u>7,664</u>	<u>294,204</u>
At 31 July 2020	<u>267,235</u>	<u>7,632</u>	<u>-</u>	<u>6,934</u>	<u>281,801</u>

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

14. Fixed asset investments

	Investments in subsidiary companies £	Unlisted investments £	Total £
Cost or valuation			
At 1 August 2020	20	154,399	154,419
Additions	-	180,000	180,000
Revaluations	-	48,998	48,998
At 31 July 2021	<u>20</u>	<u>383,397</u>	<u>383,417</u>
Net book value			
At 31 July 2021	<u>20</u>	<u>383,397</u>	<u>383,417</u>
At 31 July 2020	<u>20</u>	<u>154,399</u>	<u>154,419</u>

Principal subsidiaries

The following was a subsidiary undertaking of the Company:

Name	Company number	Registered office or principal place of business	Class of shares	Holding
Spokes CIC	06423134	Valley House, Trimpey, Bewdley, Worcestershire, DY12 1PG	Ordinary	100%

The financial results of the subsidiary for the year were:

Name	Income £	Expenditure £	Net assets £
Spokes CIC	389,696	(414,479)	18,307

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

15. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	-	24,064
Amount due from subsidiary undertakings	26,308	-
Prepayments and accrued income	2,645	5,882
	<u>28,953</u>	<u>29,946</u>

16. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	1,823	201
Other taxation and social security	1,175	1,052
Amount due to related undertakings	2,471	28,547
Accruals and deferred income	1,887	2,000
	<u>7,356</u>	<u>31,800</u>

17. Financial instruments

	2021 £	2020 £
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>410,573</u>	<u>403,429</u>

Financial assets measured at fair value through income and expenditure comprise unlisted investments and cash at bank.

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021**

18. Statement of funds

Statement of funds - current year

	Balance at 1 August 2020 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 July 2021 £
Unrestricted funds					
Reserves	683,376	76,495	(82,495)	48,998	726,374

Statement of funds - prior year

	Balance at 1 August 2019 £	Income £	Expenditure £	Gains/ (Losses) £	Balance at 31 July 2020 £
Unrestricted funds					
General Funds	661,815	164,690	(147,528)	4,399	683,376

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	294,204	294,204
Fixed asset investments	383,417	383,417
Current assets	53,638	53,638
Creditors due within one year	(4,885)	(4,885)
Total	726,374	726,374

THE EMILY JORDAN FOUNDATION
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JULY 2021

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	281,801	281,801
Fixed asset investments	154,419	154,419
Current assets	278,956	278,956
Creditors due within one year	(31,800)	(31,800)
Total	<u>683,376</u>	<u>683,376</u>

20. Related party transactions

During the year the Emily Jordan Foundation Ltd charged rent to Spokes CIC, a wholly owned subsidiary, of £14,401 (2020: £14,401). Also, grants of £28,000 (2020: NIL) were paid to the Emily Jordan Foundation Projects Ltd, a charity of which Christopher Jordan and David Etherington are also trustees.

Included within debtors at the year end is an amount of £26,308 (2020: creditor or £28,547) owed from Spokes CIC, which relates to person budget income and consultancy. Included within creditors at the year end is £2,471 (2020: NIL) owed to the Emily Jordan Foundation Projects Ltd for income received on their behalf.

21. Agency transactions

During the year, the Emily Jordan Foundation Ltd purchased kitchen equipment for £11,642 in partnership with the Emily Jordan Foundation Projects Ltd on behalf of Dudley Council. This was repaid by Dudley Council during the year. No fees were charged for facilitating this arrangement. There were no amounts owed to or from the charity at the year end.

