

Company number: 07362533

Charity Number: 1139807



# Reclaim Project Limited

Report and financial statements  
For the year ended 31 August 2022

# Reclaim Project Limited

## Reference and administration information

**Company registered number:** 07362533

**Charity registered number:** 1139807

**Registered office and operational address:** Manchester Deaf Centre, Crawford House, Booth Street East,  
Manchester, M13 9GH

### Trustees

Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Bruce Green	(Resigned 16 <sup>th</sup> January 2023)
Raakhi Shah	
Monika Mwanje	
Victoria Langer	
Catherine Brown	
Olivia Lacey Clarke	(Appointed 8th June 2022)
Peter Dickens	(Appointed 16 <sup>th</sup> January 2023)
D Kay Polley - Chair	(Appointed 16 <sup>th</sup> January 2023)

### Key management personnel

Roger Harding, CEO	(Resigned 29th July 2022)
Becky Bainbridge, Director of Programmes, CEO	(Appointed CEO 29th July 2022)
Chris Clarke, Director of Business Development	(Resigned 15th June 2022)

### Bankers

Co-operative Bank Plc  
1 Balloon Street  
Manchester  
M60 4EJ

### Independent Examiner

Scott Lockwood ACA  
Third Sector Accountancy Limited  
Holyoake House  
Hanover Street  
Manchester  
M60 0AS

# Reclaim Project Ltd

## Trustees' annual report for the year ended 31 August 2022

The Trustees present their report and the unaudited financial statements for the year ended 31st August 2022. Included within the Trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## Objectives and activities

### a. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

RECLAIM's mission is to create a Britain where those of us from working-class backgrounds are proud of – and not held back by – our roots. We want working-class people to be represented in places where decisions are made about our lives and recognised for our talent, strength, and diversity. We want to see working-class young people at the heart of this, in a country where they are seen, heard, and leading change.

In summary, at RECLAIM we power working-class young people to change the country today and lead it tomorrow.

### b. Activities for achieving objectives

We deliver our mission in 3 ways:

- We run a range of campaign leadership programmes for young working-class people.
- We support working-class young people to run campaigns locally and nationally on issues they are passionate about to get their voices heard and win change.
- We support organisations looking to become more inclusive of working-class talent and expertise.

### c. Grant making policies

RECLAIM made no grant payments during this period.

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

#### **d. Volunteers**

RECLAIM is very grateful to the volunteers who assisted our work during the year (approximately 15 volunteers over the course of the year). Their support on our programmes has played an essential part in delivering the results detailed in this report.

### **Achievements and performance**

The Trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The Trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the Trustees ensure the charity's aims, objectives and activities remain focused on its stated purposes.

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

The charity's main activities and who it tries to help are described below. All its charitable activities are undertaken to further RECLAIM's charitable purposes for the public benefit.

#### **Beneficiaries of our services**

The beneficiaries of RECLAIM's work are primarily working-class young people aged 12-25. They are drawn from Greater Manchester and, to a lesser but growing extent, the wider North West and UK. Many of the campaigns they run have a national impact for all working-class young people. RECLAIM also works to support organisations to become more inclusive of working-class talent which benefits a wider age-range of working people nationwide.

#### **a. Review of activities for the year ended 31 August 2022**

##### **Highlights from RECLAIM's 2021-2022**

2021/22 has been a year of transition in terms of delivery of our work as we continued to wrap up projects that had been extended due to the Covid-19 pandemic. Examples of programmes and projects that were concluded from the previous year:

- **Finding Power funded by Bolton Council**

A leadership and change-making programme with a focus on class inequality. We worked with 30 pupils from Bolton St Catherine's Academy (Secondary) to make change within their school community by examining school policies and setting out a menu of changes to the Senior Leadership team. Many of the young people who worked on this particular project have moved onto other programmes and projects with RECLAIM and continue to hone their craft in terms of campaigning and activism.



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

- **Missing Experts funded by Joseph Rowntree Foundation and Enterprise Development Programme**

With the support of the JRF and EDP, we were able to make further progress in relation to our ambition to create a consultancy arm of our work: The Missing Experts report - a report examining the experiences of people from working-class backgrounds in the Think-Tank and Anti-poverty charity sector. This report has been incredibly well received in the sector and has opened up several conversations and enquiries pertaining to RECLAIM supporting the EDI (Equality, Diversity and Inclusion) strategies of other organisations (who were not involved in the research).

- **English Speaking Board's 70/70 Campaign (Christabel Burniston Fund)**

This enabled us to work with cohorts of young people across Greater Manchester on oracy and presentation skills. While this funded aspect of the partnership is now concluded, our work and partnership continues with ESB to equip our young people with an oracy toolkit and, where appropriate, qualifications to add to their portfolio.

As well as concluding several projects, we also embarked on new pieces of work and programmes. Highlights include:

- **Keeping Children and Young People Safe funded by Young Manchester**

Summer 2022 saw the launch of our second report in the Keeping Children and Young People Safe series - 'Bridging the Empathy Gap'. The report was a follow-up to our 2020 report 'Listening to the Experts' in which young people highlighted the issues that they see and experience in relation to the root causes of youth violence. One theme that frequently arose was that of professionals not adequately and actively listening to young people. The 'Bridging the Empathy Gap' report sought to understand some of the perceived barriers for professionals working with young people in relation to process and practice, and produced a set of recommendations for practitioners which has been well-received.

- **Power Up: #FullTimeFierce funded by Comic Relief**

After securing a three-year contract to deliver Campaigns training to cohorts of young working-class women (we use this term inclusively) on the theme of Gender Justice, we delivered our first year of activity in partnership with The Pankhurst Trust/Manchester Women's Aid. The group explored themes such as the Gender Pay Gap, Violence against Women and Girls, Women in online spaces, amongst others, and they heard from guest speakers such as the author Laura Bates, Campaigner Janey Starling from Level Up, and Imogen Walker, co-founder of Make Space for Girls. Inspired and empowered, the cohort began to shape their own campaign plans with one of the participants winning the 'Outstanding achievement' Award at the Manchester Buzz Awards 2022 for her 'Let Periods Flow' Campaign - a campaign to increase and improve Menstrual Education.

- **ReclaimRECLAIM**

During the financial year we received donated legal services of around £120,000 from Fieldfisher to support a court hearing to protect the reputation of the charity after it had been incorrectly associated with The Reclaim Party founded by Laurence Fox. The Reclaim Project charity is not a political organisation, however, we found ourselves being

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

associated with an organisation we considered to have conflicting values. We felt that it was right to pursue this in the courts. The outcome of the hearing was disappointing - The Judge felt that the operation of the two organisations were sufficiently diverse and geographically different for there to be no trademark conflict.

We thank our lawyers, Fieldfisher, for their time and efforts.

## 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.

The Trustees are aware that, as for many charities, there is a continual need for the organisation to generate unrestricted income. The Trustees are working with the executive on this, including putting a plan in place to raise more funds through grants, donors, and generating income through consultancy work.

### b. Financial performance

RECLAIM had a total income of £384,961 this year (2021: £544,282) consisting of unrestricted income of £118,455 (2021: £220,455), and restricted income of £266,506 (2021: £323,827).

Total expenditure was £460,374 (2021: £429,584) consisting of unrestricted expenditure of £147,024 (2021: £164,297), and restricted expenditure of £313,350 (2021: £265,287).

This generated an overall surplus / (deficit) of (£75,413) for the year (2021: £114,697)

The financial performance in 2021/22 provides a snapshot of the challenges of the Covid-19 pandemic in which funders, quite rightly, diverted funding away from their usual streams to support those most deeply affected by the global crisis.

Reclaim Project Ltd  
Trustees' annual report for the year ended 31 August 2022 (continued)

**c. General funding review**

While 2021/22 continued to be an extremely challenging period due to the pressures of the pandemic and the increased cost of living, we have been fortunate to be able to continue our much-needed work with working-class young people through this period with minimal disruption albeit having to be a little more creative in our approach to delivery through periods of lockdown.

As in previous years the majority of our funding has been provided through Trusts and Foundations, and has largely focussed on programmatic delivery (restricted) funding. Our intention is to continue to secure support in this way, but to also expand our funding streams to include individual giving, corporate partnerships, and income through our consultancy work.

RECLAIM is extremely appreciative to the following organisations and individuals for their financial support in 2021/22:

Act for Change  
Blagrove Trust  
Bolton at Home  
Bolton Council  
Comic Relief  
Co-op Foundation  
English Speaking Board (Christabel Burniston Fund)  
The Enterprise Development Programme  
Esmée Fairbairn Foundation  
European Cultural Foundation  
The Joseph Rowntree Community Trust  
The Joseph Rowntree Foundation  
Paul Hamlyn Foundation  
The National Lottery Community Fund  
Steven Bartlett  
The Tudor Trust  
UpRising  
Young Manchester

We'd like to thank our funders for their continued support and we look forward to working with you in the future.

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

**d. Principal risks and uncertainties**

For the year ended 31 August 2022 and the coming year the principal risks and uncertainties for the charity are:

**Safeguarding** – The exceptional circumstances caused by the Covid-19 pandemic placed a huge amount of pressure on working-class young people and their families both financially and in terms of wellbeing. We have seen during this past year the fallout of this pressure which has been further exacerbated by the increased cost of living. We've seen an increase in the number of safeguarding concerns relating to mental health and wellbeing, as well as a number of cases where families are struggling to feed their children or keep them warm. We anticipate that this upward trend in safeguarding cases will continue to rise in 2022/23. As such we are working to strengthen relationships with external agencies who are best placed to provide support to our young people and their families.

**Staff wellbeing** – Working in the charity sector can be challenging in terms of emotional labour, especially when supporting young people and their families as they navigate increased cost of living. There is also the impact of this crisis that bears weight directly on our colleagues. We are regularly speaking with the team to ensure that any additional needs or adjustments are made to ensure the wellbeing of colleagues.

**Securing and diversifying (sustainable) funding** – Understandably the funding landscape has changed considerably over the last few years as the effects of the pandemic, of other global events such as war, climate change and political unrest take hold resulting in funds being diverted to particular emergencies. We recognise that our dependency on Trusts and Foundations to underpin our work is still very much needed but that we also need to diversify our income streams in order to implement a more sustainable future, including a plan for growth. A new fundraising strategy which includes a focus on creating a Major Donor funding stream is being developed.

**e. Reserves policy**

Reserves are needed to cover any potential gaps in the receipt of funds, potential overspend on restricted projects and any unforeseen unrestricted expenditure that the Charity may have to cover. The Trustees have set a reserves policy to hold between 3 and 6 months' of expenditure in unrestricted reserves. At the time of signing, the charity held £99k of reserves which covers approximately 6 months of core costs.

The Charity ended the year with total reserves of £257,514 (2021: £332,927) consisting of unrestricted funds of £99,484 (2021: £137,384) and restricted funds of £158,030 (2021: £195,543). The charity has free reserves of £99,484 (2021: £137,384). This equates to 6 months' of core running costs.

We will further build our financial sustainability and capacity to ensure that we can achieve our ambitions in relation to class equality and ensuring that working-class young people are better heard. To do this we will continue to focus on increasing our unrestricted income through the diversification of income strategy, building on the green shoots we have cultivated through our consultancy work alongside a refreshed fundraising strategy.

Reclaim Project Ltd  
Trustees' annual report for the year ended 31 August 2022 (continued)

**e. Investment policy and performance**

Currently funds remain in a non-interest-bearing account due to the liquidity requirements of the charity and the relatively low interest rates currently available on short term deposits. The charity will continue to review the liquidity position and bank interest rates going forward. At the point when liquidity allows and interest rates are healthier, we will consider putting excess funds into interest bearing accounts.

## **Plans for the future**

RECLAIM continues to deliver and hone an organisational strategy focused on three main areas:

- 1. Community: growing our local campaigns and leadership programmes and building local young working-class campaigner networks.**

In addition to our Finding Power programme which acts as an introduction to leadership and activism, we are developing our strategy to create hubs of young-working class people on a local and regional basis with the working title of RECLAIM:Communities. This will draw together young people to discuss local, regional and national issues with a view to making change through collective power.

- 2. Campaigns: powering the next generation of working-class national campaigners and leaders.**

Our Campaigns team seek to power even more 16+ years working class young people to learn new campaigns and leadership skills and run high impact regional and national campaigns on the issues most important to them. We have exciting plans to run these programmes in partnership with other organisations and to run subject-specific versions of Power Up.

- 3. Consultancy: working with organisations who want to be more inclusive of working-class talent.**

On the back of our 'Missing Experts' report we are starting to see a sea-change in the charity sector as more and more organisations begin to consider social class as part of their EDI strategies. We intend to capitalise on this surge in interest through the growth of our consultancy work to support organisation to be class-inclusive.

We'd like to take the opportunity to thank all members of the RECLAIM team, past and present, for their incredible hard work over this period. In particular, we'd like to thank Roger Harding and Chris Clarke for their tenure as CEO and Director of Business Development, respectively, and wish them success in their new roles away from RECLAIM.

Reclaim Project Ltd  
Trustees' annual report for the year ended 31 August 2022 (continued)

## **Structure, governance and management**

### **a. Constitution**

The organisation is a charitable company limited by guarantee, incorporated on 1 September 2010 and registered as a charity on 12 January 2011.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up. The total number of such guarantees at 31 August 2022 was 8(2021: 6). The Trustees are members of the charity but this entitles them only to voting rights. The Trustees have no beneficial interest in the charity. Any declarations of interest are noted in Board meeting minutes and there have been no related third party transactions in this period.

All Trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 10 to the accounts.

### **b. Method of appointment or election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust deed.

In 2020/21 RECLAIM updated its Articles of Association to bring these in line with current legislation and good practice for charities. These updated articles set out that Trustees will be appointed for terms of 3 years which can be renewed once. This means that, apart from exceptional circumstances, Trustees will serve no longer than 6 years.

### **c. Policies adopted for the induction and training of Trustees**

New Trustees undertake an induction which provides them with an overview of the following:

- Legal obligations under charity and company law
- The Charity Commission guidance on public benefit
- Decision making processes
- The charity's strategic vision, mission and plans

Reclaim Project Ltd  
Trustees' annual report for the year ended 31 August 2022 (continued)

- Recent financial performance of the charity
- Safeguarding

**d. Pay policy for senior staff**

Remuneration for senior management is reviewed and agreed by the Trustees.

**e. Organisational structure and decision making**

The Board oversees the governance of the charity and meets quarterly to receive reports and make any key decisions about its work. Meetings are held both being online and in person. The day-to-day management of the charity is delegated to the CEO.

RECLAIM currently employs 9 members of staff spread between delivery specialists and a small but efficient back-room team.

**f. Risk management**

Trustees are satisfied that the organisation has identified the main risks facing the organisation (as detailed above) and that they, together with the management team, are taking steps to mitigate them.

Reclaim Project Ltd  
Trustees' annual report for the year ended 31 August 2022 (continued)

## Statement of responsibilities of the Trustees

The Trustees are responsible for preparing the Trustees' annual 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 year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 in the Charities SORP

Make judgements and estimates that are reasonable and prudent

State whether applicable UK Accounting Standards and statements of recommended practice 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 charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' annual report has been approved by the trustees on 22nd June 2023 and signed on their behalf by:



D Kay Polley

Trustee



## Reclaim Project Limited

### Independent examiner's report to the trustees for the year ended 31 August 2022

I report on the accounts of the charity for the year ended 31 August 2022 set out on pages 13 to 31.

#### Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 ("the Charities Act") and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

#### Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Acthave not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Scott Lockwood ACA  
Third Sector Accountancy Limited  
Holyoake House  
Hanover Street  
Manchester  
M60 0AS

Date:

Reclaim Project Limited

Statement of Financial Activities  
(including Income and Expenditure account)  
for the year ended 31 August 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Unrestricted funds £	Restricted funds £	Total funds 2021 £
<b>Income from:</b>							
Donations and legacies	3	26,090	-	26,090	17,503	24,976	42,479
Charitable activities	4	92,365	266,506	358,871	202,951	298,852	501,803
<b>Total income</b>		<b>118,455</b>	<b>266,506</b>	<b>384,961</b>	<b>220,454</b>	<b>323,828</b>	<b>544,282</b>
Raising funds	5	3,359	-	3,359	10,114	1,082	11,197
Charitable activities	6	143,665	313,350	457,015	159,670	258,718	418,388
<b>Total expenditure</b>		<b>147,024</b>	<b>313,350</b>	<b>460,374</b>	<b>169,785</b>	<b>259,800</b>	<b>429,585</b>
<b>Net income/(expenditure) for the year</b>	<b>8</b>	<b>(28,569)</b>	<b>(46,844)</b>	<b>(75,413)</b>	<b>50,669</b>	<b>64,028</b>	<b>114,697</b>
Transfer between funds		(9,331)	9,331	-	-	-	-
<b>Net movement in funds for the year</b>		<b>(37,900)</b>	<b>(37,513)</b>	<b>(75,413)</b>	<b>50,669</b>	<b>64,028</b>	<b>114,697</b>
<b>Reconciliation of funds</b>							
Total funds brought forward		137,384	195,543	332,927	86,715	131,515	218,230
<b>Total funds carried forward</b>		<b>99,484</b>	<b>158,030</b>	<b>257,514</b>	<b>137,384</b>	<b>195,543</b>	<b>332,927</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure derive from continuing activities.

Reclaim Project Limited  
Company number 07362533  
Balance sheet as at 31 August 2022

	Note	2022	2021
		£	£
<b>Fixed assets</b>			
Tangible assets	13	591	1,020
<b>Total fixed assets</b>		<b>591</b>	<b>1,020</b>
<b>Current assets</b>			
Debtors	14	17,556	33,796
Cash at bank and in hand		258,260	328,242
<b>Total current assets</b>		<b>275,816</b>	<b>362,038</b>
<b>Liabilities</b>			
Creditors: amounts falling due in less than one year	15	(18,893)	(30,131)
<b>Net current assets</b>		<b>256,923</b>	<b>331,907</b>
<b>Total assets less current liabilities</b>		<b>257,514</b>	<b>332,927</b>
<b>Net assets</b>		<b>257,514</b>	<b>332,927</b>
<b>The funds of the charity:</b>			
Restricted income funds	16	158,030	195,543
Unrestricted income funds	17	99,484	137,384
<b>Total charity funds</b>		<b>257,514</b>	<b>332,927</b>

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 15 to 31 form part of these accounts.

Approved by the trustees on 22nd June 2022 and signed on their behalf by:



D Kay Polley, Trustee

Reclaim Project Limited

Statement of Cash Flows  
for the year ending 31 August 2022

	Note	2022 £	2021 £
<b>Cash provided by/(used in) operating activities</b>	19	<b>(69,982)</b>	<b>98,885</b>
<hr/>			
<i>Cash flows from investing activities:</i>			
Purchase of tangible fixed assets		-	1,038
<hr/>			
<b>Cash provided by/(used in) investing activities</b>		<b>-</b>	<b>1,038</b>
<hr/>			
Increase/(decrease) in cash and cash equivalents in the year		(69,982)	97,847
Cash and cash equivalents at the beginning of the year		328,242	230,395
<hr/>			
<b>Cash and cash equivalents at the end of the year</b>		<b>258,260</b>	<b>328,242</b>
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## **1 Accounting policies**

The principal accounting policies adopted, judgments and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **a Basis of preparation**

The financial statements 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) issued in October 2019 - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Reclaim Project Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £ sterling.

### **b Preparation of the accounts on a going concern basis**

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

### **c Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the charity that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Notes to the accounts for the year ended 31 August 2022 (continued)

**d Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**e Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

**f Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

**g Expenditure and irrecoverable VAT**

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is classified under the following activity headings:

- Costs of raising funds comprise the costs of staff and fundraising expenses and their associated support costs.
- Expenditure on charitable activities includes the costs of beneficiary training and development, and campaigning and advocacy activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Notes to the accounts for the year ended 31 August 2022 (continued)

**h Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charity's programmes and activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 7.

**i Operating leases**

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

**j Tangible fixed assets**

Individual fixed assets costing £500 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Office equipment and computer equipment	between 10% and 33%
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**k Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**l Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**m Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Notes to the accounts for the year ended 31 August 2022 (continued)

**n 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 with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**o Pensions**

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and allocated to the funds of the charity using the methodology set out in note 7.

**2 Legal status of the charity**

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The registered office address is disclosed on page 1.



## Notes to the accounts for the year ended 31 August 2022 (continued)

### 3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2022 £	Unrestricted £	Restricted £	Total 2021 £
Small grants and donations	26,090	-	26,090	17,503	24,976	42,479
<b>Total</b>	<b>26,090</b>	<b>-</b>	<b>26,090</b>	<b>17,503</b>	<b>24,976</b>	<b>42,479</b>

### 4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2022 £	Unrestricted £	Restricted £	Total 2021 £
Grants	90,630	265,281	355,911	175,892	298,852	474,744
Other income	1,735	1,225	2,960	27,059	-	27,059
<b>Total</b>	<b>92,365</b>	<b>266,506</b>	<b>358,871</b>	<b>202,951</b>	<b>298,852</b>	<b>501,803</b>

### 5 Cost of raising funds

	Unrestricted £	Restricted £	2022 £	Unrestricted £	Restricted £	2021 £
Staff costs	-	-	-	5,875	-	5,875
Fundraising expenses	3,359	-	3,359	3,190	322	3,512
Governance costs (see note 7)	-	-	-	102	-	102
Support costs (see note 7)	-	-	-	948	760	1,708
	<b>3,359</b>	<b>-</b>	<b>3,359</b>	<b>10,114</b>	<b>1,082</b>	<b>11,197</b>

## Notes to the accounts for the year ended 31 August 2022 (continued)

**6 Analysis of expenditure on charitable activities**

	Total 2022 £	Total 2021 £
Staff costs	329,948	292,409
Project costs	1,409	19,238
Project advertising and marketing	-	636
Professional fees	1,001	7,138
Printing and stationery	297	174
Staff travel and subsistence, and miscellaneous costs	7,422	619
Rental and office service charge	1,447	2,853
Telephone, electricity, IT and office equipment	2,182	1,866
Staff training	360	1,655
Equipment costs	3,565	1,706
Governance costs (see note 7)	5,187	5,097
Support costs (see note 7)	104,197	84,997
	457,015	418,388
Restricted expenditure	313,350	258,718
Unrestricted expenditure	143,665	159,670
	457,015	418,388

Notes to the accounts for the year ended 31 August 2022 (continued)

**7 Analysis of governance and support costs**

	Support £	Governance £	Total 2022 £	Support £	Governance £	Total 2021 £
Staff costs	25,187	3,343	28,530	24,418	3,419	27,837
Advertising and marketing	30	-	30	1,216	-	1,216
Audit and accountancy	-	1,440	1,440	-	1,780	1,780
Bank charges	806	-	806	802	-	802
Charitable donations	700	-	700	100	-	100
IT support and consumables	9,386	-	9,386	5,634	-	5,634
Insurance	3,688	-	3,688	3,602	-	3,602
Legal Fees	1,900	-	1,900	5,163	-	5,163
Office costs	3,886	-	3,886	4,766	-	4,766
Professional fees and consultancy	27,668	-	27,668	14,827	-	14,827
Rent and rates	19,047	-	19,047	21,472	-	21,472
Staff travel and accomodation	5,067	-	5,067	576	-	576
Stationery and printing	1,172	-	1,172	748	-	748
Telephone and internet	1,307	-	1,307	1,473	-	1,473
Training	3,370	-	3,370	644	-	644
Trustee expenses	-	404	404	-	-	-
Depreciation	983	-	983	1,264	-	1,264
	<u>104,197</u>	<u>5,187</u>	<u>109,384</u>	<u>86,705</u>	<u>5,199</u>	<u>91,904</u>

The above governance and support costs are apportioned over fundraising and charitable activities based on direct staff costs incurred for those activities as per table below.

Notes to the accounts for the year ended 31 August 2022 (continued)

**Note 7 - (continued)**

**Allocation of support and governance costs in proportion to direct staff costs per activity**

	<b>Total direct staff costs £</b>	<b>Support £</b>	<b>Governance £</b>	<b>Total 2022 £</b>
Charitable activities	329,948	25,187	-	25,187
Cost of raising funds	-	-	-	-
	<u>329,948</u>	<u>25,187</u>	<u>-</u>	<u>25,187</u>
	<b><i>Total direct staff costs £</i></b>	<b><i>Support £</i></b>	<b><i>Governance £</i></b>	<b><i>Total 2021 £</i></b>
Charitable activities	292,409	84,997	5,097	90,094
Raising funds	5,875	1,708	102	1,810
	<u>298,284</u>	<u>86,705</u>	<u>5,199</u>	<u>91,904</u>

## Notes to the accounts for the year ended 31 August 2022 (continued)

**8 Net income/(expenditure) for the year**

This is stated after charging/(crediting):	2022 £	2021 £
Depreciation	429	1,264
Accountancy fees	1,560	1,540
Independent examiner's fee	240	240
	<hr/>	<hr/>

**9 Staff costs**

Staff costs during the year were as follows:

	2022 £	2021 £
Wages and salaries	320,845	295,525
Social security costs	30,801	24,103
Pension costs	6,832	6,493
	<hr/>	<hr/>
	358,478	326,121
	<hr/>	<hr/>

**Allocated as follows:**

Cost of raising funds	-	5,875
Charitable activities	329,948	292,409
Support costs	25,187	24,418
Governance costs	3,343	3,419
	<hr/>	<hr/>
	358,478	326,121
	<hr/>	<hr/>

One employee has employee benefits in excess of £60,000 (2021: 1).

The average number of staff employed during the period was 11 (2021: 9.6).

The key management personnel of the charity comprise the trustees, the Chief Executive Officer, Director of Business Development and Director of Programmes. The total employee benefits of the key management personnel of the charity were £165,714 (2021: £160,852).

**10 Trustee remuneration and expenses, and related party transactions**

Neither the trustees nor any persons connected with them received any remuneration or reimbursed expenses during the year (2021: Nil).

3 members of the board of trustees received reimbursed travel and subsistence expenses totalling £418 (2021: £Nil).

Aggregate donations from related parties were £Nil (2021: £Nil).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2021: £Nil).'

## Notes to the accounts for the year ended 31 August 2022 (continued)

**11 Government grants**

The government grants recognised in the accounts were as follows:

	2022 £	2021 £
Bolton Council	-	48,950
The National Lottery Community Fund	10,000	80,000
HMRC Covid Job Retention Scheme	638	5,816
Manchester City Council	-	6,163
	<hr/>	<hr/>
	10,638	140,929
	<hr/>	<hr/>

There were no unfulfilled conditions and contingencies attaching to the grants.

**12 Corporation tax**

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

**13 Fixed assets: tangible assets**

	Office equipment £	Computer equipment £	Total £
<b>Cost</b>			
At 1 September 2021	1,420	6,835	8,255
	<hr/>	<hr/>	<hr/>
At 31 August 2022	1,420	6,835	8,255
	<hr/>	<hr/>	<hr/>
<b>Depreciation</b>			
At 1 September 2021	1,420	5,815	7,235
Charge for the year	-	429	429
	<hr/>	<hr/>	<hr/>
At 31 August 2022	1,420	6,244	7,664
	<hr/>	<hr/>	<hr/>
<b>Net book value</b>			
At 31 August 2022	-	591	591
	<hr/>	<hr/>	<hr/>
At 31 August 2021	-	1,020	1,020
	<hr/>	<hr/>	<hr/>

# Reclaim Project Limited

## Notes to the accounts for the year ended 31 August 2022 (continued)

### 14 Debtors

	2022 £	2021 £
Other debtors	11,917	5,547
Prepayments and accrued income	5,639	28,249
	<u>17,556</u>	<u>33,796</u>

### 15 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	7,200	14,704
Other creditors and accruals	7,330	7,774
Taxation and social security costs	4,363	7,653
	<u>18,893</u>	<u>30,131</u>

### 16 Analysis of movements in restricted funds

	Balance at 1 September 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 August 2022 £
Paul Hamlyn Foundation - Act for change	63,122	-	(63,579)	457	-
The Blagrave Trust	-	43,000	(307)	-	42,693
Bolton at Home Ltd - Class Inclusive	-	16,948	-	-	16,948
Bolton Council - BSCA	22,064	-	(22,303)	239	-
Charities Aid Foundation	2,978	-	(1,678)	-	1,300
Comic Relief	-	112,047	(65,173)	(7,797)	39,077
Co-op Foundation	16,942	-	(17,120)	178	-
Enterprise Development programme	-	21,879	(28,003)	6,124	-

# Reclaim Project Limited

## Notes to the accounts for the year ended 31 August 2022 (continued)

### Analysis of movements in restricted funds (continued)

European Cultural Foundation	3,743	-	(11,529)	7,786	-
English speaking board	-	5,000	(5,706)	706	-
Joseph Rowntree Foundation - Campaigns manager	25,534	7,500	(18,792)	-	14,242
Joseph Rowntree Foundation - Think tanks	-	10,000	(10,000)	-	-
Manchester Histories	-	1,500	(1,500)	-	-
National Lottery Community Fund - Emerging Futures	-	10,000	(303)	-	9,697
Rank COVID - Programmes Team	184	-	-	-	184
Rank fundraising	1,458	8,157	(11,190)	1,575	-
Student Space project	5,390	-	(5,390)	-	-
Tesco -Working Classroom	405	-	(468)	63	-
The Pankhurst Trust	-	1,225	(1,225)	-	-
Tudor Trust	19,846	29,250	(19,836)	-	29,260
Unbound CHANGEMAKERS	2,302	-	(2,302)	-	-
Young Manchester - Creative Protagonists	2,870	-	(2,870)	-	-
Young Manchester - KCYPS	8,359	-	(3,730)	-	4,629
Various donors - ReclaimRECLAIM Campaign	20,346	-	(20,346)	-	-
<b>Total</b>	<b>195,543</b>	<b>266,506</b>	<b>(313,350)</b>	<b>9,331</b>	<b>158,030</b>



## Reclaim Project Limited

Notes to the accounts for the year ended 31 August 2022 (continued)

**Analysis of movements in restricted funds (continued)**
**Comparative period**

	Balance at 1 September 2020 £	Income £	Expenditure £	Transfers £	Balance at 31 August 2021 £
<b>Grants</b>					
Access - Enterprise Development	-	8,120	(8,120)	-	-
Bolton Council - BSCA	-	48,950	(26,886)	-	22,064
Charities Aid Foundation	4,871	69	(1,962)	-	2,978
Cloth Workers	134	-	(134)	-	-
Co-op Foundation	34,330	-	(17,388)	-	16,942
English Speaking Board	-	5,000	(5,000)	-	-
European Cultural Foundation	9,377	-	(5,634)	-	3,743
Groundwork UK/Tesco	500	-	(95)	-	405
Joseph Rountree Charitable Trust -	10,279	30,000	(14,745)	-	25,534
MCR Children's Relief In Need	3,444	-	(3,444)	-	-
National Lottery Community Fund - OutsideIN	-	35,000	(35,000)	-	-
Paul Hamlyn Foundation - Act For Change	25,333	70,000	(32,211)	-	63,122
Paul Hamlyn Foundation (SDM & Comms)	6,303	-	(6,303)	-	-
Rank Foundation - Fundraising	7,995	13,501	(20,038)	-	1,458
Rank COVID - Programmes Team	-	10,000	(9,816)	-	184
Student Minds - Student Space Project	-	10,092	(4,702)	-	5,390
Tudor Trust - Finance	8,160	29,250	(17,564)	-	19,846

# Reclaim Project Limited

Notes to the accounts for the year ended 31 August 2022 (continued)

## Analysis of movements in restricted funds (continued)

### Comparative period (continued)

#### Unbound Philanthropy

2019 - Team Future	18,577	-	(16,275)	-	2,302
Young Manchester - KCYPS	2,212	20,000	(13,853)	-	8,359
Young Manchester - Creative Protagonists	-	18,870	(16,000)	-	2,870
<b>Donations</b>	-	-	-	-	-
Various donors - Reclaim Campaign	-	24,976	(4,630)	-	20,346
<b>Total</b>	<b>131,515</b>	<b>323,828</b>	<b>(259,800)</b>	<b>-</b>	<b>195,543</b>

#### Name of restricted fund

#### Description, nature and purposes of the fund

Access - Enterprise Development Programme	funding the development and exploration of RECLAIM's class consultancy service for public, private and VCSE sector clients
Bolton at Home Ltd - Class Inclusive	To facilitate discussion across Bolton about class inequality
Bolton Council	For the delivery of a leadership development and social change project (titled 'LEAD') at Bolton St Catherine's Academy
The Blgrave Trust	
Charities Aid Foundation	Discretionary budget for Youth Board activities with a particular focus on employability skills.
Co-op Foundation	Challenging the inaccessibility of arts and heritage spaces to working class young people in Manchester
Comic Relief	Funding to develop future working class women leaders
English Speaking Board	Funding to deliver speech and language related qualification
European Cultural Foundation	Staffing and resourcing campaign activities.
Groundwork UK/Tesco	Working Class Room resources
Joseph Rowntree Charitable Trust - Campaigns	Campaign work - Working With Class, campaign manager's salary
Joseph Rowntree Charitable Trust - Think tanks	Funding to facilitate research into class diversity in think tanks.
Manchester Histories	funding provided to enable participation of the Peterloo commemorations
National Lottery Community Fund - Emerging Futures	to fund research and consultation work into how to help communities move towards recovery and renewal after the impact of Covid-19
Paul Hamlyn Foundation - Alumni - Leadership development and campaign work	
Act for Change	
Rank Foundation Fundraising	Fundraising Internship for 1 year
Rank COVID - Programmes Team	Covid-19 Resilience fund

# Reclaim Project Limited

## Notes to the accounts for the year ended 31 August 2022 (continued)

### Analysis of movements in restricted funds (continued)

#### Name of

#### restricted fund

#### Description, nature and purposes of the fund

Student Minds - Student Space Project	For the provision of support services during the pandemic for university students from working-class backgrounds as part of the Student Space initiative
The Pankhurst Trust	To cover staff costs and young people's travel expenses for the Rooms of our own project
Tudor Trust	Continued finance of the back office finance function in the organisation
Unbound Philanthropy 2019 - Team Future	Continued support for campaign work
Young Manchester - KCYPS	Project in which RECLAIM will gather intelligence and insights from frontline organisations and young people regarding violent crime
Young Manchester - Youth and Play Fund	working with Contact Theatre to co-deliver a 12-month pilot project called 'Creative Protagonists', enabling a group of eight young artists/performers, from working class backgrounds in Manchester to develop their first piece of commissionable work
Various donors - Reclaim Campaign	Gofundme campaign to raise funds for legal costs regarding the name of the charity

Transfers were made from unrestricted to restricted funds to cover restricted funds shortfalls and from restricted to unrestricted where permitted by the funder as a contribution to overheads costs.

### 17 Analysis of movement in unrestricted funds

	Balance at 1 September 2021				As at 31 August 2022
	£	Income £	Expenditure £	Transfers £	£
General fund	137,384	238,455	(267,024)	(9,331)	99,484

#### Comparative period

	Balance at 1 September 2020				As at 31 August 2021
	£	Income £	Expenditure £	Transfers £	£
General fund	86,715	220,454	(169,785)	-	137,384

#### Name of

#### unrestricted fund

#### Description, nature and purposes of the fund

General fund	The free reserves after allowing for all designated funds
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## Reclaim Project Limited

## Notes to the accounts for the year ended 31 August 2022 (continued)

**18 Analysis of net assets between funds**

	General fund £	Designated funds £	Restricted funds £	Total 2022 £
Tangible fixed assets	591	-	-	591
Net current assets/(liabilities)	61,380	-	195,543	256,923
<b>Total</b>	<b>61,971</b>	<b>-</b>	<b>195,543</b>	<b>257,514</b>

**Comparative period**

	General fund £	Designated funds £	Restricted funds £	Total 2021 £
Tangible fixed assets	1,020	-	-	1,020
Net current assets/(liabilities)	136,364	-	195,543	331,907
<b>Total</b>	<b>137,384</b>	<b>-</b>	<b>195,543</b>	<b>332,927</b>

**19 Reconciliation of net movement in funds to net cash flow from operating activities**

	2022 £	2021 £
<b>Net income/(expenditure) for the year</b>	<b>(75,413)</b>	<b>114,697</b>
<b>Adjustments for:</b>		
Depreciation charge	429	1,264
Decrease/(increase) in debtors	16,240	(25,667)
Increase/(decrease) in creditors	(11,238)	8,591
<b>Net cash provided by/(used in) operating activities</b>	<b>(69,982)</b>	<b>98,885</b>