



Million Minutes

Trustees Report and Financial Statements

Year ending 31 August 2021

Charity number 1140079

Million Minutes
Directors/Trustees Report
For the year ending 31st August 2021

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**Million Minutes
Trustees Report
For the year ending 31st August 2021**

1. Legal structure of the Charity

The Charity's legal name is Million Minutes.

Million Minutes is registered in England and Wales with charity number 1140079.

On the 26th March 2019 Million Minutes became a Charitable Incorporated Organisation under Charity Commission supervision. Its governing document is its constitution.

The registered office of the Charity is Romero House, 55 Westminster Bridge Road, London, SE1 7JB.

The principle operating address is Romero House, 55 Westminster Bridge Road, London, SE1 7JB.

The Trustees in office on the date the report was approved were:

- George White (appointed 8 July 2021)
- Ewan Day-Collins
- Fr Ryan Service (appointed 11 March 2021)
- Nina Matiello Azadeh (appointed 11 March 2021)
- Cezar Dumlao (appointed 11 November 2021)
- Anna Fraine

The Directors/Trustees in office during the year were:

- George White (appointed 8 July 2021)
- Stephen Davies (resigned 8 July 2021)
- Ewan Day-Collins
- Anita Motha (resigned 15 March 2022)
- Pauline Lee (resigned 16 September 2021)
- Nicoletta Pisa (resigned 15 January 2021)
- Fr Ryan Service (appointed 11 March 2021)
- Nina Matiello Azadeh (appointed 11 March 2021)
- Anna Fraine

2. The Need for Million Minutes:

Million Minutes' charitable purpose is 'to support and advance in life and relieve needs of young people through providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals, consistent with the social teaching of the Roman Catholic Church'.

Million Minutes works to create a world and a Catholic Church where all young people have a life of dignity and are recognised as having something to contribute. We help to achieve this by advocating for the Catholic Church to include all young people and by using Catholic Social Teaching to inspire social action. This helps to build the "broad and flexible" youth ministry envisioned by Pope Francis, which "goes to those places where real young people are active, and fosters the natural leadership qualities and the charisms sown by the Holy Spirit", to work for the good of all, especially the "poor and vulnerable" (Christus Vivit #230-237).

3. Message from the Chair

I write this on Easter Sunday, reflecting on Million Minutes' achievements and journey. In the Gospel today, John describes how Mary Magdalene came running to him and Peter to tell them about the empty tomb. John says that he and Peter then ran to the tomb, and John does not forget to record that he got there first. I have thought about this scene today. That, for Christians, *the* turning point in history played out with a handful of men and women running around a graveyard. But of course they weren't just running around. They were running towards Jesus, towards Him.

In our society, two thousand years on, there do not seem to be many people running towards Jesus. For young people such as me, it is no longer a fashionable thing to do. It is unusual. Today, we sense that society isn't so much running away from Jesus. It is running in parallel, indifferent. We gathered as a Board a few months ago. As a largely new Board and team, in the foothills of developing a new strategy, we reminded ourselves of two things. That, amid this indifference, *we* believe the Catholic Church is true and it is good: it is not perfect but it is true and this truth is life-changing. And, secondly, that *we are the Church*: the 'Church' is not something outside of ourselves, only its structures or its clergy or its buildings, although it is all of those things. We are the Church too and we are determined to contribute to its renewal through providing our gifts and service.

Our wonderful team and volunteers have certainly done this over the past year. We have continued to promote the flexible youth ministry advanced by Pope Francis, through a combination of research, development, practical programmes, grant-giving and advocacy. This work began in the context of a resurgent Covid-19 pandemic and further lockdowns. The team were again remarkably adept at pivoting activities in response to this uncertain climate. Below, we expand further on our work to:

- Develop new approaches to parish youth ministry and accompaniment of young people
- Offer grants to youth-led CST action projects
- Support young people to grow as local Catholic leaders
- Explore the perceived 'peripheries' of the Church
- Share and amplify the vision of 'broad and flexible youth ministry' espoused in *Christus Vivit*

If young people do run or, more likely, tentatively step towards the Church, what will they find? I pray they find the 'field hospital' advanced by Pope Francis. A place of safety and peace; of inclusivity, love, conviction; of flexibility, relationship and accompaniment. And, then, how does the Church run towards young people? Million Minutes strives to help the Church become such a place, not particularly with words but with actions. With practical, at times experimental, solutions and initiatives centred in communities, in the places where young people actually are. We are rooted in faith, in the optimism that our Catholic faith is true and good and can and must be renewed in this country.

The questions I have asked are big questions, and we do not have all the answers. But we have some of the answers, and I pray when joined together with the work of others that we move together in a positive direction. These answers are only possible because of the service of our hard-working, talented team; our passionate trustees; our generous supporters, who give funds and expertise and time; and the parishes, communities, organisations and young people who engage with our work, and teach us so much. I pray for all of them, and for you. Please pray for us!

Ewan Day-Collins
Chair

4.1 New approaches to youth ministry: Beacon Parish Programme

We designed, recruited for, and started co-developing an approach which we pray can become the 'gold standard' of Catholic youth ministry in parish settings in England and Wales. A method that puts the people of the parish and the community of youth at the forefront of its renewal.

In each parish, parish priests and a network of volunteers offer a two-year commitment (roughly equal to one million minutes dedicated to young people) to their young people, guided and supported by Million Minutes' expert team. Parishes began the programme in 2021 by identifying need, including reaching out to their community's 'peripheries' - such as developing an offer to those young people facing unemployment - plus working more effectively with local Catholic schools, and looking beyond the engagement of 'its own' young people to consider an offer to the wider community. We then began helping parishes to develop a bespoke plan to engage and support young people, which will develop further over the programme. The journey and learning of our Beacon Parishes will be shared towards developing a replicable approach to grass roots, community-based youth ministry aligned to the vision of Pope Francis in *Christus Vivit*.

We selected six parishes for the Beacon Parish programme in 2021, and further parishes have signed up for 2022. Our Beacon Parishes:

Heartstone (Liverpool)

Composed of two churches, this parish has a 'village' feel with a membership of around 240. The parish priest, Fr Tony Slingo, and the parish community are keen to engage with the young people who hang out outside the Church. We are advising on approaches to this, building on learning from Courtyard, a detached youth work initiated by Million Minutes. As part of this, the parish community has fundraised for an outside building on the parish grounds where local young people can congregate and interact with the Catholic community.

Oscar Romero (Liverpool)

Fr Dominic Curran has recently taken over the parish of St Oscar Romero, which is comprised of three parishes. Fr Dominic has fostered a group of active parishioners, including teachers, parents, catechists. Fr Dominic and the parishioners are passionate about reaching young people on the 'margins' of society. We are supporting in developing ways of engaging young people who, for example, face unemployment and/or those who identify on the LGBTQ+ spectrum.

Mary Mother of God (Leeds)

Fr Paul Grogan, previously chaplain at Leeds Trinity University, was supported by Million Minutes to advise on a job description for a youth worker, which he has secured funding for in the parish. The Diocese of Leeds have pioneered youth council leadership models, and Fr Paul is seeking to emulate these structures locally with our support.

Our Lady & St Christopher (Shrewsbury)

The parish priest Fr Michael Gannon has delegated the leading of the beacon parish project in Romiley to two ex-teachers in the parish, who run the Young Caritas project in the community. Fr Michael and the parish team are passionate about engaging teenagers specifically. We are advising on developing a pipeline from primary school onwards so as not to 'lose' as many young people as they get older and pass confirmation age.

St Bernadette's & St Dunstan's (Clifton)

This large parish in Bristol benefits from active paid members of staff and engaged community of parishioners. In particular, Fr Matthew Anscombe and the team are keen to strengthen links with the secondary school in the parish. As with some Catholic parishes, there has been a tendency to view the young people of the parish and the school as separate, but this Bristol parish is keen to connect these communities. We are offering Million Minutes' deep experience working with Catholic schools to inform their approach.

St Luke's (East Anglia)

St Luke's, Peterborough, has been selected by the Diocesan Youth team within the Diocese of East Anglia, with the support and recommendation from Bishop Alan Hopes. Parish Priest, Fr Jeffrey Downie, is keen that the beacon parish work is led via the community, to promote sustainability. Million Minutes is offering advice learning from community-led approaches to youth ministry in the development of their plan.

4.2 New approaches to accompanying young people: Proximity

Our research and development project 'Proximity' is setting the standard of what good accompaniment for young people looks like, based on original research, Papal encyclicals, and Scripture – so that, in the words of the Pope Francis, we may truly be in 'proximity' with today's youth. Learning from the project is directly feeding into our work with parish communities, described above.

The community has an important role in the accompaniment of young people; it should feel collectively responsible for accepting, motivating, encouraging and challenging them. All should regard young people with understanding, appreciation and affection, and avoid constantly judging them or demanding of them a perfection beyond their years. (Pope Francis, Christus Vivit, 243)

Proximity is running in three phases over 2021-22:

- i) **Research:** Seeking insight from a wide range of ways of accompanying young people, both within and beyond Church settings.
- ii) **Development:** We have been coming together to explore this learning, developing approaches and resources & considering how to share this vision of an 'art of accompaniment'.
- iii) **Supporting and equipping:** We will then spread the vision and practical tools to extend and equip the Church's mission to young people.

The initiative is hosted by Million Minutes with the support of the Jesuits in Britain, the English Benedictine Congregation and Synod Fruits. Proximity is a means to develop the core strategy of Million Minutes, furthering our vision and helping us to engage parishes and local Catholic communities. It will also be a means to create concrete tools for accompanying young people in the parishes where we will work: this dovetails with our Beacon Parish Scheme.

5. Offering grants to youth-led CST action projects

Million Minutes raises money and supports youth action and advocacy activities that give voice and support to young people to transform their lives and their world, inspired by Catholic social teaching.

Grants are for new or existing projects which support youth-led action and advocacy activities that give voice and support to young people (aged up to 25 years old) to transform their lives and their world, consistent with the principles of the social teaching of the Catholic Church. These include the promotion of the dignity and equality of each human person through:

- the call to participation and community
- a preferential option for the poor
- the dignity and rights of workers
- solidarity among peoples
- the promotion of peace
- care for the Earth

Over the past year, funding grants were awarded to projects that enabled:

- A young parishioner of St Joseph's, Hertford, to make and distribute PPE equipment to NHS workers and teachers in his community
- A lay chaplain at St Edmund's School, Wolverhampton, to launch a Fair Trade stall as an activity chosen by their School's Faith Council
- A group of 11-14 year olds in Bromsgrove to organise a 'Minnie Vinnie's Group' (SVP), working to alleviate various forms of poverty in the local area through outreach such as singing in care homes and making food for homeless on Christmas day

All of the projects are genuinely youth led and contribute to positive social change in local communities across England and Wales.

6. Supporting young people to grow as local Catholic leaders

Building on five years of our Celebrating Young People Awards, we continued to support our active group of 13 young adult 'alumni' (previous winners of an Award) who met eight times online over 2020 and 2021, to discuss contemporary issues of importance such as racial inequality and child food poverty.

We expanded our Blessed Pier Giorgio Frassati Local Awards, recognising the incredible work of young people during the pandemic. For example, we awarded the Blessed Pier Award to Victoria (aged 12), Rebeca-Elena (13), Jade (14) and Clara (14) from the Art and Chaplaincy Club at St James' Catholic High School Barnet, London, in recognition of their work in running the school's foodbank. The girls have also been using their talents to design tote bags to sell to friends and families to raise money for St James' High School's sister school in Cameroon. As a result of their recognition, the girls were chosen by the Archdiocese of Westminster to design and present a birthday card to 'Little Amal' on her arrival at Westminster Cathedral.

As society transitions out of the pandemic, we will return to our in-person Celebrating Young People Awards in summer 2022.

7. Exploring the perceived 'peripheries' of the Church

We have made a mark on some important perceived 'peripheries' for the Church, including pastoral accompaniment to LGBT+ young adults in Catholic settings. Our ground-breaking 'Children of God' webinar exploring LGBT+ youth experiences in the Church, has been watched over 1,500 times on YouTube, and we have received a great deal of support and encouragement from the webinar, including young adults who might have previously felt outsiders in the Catholic faith. We are looking to expand this work as we prepare our new strategy launching in 2022, as a result of demand from Catholic chaplains and teachers who wish to be better equipped in walking with LGBT+ young people. We also began preparing activities to support young women in the Catholic Church, to be developed further over 2022.

8. Sharing and amplifying the vision of 'broad and flexible youth ministry' espoused in *Christus Vivit*

We continue to promote and expand awareness of the *Christus Vivit* vision across England and Wales, both within Catholic spaces and beyond Catholic communities. We have developed concrete means of supporting Catholic communities to develop youth ministry, including through self-directed resources, multimedia outputs, and training. We are also sharing our vision in light of the many challenges young people face as an age group as a result of the pandemic.

This included:

- Over 70 individuals from over 30 parishes across England and Wales attended our 'beacon parish' open day in January 2021
- 70 participants signed up to our Spring 2021 training
- Over 150 members joined the Million Minutes / Catholic Youth Ministry Federation Facebook group for Catholic Youth Ministers in England and Wales
- We were pleased to accept number of invitations to share our approaches at Catechist Days, Diocesan presentations, Caritas meetings, Justice & Peace fora, and other external events

We know that such engagement has been valued by youth ministers and youth workers, many of whom have felt isolated during the pandemic, unable to continue with their face-to-face work, with some facing redundancy. Our training has ensured that they have felt less isolated, been able to develop their skills during lockdown and supported to make plans for young people post-lockdown. Many have also gone on a journey in developing their own youth ministry. For instance, one chaplain from the Diocese of Arundel & Brighton discovered Million Minutes in 2020, then nominated students to our awards, discovered our online Catholic Social Teaching resources, and worked with her students to raise over £1000 for our grant-giving through SILENT 2021 (our annual Lenten sponsored silence fundraising initiative).

This was the first complete financial year where Million Minutes has had a full-time CEO and the organization has really felt the benefits of a high-level full-time senior staff member in advocating for the importance of flexible, grass roots youth ministry in the Catholic Church, particularly for the post-confirmation age group, and for reinvigorating the Church through youth-centered parish revival. In 2020-21 we have been working to strengthen Million Minutes, so that the organization can continue its work for years to come. To this end, Million Minutes joined both the Catholic Youth Ministry Federation in England and Wales and the Caritas Social Action Network (CSAN), which has helped strengthen the organisation's national reputation. We are one of comparatively few Catholic organisations with a female CEO, and we have engaged with CSAN's Women's Leadership Forum. Million Minutes was also elected unopposed as a Board member of CYMFED (Catholic Youth Ministry Federation), a responsibility we are very much excited about.

Our CEO is regularly invited to speak at high level engagements, most recently including:

- An event titled 'the Catholic Vision of Work' with the Archdiocese of Westminster, hosted by Bishop Paul McAleenan and Bishop Nicholas Hudson
- A webinar hosted by The Tablet titled 'The Social Mission of the Church in a Post-Covid Society', with Raymond Friel (CEO of CSAN), Clare Watkins (theologian) and Fr Damian Howard SJ
- A CSAN-hosted webinar exploring the 'Dignity of Labour', with Caro Hattersley, Maurice Glasman, Jon Cruddas MP and others

Our social media profile continues to grow. Over the course of 2021, we have had over 200 new Twitter followers, 100+ new Facebook likes, and 200+ LinkedIn followers. Our website has received almost 10,000 unique visitors this year alone, and over 26,000 page views.

9. Delivering public benefit

In planning our activities this year the Trustees have given consideration to the duties set out in section 17(5) of the Charities Act 2011 to have due regard for public benefit guidance published by the Charity Commission. The objects of the charity are for public benefit:

To advance in life and relieve needs of young people through providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals, consistent with the social teaching of the Roman Catholic Church.

The social teaching of the Roman Catholic Church proposes the following principles, which Million Minutes takes as our framework for action, for the good of all young people, of all faiths and none:

- The dignity and equality of each human person: Every human being is seen as equal.
- The call to participation and community: All of us are called to participate, to join in, to work alongside others for the common good of all.
- A preferential option for the poor: It is not enough simply to think of those living in poverty and try to help them. We must enable those living in poverty to play a full, active role in society.
- The dignity and rights of workers: Human beings are not merely a commodity, a tool as part of a process to make things. We deserve a fair wage and proper working conditions.
- Solidarity among peoples and the promotion of peace: We are called to live honestly with one another, working together in love for the good of all. This is what will lead to true peace.
- Care for the earth: Our treatment of the earth has repercussions for animals, for ourselves now, and for generations to come. We need to treat the earth with respect.

We seek to live by this framework in all of our activity. We support young people to put them into practice. We celebrate where we see them lived out. We reach out to those in need of experiencing these in action.

10. Governance

A number of Trustees, including two of the original founding trustees, completed their terms of office, and we welcomed a refreshed Board. Part of this process included replacing the Chair, who, although not the first Chair, was one of the founding trustees and was succeeded in early 2021. We undertook a process of review and board appraisal, and there is a Trustee Induction programme in place. In selecting Trustees, the Board pays regard to the balance of skills and experience required on the Board, the need for capacity to develop the charity, the need for continuity, and the beneficiaries the charity seeks to serve.

11. Risk Management

The Trustees have conducted a review of the major risks to which the charity is exposed. These risks are monitored throughout the year and updated annually. A risk register is used to support this. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces, and the management of risks are owned by the appropriate personnel. Different risks are assessed by the most appropriate people: the full Board, Trustee subgroups or the CEO. Regardless of who manages the risk, all risks are regularly reported to the full Board, with key risks assessed at Board meetings. As part of this risk management, a compliance audit was undertaken in mid-2021 and processes updated.

12. Reserves Policy

Million Minutes receives funding for specific activities, which are restricted funds – these cannot be used for expenditure on other purposes. The ‘general reserves’ are the unspent unrestricted funds of the charity. Million Minutes’ general reserve is held in cash or short-term assets such as debtors. The general reserve is therefore the free reserves of the charity, also termed the ‘unrestricted funds’ in the charity’s balance sheet.

The Board of Trustees assess the level of general reserve needed by looking forward and considering the risks to our funding balanced against our expenditure commitments. As we currently have no already committed expenditure for which we are seeking funding, the trustees determined that we should hold a general reserve equivalent to two months expenditure, to fund any unexpected cash flow issues or unexpected expenditure. Note, this Reserves Policy was reviewed in early 2022 (outside the timescale of this report) and updated to further strengthen the charity’s financial security.

Ewan Day-Collins

DocuSigned by:
Ewan Day-Collins
BF9A9124F2C44B8...

Chair of the Board of Trustees. Signed on behalf of the Board of Trustees

Date 6/24/2022

The statements appear in the format required by the Statement of Recommended Practice, Accounting and Reporting by Charities applicable to charities preparing their accounts in accordance with FRS1 02.

Million Minutes
Charity Number 1140079

Independent Examiner's Report on the Accounts

For the year ending 31st August 2021

I report to the trustees on my examination of the receipts and payments accounts of the charity for the year ended 31 August 2021 which are set out on pages 3 - 22 in the accounts.

RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND EXAMINER

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act"). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

BASIS OF INDEPENDENT EXAMINER'S STATEMENT

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 and seeks 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 I do not express an audit opinion on the view given by the accounts.

INDEPENDENT EXAMINER'S STATEMENT

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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



64 Union Road
Portsmouth
PO3 6GF

27/05/2022

Million Minutes

Statement of financial activities as at 31st August 2021

	Note	Unrestricted funds	Restricted funds	Total funds	Prior period Total Funds
Income and endowments from:					
Donations and legacies	3	8,839	4,100	12,939	1,982
Charitable activities	4	0	74,326	74,326	81,625
Other trading activities		0	0	0	0
Investments	5	5	0	5	102
Other		0	7,922	7,922	0
Total Income		8,844	86,348	95,191	83,709
Expenditure on:					
Raising funds		0	3,966	3,966	0
Charitable activities	6	1,139	100,334	101,472	76,346
Other		4,149	734	4,882	2,929
Total Expenditure		5,288	105,032	110,320	79,274
Net income/(expenditure) and net movement in funds for the year		3,556	(18,685)	(15,129)	4,435
Movements in funds		0	0	0	0
Net movement in funds	8	3,556	(18,685)	(15,129)	4,435
Reconciliation of funds:					
Total funds brought forward		43,942	56,592	100,535	96,125
Total funds carried forward		47,498	37,908	85,406	100,560


Million Minutes

Statement of Financial Position

as at 31st August 2021

	Note	Total funds	Prior year funds
Fixed assets:			
Tangible assets	13	1,103	1,767
Total fixed assets		<u>1,103</u>	<u>1,767</u>
Current assets:			
Debtors	15	1,334	851
Cash at bank and in hand		99,718	101,122
Total current assets		<u>101,051</u>	<u>101,974</u>
Liabilities:			
Creditors: Amounts falling due within one year	16	(16,749)	(3,206)
Net current assets or liabilities		<u>84,302</u>	<u>98,768</u>
Total assets less current liabilities		<u>85,406</u>	<u>100,535</u>
Creditors: Amounts falling due after more than one year		0	0
Provisions for liabilities		0	0
Net asset or liabilities excluding pension asset or liability		<u>85,406</u>	<u>100,535</u>
Defined benefit pension scheme asset or liability		0	0
Total net assets or liabilities		<u><u>85,406</u></u>	<u><u>100,535</u></u>
The funds of the charity:			
Restricted income funds		37,908	56,592
Unrestricted funds		47,498	43,942
Total charity funds	20/21	<u><u>85,406</u></u>	<u><u>100,535</u></u>

Signed on behalf of the Board of Trustees

Signature	Name	Date
DocuSigned by:  BF9A9124F2C44B8...	Ewan Day-Collins	6/24/2022

Million Minutes

Summary Income and Expenditure Statement

for year ending 31st August 2021

	All income funds (current year)	All income funds (previous year)
Income	95,186	83,607
Gains/(losses) on investments	0	0
Interest and investment income	5	102
Gross income in the reporting period	95,191	83,709
Expenditure	109,587	79,110
Interest payable	0	0
Depreciation and charges for impairment of fixed assets	734	164
Total expenditure in the reporting period	110,320	79,274
Net income (expenditure) before tax for the reporting period	(15,129)	4,435
Tax payable	0	0
Net income (expenditure) for the financial year	(15,129)	4,435

Notes to the accounts

1 Accounting Policies

The principal accounting policies adopted, judgements 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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

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

B) Reconciliation with previous Generally Accepted Accounting Practice

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

At the date of transition there was no requirement to restate any comparative as no liabilities existed that needed providing for. As such In accordance with the requirements of FRS 102 no reconciliation of opening balances has been provided.

C) Preparation of the accounts on a going concern basis

The Charity reported a cash outflow of £1,405 for the year.

The trustees are of the view that the Charity is a going concern.

D) 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 an activity or provision of other specified service it is deferred until the criteria for income recognition are met.

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), the general volunteer time of the Friends is not recognised and 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) 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.

G) 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 artistic projects being undertaken by the Charity.

H) 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:

- Expenditure on charitable activities includes the costs holding event, workshops and other educational 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.

I) 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 artistic 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 10.

J) Operating leases

The charity does not current operate any Operating Leases. Where the charity would have operating leases; the title to the equipment remains with the lessor and the equipment would be replaced every 5 years whilst the economic life of such equipment is normally 10 years. Rental charges are charged on a straight line basis over the term of the lease.

K) Tangible fixed assets

Individual fixed assets costing £100 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Asset Category	Annual Rate
Plant and machinery	33%
Fixtures, fittings and equipment	33%

L) 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.

M) 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.

N) 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.

O) 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.

P) Pensions

The Charity currently operates an employee pension scheme. The Trustees recognised the Charity's legal requirement to offer an auto-enrolment pension scheme from 1st October 2017.

The scheme would operate on an employee/employer combined contribution with a minimum of the legal minimum contributions.

Q) Transition to FRS 102

The opening fund balances at the date of transition have not been restated (see note 1b) as there were no liabilities to be restated in the transition to FRS102. The transition date was 1st September 2015.

2) Legal status of the Charity

On the 26th March 2019 Million Minutes became a Charitable Incorporated Organisation under Charity Commission supervision.

3) Income from donations and legacies

	2021	2020
Donations		
Gifts	12,939	1,982
Legacies	0	0
Donated services	0	0
	<u>12,939</u>	<u>1,982</u>

The income from donations and legacies was £12,939 (2020: £1,982) of which £8,839 was unrestricted (2020: £1,982) and £4,100 restricted (2020: £0)

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS 102 and the Charities SORP (FRS 102), the economic contribution of general volunteers is not recognised in the accounts.

4) Income from charitable activities

	Restricted funds 2021	Restricted funds 2020
Income from Grants:		
Support from Grant making bodies	73,226	79,875
Support from other sources	1,100	1,750
Gift Aid associated with other sources	0	0
Subtotal : Grants	<u>74,326</u>	<u>81,625</u>
Total income from charitable activities	<u>74,326</u>	<u>81,625</u>

5) Investment income

All of the Charity's investment income of £5 (2020: £102) arises from money held in interest bearing deposit accounts.

6) Analysis of expenditure on charitable activities

	Un-restricted	Restricted Project: Proximity	Restricted Project: Teams	Restricted Project: Grants	: Project	: Project	: Project	Total
Employee Costs			79,406					79,406
Recruitment costs			0					0
Training & Education			0					0
Consultancy		15,350	3,500					18,850
Rent			233					233
Telephones (Landline & Mobile)			0					0
Internet & IT	139		907					1,046
Postage & Courier			12					12
Printing & Stationery			0					0
Subscriptions and Memberships			325					325
Other Professional Fees			105					105
General/Sundry Expenses								0
Travel & Subsistence			166					166
Insurance			4					4
Catering for events								0
Grants Given	1,000			326				1,326
Total	<u>1,139</u>	<u>0</u>	<u>15,350</u>	<u>84,658</u>	<u>326</u>	<u>0</u>	<u>0</u>	<u>101,472</u>

Expenditure on charitable activities was £101,472 (2020: £76,346) of which £1,139 was unrestricted (2020: £620) and £100,334 was restricted (2020: £74,890).

7) Summary analysis of expenditure and related income for charitable activities

This table shows the cost of the three main charitable activities and the sources of income directly to support those activities.

	Proximity: Project	Silent : Project	Teams: Project	Grants : Project	: Project	: Project	: Project	Total
Costs	15,350	0	84,658	0	0	0	0	100,008
Grants	0	326	0	0	0	0	0	326
	<u>15,350</u>	<u>326</u>	<u>84,658</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100,334</u>
Direct grant support	17,250	0	0	0	0	0	0	17,250
Net cost funded from other income	<u>1,900</u>	<u>(326)</u>	<u>(84,658)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>(83,084)</u>

8) Net income/(expenditure) for the year

This is stated after charging:	2021	2020
Depreciation	664	164
Bank interest payable	0	0
Auditor's remuneration:	0	0
Audit fees		
Accountancy services	582	564
	<u>1,246</u>	<u>728</u>

9) Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2021	2020
Salaries and wages	78,506	43,968
Social security costs	3,043	1,432
Pension costs	1,807	1,035
	<u>83,356</u>	<u>46,434</u>

No employees had employee benefits in excess of £60,000 (2020: nil). Pension costs are allocated to activities in proportion to the related staffing costs incurred and are wholly charged to unrestricted funds.

The charity trustees were not paid or received any other benefits from employment with the Charity in the year (2020: £nil) neither were they reimbursed expenses during the year (2020: £nil). No charity trustee received payment for professional or other services supplied to the charity (2020: £nil).

The key management personnel of the charity, comprise the trustees and Chief Executive Officer/Director

10) Staff Numbers

The average monthly head count was 3 staff (2020: 3 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

	2021	2020
Administration & Development	1	1
Projects	2	2
	<u>3</u>	<u>3</u>

11) Related party transactions

The charity has one related party as a result of historical transactions and relationships. The following is a summary of value of the services provided the related party:

	2021	2020
D Curtin - CEO	18,850	23,800
(Founding Chair of Trustees - resigned September 2014)		
(No consultancy fees relate to his tenure as a trustee)		
	<u>18,850</u>	<u>23,800</u>

12) Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

13) Tangible fixed assets – charity

	Plant and machinery	Fixtures, fittings and equipment	Total
Cost or valuation			
At beginning of the year	1,890	3,598	5,488
Additions		0	0
Disposals			0
Revaluations			0
Transfers			0
At end of the year	<u>1,890</u>	<u>3,598</u>	<u>5,488</u>
Depreciation and impairments			
At beginning of the year	1,890	1,831	3,557
Disposals			0
Depreciation	0	663	663
Impairment			0
Transfers			0
At end of the year	<u>1,890</u>	<u>2,494</u>	<u>4,221</u>
Net book value at beginning of the year	<u>0</u>	<u>1,767</u>	<u>1,931</u>
Net book value at end of the year	<u>0</u>	<u>1,103</u>	<u>1,268</u>

14) Investments

The charity holds no investments in any subsidiary or associates.

15) Debtors

	2021	2020
Trade debtors	0	0
Other debtors	112	111
Prepayments and accrued income	1,222	740
	<u>1,334</u>	<u>851</u>

16) Creditors: amounts falling due within one year

	2021	2020
Trade creditors	2,276	1,386
Other creditors and accruals	623	39
Deferred income	11,274	0
Taxation and social security costs	2,576	1,781
	<u>16,749</u>	<u>3,206</u>

17) Contingent assets – legacy income

As at 31 August 2021 the charity had no legacy income or any impending

18) Deferred income

Deferred Income are grants and income for future projects where the costs have not been incurred at Year End. As at 31 August 2021 the charity had £11,274 deferred income.

19) Creditors: amounts falling due after more than one year

As at 31 August 2021 the charity had no Creditors due after more than one year

20) Analysis of charitable funds**Analysis of movements in unrestricted funds**

	Balance 31-Aug-20	Income	Expenditure	Transfers	Funds 30-Aug-21
General fund	37,715	8,844	(5,288)	0	41,272
Total	<u>37,715</u>	<u>8,844</u>	<u>(5,288)</u>	<u>0</u>	<u>41,272</u>

Analysis of movements in unrestricted funds - previous year

	Balance 01-Sep-19	Income	Expenditure	Transfers	Funds 30-Aug-20
General fund	47,267	2,084	(3,385)	(8,251)	37,715
Total	<u>47,267</u>	<u>2,084</u>	<u>(3,385)</u>	<u>(8,251)</u>	<u>37,715</u>

Name of unrestricted fund:

Description, nature and purposes of the fund

General fund

The 'free reserves' after allowing for all designated funds.

Analysis of movements in restricted funds

	Balance 31-Aug-20	Income	Expenditure	Transfers	Funds 30-Aug-21
Projects	62,844	86,348	(105,032)	0	44,159
Total	<u>62,844</u>	<u>86,348</u>	<u>(105,032)</u>	<u>0</u>	<u>44,159</u>

Analysis of movements in restricted funds - previous year

	Balance 01-Sep-19	Income	Expenditure	Transfers	Funds 30-Aug-20
Projects	48,857	81,625	(75,889)	8,251	62,844
Total	<u>48,857</u>	<u>81,625</u>	<u>(75,889)</u>	<u>8,251</u>	<u>62,844</u>

Name of restricted fund

Description, nature and purposes of the fund

Project Courtyard

Project to enable local communities to engage with young people at risk of social exclusion

Database project

Project to update organisation's database of stakeholders and community to enable better interaction and communication

21) Analysis of net assets between funds

Analysis of group net assets between funds - current year

	General Fund	Designated Funds	Restricted Funds	Total
Tangible fixed assets	0	0	1,103	1,103
Cash at bank and in hand	22,206	0	77,512	99,718
Other net current assets/(liabilities)	(2,014)	0	(13,401)	(15,415)
Creditors of more than one year	0	0	0	0
Total	20,192	0	65,214	85,406

Analysis of group net assets between funds - previous year

	General Fund	Designated Funds	Restricted Funds	Total
Tangible fixed assets	0	0	1,767	1,767
Cash at bank and in hand	67,802	0	33,320	101,122
Other net current assets/(liabilities)	(1,065)	0	(1,290)	(2,355)
Creditors of more than one year	0	0	0	0
Total	66,737	0	33,798	100,535

22) Financial instruments

The Charity has no Financial Instruments to report on

23) Post-balance sheet events

The charity has no post balance sheet events