



Million Minutes

Trustees Report and Financial Statements

Year ending 31 August 2023

Charity number 1140079

Million Minutes
Directors/Trustees Report
For the year ending 31st August 2023

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**Million Minutes
Trustees Report
For the year ending 31st August 2023**

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:

- Ewan Day-Collins (Chair)
- Nina Matiello Azadeh (Vice-Chair)
- George White (Safeguarding Lead)
- Fr Ryan Service
- Aseel Gilbert
- Arlene Maria Sisante (appointed 12 July 2023)
- Jason Charewicz (appointed 13 January 2024)

The Directors/Trustees in office during the year were:

- Ewan Day-Collins (Chair)
- Nina Matiello Azadeh (Vice-Chair)
- George White (Safeguarding Lead)
- Fr Ryan Service
- Ann Nicholls (resigned 19 March 2024)
- Aseel Gilbert
- Arlene Maria Sisante
- Cezar Dumlo (resigned 27 March 2023)
- Anna Fraine (resigned 17 May 2023)

2. The Need for Million Minutes:

Million Minutes is a Catholic youth agency. We promote a broad vision of youth ministry where the voices of young people are centred.

Our Vision: a world where young people take transformative social action, rooted in the principles of Catholic Social Teaching

Our Mission: to equip the Catholic Church to more effectively accompany all young people

We work with young people, youth leaders, youth ministers, parishes, schools and the wider Church to listen to, understand and respond to the evolving needs of young people. Catholic Social Teaching underpins our work: for us, faith and social action are intertwined. We strive to put the voices of young people at the heart of all our work. We see this as fundamental for the Church to have a broad vision of youth ministry.

Across our work, we utilise and promote accompaniment. This means journeying alongside people with a 'Spirit-led' openness and willingness to listen. An accompaniment approach meets people where they are at, whatever situation or state they find themselves in, and walks with them to wherever their path may take. Accompaniment is relational in nature and takes inspiration from how Jesus developed relationships with people, particularly those who were marginalised. He not only taught and prayed with them: He lived among them and experienced their lives as His own. Accompaniment empowers young people to know they are valued and integral members of their community and the Church. With this knowledge, young people can take transformative social action and realise their potential.

3. Message from the Chair

As we reflect on a year of consolidation, change and new growth in Million Minutes, we are reminded of The Emmaus Story. When the disciples encounter the Risen Lord, they immediately head back to the place they had left to proclaim the good news. At Million Minutes, we are using our experiences of encounter and dialogue with young people to advocate for new models of youth ministry and to share this mission more widely.

During this first year a new strategy, we have been intentional about collaboration: we see this as a key element of our work and part of our role in being a synodal Church. The synthesis report for the session of the Synod states that there must be 'a preferential option for young people', whose request for listening and accompaniment came through strongly in the 2018 Synod on Youth. Therefore, as we set out on implementing our new strategy, we have spent time listening to young people and those that accompany young people - in schools, in parishes, through movements and organisations.

What we heard has been our starting point and our centre as began to design new projects which include ongoing listening and accompaniment of young people and their networks of support. We value the diversity of experience that we have encountered through many conversations over the last year. We know that the Holy Spirit is at the centre of what we are doing and that the diverse experiences of young people and those who walk alongside them are all united in one spirit.

As we end the year detailed in this report, we are excited to see the fruits of consolidation and reflection over 2022-23 leading to the beginnings of growth and flourishing new projects. Over 2022-23, we successfully managed capacity gaps with strategic board recruitment to support the leadership of our charity and made progress on identifying areas of need within youth ministry. Collaboration, for us, is a process focused on reflection, review, innovation and resource building that leads to sustainable practices for all those involved in working with young people in our wider church community.

Of course, none of this would be possible without the generous contributions of time, expertise, finance and prayers of our supporters and key donors, in particular; The English Benedictine Congregation, Porticus UK, and Buckfast Abbey. Thank you to them and to all who have supported us.

Anita Motha (CEO) and Ewan Day-Collins (Chair)

4a. Setting Collaborative Foundations for 2023-2027

This year has been a dynamic start to the first year of delivering on our 2023-2027 strategy 'Towards Hope'. We have focused on building foundations of partnerships that will enable Million Minutes to design projects that empower young people to drive change in their communities. We invested time in working with crucial stakeholders - school chaplains, RE teachers, diocesan youth ministry directors, youth teams in Catholic charities, and religious orders - to share our strategy and scope opportunities to work together over the next five years.

We have also worked closely with organizations and networks to deliver talks and input on our organisation's vision and new strategy. We explored the practical aspects of including and empowering young people in a synodal church. This included speaking at the National Board of Catholic Women's summer conference, St Vincent de Paul Society England and Wales National Meeting, and Faith and Future Generations conversation convened by Porticus UK.

Some key collaborations that have been initiated this year include:

- **Adventurous Accompaniment** – This pioneering project from Million Minutes and friends has continued to develop this year, with particular focus on updating and refining training materials and building a plan for wider dissemination of resources. We worked closely with film company CTVC Ltd and friends to produce a suite of high-quality training videos for use with a range of Catholic audiences. We delivered an introductory Summer School with leaders from across the Catholic space including religious orders, senior staff from Catholic Multi Academy Trusts, and senior leaders from charities and dioceses. We began website design for the project and creation of the infrastructure needed for wider dissemination over 2023-2024. We also identified key audiences to work with as we seek to roll out the training resources more widely in 2024.

- **CYMFED** - we are contributing the time and expertise of our CEO to the Board of CYMFED as a representative for organisations, movements and charities. This gives Million Minutes an opportunity to lead on empowering and include member organisations' voice across the federation and share expertise on governance for wider sector change.

- **Youth Ministry, Diocese of Hallam** - Over the past ten months, we have worked closely with the Director of Youth Ministry in Hallam to develop their new youth ministry vision and strategy. This has involved fortnightly catch ups and strategy development days. This partnership has led to Hallam schools signing up for our CYP: Revival project, and opportunities to co-deliver input (upcoming in 2024) on the landscape of youth ministry in the diocese.

- **Pax Christi** - Since August 2023, we have been collaborating with Pax Christi to design and deliver our CYP: Revival project. Working with their Education Worker, we are sharing (and broadening) our schools audience/reach through coordinating on content and resources. Pax Christi have contributed staff time to project design and updating our existing CST resources.

4.b Feedback from our Collaborators

"Million Minutes continues to play an active role in CYMFed's projects. The time, energy and wisdom that their CEO has contributed to our current governance review is a wonderful example of how our Federation holds collaboration at the centre of our mission. The dedication of Million Minutes to Catholic Youth Ministry across England and Wales has been a valued support to both our Members and our projects."

Beth Przybylska, Strategic Project Director, CYMFed – Catholic Youth Ministry Federation

"In the last year Million Minutes' support for the Youth Ministry community has been really evident through their presence on the CYMFed board and leading on their governance review – this is made easier as Million Minutes is a trusted organisation who are seen as widely supportive. Million Minutes have also supported my own organisation with their CEO speaking at our national meeting, where there was a sense that members went away feeling challenged and energised to include young people in a more effective way."

Sarah Barber, Director of Young Vincentians and Youth Services, SVP

Collaboration with other Dioceses and organisations is very important for me as I begin to embed a youth ministry office into the Diocese of Hallam. It is just short of a decade since there was a youth ministry team here. Million Minutes have helped with their own expertise in strategy planning and spend many hours listening to the role and situation as I see it and enabling me to put concrete proposals together. This vision was worked on with MM, and I was invited to the Trustee meeting for Hallam to deliver the findings and strategy proposal. Without support from Anita and Michael, I would have found it difficult to sit and focus on this alone." Sue McDonald, Director of Youth Ministry, Hallam Diocese

5. Key Achievements

January:

- New strategy document launched 'towards' hope, outlining our strategic aims for 2023-2027
- CEO appointed as a board member for Catholic Youth Ministry Federation, representative for "movements, organisations and charities"

March:

- Multi-year institutional funding received from the English Benedictine Congregation
- TVC film and television company contracted to produce and develop a set of video resources for 'Adventurous Accompaniment' project

April:

- Development work with school chaplains and RE teachers to write project plan for Celebrating Young People Revival

June:

- CEO of Million Minutes (CYMFED board member, representative of organisations, charities and movements) appointed to chair governance review subcommittee for CYMFED
- Delivered key note on Young People in the Church at SVP's National Conference
- School Mission Day: Kingston – 72 young people

July:

- Delivered a residential to engage gatekeepers with new Adventurous Accompaniment resources

August:

- New team member, Michael Chambers, appointed
- Development work with Pax Christi on CYP: Revival Project

6. 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 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. ☒

7. Governance

Two trustees completed their term during the financial year, and two trustees were newly appointed to provide comparable skills and experiences. A Vice Chair post was created to provide added leadership capacity within the Board. 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.

8. Risk Management

The Trustees maintain a risk register and these risks are monitored throughout the year and updated annually. 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.

9. Reserves Policy

The charity's Reserves Policy (last reviewed 2022) sets out Million Minutes' approach and underlying principles to reserves management. The annual budgeting process determines quantitative metrics following the Policy.

Million Minutes has two baselines to guide its approach to financial planning and reserves management:

1. To always maintain sufficient general reserves to cover the charity's financial liabilities in the event of liquidation. Liabilities are determined annually as part of the budgeting process. The Board shall not allow general reserves to fall below this level.
2. To maintain a cash amount equivalent to the cost of liquidation plus four months' budgeted costs at the beginning of each financial year. This reflects the need for (i) sufficient cash flow to cover planned expenditure prior to receipt of income or lags in receipt of pledged funds, (ii) funds to cover unplanned events or costs e.g. economic/regulatory changes resulting in unforeseen financial consequences.

The quantitative metrics attached to the two baselines described above are calculated annually in the budgeting process. The Board will only sign off budgets which achieve these two baselines. Financial monitoring during the financial year also adheres to these two baselines. Million Minutes' reserve is held in cash.

DocuSigned by:

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5/22/2024

Ewan Day-Collins

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

Date

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 2023

I report to the trustees on my examination of the receipts and payments accounts of the charity for the year ended 31 August 2023 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.



Louisa Burton ACA
Gatcombe House
Portsmouth
PO3 5EJ

Million Minutes

Statement of financial activities as at 31st August 2023

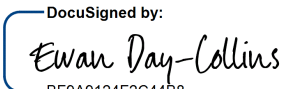
| | Note | Unrestricted funds | Restricted funds | Total funds | Prior period Total Funds |
|---|------|-----------------------|---------------------|-------------|-----------------------------|
| Income and endowments from: | | | | | |
| Donations and legacies | 3 | 196 | 0 | 196 | 6,270 |
| Charitable activities | 4 | 0 | 65,875 | 65,875 | 95,082 |
| Other trading activities | | 0 | 0 | 0 | 0 |
| Investments | 5 | 582 | 0 | 582 | 38 |
| Other | | 0 | 0 | 0 | 0 |
| Total Income | | 779 | 65,875 | 66,654 | 101,390 |
| Expenditure on: | | | | | |
| Raising funds | | 32 | 2,695 | 2,727 | 1,845 |
| Charitable activities | 6 | 400 | 66,548 | 66,948 | 93,291 |
| Other | | 1,673 | 615 | 2,289 | 3,567 |
| Total Expenditure | | 2,106 | 69,858 | 71,964 | 98,703 |
| Net income/(expenditure) and net movement in funds for the year | | (1,327) | (3,983) | (5,310) | 2,687 |
| Movements in funds | | 0 | 0 | 0 | 0 |
| Net movement in funds | 8 | (1,327) | (3,983) | (5,310) | 2,687 |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | | 48,031 | 40,062 | 88,093 | 85,406 |
| Total funds carried forward | | 46,704 | 36,080 | 82,783 | 88,093 |

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Statement of Financial Position as at 31st August 2023

| | Note | Total funds | Prior year funds |
|---|-------|-------------|------------------|
| Fixed assets: | | | |
| Tangible assets | 13 | 158 | 773 |
| Total fixed assets | | 158 | 773 |
| Current assets: | | | |
| Debtors | 15 | 16,500 | 9,644 |
| Cash at bank and in hand | | 97,670 | 94,492 |
| Total current assets | | 114,170 | 104,137 |
| Liabilities: | | | |
| Creditors: Amounts falling due within one year | 16 | (31,545) | (16,817) |
| Net current assets or liabilities | | 82,625 | 87,320 |
| Total assets less current liabilities | | 82,783 | 88,093 |
| 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 | | 82,783 | 88,093 |
| Defined benefit pension scheme asset or liability | | 0 | 0 |
| Total net assets or liabilities | | 82,783 | 88,093 |
| The funds of the charity: | | | |
| Restricted income funds | | 36,080 | 40,062 |
| Unrestricted funds | | 46,704 | 48,031 |
| Total charity funds | 20/21 | 82,783 | 88,093 |

Signed on behalf of the Board of Trustees

| Signature | Name | Date |
|---|------------------|-----------|
|  | Ewan Day-Collins | 5/22/2024 |

Million Minutes

Summary Income and Expenditure Statement

for year ending 31st August 2023

| | All income funds (current year) | All income funds (previous year) |
|--|------------------------------------|-------------------------------------|
| Income | 66,071 | 101,352 |
| Gains/(losses) on investments | 0 | 0 |
| Interest and investment income | 582 | 38 |
| Gross income in the reporting period | 66,654 | 101,390 |
| Expenditure | 71,348 | 97,969 |
| Interest payable | 0 | 0 |
| Depreciation and charges for impairment of fixed assets | 615 | 734 |
| Total expenditure in the reporting period | 71,964 | 98,703 |
| Net income (expenditure) before tax for the reporting period | (5,310) | 2,687 |
| Tax payable | 0 | 0 |
| Net income (expenditure) for the financial year | (5,310) | 2,687 |

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 £2,060 for the year (2022: £2533 cash outflow). 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), general volunteer time is not recognised.

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 currently 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

| | 2023 | 2022 |
|------------------|------------|--------------|
| Donations | | |
| Gifts | 196 | 6,270 |
| Legacies | 0 | 0 |
| Donated services | 0 | 0 |
| | <u>196</u> | <u>6,270</u> |

The income from donations and legacies was £196 (2022: £6,270) of which £196 was unrestricted (2022: £3,270) and £Nil restricted (2022: £3,000)

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 2023 | Restricted funds 2022 |
|--|--------------------------|--------------------------|
| Income from Grants: | | |
| Support from Grant making bodies | 65,875 | 92,082 |
| Support from other sources | 0 | 3,000 |
| Gift Aid associated with other sources | 0 | 0 |
| Subtotal : Grants | <u>65,875</u> | <u>95,082</u> |
| Total income from charitable activities | <u>65,875</u> | <u>95,082</u> |

5) Investment income

All of the Charity's investment income of £582 (2022: £38) arises from money held in interest bearing deposit accounts.

6) Analysis of expenditure on charitable activities

| | Un-restricted | Restricted Project: Proximity | Restricted Project: Team | Restricted Project: Grants | : Project | : Project | : Project | Total |
|--------------------------------|---------------|-------------------------------|--------------------------|----------------------------|--------------|-----------|-----------|---------------|
| Employee Costs | | | 45,260 | | | | | 45,260 |
| Consultancy | | 8,283 | 4,529 | | | | | 12,812 |
| Rent | | | 2,433 | | | | | 2,433 |
| Telephones (Landline & Mobile) | | | 0 | | | | | 0 |
| Internet & IT | 400 | | 817 | | | | | 1,217 |
| Postage & Courier | | | 90 | | | | | 90 |
| Publication & Resources | 0 | | | | | | | 0 |
| Printing & Stationery | 0 | | | | | | | 0 |
| Subscriptions and Memberships | | | 1,518 | | | | | 1,518 |
| Other Professional Fees | | | 0 | | | | | 0 |
| Travel & Subsistence | 0 | 3,276 | 1,536 | | | | | 4,812 |
| Grants Given | | | 0 | 1,500 | | | | 1,500 |
| Total | <u>400</u> | <u>0</u> | <u>11,559</u> | <u>56,183</u> | <u>1,500</u> | <u>0</u> | <u>0</u> | <u>69,643</u> |

Expenditure on charitable activities was £69,643 (2022: £93,291) of which £900 was unrestricted (2022: £379) and £69,643 was restricted (2022: £92,912).

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 | Teams: Project | Silent : Project | Grants : Project | : Project | : Project | : Project | Total |
|-----------------------------------|--------------------|----------------|------------------|------------------|-----------|-----------|-----------|----------------|
| Costs | 11,559 | 56,183 | 0 | 0 | 0 | 0 | 0 | 67,743 |
| Grants | <u>0</u> | <u>0</u> | <u>1,500</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>1,500</u> |
| | 11,559 | 56,183 | 1,500 | 0 | 0 | 0 | 0 | 69,243 |
| Direct grant support | 3,375 | 62,500 | 0 | 0 | 0 | 0 | 0 | 65,875 |
| Net cost funded from other income | <u>(8,184)</u> | <u>6,317</u> | <u>(1,500)</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | <u>(3,368)</u> |

8) Net income/(expenditure) for the year

| | | |
|--------------------------------|--------------|--------------|
| This is stated after charging: | 2023 | 2022 |
| Depreciation | 615 | 686 |
| Bank interest payable | 0 | 0 |
| Auditor's remuneration: | 0 | 0 |
| Audit fees | | |
| Accountancy services | <u>916</u> | <u>838</u> |
| | <u>1,531</u> | <u>1,525</u> |

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

| | 2023 | 2022 |
|-----------------------|---------------|---------------|
| Salaries and wages | 41,135 | 69,595 |
| Social security costs | 413 | 2,303 |
| Pension costs | 1,018 | 1,608 |
| | <u>42,565</u> | <u>73,507</u> |

No employees had employee benefits in excess of £60,000 (2022: 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 (2022: £nil). Trustees were reimbursed expenses of £128 during the year (2022: £nil). No charity trustee received payment for professional or other services supplied to the charity (2022: £nil).

The key management personnel of the charity, comprise the trustees and Chief Executive Officer/Director of Million Minutes. The total employee benefits of the key management personnel of the Charity were £32,340 (2022: £39,500).

10) Staff Numbers

The average monthly head count was 2 staff (2022: 3 staff) and the average monthly number of full-time equivalent employees (including casual and part-time staff) during the year were as follows:

| | 2023 | 2022 |
|------------------------------|----------|----------|
| Administration & Development | 1 | 1 |
| Projects | 1 | 2 |
| | <u>2</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:

| | 2023 | 2022 |
|---|--------------|------------|
| D Curtin | 6,155 | 918 |
| (Founding Chair of Trustees - resigned September 2014) | | |
| (No consultancy fees relate to his tenure as a trustee) | | |
| | <u>6,155</u> | <u>918</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 | 3,954 | 5,844 |
| Additions | 0 | 0 | 0 |
| Disposals | | | 0 |
| Revaluations | | | 0 |
| Transfers | | | 0 |
| At end of the year | <u>1,890</u> | <u>3,954</u> | <u>5,844</u> |
| Depreciation and impairments | | | |
| At beginning of the year | 1,890 | 3,181 | 5,071 |
| Disposals | | | 0 |
| Depreciation | 0 | 615 | 615 |
| Impairment | | | 0 |
| Transfers | | | 0 |
| At end of the year | <u>1,890</u> | <u>3,796</u> | <u>5,686</u> |
| Net book value at beginning of the year | <u>0</u> | <u>773</u> | <u>773</u> |
| Net book value at end of the year | <u>0</u> | <u>158</u> | <u>158</u> |

14) Investments

The charity holds no investments in any subsidiary or associates.

15) Debtors

| | 2023 | 2022 |
|--------------------------------|---------------|--------------|
| Trade debtors | 15,450 | 8,732 |
| Other debtors | 287 | 224 |
| Prepayments and accrued income | 763 | 689 |
| | <u>16,500</u> | <u>9,644</u> |

16) Creditors: amounts falling due within one year

| | 2023 | 2022 |
|------------------------------------|---------------|---------------|
| Trade creditors | 2,548 | 2,762 |
| Other creditors and accruals | 760 | 853 |
| Deferred income | 26,274 | 11,274 |
| Taxation and social security costs | 1,964 | 1,927 |
| | <u>31,545</u> | <u>16,817</u> |

17) Contingent assets – legacy income

As at 31 August 2022 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 2023 the charity had £26,274 deferred income.

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

As at 31 August 2023 the charity had no Creditors due after more than one year

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

| | Balance 01-Sep-22 | Income | Expenditure | Transfers | Funds 31-Aug-23 |
|--------------|----------------------|------------|----------------|-----------|--------------------|
| General fund | 41,805 | 779 | (2,106) | 0 | 40,479 |
| Total | 41,805 | 779 | (2,106) | 0 | 40,479 |

Analysis of movements in unrestricted funds - previous year

| | Balance 01-Sep-21 | Income | Expenditure | Transfers | Funds 31-Aug-22 |
|--------------|----------------------|--------------|----------------|-----------|--------------------|
| General fund | 41,272 | 3,308 | (2,775) | 0 | 41,805 |
| Total | 41,272 | 3,308 | (2,775) | 0 | 41,805 |

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 01-Sep-22 | Income | Expenditure | Transfers | Funds 31-Aug-23 |
|--------------|----------------------|---------------|-----------------|-----------|--------------------|
| Projects | 46,314 | 65,875 | (69,858) | 0 | 42,331 |
| Total | 46,314 | 65,875 | (69,858) | 0 | 42,331 |

Analysis of movements in restricted funds - previous year

| | Balance 01-Sep-21 | Income | Expenditure | Transfers | Funds 31-Aug-22 |
|--------------|----------------------|---------------|-----------------|-----------|--------------------|
| Projects | 44,159 | 98,082 | (95,927) | 0 | 46,314 |
| Total | 44,159 | 98,082 | (95,927) | 0 | 46,314 |

Name of restricted fund

Description, nature and purposes of the fund

Proximity project

Project to carry out Parish based research training and resources

Team project

Project to fund MM Team roles within the community including on costs for team members

Grants project

Project to issue grants

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 | 158 | 158 |
| Cash at bank and in hand | 51,719 | 0 | 45,951 | 97,670 |
| Other net current assets/(liabilities) | 0 | 0 | (15,045) | (15,045) |
| Creditors of more than one year | 0 | 0 | 0 | 0 |
| Total | 51,719 | 0 | 31,064 | 82,783 |

Analysis of group net assets between funds - previous year

| | General Fund | Designated Funds | Restricted Funds | Total |
|--|-----------------|---------------------|---------------------|---------------|
| Tangible fixed assets | 0 | 0 | 773 | 773 |
| Cash at bank and in hand | 11,714 | 0 | 82,779 | 94,492 |
| Other net current assets/(liabilities) | (2,525) | 0 | (4,648) | (7,173) |
| Creditors of more than one year | 0 | 0 | 0 | 0 |
| Total | 9,189 | 0 | 78,904 | 88,093 |

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