

# PROJECT BUZZ

England & Wales · Charity number 1141034

## Details

|                |                                                         |
|----------------|---------------------------------------------------------|
| Status         | Registered                                              |
| Legal form     | Charitable company                                      |
| Company number | <a href="#">07404833</a>                                |
| Registered     | 2011-04-01                                              |
| Register       | <a href="#">View on the Charity Commission register</a> |

## Contact

|         |                                                                                   |
|---------|-----------------------------------------------------------------------------------|
| Address | St. Andrews United Reformed Church<br>Upper Hanover Street<br>Sheffield<br>S3 7RQ |
| Phone   | 07905417228                                                                       |
| Email   | <a href="mailto:kath@buzzsheffield.co.uk">kath@buzzsheffield.co.uk</a>            |
| Website | <a href="https://buzzchildcontact.co.uk/">https://buzzchildcontact.co.uk/</a>     |

## Activities

**Objects:** To provide for the benefit of the public, the provision of child contact services, the provision of education and other support facilities and the provision of other ancillary and associated services.

**Activities:** Buzz provides support for separated families where there are disagreements and issues to be resolved. Based in Sheffield, Buzz provides services across South Yorkshire. Services including Family Time (Supported, Supervised, Changeover, Virtual, Postal and Reconnections), Cooperative parenting support, Life Story, Words and Pictures and Healthy Holidays activities for local families.

## Classification

- **How:** Provides Services
- **What:** General Charitable Purposes, Education/training, Economic/community Development/employment, Other Charitable Purposes
- **Who:** Children/young People, Other Defined Groups

## Geography

- Barnsley
- Derbyshire
- Doncaster
- Rotherham
- Sheffield City

## Finances

| Period end | Income   | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £230,200 | £262,230    | -      | -         |
| 2024-03-31 | £213,920 | £200,921    | -      | -         |
| 2023-03-31 | £135,285 | £157,786    | -      | -         |
| 2022-03-31 | £149,859 | £128,688    | -      | -         |
| 2021-03-31 | £144,423 | £116,482    | -      | -         |

## Trustees

| Name                  | Role  | Appointed  |
|-----------------------|-------|------------|
| <b>Andrew Jonas</b>   | Chair | 2022-12-15 |
| Ashley Gray           |       | 2025-03-05 |
| Chun Yin Wong         |       | 2025-03-05 |
| Elizabeth Cassidy     |       | 2025-04-05 |
| Laura Beaumont        |       | 2025-03-05 |
| Lucy Weaver           |       | 2025-03-05 |
| Rachel McManus        |       | 2022-11-15 |
| Ralph Keene           |       | 2011-04-04 |
| Temitope Dele Akinyan |       | 2025-03-05 |

**PROJECT BUZZ**

England & Wales - Charity number 1141034

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# Accounts

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**Registered Charity Number: 1141034**  
**Company Number: 03896342**

**Project Buzz**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**

**For the year ended 31 March 2025**

## **Project Buzz**

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## **Project Buzz**

### **Legal and administrative information For the year ended 31 March 2025**

#### **Trustees**

|                       |           |                           |
|-----------------------|-----------|---------------------------|
| Andrew Jonas          | Chair     |                           |
| Ralph Keene           | Treasurer |                           |
| Laura Stewart         | Secretary | resigned 26 October 2023  |
| Rachel McManus        |           |                           |
| Michael Moore         |           | resigned 10 April 2024    |
| Chun Wong             |           | appointed 23 October 2024 |
| Elizabeth Cassidy     |           | appointed 5 March 2025    |
| Ashley Gray           |           | appointed 5 March 2025    |
| Laura Beaumont        |           | appointed 5 March 2025    |
| Lucy Weaver           |           | appointed 5 March 2025    |
| Temitope Dele-Akinyan |           | appointed 5 March 2025    |

#### **Key management**

|               |         |
|---------------|---------|
| Kath Mardles  | CEO     |
| Paula Higgins | Manager |

#### **Charity number**

1141034

#### **Company number**

07404833

#### **Registered office**

St Andrews URC Church  
Upper Hanover Street  
Sheffield  
S3 7RQ

#### **Accountants**

Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

## **Project Buzz**

### **Trustees' annual report For the year ended 31 March 2025**

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the 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.

#### **Structure, governance and management**

The organisation is a charitable company limited by guarantee, established under a memorandum of association which established the objects and powers of the charity company, and is governed under its articles of association. The company registered as a charity in April 2011.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

#### **Objectives and activities**

The principal objective is to provide for the benefit of the public, the provision of child contact services, the provision of education and other support facilities and the provision of other ancillary and associated services.

The objects of the charity are for the benefit of children and their families, particularly but not exclusively, throughout the county of Yorkshire:

- To provide child contact and associated support services to families;
- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities;; and
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)', in particular the guidance on fee charging.

**Our vision** - That every separating family in our area of operation chooses to access our services to find positive solutions to cooperate parenting rather than going to court.

**Our Mission** - To offer holistic, solution-focused support to separated families as early as possible to avoid any lasting harm to the child and to ensure the child has the best possible opportunities in life with their co parents.

**Our Values** Safety Empowerment Trust Positivity

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Chair's report**

Buzz was established in 1999 in Broomhall, Sheffield, beginning life in partnership with Spurgeons. That early partnership provided a strong foundation, embedding our core values, safeguarding, community engagement and professional practice at the heart of the organisation from the outset.

Local parents wanted a safe and stimulating environment where their children could learn, play and grow. With the dedication and support of families in the community, Buzz quickly became a cornerstone organisation, offering activities and programmes designed around family need

Over time, the focus of our work evolved to respond to changing community demand.

Today, Buzz specialises in supporting separated families through safe, structured and child centred services. While our services have developed, the vibrant atmosphere and inclusive ethos of those early years remain central to who we are.

From small beginnings as a Sheffield based charity, Buzz has grown into a trusted provider across South Yorkshire, with increasing regional reach and national influence. Through partnerships, sector leadership and innovation, we now contribute not only to local family support but to wider conversations shaping Family Time practice across the country.

The legacy of those early parents lives on as Buzz continues to flourish, building brighter futures for children and families for generations to come.

Andrew Jonas  
Chair

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Achievement and performance**

Another year of growth, service innovation, and successful networking spanning from Yorkshire to Japan and Lithuania.

#### **Governance and Organisational Strengthening**

##### **New Trustees**

We strengthened our governance by welcoming new trustees, bringing fresh expertise, increased capacity, and enhanced strategic oversight to support Buzz's next phase of development.

##### **Team Restructure**

We undertook a team restructure to ensure our staffing model reflects demand, improves sustainability, and strengthens our ability to deliver high quality services.

##### **Accountant**

We enhanced financial oversight and resilience through strengthened accounting support, ensuring improved financial systems, compliance, and transparency.

##### **Family Law Sub-Groups**

By engaging in Family Law sub groups, we contributed to regional dialogue and influenced practice developments that impact separated families locally.

#### **Partnerships and Strategic Influence**

##### **BNI**

Through active engagement in BNI, as their chosen charity of the year we expanded our professional network, increasing donations, visibility, and cross sector collaboration.

##### **Multi agency Networking Day**

We convened and participated in a multi agency networking session, strengthening safeguarding pathways and improving coordinated responses for families.

##### **MP / Mayor Engagement**

Engagement with our MP and Mayor helped raise the profile of support for separated families and Family Time, strengthening local advocacy and visibility.

##### **Lithuania / Japan Links**

We connected with international organisations to share learning and practice, positioning Buzz within a broader global conversation about Family Time and separated family support.

##### **SSFA Sharing Event**

We contributed to sector wide learning through participation in the SSFA sharing event, supporting knowledge exchange and best practice development.

#### **Service Delivery & Impact**

Throughout 2024–25, demand for Buzz services remained strong and consistent.

At quarterly reporting points, the number of children supported ranged from 111 to 141, with the highest number recorded in October 2024. By January 2025, 135 children were being supported across all services. Many families were supported with more than one child, reflecting the complexity of need and reinforcing the importance of structured, specialist provision.

##### **Referral Pathways**

Families accessed Buzz through a range of statutory, legal and community routes.

The top five referral pathways during 2024–25 were:

- Court referrals – 44.6%
- Solicitor referrals – 15.2%
- Social Care referrals – 11.6%
- Self-referrals – 8.9%
- Social Worker referrals – 5.4%

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

Over 60% of referrals originated from court and statutory pathways, demonstrating Buzz's critical role within the family justice and safeguarding system, alongside accessible routes for families to seek support directly.

Referral data is drawn from quarterly monitoring returns. During 2025–26, a new case management system will be introduced to further strengthen the accuracy and consistency of referral tracking and demand analysis.

#### **Delivery Model**

Our delivery model combines in house and community based provision to ensure safe, flexible and accessible support tailored to family circumstances.

Across the year:

- 193–256 in house sessions were delivered per quarter
- 70–112 community-based sessions were delivered per quarter

Our delivery model intentionally combines structured in house provision with an expanding community based approach. Delivering Family Time within familiar community settings can improve accessibility, reduce anxiety, and better reflect individual family circumstances, while maintaining robust safeguarding oversight. This blended model strengthens inclusion and responsiveness across our services.

#### **Service Development & Innovation**

##### **System Transfer**

We implemented a system transfer to improve operational efficiency, data management, and long term sustainability. This is the foundation for the CRM we are putting in place next year.

##### **Buzz 2 – Bank Street**

The development of Buzz 2 at Bank Street expanded our physical capacity, increasing access for families and enabling service growth.

##### **Families Forward on Court Orders – Lottery Learning Event at NACCC**

Families Forward began to be explicitly named within court orders during the year, a significant milestone that reflects judicial confidence in the model and its impact for children and families.

We also shared our annual Families Forward learning at a national NACCC networking event, contributing to sector wide innovation and strengthening our role within the wider family justice community.

##### **Training and Learning**

###### **Lucy Faithfull training**

We commissioned the Lucy Faithfull Foundation to deliver bespoke training focused on understanding the motivations of male perpetrators of sexual abuse. In order to maximise impact, raise awareness nationally, and ensure the training was financially sustainable and affordable, we opened the programme to professionals across the country.

###### **Mental Health First Aid and Youth Mental Health First Aid**

Three members of our team completed Mental Health First Aid and Youth Mental Health First Aid training, equipping them to recognise early signs of mental health difficulties, provide initial support, respond to crises, and guide adults and young people towards appropriate help.

Other training included, Coercive Control (IDAS), A guide to Subject Access Requests (ICO) Talking & Listening to Children - Tools From the Therapy Room - (Only Mums & Dads)

###### **IDAS / Haven and Mums in Need at Team Meetings**

We hosted IDAS, Haven and Mums in Need within team meetings to deepen understanding of domestic abuse services and support for survivors, enhancing our team's confidence in identifying risk and signposting effectively.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Student Placements**

We supported Children, Young People and Families students and medical students, contributing to workforce development and increasing understanding of Family Time and family dynamics within future professionals.

#### **Networking, Engagement & Awareness**

##### **Child Contact Centre Week**

We were proud to originate and co-lead National Child Contact Centre Week, working alongside NACCC and partner organisations to deliver a coordinated awareness campaign. The initiative amplified the voice of Family Time services, increased public and professional understanding, and strengthened sector wide collaboration.

##### **Pilotlight Completion**

Completion of the Pilotlight programme and a celebration event in London marked a significant milestone in organisational development, celebrated through an event recognising progress, leadership growth, and strengthened strategic direction.

##### **Japanese International Symposium**

We were honoured to be invited by the Associate Professor at the School of Law, Hiroshima University, to speak to delegates about Buzz, life story work and supporting children's wishes and feelings.

##### **Staff Wellbeing & Organisational Culture**

We introduced 2 new team support initiatives:

##### **Buzz Hives**

Buzz Hives created structured opportunities for collaboration, peer support, and reflective practice, strengthening team cohesion and shared learning.

##### **Menopause Chat Time**

We introduced menopause chat time to foster an inclusive, supportive workplace culture, promoting staff wellbeing and open dialogue.

##### **Finding Our Why**

As a team, we undertook a reflective exercise based on Simon Sinek's 'Find Your Why' framework to deepen our understanding of our shared motivation and core purpose in delivering this work.

## **Equality, Diversity, Inclusion**

**75%** of our team have lived experience of the challenges the families we work with face

**17%** have lived experience of accessing the services we provide

#### **Our commitment in practice means:**

- Identifying hidden needs, even when not formally recorded
- Making reasonable adjustments as standard practice
- Working in neurodiversity aware and trauma informed ways
- Ensuring access to safe services for all families

This year we supported families where neurodiversity, learning difficulties, trauma and additional needs significantly shaped their experience of separation and Family Time. Our approach focused on recognising barriers early and making practical, compassionate adjustments to ensure no family was disadvantaged.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Adapting for children's additional needs**

We worked with children with autism, speech and sensory needs who were initially unable to attend in house Family Time. By offering flexible arrangements, including meeting in familiar community settings, we reduced anxiety and enabled consistent engagement in family time.

#### **Case Snapshot: Inclusion Through Adaptation**

To support a child with additional needs, we adapted our approach to reduce anxiety and increase engagement in family time.

We created a meaningful arrival role to provide structure and ownership, assigned a consistent key worker to offer familiarity and emotional safety, and designed activities around the child's specific interests. Personalised items and clear, simple communication supported regulation, while access to a quieter space ensured sensory needs were respected.

By proactively liaising with the resident parent to anticipate preferences and triggers, we were able to create a predictable and inclusive experience.

**Impact:** The child was able to regulate more effectively, engage positively with their father, and participate in family time with increased confidence and emotional security.

#### **Making reasonable adjustments for parents**

We supported parents with autism, ADHD, dyslexia and learning difficulties, often where needs had not been identified at referral.

Adjustments included:

- Providing written information and reminders
- Communicating via agreed channels (e.g. email only)
- Allocating a consistent named worker
- Allowing trusted family members to attend meetings
- Taking additional time to explain processes clearly

These adaptations increased engagement, reduced distress, and improved parents' ability to participate meaningfully in contact arrangements.

#### **Trauma-informed practice**

Several parents had experienced domestic abuse and felt unheard within statutory processes. We created safe spaces for them to share their experiences, supported emotional regulation, and advocated for arrangements that prioritised children's wellbeing.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Advocacy for best interests**

Where Family Time increases caused distress, we undertook direct feelings based work with children and supported parents to better understand additional needs.

In complex cases involving neurodiverse parents and extended family conflict, we worked alongside Cafcass to recommend interim arrangements that safeguarded emotional stability.

#### **Family Time**

- **Supervised:** Individual sessions either at Buzz or at an approved external venue, with one-to-one supervision. A report is provided following each session.
- **Supported:** Group sessions for multiple families at Buzz or an approved venue. No report is provided.
- **Virtual Supervised:** Online sessions with close supervision, accompanied by a report.
- **Virtual Supported:** Online sessions observed by staff; no report provided.
- **Handover:** A safe and neutral location for parents to exchange children when direct contact is not possible.
- **Indirect Contact:** Communication via post, email, or a secure drop-off point at Buzz.

#### **Communicate with Us**

This service allows parents to share updates and discuss parenting matters when they are not ready to use digital apps or attend the Families Forward programme. Staff can facilitate communication and relay relevant information between Family Time sessions.

#### **Families Forward**

A 12-week programme developed by Buzz, designed as an alternative to court proceedings. The programme supports parents in improving co-parenting skills. Some places are funded through the National Lottery until June 2026.

#### **Familiarisation Session**

Conducted at home, at Buzz, or at an agreed venue, these sessions help children become familiar with the environment and build confidence. Particularly beneficial for children with additional needs, including autism.

#### **Drug Patch Testing**

Discreet and reliable drug testing to support child safety and meet court requirements. Non-invasive patches are laboratory-tested, with a maintained chain of custody and clear written results suitable for court submission.

#### **Listening Service**

A confidential service providing one-to-one support in person or via Zoom. Children and parents can discuss worries, concerns, and aspirations in a safe, non-judgemental environment.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Talking with Children About Separation**

Support for children to understand family changes using age-appropriate methods and tools. Tailored sessions are available for children with SEND or additional needs.

#### **Wishes and Feelings**

Facilitated by qualified Family Practitioners, these sessions explore children's thoughts, feelings, and wishes in a manner appropriate to their age and development.

#### **Life Story Work**

Led by experienced family social workers, this service helps children reflect on their past, understand family relationships, and build a stronger sense of identity.

#### **Parenting Coaching**

Practical sessions designed to reduce stress, improve parenting confidence, and enhance communication and co-parenting skills.

#### **Advocacy**

Support and guidance for parents in navigating services and systems, with knowledgeable staff providing information and assistance in making informed decisions.

#### **Mediation and Conflict Resolution**

Structured sessions aimed at reducing conflict and promoting cooperative co-parenting. The child's voice is heard in a safe environment. Sessions are conducted with a civil mediation approach and can be offered via Zoom with separate rooms or camera-off options. Not intended for divorce or financial disputes.

#### **Waiting List Package**

Support and preparation for families awaiting Family Time, enabling parents to engage with services and resources in advance of scheduled sessions.

#### **Bumps in the Road**

Ongoing support for parents after completing services with Buzz. Staff provide guidance and interventions when co-parenting challenges arise, helping families address issues and regain stability.

#### Acknowledgements

The past year has been one of growth, strengthening foundations, and expanding our reach, and none of it would have been possible without the people and partners around us.

Our greatest strength remains our dynamic, compassionate and highly skilled team. Their ability to innovate, adapt and respond to increasingly complex family situations ensures that children and parents receive support that is both safe and responsive. Their professionalism and commitment continue to drive Buzz forward.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

We are deeply grateful to our Trustee Board during another year of development and expansion. Your belief in our long term vision has enabled Buzz to grow sustainably and with purpose.

To our funders, thank you for investing in both our service delivery and our development. Your support enables us not only to meet demand, but to strengthen infrastructure, pilot new approaches, and respond confidently to emerging need.

The guidance and challenge offered by Pilotlight has been instrumental in sharpening our strategy and strengthening our organisational resilience for the future.

We are particularly grateful to BNI Pioneers Sheffield for choosing us as their charity of year, for the numerous introductions and connections, the fundraising and the championing of Buzz and the work we do.

Thanks to Avire for supporting the development of Buzz 2 at Bank Street, increasing our physical capacity and extending access to safe, supported contact for more families.

Our connection to the wider sector continues to strengthen through our work with NACCC, contributing to national learning and sharing practice developments, and through networks such as BNI, which broaden our professional reach and referral pathways.

We also value our strong partnerships with Cafcass, local authorities, domestic abuse services, legal professionals, schools and community organisations. Collaboration remains central to ensuring children's welfare.

Finally, we are deeply grateful to St Andrew's URC for their continued provision of space at a subsidised rent. This generous support underpins our ability to operate sustainably and ensures children and families can access services in a safe and welcoming environment.

Buzz is not built in isolation. It is built through partnership, shared expertise and collective commitment to improving outcomes for children and families experiencing separation.

#### **Reserves policy**

The trustees have agreed that the charity should aim to maintain unrestricted reserves at a level which equates to running costs for 3-6 months. This target was approximately 50,000-100,000.

Actual free reserves held at 31 March 2025 were £41,630.

Over the past financial year, both our income and expenditure increased significantly. This growth reflects our response to a rising demand for our services and our investment in expanding the team to maintain high-quality support for children and families.

Recognising the importance of financial resilience, our focus for the next three years is to steadily increase our free reserves towards the upper end of our target range. This approach will ensure the charity can:

- Maintain continuity of service if income fluctuates
- Support ongoing investment in staff, training, and service improvements
- Respond quickly to emerging family needs without compromising core operations

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

#### **Future Plans**

Over the next year, Buzz will continue to develop and strengthen its role as a Hub for separated families across Sheffield and beyond. Building on the foundations laid this year, our plans include:

- Diversifying income streams: We have begun to explore opportunities to engage with corporate partners, aiming to secure sustainable funding that will support our growth and service development.
- Progressing strategic partnerships: We will continue to develop the Support for Separated Families Alliance (SSFA) Sheffield, strengthening collaboration to better meet the needs of children and families.
- National awareness initiatives: We plan to explore the potential for a national Child Contact Centre Awareness Week, raising the profile of services and highlighting the importance of positive family contact.
- Expanding family-friendly spaces: We will identify and develop Buzz safe spaces in the community, enabling more family time to take place in natural and comfortable environments.
- Networking and collaboration: By connecting more closely with our northern counterparts and reaching out nationally, we aim to share learning, influence best practice, and contribute to the future direction of Family Time providers cross the UK.

Through these initiatives, our goal is to ensure that Buzz remains at the forefront of support for separated families, offering high-quality, accessible, and sustainable services for the children and families who rely on us.

#### **Trustees' responsibilities in relation to the financial statements**

The charity trustees (who are also the directors of the charity for the purposes of company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The report and accounts have been prepared in accordance with the provisions in the Companies Act 2006 relating to small companies.

Company law requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the group and of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing the 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 have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

## **Project Buzz**

### **Trustees' annual report - continued For the year ended 31 March 2025**

The trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

#### **Small company provisions**

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the trustees' report above on 25 March 2026.

Signed on behalf of the trustees by:

A. jonas

Andrew Jonas  
Trustee

## **Independent Examiner's report to the trustees of Project Buzz ("the Company")**

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 March 2025.

### **Responsibilities and basis of report**

As the directors of the Company you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

I have assisted the trustees in the revision of bookkeeping and other records to ensure that the statutory accounts can be prepared accurately. The charity trustees remain responsible for making such judgments and decisions that are needed in relation to the presentation and disclosure of information in the financial statements. During my work I have been mindful of the guidance given by CC32 in relation to day to day administration of the charity, in assisting in preparing the accounts, and the provisions of the Revised Ethical Standard 2024 issued by the Financial Reporting Council (FRC).

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

### **Independent examiner's statement – matters of concern identified**

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

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

As part of my appointment as independent examiner I was made aware that a prior year restatement would be required, in particular in relation to the bank balances and trade debtors. The charity staff have worked hard to identify the restatements required – this is part of the reason that the accounts have been approved after the Charity Commission deadline. A summary of the restatements can be seen in note 14 of the accounts. I am satisfied that the accounts (and prior year comparatives) now allow me to conclude positively on matters 1-4 above.

During my independent examination work I raise a number of issues relating to the governance and financial controls of the charity, which I was not fully able to obtain answers to. I have discussed these concerns directly with the chair, and have provided a letter of my concerns and recommendations to the trustees.

Having considered the issues and finding no other significant shortcomings in the keeping of accounting records, and given the other information provided by the directors, I judge it was not a matter of material significance, so there is no duty to report directly to the Commission. Also, given that the trustees have pledged action on my recommendations, I am choosing not to exercise my discretion in reporting the matter as relevant to the work of the Commission.

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

*S Lightfoot*

Sarah Lightfoot, FCA DChA  
Seven Hills Accountants Limited  
57 Burton Street  
Sheffield  
S6 2HH

26 March 2026

**Project Buzz**

**Statement of Financial Activities (incorporating an income and expenditure statement)  
for the year ended 31 March 2025**

|                                    |              |                                 |                               | <i>Restated - see note 14*</i> |                                 |                               |                         |
|------------------------------------|--------------|---------------------------------|-------------------------------|--------------------------------|---------------------------------|-------------------------------|-------------------------|
|                                    | <b>Notes</b> | <b>Unrestricted funds<br/>£</b> | <b>Restricted funds<br/>£</b> | <b>Total 2025<br/>£</b>        | <b>Unrestricted funds<br/>£</b> | <b>Restricted funds<br/>£</b> | <b>Total 2024<br/>£</b> |
| <b>Income from:</b>                |              |                                 |                               |                                |                                 |                               |                         |
| Donations and grants               | <b>2</b>     | 8,363                           | 5,781                         | 14,144                         | 13,292                          | 13,077                        | 26,369                  |
| Charitable activities              | <b>3</b>     | 125,860                         | 89,538                        | 215,398                        | 113,908                         | 87,970                        | 201,878                 |
| Investments - bank interest        |              | 369                             | -                             | 369                            | 503                             | -                             | 503                     |
| Other sources                      |              | 289                             | -                             | 289                            | -                               | -                             | -                       |
| <b>Total income</b>                |              | <b>134,881</b>                  | <b>95,319</b>                 | <b>230,200</b>                 | <b>127,703</b>                  | <b>101,047</b>                | <b>228,750</b>          |
| <b>Expenditure on:</b>             |              |                                 |                               |                                |                                 |                               |                         |
| Charitable activities              | <b>4</b>     | 163,250                         | 98,980                        | 262,230                        | 116,541                         | 85,827                        | 202,368                 |
| <b>Total expenditure</b>           |              | <b>163,250</b>                  | <b>98,980</b>                 | <b>262,230</b>                 | <b>116,541</b>                  | <b>85,827</b>                 | <b>202,368</b>          |
| <b>Net income/(expenditure)</b>    |              | <b>(28,369)</b>                 | <b>(3,661)</b>                | <b>(32,030)</b>                | <b>11,162</b>                   | <b>15,220</b>                 | <b>26,382</b>           |
| <b>Transfer between funds</b>      | <b>11</b>    | 406                             | (406)                         | -                              | -                               | -                             | -                       |
| <b>Net movement on funds</b>       |              | <b>(27,963)</b>                 | <b>(4,067)</b>                | <b>(32,030)</b>                | <b>11,162</b>                   | <b>15,220</b>                 | <b>26,382</b>           |
| Total fund brought forward         |              | 69,593                          | 25,590                        | 95,183                         | 72,638                          | 13,757                        | 86,395                  |
| Funds restated                     | <b>14</b>    | -                               | -                             | -                              | (14,207)                        | (3,387)                       | (17,594)                |
|                                    |              | 69,593                          | 25,590                        | 95,183                         | 58,431                          | 10,370                        | 68,801                  |
| <b>Total funds carried forward</b> |              | <b>41,630</b>                   | <b>21,523</b>                 | <b>63,153</b>                  | <b>69,593</b>                   | <b>25,590</b>                 | <b>95,183</b>           |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

\* All income and expenditure totals have been restated, please see note 14

**Project Buzz**  
**Balance Sheet**  
as at 31 March 2025

|                                                         |       | <i>Restated -<br/>see note 14*</i> |                |
|---------------------------------------------------------|-------|------------------------------------|----------------|
|                                                         |       | 2025                               | 2024           |
|                                                         | Notes | £                                  | £              |
| <b>Current assets</b>                                   |       |                                    |                |
| Debtors                                                 | 9     | 16,275                             | 32,300         |
| Cash at bank and in hand                                |       | 63,788                             | 69,294         |
| <b>Total current assets</b>                             |       | <u>80,063</u>                      | <u>101,594</u> |
| Creditors: amounts falling due within one year          | 10    | (16,910)                           | (6,411)        |
| <b>Net current assets</b>                               |       | <u>63,153</u>                      | <u>95,183</u>  |
| <b>Total assets less current liabilities</b>            |       | <b>63,153</b>                      | 95,183         |
| Creditors: amounts falling due after more than one year |       | -                                  | -              |
| <b>Total net assets</b>                                 |       | <u><b>63,153</b></u>               | <u>95,183</u>  |
| <b>Funds of the Charity</b>                             |       |                                    |                |
| Unrestricted funds                                      |       | 41,630                             | 69,593         |
| Restricted funds                                        | 11    | 21,523                             | 25,590         |
| <b>Total funds</b>                                      | 12    | <u><b>63,153</b></u>               | <u>95,183</u>  |

\* Debtors, cash at bank and in hand, and creditors: amounts falling due within one year have been restated, please see note 14

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime and in accordance with FRS102 SORP.

The financial statements were approved and authorised for issue by the Board on 25 March 2026.

Signed on its behalf by:

A. jonas

Andrew Jonas  
Trustee

**Project Buzz**  
**Notes to the Accounts**  
**for the year ended 31 March 2025**

**1 Accounting Policies**

**(a) General**

Project Buzz is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

Project Buzz meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

**(b) 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.

Income received in advance of services provided, or for a specified period of time, is deferred until the criteria for income recognition are met.

**(c) Expenditure**

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.

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

**(d) 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

Restricted funds are either donations which the donor has specified are to be used solely for particular areas of the charity's work or grant income sought for specific activities.

**(e) Fixed assets**

Fixed assets are expensed in the year of purchase if the cost is below £500.

**(f) Trade debtors**

Trade debtors are amounts due from customers for services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables.

**1 Accounting Policies - continued**

**(g) Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the company does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

**(h) Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**(i) Defined contribution pension scheme**

The charity contributes to a defined contribution pension scheme for the benefit of the employees. The pension costs charged are the contributions payable to the scheme in respect of the accounting period in accordance with FRS102.

**(j) 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.

**(k) Operating leases**

The charity classifies the lease of the property, photocopier and telephone system; the title to the equipment remains with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

**(l) Going concern**

The financial statements have been prepared on a going concern basis as the trustees believe that the charity will continue to operate for 12 months from authorising these financial statements.

**2 Income from donations and grants**

|                                               | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2025<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2024<br>£ |
|-----------------------------------------------|----------------------------|--------------------------|--------------------|----------------------------|--------------------------|--------------------|
| Donations                                     | 1,363                      | -                        | 1,363              | 1,792                      | -                        | 1,792              |
| Brelms Trust CIO                              | -                          | 5,781                    | 5,781              | -                          | 5,613                    | 5,613              |
| Garfield Weston Foundation                    | 5,000                      | -                        | 5,000              | 6,500                      | -                        | 6,500              |
| Sheffield Town Trust                          | 2,000                      | -                        | 2,000              | 2,500                      | -                        | 2,500              |
| South Yorkshire's Community Foundation        | -                          | -                        | -                  | -                          | 7,464                    | 7,464              |
|                                               | -                          | -                        | -                  | 2,500                      | -                        | 2,500              |
| National Association of Child Contact Centres |                            |                          |                    |                            |                          |                    |
|                                               | <b>8,363</b>               | <b>5,781</b>             | <b>14,144</b>      | <b>13,292</b>              | <b>13,077</b>            | <b>26,369</b>      |

**3 Income from charitable activities**

|                                 | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2025<br>£ | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2024<br>£ |
|---------------------------------|----------------------------|--------------------------|--------------------|----------------------------|--------------------------|--------------------|
| Fees                            | 120,076                    | -                        | 120,076            | 108,433                    | -                        | 108,433            |
| Healthy Holidays                | 638                        | -                        | 638                | 5,375                      | -                        | 5,375              |
| National Lottery Community Fund | -                          | 89,538                   | 89,538             | -                          | 87,970                   | 87,970             |
| Student placements              | 5,146                      | -                        | 5,146              | 100                        | -                        | 100                |
|                                 | <b>125,860</b>             | <b>89,538</b>            | <b>215,398</b>     | <b>113,908</b>             | <b>87,970</b>            | <b>201,878</b>     |

**Project Buzz**  
**Notes to the Accounts - continued**  
**for the year ended 31 March 2025**

**4 Expenditure on charitable activities**

|                                 | Note | Unrestricted funds<br>£ | Restricted funds<br>£ | Total<br>2025<br>£ | Unrestricted funds<br>£ | Restricted funds<br>£ | Total<br>2024<br>£ |
|---------------------------------|------|-------------------------|-----------------------|--------------------|-------------------------|-----------------------|--------------------|
| Staff costs - salaries          | 5    | 144,251                 | 86,677                | 230,928            | 107,620                 | 73,149                | 180,769            |
| Travel                          |      | 1,951                   | 177                   | 2,128              | 1,706                   | 1,177                 | 2,883              |
| Training                        |      | 983                     | 865                   | 1,848              | 270                     | -                     | 270                |
| Other staff costs and expenses  |      | 1,575                   | 745                   | 2,320              | 386                     | 494                   | 880                |
| Food, materials and consumables |      | 380                     | -                     | 380                | 387                     | -                     | 387                |
| Books and resources             |      | 202                     | -                     | 202                | 412                     | 117                   | 529                |
| Rent                            |      | 7,348                   | 4,120                 | 11,468             | 1,393                   | 6,091                 | 7,484              |
| Equipment and repairs           |      | 1,144                   | 389                   | 1,533              | 129                     | 576                   | 705                |
| Telephone                       |      | 323                     | 376                   | 699                | 342                     | 417                   | 759                |
| Printing postage and stationery |      | 292                     | 681                   | 973                | -                       | -                     | -                  |
| Insurance                       |      | 108                     | 1,017                 | 1,125              | 507                     | 366                   | 873                |
| Subscriptions and registrations |      | 250                     | 611                   | 861                | -                       | -                     | -                  |
| Website                         |      | 225                     | 375                   | 600                | 2,006                   | 261                   | 2,267              |
| Other costs                     |      | 1,081                   | 397                   | 1,478              | 973                     | 2,234                 | 3,207              |
| Legal and professional fees     |      | 1,601                   | 2,550                 | 4,151              | 385                     | 545                   | 930                |
| Independent examiners fee       | 8    | 1,536                   | -                     | 1,536              | 25                      | 400                   | 425                |
|                                 |      | <b>163,250</b>          | <b>98,980</b>         | <b>262,230</b>     | <b>116,541</b>          | <b>85,827</b>         | <b>202,368</b>     |

**5 Staff costs**

|                                             | 2025<br>£      | 2024<br>£      |
|---------------------------------------------|----------------|----------------|
| Salaries                                    | 216,170        | 169,707        |
| Employer's National Insurance contributions | 14,575         | 11,727         |
| Employer's allowance                        | (5,000)        | (5,000)        |
| Employer's pension contributions            | 5,183          | 4,335          |
|                                             | <b>230,928</b> | <b>180,769</b> |

No employee receives emoluments in excess of £60,000. The average monthly numbers of employees during the year was 18 (2024: 15).

**6 Trustee remuneration and expenses, and the cost of key management personnel**

The charity trustees were not paid or received any other benefits from employment in the year (2024: £nil), neither were they reimbursed expenses during the year (2024: £nil). No charity trustee received payment for professional or other services supplied to the charity (2024: £nil).

The key management personnel of the charity comprise the trustees, the CEO and manager. The total employee benefits of the key management personnel was £91,093 (2024: £87,027).

**7 Related Party Transactions**

There were no related party transactions during the year, except those included in note 6.

**Project Buzz**  
**Notes to the Accounts - continued**  
**for the year ended 31 March 2025**

**8 Independent examination fees**

|                                                                          | 2025<br>£    | 2024<br>£  |
|--------------------------------------------------------------------------|--------------|------------|
| Independent examination fee                                              | 1,536        | -          |
| Independent examination fee (previous accountant)                        | -            | 425        |
|                                                                          | <u>1,536</u> | <u>425</u> |
| Other fees were payable to the independent examiner's organisation were: |              |            |
| Tax advisory service                                                     | 216          | -          |
| Other services                                                           | 480          | -          |
|                                                                          | <u>696</u>   | <u>-</u>   |

**9 Debtors**

|               | 2025<br>£     | 2024<br>£     |
|---------------|---------------|---------------|
| Trade debtors | 16,275        | 32,300        |
|               | <u>16,275</u> | <u>32,300</u> |

**10 Creditors: amounts falling due within one year**

|                                 | Note | 2025<br>£     | 2024<br>£    |
|---------------------------------|------|---------------|--------------|
| Trade creditors                 |      | 8,864         | 1,768        |
| Accruals                        |      | 2,657         | 425          |
| Other taxes and social security |      | 5,389         | 4,218        |
|                                 |      | <u>16,910</u> | <u>6,411</u> |

**11 Restricted funds**

|                                                                | Restated<br>Balance at<br>1-Apr-24<br>£ | Income<br>£   | Expenditure<br>£ | Transfer<br>£ | Balance at<br>31-Mar-25<br>£ |
|----------------------------------------------------------------|-----------------------------------------|---------------|------------------|---------------|------------------------------|
| National Lottery Community Fund: Families forward              | 20,306                                  | 89,538        | (89,682)         | -             | 20,162                       |
| South Yorkshire's Community Foundation: Supervised family time | 3,648                                   | -             | (3,648)          | -             | -                            |
| Brelms Trust CIO: Parent weekly group                          | 1,230                                   | 5,781         | (5,650)          | -             | 1,361                        |
| Sheffield City Council: Covid recovery                         | 406                                     | -             | -                | (406)         | -                            |
|                                                                | <u>25,590</u>                           | <u>95,319</u> | <u>(98,980)</u>  | <u>(406)</u>  | <u>21,523</u>                |

The main restricted funds are:

National Lottery Community Fund: Families forward      A 3 year grant to support the Co-parenting Hub

Other restricted funding is applied for to cover specific activities or costs, as denoted by the fund name.

| Prior year comparison                                          | Restated<br>Balance at<br>1-Apr-23<br>£ | Income<br>£    | Expenditure<br>£ | Transfer<br>£ | Balance at<br>31-Mar-24<br>£ |
|----------------------------------------------------------------|-----------------------------------------|----------------|------------------|---------------|------------------------------|
| National Lottery Community Fund: Families forward              | -                                       | 87,970         | (67,664)         | -             | 20,306                       |
| South Yorkshire's Community Foundation: Supervised family time | -                                       | 7,464          | (3,816)          | -             | 3,648                        |
| Brelms Trust CIO: Parent weekly group                          | 2,730                                   | 5,613          | (7,113)          | -             | 1,230                        |
| Awards for All *                                               | 696                                     | -              | (696)            | -             | -                            |
| Sheffield City Council: Covid recovery                         | 406                                     | -              | -                | -             | 406                          |
| Children in Need: Contact Centre                               | 6,538                                   | -              | (6,538)          | -             | -                            |
|                                                                | <u>10,370</u>                           | <u>101,047</u> | <u>(85,827)</u>  | <u>-</u>      | <u>25,590</u>                |

\* restated opening balance

**12 Net assets by fund**

|                     | <b>Unrestricted<br/>funds<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>2025<br/>Total<br/>£</b> | <b>Unrestricted<br/>funds<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>2024<br/>Total<br/>£</b> |
|---------------------|-------------------------------------|-----------------------------------|-----------------------------|-------------------------------------|-----------------------------------|-----------------------------|
| Current assets      | 58,540                              | 21,523                            | 80,063                      | 76,004                              | 25,590                            | 101,594                     |
| Current liabilities | (16,910)                            | -                                 | (16,910)                    | (6,411)                             | -                                 | (6,411)                     |
|                     | <b>41,630</b>                       | <b>21,523</b>                     | <b>63,153</b>               | <b>69,593</b>                       | <b>25,590</b>                     | <b>95,183</b>               |

**13 Operating lease commitments**

At the year end the charity was committed to making the following payments under other operating leases as follows:

|                     | <b>2025<br/>£</b> | <b>2024<br/>£</b> |
|---------------------|-------------------|-------------------|
| <u>Property</u>     |                   |                   |
| Within 1 year       | 4,600             | 4,600             |
| <u>Equipment</u>    |                   |                   |
| Within 1 year       | 374               | -                 |
| Within 2 to 5 years | 1,310             | -                 |
|                     | <b>6,284</b>      | <b>4,600</b>      |

**14 Prior year restatement**

|                                                     | <b>Unrestricted<br/>funds<br/>£</b> | <b>Restricted<br/>funds<br/>£</b> | <b>Total<br/>£</b> |
|-----------------------------------------------------|-------------------------------------|-----------------------------------|--------------------|
| Original fund balances reported at 31 March 2023    | 72,638                              | 13,757                            | 86,395             |
| Bank balance adjustment                             | (12,460)                            | -                                 | (12,460)           |
| Petty cash adjustment                               | (374)                               | -                                 | (374)              |
| Fee debtor - net adjustment                         | 476                                 | -                                 | 476                |
| Rent due adjustment                                 | (1,765)                             | -                                 | (1,765)            |
| Other taxes and social security                     | (3,471)                             | -                                 | (3,471)            |
| Reassign salary costs to Award for All grant        | 3,387                               | (3,387)                           | -                  |
| Restated fund balances as at 31 March 2023          | <b>58,431</b>                       | <b>10,370</b>                     | <b>68,801</b>      |
| Original fund balances reported at 31 March 2024    | 70,415                              | 28,977                            | 99,392             |
| Prior year restatement re 2023                      | (14,207)                            | (3,387)                           | (17,594)           |
| Bank interest adjustment                            | 138                                 | -                                 | 138                |
| Net fees adjustment (excluding income reallocation) | 14,692                              | -                                 | 14,692             |
| Rent due - net adjustment                           | (3)                                 | -                                 | (3)                |
| Other taxes and social security - net adjustment    | (747)                               | -                                 | (747)              |
| Other expenditure adjustment                        | (695)                               | -                                 | (695)              |
| Restated fund balances as at 31 March 2024          | <b>69,593</b>                       | <b>25,590</b>                     | <b>95,183</b>      |

A thorough review of all balance sheet items as at 31 March 2023 and 31 March 2024 has been undertaken - any old/incorrect/unnecessary balances adjusted for - the majority relating to invoices raised not matching receipts received. Additional provisions have been made for creditors identified. The net amount adjusted for the 2023 accounting period is £17,594 which has been adjusted for as a prior year restatement. The net amount adjusted for the 2024 accounting period is £13,385 for which the 2024 comparatives have been restated in these accounts.

Income and expenditure reallocation of comparatives has taken place, for clearer presentation.

**PROJECT BUZZ**

England & Wales - Charity number 1141034

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# Accounts

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# **Project Buzz**

**(Registered Charity Number 1141034)**

**(Company Ltd by Guarantee Number 07404833)**

## **financial statements**

**for the year ended 31 March 2024**

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## **Project Buzz**

### **Legal and administrative information**

#### **Trustees**

|               |           |
|---------------|-----------|
| Andrew Jonas  | Chair     |
| Ralph Keene   | Treasurer |
| Laura Stewart | Secretary |

#### **Registered Charity Number**

1141034

#### **Company Ltd by Guarantee number**

07404833

#### **Principal Address**

St Andrews URC Church  
Upper Hanover Street  
Sheffield  
S3 7RQ

#### **Independent Examiner**

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatia  
CA7 2EL

#### **Bank**

HSBC  
37 High Street  
Meadowhall  
Sheffield

## **Project Buzz**

### **Trustees' report**

The Trustees present their annual report and financial statements for the year ended 31 March 2024 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

### **Structure, governance and management**

The Charitable Company was established by its Memorandum and Articles of Association incorporated 12 October 2010 and was entered on the Register of Charities effective from 1 April

Project Buzz is managed by a voluntary management committee.

Project Buzz employs 5 employees, a team of bank staff and engages 11 volunteers and 4 students on placement

The trustees who served during the year are listed on page 2 on the report.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

### **Reserves Policy**

A reserves policy has been approved by trustees. The policy agrees to set aside three – six months running costs.

### **Public benefit statement**

The trustees regularly give due consideration to the Commission's guidance in deciding what activities they should undertake, by reviewing the needs of their beneficiaries, by ensuring that the service is fully inclusive, and that not any detriment or harm arises from the organisation carrying out its activities.

### **Objectives and activities**

The objects of the organisation are:-

- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities:
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

## **Project Buzz**

### **Trustees' report continued**

#### Chair's report

I would like to take this opportunity to congratulate the team at BUZZ for another successful year, continuing to go from strength to strength. You all [staff and volunteers] continue to demonstrate a great deal of dedication to the charity and do so in an extremely positive and passionate manner. Kath and Paula continue to drive forward the mission of Buzz, with an ever-expanding team, and I recognise the valuable role you all play in upholding the values and vision of the charity.

The team has continued to secure funding and further develop the commercial income, future-proofing the charity and providing job security for staff. The year has also seen the team successfully complete 12 months of intense training, development and mentoring as part of the Pilotlight programme, forcing evaluation of all BUZZ workings. This process has been extremely positive, enabled staff to take stock, reflect and set targets to enable the charity to sustainably evolve.

We have been extremely successful with our recent trustee recruitment, providing invaluable skills from a diverse group of professionals, generously donating their time and expertise. I would like to take this opportunity to thank the board for their dedication. Through your active involvement in decision-making processes, you are contributing to the continuous improvement and development of BUZZ policies and practices. Your commitment to excellence, integrity, and the pursuit of knowledge is an embodiment of the spirit that drives the charity forward.

I am extremely proud to be a small part of this amazing, award-winning, charity and I sincerely hope that everyone involved in Buzz is proud of their achievements and the profound impact you all make on the many families that use your services.

Andrew Jonas

Chair of Trustees

## **Project Buzz**

### **Trustees' report continued**

#### Our Story so far

Buzz was established in 1999 in Broomhall, Sheffield. We started life in partnership with Spurgeons. Parents in the community wanted a safe and stimulating environment where their children could learn, play, and grow. With the dedication and support of local families, Buzz quickly became a cornerstone of community, offering a range of activities and programs tailored to the whole family. Today Buzz continues to thrive, the vibrant atmosphere and inclusive ethos remains although the focus of work has changed to supporting separated families. The legacy of those early parents lives on, as Buzz flourishes as a beacon of hope and opportunity for generations to come.

#### **Our vision**

That every separating family in our area of operation chooses to access our services to find positive solutions to cooperate parenting rather than going to court.

#### **Our Mission**

To offer holistic, solution-focused support to separated families as early as possible to avoid any lasting harm to the child and to ensure the child has the best possible opportunities in life with their co parents.

#### **Our Values**

Safety

Empowerment

Trust

Positivity

## **Project Buzz**

### **Trustees' report continued**

#### 2023/24 overview

In 2023, there was rapid growth, service innovation and successful networking spanning from Sheffield to Japan.

#### **Key achievements**

- CEO received a national award for sustainability.
- Buzz won the National 'Weston charity award'.
- Developed a brand new initiative to replace tradition family time – Families forward.
- Secured funding for Families forward programme to deliver, develop and share learning and practice nationally.
- Initiated and lead on establishing an SSFA for Sheffield and took host role for the national steering group.
- Successful recruitment of 15 new team members with a range of skills.

**The Weston Charity Award** provided access to the Pilotlight 360 programme.

Through a series of eight monthly meetings, Buzz and four senior business leaders, known as Pilotlighters, engaged in a comprehensive strategic coaching programme to enhance the organisation's resilience.

**The Families Forward** initiative stemmed from discussions held at both local and national levels within our community of interest. Recognising the opportunity to provide comprehensive support to families, we integrated Family Time without any extra cost or time required.

**The Support for Separated Families alliance** is part of a national movement to bring together all professionals and organisations who work with separated families. We invited statutory, private, and voluntary organisations to collaborate with us in creating this initiative for Sheffield. Our launch took place in November 2023 and we were proud to be the second alliance in the country, inspired by Kent's pioneering efforts. The Families Forward initiative stemmed from discussions held at both local and national levels within our community of interest. Recognising the opportunity to provide comprehensive support to families, we integrated Family Time without any extra cost or time required.

**Our team** grew from 4 in 2022 to 20 in 2023 with each new addition we welcomed fresh perspective and diverse skills that have enriched our work and fuelled our success. As a strong team we are excited about the opportunities that lie ahead and remain committed to pushing the boundaries of what's possible. As we always say at Buzz, 'there's always a way.'

## **Project Buzz**

### **Trustees' report continued**

#### Equality, Diversity, Inclusion

Since 1999, we have operated in an inclusive, multicultural environment. Our services are attuned to various cultures, backgrounds, and situations, allowing us to continuously learn and enhance our practices. Interacting with individuals facing multiple challenges daily, we are cautious not to let our own preconceptions, beliefs, or any advantages we may influence how we listen to and engage with their narratives.

We reduce barriers to people accessing our services and empower people by,

- Valuing and respecting people and building positive relationships.
- Actively listening and accepting people's truth
- Never judging people or telling people what they should do
- Seeing people as experts in their own lives
- Working collaboratively, empowering people to make decisions, offering choices
- Offering part and fully funded services based on family circumstances
- Employing a diverse team who passionately share our values
- 64% of team have lived experience, 71% of our leadership have lived experience

From our referral forms –

- 3% of service users are LGBTQIA+
- 54% of children attending have additional needs
- 10% of adults attending have additional needs
- 12% of adults have learning difficulties
- 34% are not in employment
- 17% of adults are diagnosed mental health conditions
- 0.5% of parents are in prison
- 2% of parents have recently left prison
- 0.9% of parents have a physical disability
- 28% of service users are a part of the Global Majority

## Project Buzz

### Trustees' report continued

#### Service Overview

| Services                                    | Details                                                                                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 'Families Forward' Buzz designed initiative | <ul style="list-style-type: none"><li>• To provide families with timely access to support and guidance.</li><li>• To offer a comprehensive and sustainable support program with a realistic timeframe</li><li>• To ensure that families feel empowered and supported in making decisions.</li></ul>                                                                                                                |
| Family Time                                 | <ul style="list-style-type: none"><li>• Supported – for where trust has broken down and a neutral space is needed.</li><li>• Supervised – where there are more complex issues or a child is at risk of harm.</li><li>• Changeover – where there the adults in the child's life can't meet to facilitate the changeover.</li><li>• Virtual – can be used in addition to FT or on its own.</li></ul>                 |
| ICFA – Sub contract                         | <ul style="list-style-type: none"><li>• Improving Child and Family Arrangements is a court ordered programme in private law</li><li>• To help families who find it difficult to agree lasting arrangements to meet their child's needs</li></ul>                                                                                                                                                                   |
| 'Your Time' Parent Support Network          | <ul style="list-style-type: none"><li>• Individual assistance</li><li>• Group assistance</li><li>• Virtual assistance</li><li>• Connections to other organisations</li></ul>                                                                                                                                                                                                                                       |
| Communication Service                       | <ul style="list-style-type: none"><li>• We can help communicate about issues that impact the Family time and other times, like birthdays</li></ul>                                                                                                                                                                                                                                                                 |
| Life Story work                             | <ul style="list-style-type: none"><li>• This work can be adapted for private referrals where a child is meeting a parent for the first time or where there has been a long gap since the last time together.</li><li>• It can also be useful when a child feels their voice isn't being heard in co-parenting decisions or when a child is highly anxious about meeting the parent they don't live with.</li></ul> |
| Co-parenting programme                      | <ul style="list-style-type: none"><li>• A tailored programme for co-parents to make sustainable arrangements that can be adjusted as children grow up and circumstances change.</li><li>• The work is short term with long term impact, reducing parental and child stress, children's exposure to conflict and improving co-parenting relationships.</li></ul>                                                    |

## **Project Buzz**

### **Trustees' report continued**

#### Our Goals 2023/24

1. To provide a service accessible to everyone who needs it regardless of their financial needs:
  - We provided 468 free and 130 part funded supervised Family Time sessions
  - We provided 234 free supported Family Time sessions
  - We advertised funded places widely to ensure people knew it was an option
2. To meet the immediate and longer term holistic support needs for separating families:
  - 1248 Supervised family times
  - 78 Supported family times
  - 78 Changeovers
  - 24 Indirect contact
  - 367 individuals supported through our Families Forward Programme. On average families received 12 weeks of support adding up to an average of 50 hours per family
  - 50 parents supported through our parent support network
  - 13 referrals made to other organisations for further support
  - 5 referrals to IDAS. 4 referrals to Haven for children. 1 referral to Inspire To Change. 5 referrals to 'Power To Change'. 13 referrals to Parenting programmes
3. To educate and raise awareness of out of court solution focussed support for separating families:
  - We hosted 3 awareness raising events as a part of the Support for Separated Families Alliance launch. Two to the education sector and one to organisations working within the field of children and families.
  - We are planning a national learning event to share learning and outcomes from the Families Forward Programme and a series of presentations to relevant businesses and organisations.

## **Project Buzz**

### **Trustees' report continued**

#### Acknowledgements

Our greatest strength by far lies in our dynamic, compassionate and dedicated team. The past year their ability to innovate has been nothing short of inspiring offering tailored support to ensure families are heard, respected and supported. Our team are the heart and soul of the organisation.

We are deeply grateful to the Trustee Board for your belief in our mission and your unwavering commitment to Buzz. Together we are building brighter futures for separated families.

Our funders have enabled us to go above and beyond simply meeting needs and enables us to innovate, grow and respond dynamically to unique challenges that supported families face. We deeply value the trust you place in us to carry out the work we do.

The guidance, expertise and strategic insights provided by the Pilotlight team has been transformative. Thank you for helping us create a stronger foundation to support families.

Thank you to the many organisations that refer to us, we value your ongoing partnership and look forward to continuing our work together.

We would like to extend our warmest thanks to St Andrews URC for their generosity and commitment to fostering community focused organisations like Buzz. You have given us a welcoming and secure home where our mission can thrive.

*We thank you for your continued support in our work.*

## **Project Buzz**

### **Trustees' report**

#### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on \_\_\_\_\_ and is signed on their behalf by:

Andrew Jones  
Chair

## **Project Buzz**

### **Independent Examiner's report on the Accounts of Project Buzz for the year ended 31 March 2024**

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 13 to 16.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

Signed: \_\_\_\_\_

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: \_\_\_\_\_

## Project Buzz

### Balance Sheet as at 31 March 2024

|                                              | Notes | 2024<br>£     | 2023<br>£ |
|----------------------------------------------|-------|---------------|-----------|
| <b>Current Assets</b>                        |       |               |           |
| Debtors                                      |       | 29,477        | 8,491     |
| Balance at Bank and cash in hand             |       | 70,340        | 78,304    |
|                                              |       | <hr/>         | <hr/>     |
| <b>Total Current Assets</b>                  |       | <b>99,817</b> | 86,795    |
| <b>Creditors: amounts falling due</b>        |       |               |           |
| <b>within one year</b>                       | 2     | (425)         | (400)     |
|                                              |       | <hr/>         | <hr/>     |
| <b>Net current assets/(liabilities)</b>      |       | <b>99,392</b> | 86,395    |
|                                              |       | <hr/>         | <hr/>     |
| <b>Total assets less current liabilities</b> |       | <b>99,392</b> | 86,395    |
|                                              |       | <hr/>         | <hr/>     |
| <b>Net Assets</b>                            |       | <b>99,392</b> | 86,395    |
|                                              |       | <hr/>         | <hr/>     |

### Represented By Funds

|              |               |        |
|--------------|---------------|--------|
| Unrestricted | 70,415        | 72,638 |
| Restricted   | 28,977        | 13,757 |
|              | <hr/>         | <hr/>  |
|              | <b>99,392</b> | 86,395 |
|              | <hr/>         | <hr/>  |

For the year ending 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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,

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 have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on \_\_\_\_\_ and signed on its behalf by:

Andrew Jonas

Trustee

## Project Buzz

### Statement of Financial Activities for the year ended 31 March 2023

|                                              | Notes | Unrestricted   | Restricted     | Total<br>2024  | Total<br>2023   |
|----------------------------------------------|-------|----------------|----------------|----------------|-----------------|
|                                              |       | £              | £              | £              | £               |
| <b>Income from</b>                           |       |                |                |                |                 |
| Grants and donations                         | 3     | 11,982         | 101,047        | 113,029        | 63,255          |
| Fees                                         |       | 100,426        | -              | 100,426        | 71,589          |
| Fundraising                                  |       | -              | -              | -              | 96              |
| Other income                                 |       | 100            | -              | 100            | 215             |
| Bank Interest                                |       | 365            | -              | 365            | 130             |
| <b>Total income</b>                          |       | <b>112,873</b> | <b>101,047</b> | <b>213,920</b> | <b>135,285</b>  |
| <b>Expenditure on</b>                        |       |                |                |                |                 |
| Salaries and National Insurance              |       | 97,733         | 82,289         | 180,022        | 136,652         |
| Rent                                         |       | 7,481          | -              | 7,481          | 7,131           |
| Insurance                                    |       | 508            | 365            | 873            | 1,271           |
| Translation                                  |       | -              | -              | -              | 948             |
| Support services                             |       | 3,295          | 260            | 3,555          | 2,596           |
| Books, postage and stationery                |       | 1,191          | -              | 1,191          | 1,241           |
| Subscriptions and registration               |       | 415            | -              | 415            | 669             |
| Telephone                                    |       | 263            | 496            | 759            | 526             |
| Equipment and repairs                        |       | 705            | -              | 705            | 547             |
| Food, materials & consumables                |       | 384            | 532            | 916            | 1,179           |
| Training                                     |       | 270            | -              | 270            | 2,968           |
| Travel                                       |       | 1,433          | 1,516          | 2,949          | 68              |
| Other expenditure                            |       | 992            | 368            | 1,360          | 1,591           |
| Accountancy & independent examination        |       | 425            | -              | 425            | 400             |
| <b>Total expenditure</b>                     |       | <b>115,095</b> | <b>85,826</b>  | <b>200,921</b> | <b>157,786</b>  |
| <b>Net Income/(expenditure) for the year</b> |       | <b>(2,222)</b> | <b>15,221</b>  | <b>12,998</b>  | <b>(22,502)</b> |
| Total funds brought forward                  |       | 72,637         | 13,757         | 86,394         | 108,896         |
| <b>Total funds carried forward</b>           |       | <b>70,415</b>  | <b>28,977</b>  | <b>99,392</b>  | <b>86,394</b>   |

## Project Buzz

### Notes to the accounts

#### for the year ended 31 March 2024

##### 1 Accounting Policies

###### (a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities

The Charity meets the definition of a public benefit entity as defined under FRS102.

###### (b) Expenditure

Expenditure is included on an accruals basis.

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

The:

They are in respect of:

|                 | £          |
|-----------------|------------|
| Trade Creditors | 425        |
|                 | <b>425</b> |

##### 3 Grants and donations:-

|                                               | Unrestricted<br>£ | Restricted<br>£ | Total<br>£     |
|-----------------------------------------------|-------------------|-----------------|----------------|
| <b>Grants</b>                                 |                   |                 |                |
| Brelms Trust CIC                              | -                 | 5,613           | 5,613          |
| Garfield Weston Foundation                    | 6,500             | -               | 6,500          |
| National Association of Child Contact Centres | 2,500             | -               | 2,500          |
| National Lottery Community Fund               | -                 | 87,970          | 87,970         |
| Sheffield Town Trust                          | 2,500             | -               | 2,500          |
| South Yorkshire Community Foundation          | -                 | 7,464           | 7,464          |
| <b>Donations</b>                              | 482               | -               | 482            |
|                                               | <b>11,982</b>     | <b>101,047</b>  | <b>113,029</b> |

##### 4 Restricted funds

|                                       | Brought<br>forward | Incoming<br>resources | Outgoing<br>resources | Balance at<br>31-Mar-2024 |
|---------------------------------------|--------------------|-----------------------|-----------------------|---------------------------|
| Awards for All                        | 4,083              | -                     | (696)                 | 3,387                     |
| The Brelms Trust CIO                  | 2,730              | 5,613                 | (7,113)               | 1,230                     |
| Children in Need - Contact Centre     | 6,538              | -                     | (6,538)               | -                         |
| National Lottery Community Fund       | -                  | 87,970                | (67,664)              | 20,306                    |
| Sheffield City Council COVID recovery | 406                | -                     | -                     | 406                       |
| South Yorkshire Community Foundation  | -                  | 7,464                 | (3,816)               | 3,648                     |
|                                       | <b>13,757</b>      | <b>101,047</b>        | <b>(85,827)</b>       | <b>28,977</b>             |

## **Project Buzz**

### **Notes to the accounts for the year ended 31 March 2024**

#### **5 Staff Costs**

|                | £              |
|----------------|----------------|
| Salaries       | 163,304        |
| Pension        | 8,965          |
| Employers N.I. | <u>7,753</u>   |
|                | <u>180,022</u> |

No trustees received any out-of-pockets expenses or were reimbursed during the accounting period.

**PROJECT BUZZ**

England & Wales - Charity number 1141034

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# Accounts

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# **Project Buzz**

**(Registered Charity Number 1141034)**

**(Company Ltd by Guarantee Number 07404833)**

## **financial statements**

**for the year ended 31 March 2023**

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| Notes to the accounts                | 11-12       |

## **Project Buzz**

### **Legal and administrative information**

#### **Trustees**

Andrew Jonas

Ralph Keene

Laura Stewart

Jennifer Thomas

Treasurer

Secretary

Resigned 15 November 2022

#### **Registered Charity Number**

1141034

#### **Company Ltd by Guarantee number**

07404833

#### **Principal Address**

St Andrews URC Church

Upper Hanover Street

Sheffield

S3 7RQ

#### **Independent Examiner**

Craig Williamson

White Rose Accounting for Charities

The Ghyll

Threapland

Aspatria

CA7 2EL

#### **Bank**

HSBC

37 High Street

Meadowhall

Sheffield

## **Project Buzz**

### **Trustees' report**

The Trustees present their annual report and financial statements for the year ended 31 March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

### **Structure, governance and management**

The Charitable Company was established by its Memorandum and Articles of Association incorporated 12 October 2010 and was entered on the Register of Charities effective from 1 April 2011.

Project Buzz is managed by a voluntary management committee.

Project Buzz employs 5 employees, a team of bank staff and engages 11 volunteers and 4 students on placement

The trustees who served during the year are listed on page 2 on the report.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

### **Reserves Policy**

A reserves policy has been approved by trustees. The policy agrees to set aside three – six months running costs.

### **Public benefit statement**

The trustees regularly give due consideration to the Commission's guidance in deciding what activities they should undertake, by reviewing the needs of their beneficiaries, by ensuring that the service is fully inclusive, and that not any detriment or harm arises from the organisation carrying out its activities.

### **Objectives and activities**

The objects of the organisation are:-

- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities:
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

## **Project Buzz**

### **Trustees' report continued.**

#### **Achievements and performance**

##### Introduction from the Chair of Trustees

As the new Chair of Trustees, I would like to say a few words to congratulate the whole team at Buzz. Over the past 4 years I have personally seen the charity go from strength to strength - navigating problems, building a new, stronger brand, and enhancing their financial security; relying less each year on funding bids, and instead building a solid foundation of commercial income, ensuring a safe future for the team and the vital work they perform with families throughout the region. It would be remiss of me not to congratulate the team on being awarded the Weston Pilotlight funding and mentoring scheme - a year of intensive development is to follow, but something that will be invaluable to the organisation, staff, volunteers, trustees and service users.

The award-winning team is extremely positive and passionate, with a wealth of diverse knowledge and experience, whose tireless dedication and commitment have paved the way for charities continued success. At the helm are a tenacious pair (in Kath and Paula) who continue to drive forward the mission of Buzz, and I recognise the valuable role you all play in upholding the values and vision of the charity. Finally, I would like to take this opportunity to thank the board of trustees. Through your active involvement in decision-making processes, you have contributed to the continuous improvement and development of Buzz policies and practices. Your commitment to excellence, integrity, and the pursuit of knowledge is an embodiment of the spirit that drives the charity forward.

I am extremely proud to be a small part of this amazing charity and so happy that they are now being acknowledged for the fantastic work they do by the governing bodies and wider charity sector. I sincerely hope that everyone involved in Buzz is proud of their achievements and the profound impact you have all made on the many families that use the services.

I am privileged to work alongside each and every one of you, and I am excited about the future we will create together.

**Andrew Jonas**

Chair of Trustees

## **Project Buzz**

### **Trustees' report continued.**

Overview of the year

Another impactful and dynamic year at Buzz with new additions to the team, new services including a cooperative parenting programme and the development of a new way of providing Family Time (child contact) that has co-parenting micro interventions built into the process. We will launch that in the summer of 2023. The new programme was devised based on our own experience and the input of 70% of our service users.

Our supported service engaged 96 families.

Our supervised service engaged 85 families.

Our ICFA service engaged 17 families.

We are amending our charitable objects and looking closely at the language we use and plan to use the Family Solutions Group report to ensure we are embedding the use of the Five P's in all our work. (Plain English, Personal, Proportionate, Problem-solving and Positive futures). We are also reviewing our vision and mission statement.

Due to continued demand, we have extended the times and days we provide supervised Family Time. We took on 6 new bank staff to help us achieve that and have plans for recruitment to cover other areas including Chesterfield, Rotherham, Doncaster and Barnsley.

At the last survey in December, 64% of practitioners have lived experience and 71% of our leadership team have lived experience.

Our list of approved Buzz community venues has grown. Whenever it is safe to do so, we encourage people to consider Family Time in the community as this is a more natural way for all involved. We now run a weekly group for parents, carers and other family members alternating between resident and non-resident person. The group is a supportive place where people can talk to others and get advice from visiting professionals.

We secured funding for the following developments to our work:

- Three year funding for a weekly group for parents
- One year funding to train 2 staff in Group Triple P and deliver to 50 parents
- One year funding to provide 2 familiarisation sessions per month for children due to be attending family time
- One year funding to recruit and train volunteers to support parents
- One year funding towards managers hours

We successfully completed a sub-contract application with Child Action North West for Cafcass work (Improving Children and Family Arrangements programme). We took on two additional staff to deliver this work.

As part of a national initiative in response to recommendations from the Private Law Working group we led on establishing a 'Support for Separated Families Alliance' for Sheffield. We are now working in partnership with Sheffield City Council parenting team, private law firms and mediators on this and plan to have the website set up for summer 2024.

We have set up a regional networking group for the north for 'Family Time' providers.

We are updating our systems with the pro bono support of an Excel expert as part of our preparation for our planned growth.

We now work with 14 South Yorkshire Family Law firms and 13 Social Care teams stretching across the UK.

We continue to support our local (geographical) community by providing activities and food during school holidays as part of Sheffield Healthy Holidays and we employ local people for that, including previous service users.

## **Project Buzz**

### **Trustees' report continued.**

Thank you to the following legal organisations who refer clients to our services

Switalskis solicitors  
Barnes Clark Family Law  
Consilia Legal  
Stowe Family Law  
Athi Law  
Andrew Isaacs Law  
Alletsons Solicitors  
Oxley and Howard Solicitors  
GWB Harthills  
Ward Hadaway Solicitors  
JWP Solicitors  
A&N Care Solicitors  
Taylor and Emmet  
Paul Brown Solicitors  
Prince Family Law

Thank you to the following local authorities who refer clients to our services

Bradford  
Bournemouth  
Sheffield  
Knowsley  
North East Lincolnshire  
Lincolnshire  
Birmingham  
Stoke  
Rotherham  
Derby  
Merton  
London Borough of Hammersmith and Fulham  
Lancashire

Thank you to the following local organisations who refer clients to and access our services

Phoenix Futures  
Project 6

Thank you to all the funders, without your grants the work would not have been possible.

Thank you to the following organisations for your support

NACCC  
Mayfield Alpacas Animal Park

### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on \_\_\_\_\_ and is signed on their behalf by:

Andrew Jones  
Trustee

## **Project Buzz**

### **Independent Examiner's report on the Accounts of Project Buzz for the year ended 31 March 2023**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages 9 to 12.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

Signed: \_\_\_\_\_

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: \_\_\_\_\_

## Project Buzz

### Balance Sheet as at 31 March 2023

|                                                       | Notes | 2023<br>£     | 2022<br>£ |
|-------------------------------------------------------|-------|---------------|-----------|
| <b>Current Assets</b>                                 |       |               |           |
| Debtors                                               |       | 8,491         | 515       |
| Balance at Bank and cash in hand                      |       | 78,304        | 108,756   |
| <b>Total Current Assets</b>                           |       | <b>86,795</b> | 109,271   |
| <b>Creditors: amounts falling due within one year</b> | 2     | (400)         | (375)     |
| <b>Net current assets/(liabilities)</b>               |       | <b>86,395</b> | 108,896   |
| <b>Total assets less current liabilities</b>          |       | <b>86,395</b> | 108,896   |
| <b>Net Assets</b>                                     |       | <b>86,395</b> | 108,896   |

### Represented By Funds

|              |               |         |
|--------------|---------------|---------|
| Unrestricted | 72,638        | 72,069  |
| Restricted   | 13,757        | 36,827  |
|              | <b>86,395</b> | 108,896 |

For the year ending 31 March 2023 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's 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,

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 have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on \_\_\_\_\_ and signed on its behalf by:

Andrew Jonas

Trustee

## Project Buzz

### Statement of Financial Activities for the year ended 31 March 2023

|                                              | Notes | Unrestricted  | Restricted      | Total<br>2023   | Total<br>2022  |
|----------------------------------------------|-------|---------------|-----------------|-----------------|----------------|
|                                              |       | £             | £               | £               | £              |
| <b>Income from</b>                           |       |               |                 |                 |                |
| Grants and donations                         | 3     | 8,365         | 54,890          | 63,255          | 93,559         |
| Fees                                         |       | 71,589        | -               | 71,589          | 54,039         |
| Fundraising                                  |       | 96            | -               | 96              | 26             |
| Other income                                 |       | 215           | -               | 215             | 2,233          |
| Bank Interest                                |       | 130           | -               | 130             | 1              |
| <b>Total income</b>                          |       | <b>80,395</b> | <b>54,890</b>   | <b>135,285</b>  | <b>149,859</b> |
| <b>Expenditure on</b>                        |       |               |                 |                 |                |
| Salaries and National Insurance              |       | 70,373        | 66,279          | 136,652         | 113,446        |
| Rent                                         |       | 530           | 6,601           | 7,131           | 4,873          |
| Insurance                                    |       | 396           | 875             | 1,271           | 1,089          |
| Translation                                  |       | 948           | -               | 948             | -              |
| Support services                             |       | 2,596         | -               | 2,596           | 1,996          |
| Books, postage and stationery                |       | 1,241         | -               | 1,241           | 512            |
| Subscriptions and registration               |       | 669           | -               | 669             | 144            |
| Telephone                                    |       | 526           | -               | 526             | 1,454          |
| Equipment and repairs                        |       | 547           | -               | 547             | -              |
| Food, materials & consumables                |       | 216           | 963             | 1,179           | 3,924          |
| Training                                     |       | 509           | 2,459           | 2,968           | -              |
| Travel                                       |       | 68            | -               | 68              | 129            |
| Other expenditure                            |       | 809           | 782             | 1,591           | 746            |
| Accountancy & independent examination        |       | 400           | -               | 400             | 375            |
| <b>Total expenditure</b>                     |       | <b>79,827</b> | <b>77,959</b>   | <b>157,786</b>  | <b>128,688</b> |
| <b>Net Income/(expenditure) for the year</b> |       | <b>569</b>    | <b>(23,069)</b> | <b>(22,502)</b> | <b>21,169</b>  |
| Total funds brought forward                  |       | 72,069        | 36,827          | 108,896         | 87,727         |
| <b>Total funds carried forward</b>           |       | <b>72,638</b> | <b>13,757</b>   | <b>86,394</b>   | <b>108,896</b> |

## Project Buzz

### Notes to the accounts

#### for the year ended 31 March 2023

#### 1 Accounting Policies

##### (a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities

The Charity meets the definition of a public benefit entity as defined under FRS102.

##### (b) Expenditure

Expenditure is included on an accruals basis.

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

The:

They are in respect of:

|                 | £          |
|-----------------|------------|
| Trade Creditors | 375        |
|                 | <u>375</u> |

#### 3 Grants and donations:-

|                                       | Unrestricted<br>£ | Restricted<br>£ | Total<br>£    |
|---------------------------------------|-------------------|-----------------|---------------|
| <b>Grants</b>                         |                   |                 |               |
| Arnold Clark                          | 1,000             | -               | 1,000         |
| Awards for All                        | -                 | 8,879           | 8,879         |
| Brelms Trust CIC                      | -                 | 5,451           | 5,451         |
| Charities Trust                       | 1,000             | -               | 1,000         |
| Children in Need                      | -                 | 40,560          | 40,560        |
| Harry Bottom Charitable Trust         | 2,000             | -               | 2,000         |
| Local Giving                          | 500               | -               | 500           |
| Sheffield Town Trust                  | 2,500             | -               | 2,500         |
| Sheffield City Council COVID recovery | 965               | -               | 965           |
| <b>Donations</b>                      | 400               | -               | 400           |
|                                       | <u>8,365</u>      | <u>54,890</u>   | <u>63,255</u> |

#### 4 Movements between funds

|                                       | Brought<br>forward | Incoming<br>resources | Outgoing<br>resources | Balance at<br>31-Mar-2022 |
|---------------------------------------|--------------------|-----------------------|-----------------------|---------------------------|
| Awards for All                        | -                  | 8,879                 | (4,796)               | 4,083                     |
| The Brelms Trust CIO                  | -                  | 5,451                 | (2,721)               | 2,730                     |
| Children in Need - Contact Centre     | 5,581              | 40,560                | (39,603)              | 6,538                     |
| Kelly Family Grant                    | 3,452              | -                     | (3,452)               | 0                         |
| Manor and Castle Development Trust    | 2,601              | -                     | (2,601)               | 0                         |
| Sheffield Town Trust                  | 1,677              | -                     | (1,677)               | 0                         |
| Sheffield City Council COVID recovery | 16,881             | -                     | (16,475)              | 406                       |
| Southall                              | 3,532              | -                     | (3,532)               | 0                         |
| South Yorkshire Community Foundation  | 3,103              | -                     | (3,103)               | 0                         |
|                                       | <u>36,827</u>      | <u>54,890</u>         | <u>(77,960)</u>       | <u>13,757</u>             |

**Project Buzz**

**Notes to the accounts  
for the year ended 31 March 2023**

**5 Staff Costs**

|                | £              |
|----------------|----------------|
| Salaries       | 130,433        |
| Employers N.I. | 6,219          |
|                | <u>136,652</u> |

No trustees received any out-of-pockets expenses or were reimbursed during the accounting period.

**PROJECT BUZZ**

England & Wales - Charity number 1141034

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# Accounts

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# **Project Buzz**

(Registered Charity Number 1141034)

(Company Ltd by Guarantee Number 07404833)

## **financial statements**

**for the year ended 31 March 2022**

| <b>Contents</b>                      | <b>Page</b> |
|--------------------------------------|-------------|
| Legal and administrative information | 2           |
| Trustees' report                     | 3-8         |
| Examiner's report                    | 9           |
| Balance sheet                        | 10          |
| Statement of financial activities    | 11          |
| Notes to the accounts                | 12-13       |

## **Project Buzz**

### **Legal and administrative information**

#### **Trustees**

|                 |           |
|-----------------|-----------|
| Jennifer Thomas | Chair     |
| Ralph Keene     | Treasurer |
| Laura Stewart   | Secretary |
| Andrew Jonas    |           |

#### **Registered Charity Number**

1141034

#### **Company Ltd by Guarantee number**

07404833

#### **Principal Address**

St Andrews URC Church  
Upper Hanover Street  
Sheffield  
S3 7RQ

#### **Independent Examiner**

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

#### **Bank**

HSBC  
37 High Street  
Meadowhall  
Sheffield

## **Project Buzz**

### **Trustees' report**

The Trustees present their annual report and financial statements for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

### **Structure, governance and management**

The Charitable Company was established by its Memorandum and Articles of Association incorporated 12 October 2010 and was entered on the Register of Charities effective from 1 April 2011.

Project Buzz is managed by a voluntary management committee.

Project Buzz employs 5 employees, a team of bank staff and engages 11 volunteers and 4 students on placement

The trustees who served during the year are listed on page 2 on the report.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

### **Reserves Policy**

A reserves policy has been approved by trustees. The policy agrees to set aside three – six months running costs.

### **Public benefit statement**

The trustees regularly give due consideration to the Commission's guidance in deciding what activities they should undertake, by reviewing the needs of their beneficiaries, by ensuring that the service is fully inclusive, and that not any detriment or harm arises from the organisation carrying out its activities.

### **Objectives and activities**

The objects of the organisation are:-

- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities;
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

## **Project Buzz**

### **Trustees' report continued.**

#### **Achievements and performance**

##### Overview of the year

This year has been challenging, exciting and rewarding. We undertook a strategic transformation of the charity following a pivotal decision in early 2021. We have refocused our work and now operate as a Child Contact Centre with additional family support services. We also continue to provide services as part of Sheffield Councils Healthy Holidays scheme.

We saw contact centre referrals increasing by 200% on previous years and had to work fast and smart to ensure we maintained the impetus and momentum to respond to the rise in referrals.

Undertaking the enhanced accreditation with NACCC (The National Association of Child Contact Centres) ensured we were working to agreed National standards and also gave us the opportunity to work with and learn from practitioners working nationally in our field. We had confirmation of our successful accreditation in February 2022. We are the only child contact centre in Sheffield accredited with the National Association of Child Contact Centres.

Undertaking the enhanced accreditation with NACCC (The National Association of Child Contact Centres) ensured we were working to agreed National standards and also gave us the opportunity to work with and learn from practitioners working nationally in our field. We had confirmation of our successful accreditation in February 2022. We are the only child contact centre in Sheffield accredited with the National Association of Child Contact Centres.

Through our child contact and associated services we aim to;

- Improve outcomes for children and young people
- Improve lines of communication for separated families
- Reduce conflict in separated families with children
- Enable parents to put their children first when making decisions that affect them

Our work during Covid was recognised by several nominations and an award at the NACCC (The National Association of Child Contact Centres) Covid Hero Awards.

##### Success rates

-61% of families made a positive progression to the next stage of their child contact journey including moving on to making their own arrangements

-31% of families sustained their contact journey, meeting current need, but not yet progressing (this figure includes families who may have started with us later in the year and also families that have made some progress but not moved on to the next stage of the journey yet)

-8% of families paused/stopped or regressed in their child contact journey

## **Project Buzz**

### **Trustees' report continued.**

#### Referrals to our centre

We accept referrals from individuals and organisations and for our supervised service, that includes city councils. We started the year providing contact services for 3 social care teams and by the end of the year had provided a service to 11 social care teams across the country.

#### Work in progress

We are developing our parent peer support service to ensure that parents using a child contact centre feel part of a community, share experiences and can give and receive support.

We launch our brand new communication service for parents in early 2022. This service offers resident parents the chance to have regular check-ins with us regarding sessions and also for both parents to communicate through us for arranging holidays, birthdays, school events etc.

With the support of Sheffield Business Together and an excel consultant based in Sheffield offering pro bono support, we are developing new systems that will allow us to respond quickly, flexibly and efficiently to increasing referrals to cut down wait times for people, enable us to monitor and track our impact more efficiently to find out what's working and not working for our service users and ensure we continue to comply with GDPR and the confidential nature of the work

#### Moving Forward

We have plans stretching over the next 3 years to add additional services for families as part of our not for profit. We are currently doing consultation with our service users and local and national networks to ensure we provide what is needed and wanted. The income from those additional services will enable us to offer more funded places for supervised contact and mediation to those experiencing financial difficulty.

#### Overview of the Year - Youth and Community Work April 21-March 22

We came to the end of our community projects this year. Our YouthQuake project left a legacy of connections and introductions across the city for the young people and families we've worked with. The young people have made friends and are staying friends as they grow older. We worked with other organisations to provide joined up activities and meet the varied needs including, Zest, Forced Entertainment, Hallam FM's Mission Christmas, Sheffield Hallam University students, Foodworks, Food Hall. Irise, Sheffield shoebox appeal and local MP's.

We continue to support the community we are based in through Sheffield City Councils Healthy Holidays scheme, a regular coffee morning run by friends of Buzz and we are always willing to support our old service users if they need help at critical times.

We submitted new objects to the Charity Commission for consideration in March 2022 and are in the process of electing two new trustees, a client of our child contact centre and a social worker/lecturer.

The not for profit service is generating an income which is enabling us to meet our minimum reserve requirement and blended with grant funding is enabling us to safeguard staff contracts, meet current need and develop and improve the service in line with service user feedback to ensure the organisations sustainability.

## **Project Buzz**

## **Trustees' report continued.**

### Our funders and supporters

Thank you to the following funders whose support is crucial to our work.

BBC Children in Need

Cafcass

Kelly Family Charitable Trust

Sheffield City Council

Sheffield Town Trust

South Yorkshire Community Foundation

The Harry Bottom Charitable Trust

The National Lottery Community Fund

The Southall Trust

The Souter Charitable Trust

Thank you to the following organisations for your support.

Sheffield Business together.

With your help we are linking with organisations who will bring expertise and support our development. Thank you!

Mayfield Alpaca Animal Park.

We are proud to be associated with such an amazing Sheffield attraction. Thank you!

The National Association of Child Contact Centres.

To each and everyone in the team for everything you do. Thank you!

### Our trustees.

For trusting in us and giving us the freedom to develop the service in response to service user needs. Thanks for bringing your expertise and support. We look forward to welcoming the new trustees next year. Thank you!

Thank you to the following organisations for choosing Buzz to provide supervised contact and by doing that supporting a not for profit organisation enabling us to offer more services at a reduced rate to families struggling financially.

## **Project Buzz**

### **Trustees' report continued.**

#### Solicitors

Howells

ELC Solicitors

MKB Solicitors

Cartwright King

Foys

Wake Smith

Sills and Betteridge

Family Law Group

Vines Legal

Best Solicitors

Elliot Mather

Irwin Mitchell

Norrie Waite

National Legal Service

Acclaimed Family Law

Dickinson Wood

#### Local Authorities

Lincolnshire

Medway

NE Lincolnshire

Birmingham

Lancashire

Wigan

Suffolk

Derby

Bristol

Rotherham

Islington Children's Services

## **Project Buzz**

### **Trustees' report continued.**

#### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on 8/9/22 and is signed on their behalf by:



Jennifer Thomas  
Trustee

## **Project Buzz**

### **Independent Examiner's report on the Accounts of Project Buzz for the year ended 31 March 2022**

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 10 to 13.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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**

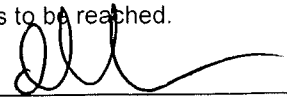
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

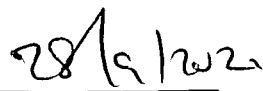
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

Signed: 

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: 

## Project Buzz

### Balance Sheet as at 31 March 2022

|                                                       | Notes | 2022<br>£      | 2021<br>£     |
|-------------------------------------------------------|-------|----------------|---------------|
| <b>Current Assets</b>                                 |       |                |               |
| Debtors                                               |       | 515            | -             |
| Balance at Bank and cash in hand                      |       | 108,756        | 88,077        |
| <b>Total Current Assets</b>                           |       | <b>109,271</b> | <b>88,077</b> |
| <b>Creditors: amounts falling due within one year</b> |       |                |               |
|                                                       | 2     | (375)          | (350)         |
| <b>Net current assets/(liabilities)</b>               |       | <b>108,896</b> | <b>87,727</b> |
| <b>Total assets less current liabilities</b>          |       | <b>108,896</b> | <b>87,727</b> |
| <b>Net Assets</b>                                     |       | <b>108,896</b> | <b>87,727</b> |

### Represented By Funds

|              |                |               |
|--------------|----------------|---------------|
| Unrestricted | 72,069         | 47,578        |
| Restricted   | 36,827         | 40,149        |
|              | <b>108,896</b> | <b>87,727</b> |

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

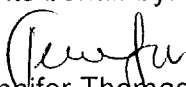
Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

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 have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on 8/9/22 and signed on its behalf by:

  
Jennifer Thomas

Trustee

## Project Buzz

### Statement of Financial Activities for the year ended 31 March 2022

|                                              | Notes | Unrestricted  | Restricted     | Total<br>2022  | Total<br>2021  |
|----------------------------------------------|-------|---------------|----------------|----------------|----------------|
|                                              |       | £             | £              | £              | £              |
| <b>Income from</b>                           |       |               |                |                |                |
| Grants and donations                         | 3     | 6,494         | 87,065         | 93,559         | 130,599        |
| Fees                                         |       | 54,039        | -              | 54,039         | 4,935          |
| Creche services                              |       | 0             | -              | 0              | 7,571          |
| Fundraising                                  |       | 26            | -              | 26             | -              |
| Other income                                 |       | 2,233         | -              | 2,233          | 1,311          |
| Bank Interest                                |       | 1             | -              | 1              | 7              |
| <b>Total income</b>                          |       | <b>62,793</b> | <b>87,065</b>  | <b>149,859</b> | <b>144,423</b> |
| <b>Expenditure on</b>                        |       |               |                |                |                |
| Salaries and National Insurance              |       | 33,981        | 79,465         | 113,446        | 94,535         |
| Rent                                         |       | -             | 4,873          | 4,873          | 4,713          |
| Insurance                                    |       | 279           | 810            | 1,089          | 1,095          |
| Consultancy                                  |       | -             | -              | 0              | 845            |
| Support services                             |       | 200           | 1,796          | 1,996          | 3,416          |
| Books, postage and stationery                |       | -             | 512            | 512            | 839            |
| Subscriptions and registration               |       | -             | 144            | 144            | 246            |
| Fundraising                                  |       | -             | -              | -              | -              |
| Telephone                                    |       | 875           | 579            | 1,454          | 1,057          |
| Equipment and repairs                        |       | -             | -              | -              | 383            |
| Food, materials & consumables                |       | 2,222         | 1,702          | 3,924          | 3,927          |
| Training                                     |       | -             | -              | -              | 3,900          |
| Travel                                       |       | -             | 129            | 129            | 365            |
| Other expenditure                            |       | 746           | -              | 746            | 810            |
| Accountancy & independent examination        |       | -             | 375            | 375            | 350            |
| <b>Total expenditure</b>                     |       | <b>38,303</b> | <b>90,386</b>  | <b>128,688</b> | <b>116,482</b> |
| <b>Net Income/(expenditure) for the year</b> |       | <b>24,491</b> | <b>(3,321)</b> | <b>21,169</b>  | <b>27,941</b>  |
| Total funds brought forward                  |       | 47,578        | 40,149         | 87,727         | 59,785         |
| <b>Total funds carried forward</b>           |       | <b>72,069</b> | <b>36,827</b>  | <b>108,896</b> | <b>87,727</b>  |

## Project Buzz

### Notes to the accounts for the year ended 31 March 2022

#### 1 Accounting Policies

##### (a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities

The Charity meets the definition of a public benefit entity as defined under FRS102.

##### (b) Expenditure

Expenditure is included on an accruals basis.

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

The:

They are in respect of:

|                 | £          |
|-----------------|------------|
| Trade Creditors | 375        |
|                 | <u>375</u> |

#### 3 Grants and donations:-

|                                       | Unrestricted<br>£ | Restricted<br>£ | Total<br>£    |
|---------------------------------------|-------------------|-----------------|---------------|
| <b>Grants</b>                         |                   |                 |               |
| Awards for All                        |                   | 9,889           | 9,889         |
| CAFCASS                               | -                 | 2,000           | 2,000         |
| Children in Need                      | -                 | 31,815          | 31,815        |
| HMRC Job Retention Scheme             | -                 | 5,854           | 5,854         |
| Kelly Family Grant                    | -                 | 4,500           | 4,500         |
| Magic Little Grants Local Giving      | 500               | -               | 500           |
| Manor and castle Development Trust    | -                 | 2,601           | 2,601         |
| Sheffield Town Trust                  | -                 | 2,500           | 2,500         |
| Sheffield City Council COVID recovery | -                 | 19,018          | 19,018        |
| Southall                              | -                 | 4,616           | 4,616         |
| South Yorkshire Community Foundation  | -                 | 4,271           | 4,271         |
| <b>Donations</b>                      | 5,994             | -               | 5,994         |
|                                       | <u>6,494</u>      | <u>87,065</u>   | <u>93,558</u> |

#### 4 Movements between funds

|                                       | Brought forward | Incoming resources | Outgoing resources | Balance at 31-Mar-2022 |
|---------------------------------------|-----------------|--------------------|--------------------|------------------------|
| Awards for All                        |                 | 9,889              | (9,889)            | -                      |
| The National Lottery Community Fund   | 26,570          | -                  | (26,570)           | -                      |
| The Brelms Trust CIO                  | 2,252           | -                  | (2,252)            | -                      |
| CAFCASS                               | -               | 2,000              | (2,000)            | -                      |
| Children in Need - Contact Centre     | 11,327          | 31,815             | (37,561)           | 5,581                  |
| HMRC Job Retention Scheme             | -               | 5,854              | (5,854)            | -                      |
| Kelly Family Grant                    | -               | 4,500              | (1,048)            | 3,452                  |
| Manor and Castle Development Trust    | -               | 2,601              | -                  | 2,601                  |
| Sheffield Town Trust                  | -               | 2,500              | (823)              | 1,677                  |
| Sheffield City Council COVID recovery | -               | 19,018             | (2,137)            | 16,881                 |
| Southall                              | -               | 4,616              | (1,084)            | 3,532                  |
| South Yorkshire Community Foundation  | -               | 4,271              | (1,168)            | 3,103                  |
|                                       | <u>40,149</u>   | <u>87,065</u>      | <u>(90,386)</u>    | <u>36,827</u>          |

## **Project Buzz**

### **Notes to the accounts for the year ended 31 March 2022**

#### **5 Staff Costs**

|                | £              |
|----------------|----------------|
| Salaries       | 108,576        |
| Employers N.I. | 4,870          |
|                | <u>113,446</u> |

No trustees received any out-of-pockets expenses or were reimbursed during the accounting period.

**PROJECT BUZZ**

England & Wales - Charity number 1141034

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# Accounts

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## **Project Buzz**

(Registered Charity Number 1141034)

(Company Ltd by Guarantee Number 07404833)

### **financial statements**

**for the year ended 31 March 2021**

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## **Project Buzz**

### **Legal and administrative information**

#### **Trustees**

|                 |           |
|-----------------|-----------|
| Jennifer Thomas | Chair     |
| Ralph Keene     | Treasurer |
| Laura Stewart   | Secretary |
| Zubeda Hussien  |           |
| Andrew Jonas    |           |

#### **Registered Charity Number**

1141034

#### **Company Ltd by Guarantee number**

07404833

#### **Principal Address**

St Andrews URC Church  
Upper Hanover Street  
Sheffield  
S3 7RQ

#### **Independent Examiner**

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

#### **Bank**

HSBC  
37 High Street  
Meadowhall  
Sheffield

## **Project Buzz**

### **Trustees' report**

The Trustees present their annual report and financial statements for the year ended 31 March 2021 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

### **Structure, governance and management**

The Charitable Company was established by its Memorandum and Articles of Association incorporated 12 October 2010 and was entered on the Register of Charities effective from 1 April 2011.

Project Buzz is managed by a voluntary management committee.

Project Buzz employs 5 employees, a team of bank staff and engages 11 volunteers and 4 students on placement

The trustees who served during the year are listed on page 2 on the report.

New trustees are appointed following application and interview by the chair and beneficiaries. They are approved as trustees at the next appropriate trustee meeting. All newly appointed trustees must stand down at the next AGM, but may be reappointed immediately.

### **Reserves Policy**

A reserves policy has been approved by trustees. The policy agrees to set aside three – six months running costs.

### **Public benefit statement**

The trustees regularly give due consideration to the Commission's guidance in deciding what activities they should undertake, by reviewing the needs of their beneficiaries, by ensuring that the service is fully inclusive, and that not any detriment or harm arises from the organisation carrying out its activities.

### **Objectives and activities**

The objects of the organisation are:-

- To provide the necessary facilities for the daily care, recreation and education of children during out of school hours and school holidays;
- To advance the education and training of the persons in the provision of such care, education and recreational facilities;
- To develop the capacity and skills of the members of the public in the area of benefit in such a way that they are better able to identify and help meet their needs and to participate more fully in society

## **Project Buzz**

### **Trustees' report continued. Achievements and performance**

#### **Introduction from the Chair of Trustees**

I am pleased to present the Trustees' Report and financial statements for the year ended 31<sup>st</sup> March 2021 on behalf of Buzz.

When Covid hit suddenly Buzz responded to the needs of the community quickly and creatively.

#### **Buzz Child Contact Centre**

The last year has been a period of rapid growth for our child contact centre. This will be our primary focus as a charity going forward.

As soon as lockdown was announced we devised a lockdown safe contact programme including setting up a PO Box for indirect contact, phone support to allay fears and help find solutions to contact continuing safely and set up a safe and user friendly virtual contact service. We reopened the centre on July 18<sup>th</sup> with Covid safety measures in place.

In response to the volume of requests for supervised contact we set up a supervised service as a not for profit. We designed and built a new website and also started the NACCC enhanced accreditation. We now offer all forms of contact with funded places available and have two trained mediators as part of the team.

Setting up the not for profit child contact centre has secured 3 part time jobs and created 3 bank staff jobs and opportunities for volunteers to gain work experience or to share their experience, both lived experience and professional experience.

#### **Community Projects**

For the projects in the community we immediately created an online timetable and phone call rota to ensure that everyone could keep in touch and reach out for help and support, practical and emotional. We reviewed, evaluated and refreshed the timetable every week. We then created a new plan for each funded project in line with planned outcomes and in response to current identified need.

During the first 8 weeks of lockdown we did 467 doorstep check ins and delivered 418 food parcels (1672 meals) to people covering 8 postcodes.

Food poverty was one of the biggest issues our community was facing and in response to this we became a Foodworks Community Hub and also set up regular deliveries from Food Hall Sheffield.

Isolation was a big issue and we re-opened groups as soon as it was safe to do so. Until we could do that we found creative ways to keep in touch like doorstep bingo and pavement archery.

"It's hard to put into words what you've done for me. After being turned away from other groups, I felt I could fit in. You're there if someone needs help. It's the community feeling of people coming together. Somewhere I can come to and feel safe and not left out." Member of 'Wise and Wonderful' group

## **Project Buzz**

### **Trustees' report continued.**

Our National Lottery Community Funded project YouthQuake is in the final stages of delivery. We will start the evaluation in July.

We were part of delivery of the Healthy Holidays programme for Broomhall and Sharrow.

We continued to operate at and from our base at St Andrews URC and appreciate the support we receive from the management committee to do the work we do.

We'd like to thank all our funders, supporters and donors who have been so supportive and flexible during this time.

### **Trustees responsibilities for the financial statements**

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on 9/9/21 and is signed on their behalf by:



Jennifer Thomas  
Trustee

## **Project Buzz**

### **Independent Examiner's report on the Accounts of Project Buzz for the year ended 31 March 2021**

I report on the accounts of the company for the year ended 31 March 2021, which are set out on pages 7 to 10.

#### **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### **Basis of independent examiner's report**

My examination was carried out in accordance with the 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 you as 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.

Signed: \_\_\_\_\_

Craig Williamson  
White Rose Accounting for Charities  
The Ghyll  
Threapland  
Aspatria  
CA7 2EL

Date: 18/01/21

## Project Buzz

### Balance Sheet as at 31 March 2021

|                                                       | Notes        | 2021<br>£     | 2020<br>£     |
|-------------------------------------------------------|--------------|---------------|---------------|
| <b>Current Assets</b>                                 |              |               |               |
| Debtors                                               |              | -             | -             |
| Balance at Bank and cash in hand                      |              | 88,077        | 60,205        |
| <b>Total Current Assets</b>                           |              | <b>88,077</b> | <b>60,205</b> |
| <b>Creditors: amounts falling due within one year</b> | <sup>2</sup> | (350)         | (420)         |
| <b>Net current assets/(liabilities)</b>               |              | <b>87,727</b> | <b>59,785</b> |
| <b>Total assets less current liabilities</b>          |              | <b>87,727</b> | <b>59,785</b> |
| <b>Net Assets</b>                                     |              | <b>87,727</b> | <b>59,785</b> |

### Represented By Funds

|              |               |               |
|--------------|---------------|---------------|
| Unrestricted | 47,578        | 21,387        |
| Restricted   | 40,149        | 38,398        |
|              | <b>87,727</b> | <b>59,785</b> |

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

### Director's 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,

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 have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Board on 9/9/21 and signed on its behalf by:

  
Jennifer Thomas

Trustee

## Project Buzz

### Statement of Financial Activities for the year ended 31 March 2021

|                                              | Notes | Unrestricted<br>£ | Restricted<br>£ | Total<br>2021<br>£ | Total<br>2020<br>£ |
|----------------------------------------------|-------|-------------------|-----------------|--------------------|--------------------|
| <b>Income from</b>                           |       |                   |                 |                    |                    |
| Grants and donations                         | 3     | 21,840            | 108,759         | 130,599            | 138,873            |
| Fees                                         |       | 4,935             | -               | 4,935              | 549                |
| Creche services                              |       | 7,571             | -               | 7,571              | 5,020              |
| Fundraising                                  |       | -                 | -               | -                  | 3,023              |
| Other income                                 |       | 1,311             | -               | 1,311              | 391                |
| Bank Interest                                |       | 7                 | -               | 7                  | 68                 |
| <b>Total income</b>                          |       | <b>35,665</b>     | <b>108,759</b>  | <b>144,423</b>     | <b>147,924</b>     |
| <b>Expenditure on</b>                        |       |                   |                 |                    |                    |
| Salaries and National Insurance              |       | 2,741             | 91,794          | 94,535             | 101,187            |
| Rent                                         |       | 379               | 4,334           | 4,713              | 10,543             |
| Insurance                                    |       | -                 | 1,095           | 1,095              | 1,095              |
| Consultancy                                  |       | 845               | -               | 845                | -                  |
| Support services                             |       | 1,703             | 1,713           | 3,416              | 2,988              |
| Books, postage and stationery                |       | 116               | 723             | 839                | 880                |
| Subscriptions and registration               |       | 13                | 233             | 246                | 78                 |
| Fundraising                                  |       | -                 | -               | -                  | 478                |
| Telephone                                    |       | 101               | 956             | 1,057              | 1,009              |
| Equipment and repairs                        |       | 192               | 191             | 383                | 525                |
| Activities, events and outings               |       | -                 | -               | -                  | 1,148              |
| Creche expenditure                           |       | -                 | -               | -                  | 407                |
| Group work                                   |       | -                 | -               | -                  | 68                 |
| Food, materials & consumables                |       | -                 | 3,927           | 3,927              | 1,445              |
| Training                                     |       | 3,182             | 718             | 3,900              | 90                 |
| Travel                                       |       | -                 | 365             | 365                | 1,077              |
| Other expenditure                            |       | 203               | 607             | 810                |                    |
| Accountancy & independent examination        |       | -                 | 350             | 350                | 420                |
| <b>Total expenditure</b>                     |       | <b>9,475</b>      | <b>107,007</b>  | <b>116,482</b>     | <b>123,437</b>     |
| <b>Net Income/(expenditure) for the year</b> |       | <b>26,191</b>     | <b>1,752</b>    | <b>27,941</b>      | <b>24,486</b>      |
| Total funds brought forward                  |       | 21,387            | 38,398          | 59,785             | 35,298             |
| <b>Total funds carried forward</b>           |       | <b>47,578</b>     | <b>40,149</b>   | <b>87,727</b>      | <b>59,785</b>      |

## Project Buzz

### Notes to the accounts for the year ended 31 March 2021

#### 1 Accounting Policies

##### (a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities

The Charity meets the definition of a public benefit entity as defined under FRS102.

##### (b) Expenditure

Expenditure is included on an accruals basis.

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

The:

They are in respect of:

|                 |   |            |
|-----------------|---|------------|
| Trade Creditors | £ | 350        |
|                 |   | <u>350</u> |

#### 3 Grants and donations:-

|                                      | Unrestricted<br>£ | Restricted<br>£ | Total<br>£     |
|--------------------------------------|-------------------|-----------------|----------------|
| <b>Grants</b>                        |                   |                 |                |
| Awards for All                       |                   |                 |                |
| The National Lottery Community Fund  | -                 | 52,757          | 52,757         |
| The Brelms Trust CIO                 | -                 | 4,990           | 4,990          |
| CAFCASS                              | -                 | 2,661           | 2,661          |
| Children in Need                     | -                 | 36,500          | 36,500         |
| HMRC Job Retention Scheme            | -                 | 10,834          | 10,834         |
| Sheffield Town Trust                 | 2,500             | -               | 2,500          |
| South Yorkshire Community Foundation | 2,550             | 1,017           | 3,567          |
| South Yorkshire Fire                 | 4,754             | -               | 4,754          |
| <b>Donations</b>                     | 12,036            | -               | 12,036         |
|                                      | <u>21,840</u>     | <u>108,759</u>  | <u>130,599</u> |

#### 4 Movements between funds

|                                      | Brought forward | Incoming resources | Outgoing resources | Balance at 31-Mar-2021 |
|--------------------------------------|-----------------|--------------------|--------------------|------------------------|
| Awards for All                       | 8,762           | -                  | (8,762)            | -                      |
| The National Lottery Community Fund  | 10,202          | 52,757             | (36,389)           | 26,570                 |
| The Brelms Trust CIO                 | 2,095           | 4,990              | (4,833)            | 2,252                  |
| CAFCASS                              | -               | 2,661              | (2,661)            | -                      |
| Children in Need - Contact Centre    | 6,503           | 29,379             | (24,555)           | 11,327                 |
| Children in Need - The Den           | -               | 4,997              | (4,997)            | -                      |
| Children in Need - Covid             | -               | 2,123              | (2,123)            | -                      |
| HMRC Job Retention Scheme            | -               | 10,834             | (10,834)           | -                      |
| SYCF - Covid                         | -               | 1,017              | (1,017)            | -                      |
| South Yorkshire Community Foundation | 2,752           | -                  | (2,752)            | -                      |
| Wesleyan                             | 8,084           | -                  | (8,084)            | -                      |
|                                      | <u>38,398</u>   | <u>108,759</u>     | <u>(107,007)</u>   | <u>40,149</u>          |

## **Project Buzz**

### **Notes to the accounts for the year ended 31 March 2021**

#### **5 Staff Costs**

Salaries  
Employers N.I.

|        |
|--------|
| £      |
| 90,795 |
| 3,740  |
| <hr/>  |
| 94,535 |
| <hr/>  |

No trustees received any out-of-pockets expenses or were reimbursed during the accounting period.