

Project Buzz

(Registered Charity Number 1141034)

(Company Ltd by Guarantee Number 07404833)

financial statements

for the year ended 31 March 2021

Contents	Page
Legal and administrative information	2
Trustees' report	3-5
Examiner's report	6
Balance sheet	7
Statement of financial activities	8
Notes to the accounts	9-10

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 31st 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 18th 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 £	2020 £
Current Assets			
Debtors		-	-
Balance at Bank and cash in hand		88,077	60,205
Total Current Assets		88,077	60,205
Creditors: amounts falling due within one year	²	(350)	(420)
Net current assets/(liabilities)		87,727	59,785
Total assets less current liabilities		87,727	59,785
Net Assets		87,727	59,785

Represented By Funds

Unrestricted	47,578	21,387
Restricted	40,149	38,398
	87,727	59,785

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	Restricted	Total	Total
		£	£	2021	2020
				£	£
Income from					
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
Total income		35,665	108,759	144,423	147,924
Expenditure on					
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	420
Accountancy & independent examination		-	350	350	-
Total expenditure		9,475	107,007	116,482	123,437
Net Income/(expenditure) for the year		26,191	1,752	27,941	24,486
Total funds brought forward		21,387	38,398	59,785	35,298
Total funds carried forward		47,578	40,149	87,727	59,785

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 £	Restricted £	Total £
Grants			
Awards for All	-	52,757	52,757
The National Lottery Community Fund	-	4,990	4,990
The Brelms Trust CIO	-	2,661	2,661
CAFCASS	-	36,500	36,500
Children in Need	-	10,834	10,834
HMRC Job Retention Scheme	2,500	-	2,500
Sheffield Town Trust	2,550	1,017	3,567
South Yorkshire Community Foundation	4,754	-	4,754
South Yorkshire Fire	12,036	-	12,036
Donations	<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.