

Company registration number: 05319865

Charity registration number: 1141890

# The Quetzal Project

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Community Accounting Plus  
Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

# **The Quetzal Project**

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## **The Quetzal Project**

### **Reference and Administrative Details**

<b>Trustees</b>	Shirley Munden Fazeela Patel Fern Kenny Richard John Fresia-Farrelly Elizabeth Sarah Ryley Jan Sibley Manjora Singh Bisla Meena Kumari
<b>Senior Management Team</b>	Hollie Venn, Service Manager
<b>Principal Office</b>	14-16 Talbot Lane Leicester LE1 4LR
<b>Company Registration Number</b>	05319865
<b>Charity Registration Number</b>	1141890
<b>Independent Examiner</b>	John O'Brien, employee of Community Accounting Plus Units 1 & 2 North West 41 Talbot Street Nottingham NG1 5GL

# **The Quetzal Project**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

### **Trustees**

Shirley Munden

Fazeela Patel

Fern Kenny

Richard John Fresia-Farrelly (appointed 12 November 2020)

Elizabeth Sarah Ryley (appointed 12 November 2020)

Jan Sibley (appointed 12 November 2020)

Manjora Singh Bisla (appointed 12 November 2020)

Meena Kumari (appointed 12 November 2020)

Sharon Kerry (resigned 12 November 2020)

Sue Dixon (resigned 12 November 2020)

Kerry Corbett (resigned 12 November 2020)

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

#### ***Nature of governing document***

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 22 November 2004 and most recently amended 30 November 2020. It has no share capital and the liability of each member in the event of winding-up is limited to £1.

#### ***Recruitment and appointment of trustees***

New trustees were appointed with the assistance of Reach Volunteering. A trustee recruitment pack was developed including a role description and personal specification. The role was advertised and applicants were asked to provide a CV and cover letter for assessment. Applications were assessed by the existing board of trustees with the assistance of the CEO. Shortlisted applicants were invited for interview and background checks were carried out. Those successful were asked to attend the AGM to be officially appointed by being proposed and seconded by existing board members. Full induction and training is provided ensuring all trustees are well equipped to govern the organisation effectively.



# **The Quetzal Project**

## **Trustees' Report**

### **Objectives and activities**

#### ***Objects and aims***

Quetzal provides free and inclusive counselling and support to women aged 16 and over, living in Leicester, Leicestershire and Rutland that have experienced childhood sexual abuse.

#### **Our Aims**

Give women a voice to be heard and enable agency and control.

Work with local communities to challenge the shame and taboo narratives and raise awareness of childhood sexual abuse.

Work in a trauma-informed way that doesn't re-traumatise women, or staff and volunteers.

Keep the voice of those with lived experience central to how we work and shape what we do.

#### **Our Objectives**

Provide high quality tailored support to survivors of childhood sexual abuse that meets their individual needs.

Ensure support is accessible and available when needed.

Work in collaboration with other local organisations to ensure the best possible standard of service delivery.

Raise awareness of the effects of childhood sexual abuse and of trauma-informed care.

#### ***Objectives, strategies and activities***

##### **Long Term Counselling**

This consists of time limited (of up to one year) free counselling following an assessment to ensure clients are suitable for our service, and that we are able to meet their needs. All of our counsellors are either qualified or undertaking training and receive specialist training and support from our clinical lead. Counselling takes place at the same time weekly with the same counsellor to ensure you have consistency, for up to one year. We are able to offer this service through face-to-face, telephone or on-line methods.

##### **Crisis Counselling**

This consists of short term (up to 6 sessions) free counselling following an assessment. Crisis counselling is offered to clients we assess as being in crisis and who will benefit from counselling sessions whilst waiting for long term counselling to become available. All of our counsellors are either qualified or undertaking training and receive specialist training and support from our clinical lead. We are able to offer this service through face-to-face, telephone or on-line methods.

##### **Group Support**

This consists of a group of up to 8 clients over a period of 12 weeks. The groups are facilitated by 2 counsellors who will have a structured timetable of what each session covers weekly and provide the opportunity for feedback on the sessions each week.

##### **Single Session Therapy**

This consists of a focused approach through a one-off 90-minute session with our specialist, trained counsellors.

In addition to the counselling services we provide described above, Quetzal also provide training in the area of childhood sexual abuse and the benefits of counselling to both community groups, counsellors and professionals.

Quetzal are also funded to deliver the "breaking the silence initiative" which supports women from South Asian communities within their community and through face-to face counselling sessions and with the support of our team of community connector volunteers raises awareness of the trauma of childhood sexual abuse.

# **The Quetzal Project**

## **Trustees' Report**

### ***Public benefit***

Quetzal enables service users to improve their mental health and wellbeing, increase their confidence and better manage their lives and relationships. Our services allow women that have experienced childhood sexual abuse to begin to recover from this trauma and improve their personal situation and engage more freely in their community.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Achievements**

No on-site services took place during the first part of the year to reduce the risk of COVID infections; however, counselling sessions were delivered through online platforms, with less than 5% of women not accepting this offer of counselling and returning to the waiting list for face-to-face sessions.

Quetzal also continued to provide contact and emotional support to women on the waiting lists through the 'Check and Chat' facility with 113 women supported. We also delivered 2 sets of 12-week Groupwork sessions. We have continued our existing work in the community, particularly our Breaking the Silence Initiative aimed at South Asian women, and have been involved in local campaigns around sexual and domestic abuse, fed into regional CPS consultations on new legislation proposals/prosecuting guidance.

This year Quetzal initially saw a drop in the number of referrals we received compared to the previous year. It was due to the belief amongst clients and referring agencies that the COVID-19 restrictions forced a closure of the service. Quetzal responded with targeted communication with partners and via social media to highlight that we were still supporting women.

A surge in referrals during Q4 meant Quetzal achieved the same total number of referral as of 2019-2020 despite lockdown restrictions. With the new website, the increase acceptance of having counselling online and successful communication campaigns, Quetzal was able to achieve continuity of service and improve and develop our organisation even during the pandemic.

Quetzal was also able to reduce our waiting list by 80%. This means our waiting time reduced from 6-8 months to 2-3 months. Quetzal achieved this by introducing new therapeutic service provision (including group session therapy, single session therapy and 16-week counselling sessions), recruiting new volunteers and increasing the caseload of counsellors who were willing to take on more clients whilst working from home.

Quetzal also launched a new website and delivered successful campaigns to increase awareness about our services, including the Crush the Hush campaign in collaboration with Leicester education Business College, Let's Talk about Sexual Violence with the University of Leicester and finally delivered online awareness raising sessions in collaboration with Women of the World Leicester during White Ribbon Week. The Crush the Hush Campaign received national recognition by NCS as one of the best campaigns delivered in the period with a featured article. Quetzal also featured on Leicester Community Radio, Eava.fm and Sabras Radio to further increase awareness about our services.

## **The Quetzal Project**

### **Trustees' Report**

We would like to thank all our volunteers, funders and supporters for their continued hard work and support which enables Quetzal to deliver our services to women in Leicester, Leicestershire and Rutland.

The Board of Trustees would also like to thank the Lloyd's Foundation Business programme for the provision of a business support mentor to help establish the newly recruited Board of Trustees into their roles.

After a comprehensive in house induction delivered by the CEO and the staff team, Business Mentor Wynne Garnett, who had worked with Quetzal previously supporting our business development, facilitated a bespoke programme of support.

Consisting of strategic planning activities with all Board members to identify governance responsibilities, our revised organisational vision, mission and values, our aspirations and long term plans, the development and business and financial planning strategy and the roles and responsibilities of the Board members and the skills and expertise they bring to Quetzal.

This has ensured a clear strategy for the operation work of the newly recruited Board of Trustees.

#### **Financial review**

##### ***Policy on reserves***

The trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. The charity is seeking to build general funds to cover six months of annual costs. Quetzal's exit plan is based on the expectation that reserves are available should the organisation ever need to be wound down.

## **The Quetzal Project**

### **Trustees' Report**

#### **Statement of Trustees' Responsibilities**

The trustees (who are also the directors of The Quetzal Project for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 charitable company will continue in business.

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

## **The Quetzal Project**

### **Trustees' Report**

The annual report was approved by the trustees of the charity on 25/11/21 and signed on its behalf by:



.....  
Manjora Singh Bisla  
Trustee

## **The Quetzal Project**

### **Independent Examiner's Report to the trustees of The Quetzal Project**

#### **Independent examiner's report to the trustees of The Quetzal Project ('the Company')**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021.

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

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

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 charity'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**

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 charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no 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.



John O'Brien MSc, FCCA, FCIE, employee of Community Accounting Plus  
Fellow of the Association of Charity Independent Examiners

Units 1 & 2 North West  
41 Talbot Street  
Nottingham  
NG1 5GL

Date: 14/12/2021

## The Quetzal Project

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £	Total 2020 £
<b>Income and Endowments from:</b>					
Donations and legacies	2	160,826	-	160,826	52,921
Charitable activities	3	7,338	68,415	75,753	68,254
Investment income	5	14	-	14	62
Total income		<u>168,178</u>	<u>68,415</u>	<u>236,593</u>	<u>121,237</u>
<b>Expenditure on:</b>					
Charitable activities	6	<u>(110,386)</u>	<u>(47,865)</u>	<u>(158,251)</u>	<u>(145,516)</u>
Total expenditure		<u>(110,386)</u>	<u>(47,865)</u>	<u>(158,251)</u>	<u>(145,516)</u>
Net income/(expenditure)		<u>57,792</u>	<u>20,550</u>	<u>78,342</u>	<u>(24,279)</u>
Net movement in funds		57,792	20,550	78,342	(24,279)
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>30,340</u>	<u>52,578</u>	<u>82,918</u>	<u>107,197</u>
Total funds carried forward	18	<u>88,132</u>	<u>73,128</u>	<u>161,260</u>	<u>82,918</u>

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for the period is shown in note 18.

## The Quetzal Project

### Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

These are the figures for the previous accounting period and are included for comparative purposes

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Donations and legacies	2	52,921	-	52,921
Charitable activities	3	8,646	59,608	68,254
Investment income	5	62	-	62
Total income		<u>61,629</u>	<u>59,608</u>	<u>121,237</u>
<b>Expenditure on:</b>				
Charitable activities	6	<u>(97,721)</u>	<u>(47,795)</u>	<u>(145,516)</u>
Total expenditure		<u>(97,721)</u>	<u>(47,795)</u>	<u>(145,516)</u>
Net (expenditure)/income		<u>(36,092)</u>	<u>11,813</u>	<u>(24,279)</u>
Net movement in funds		(36,092)	11,813	(24,279)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>66,432</u>	<u>40,765</u>	<u>107,197</u>
Total funds carried forward	18	<u><u>30,340</u></u>	<u><u>52,578</u></u>	<u><u>82,918</u></u>



## The Quetzal Project

(Registration number: 05319865)  
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	12	-	1,750
<b>Current assets</b>			
Debtors	13	3,007	12,377
Cash at bank and in hand	14	159,213	70,135
		162,220	82,512
<b>Creditors: Amounts falling due within one year</b>	15	(960)	(1,344)
<b>Net current assets</b>		161,260	81,168
<b>Net assets</b>		161,260	82,918
<b>Funds of the charity:</b>			
<b>Restricted income funds</b>			
Restricted funds	18	73,128	52,578
<b>Unrestricted income funds</b>			
Unrestricted funds		88,132	30,340
<b>Total funds</b>	18	161,260	82,918


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

### Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- 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 on pages 9 to 22 were approved by the trustees, and authorised for issue on 25/11/21 and signed on their behalf by:

  
.....  
Manjora Singh Bisla  
Trustee

# **The Quetzal Project**

## **Notes to the Financial Statements for the Year Ended 31 March 2021**

### **1 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

#### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

The Quetzal Project meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Going concern**

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

#### **Exemption from preparing a cash flow statement**

The charity opted to adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

#### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Grants receivable***

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **The Quetzal Project**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Government grants**

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £500.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Computer equipment	33.3% straight line

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or 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 charity will not be able to collect all amounts due according to the original terms of the receivables.

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 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.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

Restricted income funds are those grants for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Pension costs charges in the Statement of Financial Activities represent the contributions payable by the charity during the year.

### 2 Income from donations and legacies

	Unrestricted funds		
	General £	Total 2021 £	Total 2020 £
Donations and legacies;			
Donations from companies, trusts and similar proceeds	5,000	5,000	-
Donations from individuals	11,641	11,641	4,508
Grants, including capital grants;			
Government grants	84,314	84,314	46,913
Grants from other charities	59,871	59,871	1,500
	<u>160,826</u>	<u>160,826</u>	<u>52,921</u>

### 3 Income from charitable activities

	Unrestricted funds			
	General	Restricted	Total	Total
	£	funds	2021	2020
		£	£	£
Client contributions	240	-	240	3,746
Service delivery	4,785	31,980	36,765	7,375
Other unrestricted income	2,313	-	2,313	-
Grants	-	36,435	36,435	57,133
	7,338	68,415	75,753	68,254

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 4 Grants & donations

	Unrestricted funds £	Restricted funds £	Total £
Comic Relief	8,875	24,220	33,095
The National Lottery Community Fund	-	7,385	7,385
Screwfix	-	3,830	3,830
Groundwork	-	1,000	1,000
Office of the Police & Crime Commissioner Leicestershire	25,280	-	25,280
NHS Leicester City CCG	18,762	-	18,762
Lloyds Bank Foundation	17,416	-	17,416
Leicestershire Community Foundation	16,400	-	16,400
NHS West Leicestershire CCG	15,166	-	15,166
NHS East Leicestershire & Rutland CCG	12,983	-	12,983
Leicestershire County Council - Communities Fund	10,025	-	10,025
Charities Aid Foundation	5,300	-	5,300
Charles Haywood Foundation	5,000	-	5,000
Severn Trent	5,000	-	5,000
Carlton Hayes Mental Health Charity	4,880	-	4,880
Leicester County Council	2,098	-	2,098
Haberdashers Charitable Fund	2,000	-	2,000
Sundry donations	11,641	-	11,641
	<u>160,826</u>	<u>36,435</u>	<u>197,261</u>

#### 5 Investment income

	Unrestricted funds  General £	Total 2021 £	Total 2020 £
Interest receivable and similar income;			
Interest receivable on bank deposits	14	14	62
	<u>14</u>	<u>14</u>	<u>62</u>

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 6 Expenditure on charitable activities

	Unrestricted General funds	Restricted funds	Total 2021	Total 2020
	£	£	£	£
Cleaning & hygiene	1,249	-	1,249	1,846
Office rent	2,825	6,775	9,600	10,129
Repairs & maintenance	8,286	-	8,286	4,158
Utilities	560	2,095	2,655	6,538
Recruitment & training	405	-	405	1,846
Salaries, NI & pensions	77,451	21,939	99,390	82,945
Staff travel & expenses	298	-	298	425
Accounts & payroll	1,726	-	1,726	1,730
Computer equipment	-	-	-	95
IT service support costs	330	1,476	1,806	1,368
Licences & website	1,590	875	2,465	2,604
Office equipment & supplies	-	1,193	1,193	3,648
Phone costs	2,456	78	2,534	4,253
Printing & postage	152	-	152	9
Activities - outreach venues	-	-	-	330
Client travel fund	-	-	-	232
Consultancy costs	-	-	-	7,956
Insurances	602	-	602	1,004
Other service costs	103	-	103	406
Sundry expenses	410	-	410	766
Paid counsellors	6,050	10,305	16,355	2,870
Evaluation	-	-	-	1,163
Volunteer expenses & resources	240	-	240	240
Volunteer supervision	2,108	946	3,054	1,805
Volunteer training	425	1,341	1,766	3,974
Depreciation	1,750	-	1,750	3,176
Marketing & awareness	1,370	842	2,212	-
	<u>110,386</u>	<u>47,865</u>	<u>158,251</u>	<u>145,516</u>

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 7 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>1,750</u>	<u>3,176</u>

#### 8 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

##### Kerry Corbett

Kerry Corbett received remuneration of £Nil (2020: £1,050) during the year.

for counselling services

##### Sue Dixon

Sue Dixon received remuneration of £1,765 (2020: £1,040) during the year.

for counselling services

##### Fazeela Patel

Fazeela Patel received remuneration of £690 (2020: £Nil) during the year.

for counselling services

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

#### 9 Fees payable to independent examiner

During the period, the fees payable (excluding VAT) to the charity's independent examiner Community Accounting Plus are analysed as follows:

	2021 £	2020 £
Independent examination	800	1,120
Other financial services	396	552
	<u>1,196</u>	<u>1,672</u>

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 10 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	96,239	80,478
Social security costs	2,215	2,317
Pension costs	936	150
	<u>99,390</u>	<u>82,945</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2021 No	2020 No
Average number of employees	<u>7</u>	<u>8</u>

2 (2020 - 2) of the above employees participated in the Defined Contribution Pension Schemes.

Contributions to the employee pension schemes for the year totalled £936 (2020 - £150).

No employee received emoluments of more than £60,000 during the year.

The total employee benefits of the key management personnel of the charity were £20,422 (2020 - £10,584).

#### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.



## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 12 Tangible fixed assets

	Computer equipment £	Total £
<b>Cost</b>		
At 1 April 2020	21,949	21,949
At 31 March 2021	21,949	21,949
<b>Depreciation</b>		
At 1 April 2020	20,199	20,199
Charge for the year	1,750	1,750
At 31 March 2021	21,949	21,949
<b>Net book value</b>		
At 31 March 2021	-	-
At 31 March 2020	1,750	1,750

#### 13 Debtors

	2021 £	2020 £
Trade debtors	425	8,752
Prepayments	2,400	2,400
Other debtors	182	1,225
	3,007	12,377

#### 14 Cash and cash equivalents

	2021 £	2020 £
Cash on hand	-	324
Cash at bank	159,213	69,811
	159,213	70,135

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

	2021 £	2020 £
Other creditors	960	1,344

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 16 Obligations under leases and hire purchase contracts

The total value of future minimum lease payments was as follows:

	2021 £	2020 £
Within one year	9,600	9,600
In two to five years	28,800	38,400
	<u>38,400</u>	<u>48,000</u>

#### 17 Charity status

The charity is a company limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### 18 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	30,340	168,178	(110,386)	88,132
<b>Restricted funds</b>				
Charnwood BC fund	1,335	-	-	1,335
Comic Relief	16,663	24,220	(18,376)	22,507
Lloyds Bank Foundation fund	23,367	-	(12,530)	10,837
NW Leicestershire DC fund	403	-	-	403
Office of the Police & Crime Commisisoner fund	9,980	-	(7,964)	2,016
UAVA	830	4,025	(1,610)	3,245
NHS Surge	-	27,955	-	27,955
Renovations	-	4,830	-	4,830
Covid19 Response	-	7,385	(7,385)	-
<b>Total restricted funds</b>	<u>52,578</u>	<u>68,415</u>	<u>(47,865)</u>	<u>73,128</u>
<b>Total funds</b>	<u>82,918</u>	<u>236,593</u>	<u>(158,251)</u>	<u>161,260</u>

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>				
<i>General</i>				
General fund	66,432	61,629	(97,721)	30,340
<b>Restricted funds</b>				
Awards for All	8,838	-	(8,838)	-
Charnwood BC fund	1,335	-	-	1,335
Comic Relief	11,590	23,224	(18,151)	16,663
Wesleyan fund	600	-	(600)	-
Lloyds Bank Foundation fund	17,669	23,929	(18,231)	23,367
NW Leicestershire DC fund	733	-	(330)	403
Office of the Police & Crime Commissioner fund	-	9,980	-	9,980
UAVA	-	2,475	(1,645)	830
<b>Total restricted funds</b>	<u>40,765</u>	<u>59,608</u>	<u>(47,795)</u>	<u>52,578</u>
<b>Total funds</b>	<u><u>107,197</u></u>	<u><u>121,237</u></u>	<u><u>(145,516)</u></u>	<u><u>82,918</u></u>

The specific purposes for which the funds are to be applied are as follows:

Charnwood BC fund - supporting our women in Charnwood District and our outreach venue in Loughborough;  
 Comic Relief - supporting Asian women in inner city Leicester through a community based approach;  
 Lloyds Bank Foundation fund - core costs support to pay for senior staff;  
 NW Leicestershire DC fund - to cover the outreach venue in Coalville;  
 Office of the Police & Crime Commissioner fund - to contribute towards assessment and counselling sessions and limited overhead costs;  
 UAVA - for undertaking time limited counselling sessions;  
 NHS Surge - funding enabling us to meet additional demand for our services that arose as a result of the pandemic;  
 Renovations - for the purpose of improvements and repairs to the Quetzal building;  
 Covid19 Response - funding enabling us to meet additional demand for our services that arose as a result of the pandemic.

## The Quetzal Project

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 19 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	2021 Total funds
	General £	£	£
Current assets	89,092	73,128	162,220
Current liabilities	(960)	-	(960)
Total net assets	<u>88,132</u>	<u>73,128</u>	<u>161,260</u>

	Unrestricted funds	Restricted funds	2020 Total funds
	General £	£	£
Tangible fixed assets	1,750	-	1,750
Current assets	29,934	52,578	82,512
Current liabilities	(1,344)	-	(1,344)
Total net assets	<u>30,340</u>	<u>52,578</u>	<u>82,918</u>

#### 20 Related party transactions

There were no related party transactions in the year.