

REGISTERED COMPANY NUMBER: 06705890 (England and Wales)
REGISTERED CHARITY NUMBER: 1142464

Report of the Trustees and
Unaudited Financial Statements for the Year Ended 30 September 2021
for
The Alive Project Ltd

Royston Parkin Limited
2 President Buildings
Savile Street East
Sheffield
South Yorkshire
S4 7UQ

The Alive Project Ltd

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for the year ended 30 September 2021**

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The Alive Project Ltd

**Report of the Trustees
for the year ended 30 September 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 30 September 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

The Alive Project Ltd
Report of the Trustees
for the year ended 30 September 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Charity provides services to adults with disability in order to improve their lifestyle.

The Alive Project has been providing support to those people with various disabilities since 2008. The Charity aims to deliver services that promote inclusion, empowerment, rights and choices.

The Charity has very sound principles for the way in which they deliver their services with the belief that the rights of service users are paramount.

All services provided by The Alive Project subscribe to the following principles:

Everyone must be valued and treated with dignity and respect.

Everyone has the right to privacy.

Everyone should be able to use local community facilities and services.

Everyone's life can be made richer by encouraging a wider circle of friends that undertake fun activities together.

The Charity aims to:

Provide support to adults with disability and their families in ways that have a positive effect on their life.

Fully understand each individual clients needs and wishes.

Monitor and review the services provided to clients to ensure their needs continue to be met.

Monitor and review the quality of our services provided to ensure standards remain high.

Employ a high quality work force with support and training to ensure current high standards are maintained.

The Charity's aim is to provide a high standard of service, which will help to promote the best quality of life for its clients, consistent with their abilities and rights to:

Privacy

Dignity

Independence

Security

Fulfilment

The Alive Project has developed and implemented a wide range of policies and procedures, which help the organisation to deliver its services in a very professional and safe manner. Policies and procedures cover, amongst others, such matters as:

Promoting independence

Equal opportunities for clients

Confidentiality

Risk management and assessment

Health and safety matters

Complaints

Personnel issues

Financial procedures

Quality assurance

These are all designed to ensure that our staff are fully aware of their responsibilities and are enabled to do their jobs efficiently.

The Charity's staff undertake a thorough induction and undertake a training programme to ensure they maintain a high standard of service.

Charitable activities

The performance achieved was in accordance with the objectives set.

The Alive Project Ltd
Report of the Trustees
for the year ended 30 September 2021

FINANCIAL REVIEW

Principal funding sources

The principal funding sources of the Charity come from its end users.

Third party funding

In September 2014 the Charity received a loan from Big Issue Invest. The loan received was for £70,000 and was offered to the Charity for the purpose of purchasing equipment and undertaking facilities refurbishment.

In September 2019 the Charity decided to refinance this loan with Big Issue Invest by paying off the outstanding loan balance and obtaining a new loan for £30,000.00. The terms of the loan remain the same with the liability being repayable in equal instalments over three years.

In October 2016 the Charity took out a standard hire purchase agreement with Close Brothers for £10,000 in order to acquire a bus to assist it meet its aims and objectives. This was repaid during the previous year in February 2020.

Reserves policy

The trustees have established a long term policy whereby the funds committed to providing services to users is maintained by the income received by the Charity.

FUTURE PLANS

The future plans of the Charity are to continue with its current objectives whilst actively seeking new revenue streams.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is established as a company limited by guarantee, without share capital, and is registered as a charity with the Charity Commission. The affairs of the charity are governed by its Memorandum and Articles of Association.

Recruitment and appointment of new trustees

Any new appointments are at the recommendation of the board.

Organisational structure

The charity is managed by the Board of Directors. The Directors are also charity trustees for the purposes of charity law. The Directors/Trustees have regular meetings to discuss the charity's financial position and making sure it is working towards its objectives.

Induction and training of new trustees

New trustees are briefed on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. In addition they are encouraged to familiarise themselves with the charity and the context within which it operates.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The trustees have conducted a review of the major risks to which the charity is exposed, in particular those relating to the operations and finances of the charity, and are satisfied that adequate systems have been established to mitigate those risks. These include the implementation of procedures for the authorisation of all transactions and projects and also to ensure compliance with guidelines on the health and safety of staff, volunteers, clients and visitors.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

06705890 (England and Wales)

Registered Charity number

1142464

The Alive Project Ltd

**Report of the Trustees
for the year ended 30 September 2021**

Registered office

Paces High Green Sch Campus
Pack Horse Lane
High Green
Sheffield
South Yorkshire
S35 3HY

Trustees

Mrs Y Waller
C E White
Mrs D J Beaumont
Mrs H J Goring
Mrs J Fairhurst
Mrs M C Holden
Mrs S Fox (appointed 1.4.21)

Independent Examiner

Royston Parkin Limited
2 President Buildings
Savile Street East
Sheffield
South Yorkshire
S4 7UQ

Bankers

Unity Trust Bank
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

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

Approved by order of the board of trustees on 25 July 2022 and signed on its behalf by:

C E White - Trustee

**Independent Examiner's Report to the Trustees of
The Alive Project Ltd**

Independent examiner's report to the trustees of The Alive Project Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

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:

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.

Mrs Lynn Catherine Pridmore
FCCA
Royston Parkin Limited
2 President Buildings
Savile Street East
Sheffield
South Yorkshire
S4 7UQ

25 July 2022

The Alive Project Ltd

**Statement of Financial Activities
for the year ended 30 September 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		8,221	900	9,121	65,140
Charitable activities					
Charitable activities		360,910	-	360,910	243,702
Total		369,131	900	370,031	308,842
EXPENDITURE ON					
Charitable activities					
Charitable activities		241,824	13,950	255,774	227,448
Other		1,492	-	1,492	2,096
Total		243,316	13,950	257,266	229,544
NET INCOME/(EXPENDITURE)		125,815	(13,050)	112,765	79,298
RECONCILIATION OF FUNDS					
Total funds brought forward		93,046	13,050	106,096	26,798
TOTAL FUNDS CARRIED FORWARD		218,861	-	218,861	106,096

The notes form part of these financial statements

The Alive Project Ltd

**Balance Sheet
30 September 2021**

	Notes	Unrestricted funds £	Restricted fund £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	6	38,414	4,200	42,614	26,560
CURRENT ASSETS					
Debtors	7	9,282	-	9,282	32,257
Prepayments and accrued income		26,838	-	26,838	5,369
Cash at bank and in hand		168,237	-	168,237	79,903
		204,357	-	204,357	117,529
CREDITORS					
Amounts falling due within one year	8	(18,040)	-	(18,040)	(15,417)
NET CURRENT ASSETS		186,317	-	186,317	102,112
TOTAL ASSETS LESS CURRENT LIABILITIES		224,731	4,200	228,931	128,672
CREDITORS					
Amounts falling due after more than one year	9	(2,794)	-	(2,794)	(13,557)
ACCRUALS AND DEFERRED INCOME	12	(3,076)	(4,200)	(7,276)	(9,019)
NET ASSETS		218,861	-	218,861	106,096
FUNDS	13				
Unrestricted funds				218,861	93,046
Restricted funds				-	13,050
TOTAL FUNDS				218,861	106,096

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30 September 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 30 September 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 25 July 2022 and were signed on its behalf by:

C E White - Trustee

**Notes to the Financial Statements
for the year ended 30 September 2021**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 15% on cost and 15% on reducing balance
Fixtures and fittings	- 15% on reducing balance
Motor vehicles	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds are part of Unrestricted funds that the Trustees have earmarked for a particular use without restricting or committing the fund legally. The designation may be cancelled by the Trustees if they later decide that the Charity should not continue with the project for which the funds were designated.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

The Alive Project Ltd

Notes to the Financial Statements - continued
for the year ended 30 September 2021

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021	2020
	£	£
Depreciation - owned assets	8,676	5,368
Other operating leases	39,578	46,036
Independent examiner external scrutiny costs	2,824	2,690
Independent examiner other accountancy services	645	1,337
	<u>645</u>	<u>1,337</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

During the year £0.00 (2020 - £25,769.24) was paid to Mr D P Walker who is a Trustee of the Charity until his resignation on the 18th September 2020.

During the year £25,080.00 (2020 - £19,020.29) was paid to Mrs J Fairhurst who is a Trustee of the Charity from the 19th September 2020.

This remuneration was paid for general duties undertaken to assist running the Charity and caring for its clients.

Also during the year Mrs Fairhurst was given a loan by the company of £6,000.00, which is to be repaid half via wages deduction of £100.00 per month, plus half by unpaid mileage regarding business travel undertaken. As at the 30th September 2021 the amount still outstanding to be repaid to the charity was £3,994.45.

The number of Trustees to whom retirement benefits are accruing under a money purchase scheme is 1 (2020 - 2).

The amount contributed by the company over the year on the Trustees behalf was £565.22 (£972.18 in 2020). This was £0.00 for Mr D P Walker (£587.32 in 2020) and £565.22 for Mrs J Fairhurst (£384.86 in 2020).

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2021 nor for the year ended 30 September 2020.

4. STAFF COSTS

The average monthly number of employees during the year was as follows:

	2021	2020
	9	8
Carers	<u>9</u>	<u>8</u>

No employees received emoluments in excess of £60,000.

The average monthly number of employees during the year was 9 (8 in 2020).

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	3,741	61,399	65,140
Charitable activities			
Charitable activities	243,702	-	243,702
Total	<u>247,443</u>	<u>61,399</u>	<u>308,842</u>
EXPENDITURE ON			
Charitable activities			
Charitable activities	179,099	48,349	227,448

The Alive Project Ltd

Notes to the Financial Statements - continued
for the year ended 30 September 2021

5. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted fund £	Total funds £
Other	2,096	-	2,096
Total	181,195	48,349	229,544
NET INCOME	66,248	13,050	79,298

RECONCILIATION OF FUNDS

Total funds brought forward	26,798	-	26,798
TOTAL FUNDS CARRIED FORWARD	93,046	13,050	106,096

6. TANGIBLE FIXED ASSETS

	Plant and machinery £	Fixtures and fittings £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 October 2020	36,659	14,928	12,000	4,090	67,677
Additions	17,094	5,255	-	2,381	24,730
At 30 September 2021	53,753	20,183	12,000	6,471	92,407
DEPRECIATION					
At 1 October 2020	20,750	10,151	8,203	2,013	41,117
Charge for year	5,108	1,504	949	1,115	8,676
At 30 September 2021	25,858	11,655	9,152	3,128	49,793
NET BOOK VALUE					
At 30 September 2021	27,895	8,528	2,848	3,343	42,614
At 30 September 2020	15,909	4,777	3,797	2,077	26,560

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	5,288	37,683
Bad debts provision	-	(5,426)
Staff Loans	3,994	-
	9,282	32,257

The Alive Project Ltd

**Notes to the Financial Statements - continued
for the year ended 30 September 2021**

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Bank loans and overdrafts (see note 10)	1,050	-
Other loans (see note 10)	10,763	10,000
Trade creditors	4,850	4,866
Social security and other taxes	1,657	-
Other creditors	574	551
Wages Control	(1,000)	-
Wages deductions control	146	-
	<u>18,040</u>	<u>15,417</u>

9. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	2021	2020
	£	£
Other loans (see note 10)	<u>2,794</u>	<u>13,557</u>

10. LOANS

An analysis of the maturity of loans is given below:

	2021	2020
	£	£
Amounts falling due within one year on demand:		
Bank overdrafts	1,050	-
Other loans	10,763	10,000
	<u>11,813</u>	<u>10,000</u>
Amounts falling between one and two years:		
Other loans - 1-2 years	<u>2,794</u>	<u>10,763</u>
Amounts falling due between two and five years:		
Other loans - 2-5 years	<u>-</u>	<u>2,794</u>

11. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

	2021	2020
	£	£
Within one year	6,000	-
Between one and five years	7,500	-
	<u>13,500</u>	<u>-</u>

12. ACCRUALS AND DEFERRED INCOME

	2021	2020
	£	£
Accruals and deferred income	3,076	3,919
Deferred grants	4,200	5,100
	<u>7,276</u>	<u>9,019</u>

The Alive Project Ltd

Notes to the Financial Statements - continued
for the year ended 30 September 2021

13. MOVEMENT IN FUNDS

	At 1.10.20 £	Net movement in funds £	At 30.9.21 £
Unrestricted funds			
General fund	93,046	125,815	218,861
Restricted funds			
Restricted fund	13,050	(13,050)	-
TOTAL FUNDS	106,096	112,765	218,861

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	369,131	(243,316)	125,815
Restricted funds			
Restricted fund	900	(13,950)	(13,050)
TOTAL FUNDS	370,031	(257,266)	112,765

Comparatives for movement in funds

	At 1.10.19 £	Net movement in funds £	At 30.9.20 £
Unrestricted funds			
General fund	26,798	66,248	93,046
Restricted funds			
Restricted fund	-	13,050	13,050
TOTAL FUNDS	26,798	79,298	106,096

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	247,443	(181,195)	66,248
Restricted funds			
Restricted fund	61,399	(48,349)	13,050
TOTAL FUNDS	308,842	(229,544)	79,298

The Alive Project Ltd

**Notes to the Financial Statements - continued
for the year ended 30 September 2021**

13. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.10.19 £	Net movement in funds £	At 30.9.21 £
Unrestricted funds			
General fund	26,798	192,063	218,861
TOTAL FUNDS	<u>26,798</u>	<u>192,063</u>	<u>218,861</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	616,574	(424,511)	192,063
Restricted funds			
Restricted fund	62,299	(62,299)	-
TOTAL FUNDS	<u>678,873</u>	<u>(486,810)</u>	<u>192,063</u>

14. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2021.

15. ULTIMATE CONTROLLING PARTY

The company is under the control of its Trustees, who take equal responsibility in running the Charity.

16. STATUTORY INFORMATION

The Alive Project Limited is a private company, limited by guarantee, registered in England and Wales. The company's registration number is 06705890 and the registered office is Paces Campus, Pack Horse Lane, High Green, Sheffield, South Yorkshire, S35 3HY.

The presentation currency of the financial statements is the Pound Sterling (£).

The Alive Project Ltd

Detailed Statement of Financial Activities
for the year ended 30 September 2021

	2021 £	2020 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	1,202	1,430
Grants	7,919	63,710
	<u>9,121</u>	<u>65,140</u>
Charitable activities		
Income from services provided	360,910	243,702
Total incoming resources	<u>370,031</u>	<u>308,842</u>
EXPENDITURE		
Charitable activities		
Wages	121,727	132,518
Social security	7,846	9,419
Other operating leases	39,578	46,036
Rates and water	1,411	1,168
Insurance	4,323	10,920
Telephone	1,023	923
Postage and stationery	3,630	337
Legal fees	7,352	35
Sundries	5,819	1,895
Staff training	3,236	70
Bank charges	226	174
Repairs and maintenance	22,247	7,538
Subscriptions	209	158
Computer costs	1,246	264
Travelling and subsistence	8,686	6,454
Bad debts	3,145	(2,588)
Workwear	3,792	83
Staff pension	1,711	2,649
Vehicle hire	5,500	-
Cleaning	771	-
Client Gifts	150	-
Plant and machinery	5,108	2,807
Fixtures and fittings	1,505	843
Motor vehicles	949	1,266
Computer equipment	1,115	452
	<u>252,305</u>	<u>223,421</u>
Other		
Bank loan interest	316	-
Loan	1,176	1,954
Hire purchase	-	142
	<u>1,492</u>	<u>2,096</u>
Support costs		
Governance costs		
Accountancy and legal fees	3,469	4,027
	<u>3,469</u>	<u>4,027</u>
Total resources expended	<u>257,266</u>	<u>229,544</u>
Net income	<u>112,765</u>	<u>79,298</u>

This page does not form part of the statutory financial statements