

2023 - 2024

# ANNUAL REPORT

AND FINANCIAL STATEMENTS



Social, leisure and learning opportunities  
for people with disabilities

# TABLE OF CONTENTS

Trustees' Report Introduction	2
Objectives and Activities	3
Achievements and Performance	4
Financial Review	8
Structure, Governance and Management	9
Statement of trustees' responsibilities	11
Independent Examiner's Report	12
Trustees, Senior Management and Professional Advisors	13
Statement of financial activities	14
Balance Sheet	15
Notes to the Financial Statements	16



# TRUSTEES REPORT

## FOR THE YEAR ENDING 31 MARCH 2024

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of BUILD Charity Limited for the year 1 April 2023 to 31 March 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law.

The Trustees confirm that the Annual report and financial statements comply with the current statutory requirements, the requirements of the BUILD Charity governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

Since the charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

# OBJECTIVES AND ACTIVITIES

The objects of the charity are specifically restricted to the following:

- to provide relief to people of all ages with learning disabilities and/ or other disabilities and to their families, dependents and carers; and
- to raise awareness within society of the needs and abilities of people with disabilities; and
- to provide opportunities for an active, and positive community life for people of all ages with learning disabilities and / or other disabilities.

In planning our activities for the year we kept in mind the Charity Commission's guidance on public benefit at our Trustee meetings. All services are based on promoting equality of opportunity and to encourage informed choice, and decision making by our beneficiaries.

## ACTIVITIES UNDERTAKEN TO ACHIEVE OBJECTIVES

In order to fulfil its objects, BUILD Charity Limited has structured its service delivery around three core areas of work during this period. They are best described as social, leisure and learning opportunities. We met our objects through the delivery of our Annual Operations Plan (linked to a 3-year Strategic Plan) and an annual operations budget forecast, all of which were considered, and approved by the Board of Trustees. A summary of those activities follows:

### Social Opportunities

Established in 1967, the BUILD Charity's Wednesday Club has run almost every week in Norwich. It provides a meeting place for people with disabilities to chat with their friends and access a range of activities. This includes, indoor and outdoor adapted sports, karaoke sessions, bingo, quiz nights as well as a men's and women's discussion group, cookery sessions, a creative arts project and a range of regular workshops including helping people with health and wellbeing.

The programme has developed in partnership with its beneficiaries, and managed by volunteers both with, and without disabilities, for an audience that can range from 25 to 45 people each week, depending on personal choices and the popularity of the varied programme, and with ages from late teens to mid eighties.

### Leisure Opportunities

BUILD Charity's Community Opportunities Programme (COP) offers people with disabilities the opportunities to engage in supported social and leisure activities in local communities including sports, gardening, ten pin bowling sessions, eating out at local pubs and restaurants, creative crafts, as well as sessions in a local gym for fitness and movement, and a regular walking group in the city, coast and countryside. All of these activities form part of a regular programme spread over weekday evenings and at weekends. It also includes a range of days out, short breaks and holidays through our "GetAways" scheme. This programme also features "Fuse Party Nights" which are delivered in partnership with a city-based nightclub in Norwich.

This programme is promoted providing people with informed choice, so they do what they want to, rather than what other people provide for them.

# OBJECTIVES AND ACTIVITIES

## - CONTINUED

### Learning Opportunities

Our Skills for Life project provides a series of weekend half-day workshops for people with disabilities. These provide people with a range everyday skills and experiences designed to promote greater independence in the living. In addition, we have developed a range of other workshops, with partners such as the County Council's Adult Learning Service around routes to employment.

# ACHIEVEMENTS AND PERFORMANCE

### Review of Activities

During this period (1 April 2023 - 31 March 2024) we hosted 286 separate community-based activities through 2,715 individual beneficiary engagements (up 9.2% on the previous year). These were delivered through a published programme setting out a calendar of opportunities for three months at a time. Most activities required a booking and demand often outstripped supply.

Opportunities were offered to people registered as members with the charity, and anyone else who requested details. We did not use a referral process. People continued to choose what to do based on informed choice and availability.

Activities offered to beneficiaries during this period included:

### The Wednesday Club

This ran weekly, on a Wednesday evening for 50 sessions from hired premises at initially The Lazar House, Sprowston Road, Norwich, for two weeks at the Sprowston Diamond Centre and from November 2023 at new premises at The Clare School, South Park Avenue, Norwich. Attracting an average attendance of 20 paying members each week, (up 10% on the previous year) with a core programme of art, table top games, karaoke, bingo, quizzes, and indoor sports was supplemented by nature walks, cake decorating, and a coronation party.

### The Communities Opportunities Programme (COP)

The COP activities included:

Ten Pin Tuesdays – social bowling in Norwich and Dereham

Fitness for Fun – Sessions hosted at a local gym, and an exercise class were lead by BUILD volunteers and open to members, staff, volunteers and carers. In addition, we hosted a Boxing and self-defence session as one of introductions.

Sunday Lunch Club & Weekday Supper Club – twice-monthly meals at local pubs and restaurants promoting social budgeting, trying new foods and developing social skills took place in 24 different eateries across the county of Norfolk.

Walkabouts – Monthly Sunday weekend walks in the city, coast and countryside for small groups

# ACHIEVEMENTS AND PERFORMANCE

## - CONTINUED

### **The Communities Opportunities Programme (COP) - continued**

Sunday Cinema – a monthly opportunity to support people with disabilities to see a contemporary film at the local cinemas in Dereham and Norwich.

Swimming – a monthly public session at the UEA Sportspark.

Fishing – a monthly session from the Spring of 2023 through to the Autumn at Shallowbrook Lakes, near Norwich.

Grow and go – was BUILD Charity's allotment project, with twice monthly sessions growing food at a rented allotment in northeast Norwich. Produce was shared amongst the "growers" with surpluses donated to a local community larder, and food bank.

Fuse Parties – based at The Waterfront, Norwich in partnership with the University of East Anglia Students' Union and re-launched on a quarterly basis with Dr Thirsty's in Kings Lynn - they provided a nightclub experience, in a safer environment and were described as "the best night out for people with disabilities in Norfolk".

### **The Skills for Life Programme**

The regular format of a monthly Saturday morning workshop was used to provide the following learning, and independent living development opportunities to our beneficiaries.

- Voting in elections
- Money Matters
- Planning a Day Out
- Water safety
- Jobs and volunteering
- The Great Outdoors
- Using public transport
- Healthy relationships
- Coping with Christmas
- Finding out information
- Fundraising for charities
- Love your body!

In addition, sessions were hosted with Marks & Spencer Plc for women getting advice on bra-fitting, a partnership with Norfolk County Council Adult Learning Service explored routes to employment skills and a workshop on Upcycling complimented the core programme.

### **GetAways and the BUILD Travel Service**

Providing days out, short breaks and holidays.

During this period, we hosted a weekend in the Peak District, two visits to Air Shows at the Duxford Imperial War Museum, daytrips to Buckingham Palace, the Tower of London and the National Space Centre, a weekend residential at the Dunton Centre, near Fakenham in Norfolk as well as two days of sailing and canoeing on the Norfolk Broads with the Nancy Oldfield Trust.

# ACHIEVEMENTS AND PERFORMANCE

## - CONTINUED

### Resources

The following section details the resources available, and used by the charity during this period.

*Employed staff* - These activities were managed by an employed staff team of 2.23 full time equivalent staff. This included back-office roles in Administration and Finance, (0.83 FTE) and 1 x 0.32 FTE Programme Co-ordinator (for Skills for Life) and the Chief Executive (1.08 FTE) who was partially re-deployed into an active programme operations role in addition to strategic and fundraising roles.

The optimum staffing levels were set at 3.58 FTE to include 2 Programme Co-ordinators and a Marketing Assistant. Issues with recruitment and retention had an impact on resources but not on the delivery of front-line services.

*Volunteers* – Volunteers remained the core part of front-line delivery supporting 996 engagements during the year, (excluding governance) up around 23% on the previous year with numbers of registered volunteers rising by nearly 30% from 55 on 31st March 2023 to 72 a year later. This at a time when nationally, and locally, the numbers of volunteers are declining.

*Trustees* - The Board of Trustees met regularly throughout the period receiving regular briefings and taking considered decisions around risk, finance, and sustainability throughout the period. The Board always remained quorate.

### Funding for our programmes

During this period the charity was funded through a variety of sources. These included grants from charitable trusts, fees charged for activities offered and unrestricted funds generated from community fundraising activities, and personal and corporate donors. Amongst funds raised were:

*Funding from charitable trusts and others*– Through work done by the Chief Executive, in partnership with an annual contract with Felton Fundraising, the BUILD Charity submitted 90 separate funding bids during this period with an “ask” totalling £2.6m. 69% of the income generated came through this source. Total income from this type of fundraising was in the region of £113,600.

*“Do Your Bit For BUILD”* – what has now become an annual “Self-help” fundraising weekend where we ask our members, staff, volunteers, trustees and friends and families to take part in a range of self-determined activities to raise money for the charity. This takes place in April each year. In 2023 our members with disabilities, staff and volunteers raised £4,945.57 through a group sponsored walk at Whitlingham Country Park, members making chutneys, washing cars, ringing church bells and watching TV! The aim is to show external funders that the charity is willing, and able, to “Do their bit” before asking others for support.

# ACHIEVEMENTS AND PERFORMANCE

## - CONTINUED

### Costs and fees

We continued to challenge and manage our operating costs and we were able to continue to run the charity within manageable budgets delivering affordable services at a time when pressure on individual social care budgets continued to increase, and family carers feeling an even tighter squeeze on providing appropriate social support. This added to the nationally recognised “Cost of Living Crisis” provided even more challenges to the bottom line of both the charity, the people who used its services and those supporting it.

To meet that need for a more affordable service, the Board of Trustees maintained two levels of annual membership to reflect the demand for those who used our services on a regular basis, (Gold Membership) and those who used it only occasionally (Basic Membership).

Our cost management practices showed that inclusive costs of delivery for the Charity’s services (staffing, accommodation, insurance, volunteer recruitment and vetting, administration and financial management) were around £535 per activity 2023-24. We continually explore, and implement practices that review our costs, suppliers and tightly manage our budgets.

Previous years’ comparisons are given for illustrative purposes:

- |                 |                |
|-----------------|----------------|
| • £507 (22/23)  | • £550 (17/18) |
| • £447 (21/22)  | • £505 (16/17) |
| • £ 97 (20/21)* | • £551 (15/16) |
| • £493 (19/20)  | • £600 (14/15) |
| • £442 (18/19)  |                |

*\*20/21 is lower due to higher number of on-line activities throughout the pandemic*

Direct beneficiaries of the activities personally covered the costs of the “Public ticket price” (the amount any member of the public would pay for meals, entrance fees etc) plus an Activity Support Fee, paid to the Charity, towards the cost of hosting and facilitation. This was on top of the annual Gold or Basic membership fee.

People using the services provided by the charity paid a total of £27,980 (through membership, administration and cancellation fees, confectionery sales, entrance fees etc) representing around 18% of the charity’s total operational costs. (13.87% in 2022-23, 11.18% in 2021-22, 7% in 2020-21, 13.1% in 2019-20, 14.37% in 2018-19, 16.38% in 2017-18, and 28% in 2016 17).

This increased contribution by people using our services towards the overall cost of delivering them followed consultations through the BUILD Advisory Conferences in 2022 and 2023 which demonstrated that the services offered, in comparison with other opportunities available locally, were lower and people valued BUILD services so were willing to pay more for them.

The charity aims to keep its fees to an affordable level for all of its beneficiaries but recognises, that some people will struggle to fund all the activities they want to. The Trustees have an aspirational target to reduce the cost of beneficiary contributions further over coming years to reduce the effect of the “disability premium” cost of accessing community based social, leisure and learning opportunities. It has succeeded in reducing that level of member contribution by 10% since 2016.

# FINANCIAL REVIEW

## Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

## Reserves policy

Net assets attributable to unrestricted funds (excluding fixed assets) as shown in note 11 amount to £43,942. These represent the "free" reserves of the charity.

The Trustees have agreed a reserves policy based on Charity Commission guidance which seeks to hold the equivalent of three to six months normal running costs in reserve. This is to protect the charity in the event of a further downturn in fundraising or unforeseen expenses. Based on total expenditure during 2023-24, this would normally be seen as an amount between £38k and £76k. The Trustee review reserves levels as part of a quarterly review of performance against annual budget and they are satisfied that the free reserves figure is adequate.

## Donors in 2023-2024

The following organisations gave grants, or donations, to fund BUILD's charitable activities during the financial year 2023-24. We thank them for their support.

29th May 1961 Charitable Trust	Norfolk Wealth Management
BOE Information Systems - Web Terrier	Norwich Cathedral Alms Fund
Charities Trust	Norwich North Alpha Lions
Charities Trust donation	R S Brownless Charitable Trust
Cringleford Singers	The Alchemy Foundation
D C Moncrief Charitable Trust	The Barnabas Trust
Easyfundraising	The Douglas Arter Foundation
Edward Gostling Foundation	The Fitton Trust
Francis of Lorraine Masonic Lodge	The Forbes Charitable Trust
Garfield Weston Foundation	The Lord Belstead Charitable Settlement
Goldcrest Charitable Trust	The Nichol Young Foundation
J H Rausing Charitable Trust	The Paul Bassham Charitable Trust
John Jarrold Trust	The Pennycress Trust
John Lewis Partnership	W O Street Charitable Trust
Lady Hind Trust	Waitrose Grant
National Lottery - Awards for All	

In addition, donations were received from a number of individuals (including members donating back refunds, staff and volunteers who donated back their volunteering travel or activity expenses) as well as income from community fundraising activities. Some donors have wished to remain anonymous.

91.71% of funds raised were sourced by the Chief Executive or contracted fundraising professionals, (Felton Fundraising and Appeals) 2.16% from personal donations. 0.88% from Corporate donors and 5.25% from events hosted by the BUILD Charity.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

## Constitution

BUILD Charity Limited is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association. The charity was incorporated to take over the assets and operations of the former registered charity BUILD (registration 264584), which had been established for charitable purposes since 1967.

The BUILD Charity began its activities as from 1 July 2012, at which point unincorporated BUILD stopped trading and its assets were transferred to BUILD Charity as a charitable company. The address of the Registered Office, and details of the Trustees, senior staff and principal professional advisers, are all given on page 13.

## Methods of appointment or election of Trustees

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

## Policies adopted for the induction and training of Trustees

Trustees are appointed annually in line with the terms of the Memorandum and Articles of Association recognising the need for a broad range of skills and experiences required in the governance of the charity. The Charity encourages those people who would be classed as beneficiaries of the charity, and have the required skills and experiences to be involved in the governance processes.

Prior to appointment, prospective Trustees are familiarised with the aims and objectives of BUILD Charity Limited, its decision making structures and introduced to key personnel, including the Chairman and Chief Executive. This briefing offers an opportunity to provide information about their responsibilities, and liabilities. It is led by the Chief Executive, and includes familiarisation with the constitution, annual plan, annual budget, format of Trustees meetings and definitions of "strategic" and "operational" in respect of various roles within BUILD Charity Limited.

# STRUCTURE, GOVERNANCE AND MANAGEMENT

## - CONTINUED

### **Risk management**

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. This includes a formal Risk Register introduced in September 2019 which is reviewed at each Board meeting.

As part of its strategic and operational management the Board of Trustees receives, and reviews a quarterly management reporting bringing together details of;

- Income and expenditure (compared to budget)
- Financial balance sheet
- Solvency threshold reviews
- Fundraising applications and successes
- Beneficiary and volunteer engagement activity
- Number of memberships

This report is published, and scrutinised at quarterly Board meetings.

# STATEMENT OF TRUSTEES' RESPONSIBILITY

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

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 the group of the incoming resources and application of resources, including the income and expenditure, of the charitable group for that period. In preparing these 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 judgments 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 group 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, disclose with reasonable accuracy at any time the financial position of the group and enable them to ensure that the financial statements comply with the Companies Act 2006 and the provisions of the charity's constitution. They are also responsible for safeguarding the assets of the charity and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared taking advantage of the exemptions available for small companies.

Approved by the Trustees and signed on its behalf by:



Tim Taylor, Co-Chair of the Trustees



Caroline Williams, Co-Chair of the Trustees

Dated 19 November 2024

# INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2024

## Independent examiner's report to the Trustees of BUILD Charity Limited

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2024.

### Responsibilities and basis of report

As the Trustees of the charity (and 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 charity 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 the charity's accounts 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:

1. accounting records were not kept in respect of the charity 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.

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.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

Signed: 

Name: Louisa Garamukanwa MA, FCA, CTA

Dated: 19 November 2024

# TRUSTEES, SENIOR MANAGEMENT AND PROFESSIONAL ADVISORS

As at 19 November 2024

## **Directors / Trustees who served during the year and to the date of signing**

Liam Davison

Chloe Harrison

Tim Taylor, Co-Chair

Jeremy Tusting (resigned 21 November 2023)

Caroline Williams, Co-Chair

Lee Robinson (appointed 21 November 2023) (resigned 16 September 2024)

Helen Tully (appointed 16 April 2023)

## **Senior Management**

James Kearns – Chief Executive Officer

## **Company Number**

08069610

## **Charity Number**

1147395

## **Registered Office**

Ground Floor, 12 Bank Street, Norwich, Norfolk, NR2 4SE

## **Independent Examiner**

Louisa Garamukanwa MA, FCA, CTA

# STATEMENT OF FINANCIAL ACTIVITIES

## FOR THE YEAR ENDED 31 MARCH 2024

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>Income from</b>					
Donations and legacies	3	48,244	58,890	107,134	116,342
Charitable activities		19,659	-	19,659	13,004
Other trading activities		16,644	-	16,644	16,778
Investments		811	-	811	203
<b>Total Income</b>		<b>85,358</b>	<b>58,890</b>	<b>144,248</b>	<b>146,327</b>
<b>Expenditure on</b>					
Raising funds	4	10,895	-	10,895	10,921
Charitable activities		48,983	93,249	142,232	140,882
<b>Total Expenditure</b>		<b>59,878</b>	<b>93,249</b>	<b>153,127</b>	<b>151,803</b>
<b>Net Movement In Funds</b>		<b>25,480</b>	<b>(34,359)</b>	<b>(8,879)</b>	<b>(5,476)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		21,073	71,503	92,576	98,052
<b>Total funds carried forward</b>	12	<b>46,553</b>	<b>37,144</b>	<b>83,697</b>	<b>92,576</b>

The Statement of Financial Activities includes all gains and losses in the year and complies with the requirements for an income and expenditure account under the Companies Act 2006.

# BALANCE SHEET

## AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
<b>Fixed Assets</b>			
Tangible assets	8	2,611	4,500
		2,611	4,500
<b>Current Assets</b>			
Stock		25	110
Debtors	9	5,873	8,000
Cash at bank and in hand		88,285	89,317
		94,183	97,427
<b>Creditors: amounts falling due within one year</b>	10	(13,097)	(9,351)
<b>Net Current Assets</b>		81,086	88,076
<b>Net Assets</b>		83,697	92,576
<b>Funds</b>			
Unrestricted funds	12	46,553	21,073
Restricted funds	12	37,144	71,503
<b>Total Funds</b>		83,697	92,576

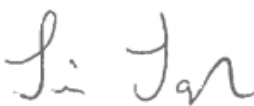
Company Number 08069610 Charity Number 1147395

The charity was entitled to exemption from audit under section 477 of the Companies Act 2006. The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

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

The financial statements were approved and authorised for issue by the Trustees on 19 November 2024 and signed on their behalf by:




..... Tim Taylor - Co-Chair ..... Caroline Williams - Co-Chair

# NOTES TO THE FINANCIAL STATEMENTS

## FOR THE YEAR ENDED 31 MARCH 2024

### 1. General information

BUILD Charity Limited is a company limited by guarantee and registered in England and Wales. The members of the company are the Trustees named on page 13. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

### 2. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### 2.1 Basis of preparation of financial statements

The financial statements 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

BUILD Charity Limited 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.

#### 2.2 Income

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

Grants are included in the Statement of Financial Activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

#### 2.3 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 on raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

# NOTES TO THE FINANCIAL STATEMENTS

## 2.4 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

## 2.5 Tangible fixed assets and depreciation

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Fixtures & fittings	15% reducing balance
Office equipment	25% reducing balance
Computer equipment	33% straight line

## 2.6 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

## 2.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

## 2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

## 2.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

# NOTES TO THE FINANCIAL STATEMENTS

## 2.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## 2.11 Pensions

The Charity meets its obligations to make employer contributions to defined contribution schemes chosen by its employees and the pension charge represents the amounts payable by the charity to these funds in respect of the year.

## 2.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

## 3. Income from donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Donations	31,433	-	31,433	12,395
Grants	15,000	58,890	73,890	103,077
Similar incoming resources	1,811	-	1,811	870
Total	48,244	58,890	107,134	116,342
<i>Total 2023</i>	<i>28,265</i>	<i>88,077</i>	<i>116,342</i>	

# NOTES TO THE FINANCIAL STATEMENTS

## 4. Analysis of expenditure by Activities

	Raising Funds £	Charitable Activities £	Total 2024 £	Total 2023 £
<b>Direct costs</b>				
Rent and rates	-	13,169	13,169	12,789
Post and sundries	-	2,223	2,223	1,179
Staff Costs - direct	-	8,471	8,471	6,804
Stationery and telephone	-	2,052	2,052	2,423
Programme delivery	-	14,123	14,123	12,600
Venue hire	-	3,412	3,412	2,739
Accountancy and bookkeeping	-	3,025	3,025	1532
Insurance	-	1,312	1,312	1389
Volunteer expenses	-	2,242	2,242	2,082
Travel costs	-	1,738	1,738	1,593
Staff training	-	-	-	-
Repairs	-	20	20	-
Light and heat	-	-	-	-
Professional fundraising fees	10,895	-	10,895	10,584
Other fundraising activities	-	-	-	337
Legal fees	-	-	-	-
Marketing and branding	-	774	774	8,909
<b>Support costs</b>				
Staff costs - support	-	78,378	78,378	75,572
Depreciation	-	2,124	2,124	2,369
IT and website costs	-	7,428	7,428	7,178
Subscriptions	-	1,217	1,217	925
Bank charges	-	224	224	249
<b>Governance costs</b>				
Independent examination costs	-	300	300	550
	10,895	142,232	153,127	151,803

Support costs, totalling £89,371 (2023: £86,293), and Governance costs, totalling £300 (2023: £550), have been apportioned proportionally to each activity.

Net expenditure/income for the year is stated after charging Independent Examination fees of £300 (2023: £550) and depreciation of £2,124 (2023: £2,369).

# NOTES TO THE FINANCIAL STATEMENTS

## 5. Staff costs and numbers

The average headcount total is:

	Total 2024	Total 2023
Direct project staff	2	2
Support staff	2	2
	4	4

Staff costs for the charity and group were as follows:

	Total 2024 £	Total 2023 £
Salaries	80,241	79,237
National Insurance	1,227	1,389
UK Pension	2,512	1,750
	83,980	82,376

No employee received emoluments amounting to more than £60,000 in either year.

The total employee benefits for key management personnel was £59,609 (2023: £56,706) inclusive of employer's pension and national insurance costs.

## 6. Trustees' remuneration and expenses

During the year ended 31 March 2024, no Trustees received any remuneration or other benefits (2023: none).

During the year ended 31 March 2024, no Trustee expenses have been incurred (2023: none).

## 7. Taxation

The BUILD Charity is a registered charity and is exempt from tax on income and gains to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

# NOTES TO THE FINANCIAL STATEMENTS

## 8. Tangible Assets

	Furniture, Fixtures & Fittings £	Office Equipment £	Computer Equipment £	Total 2024 £
<b>Cost</b>				
At 1st April 2023	1,369	1,918	9,252	12,539
Additions in the Year	-	235	-	235
Disposals in the Year	-	(88)	(2,578)	(2,666)
At 31 March 2024	1,369	2,065	6,674	10,108
<b>Depreciation</b>				
At 1st April 2023	1,075	1,324	5,640	8,039
Charge in the Year	44	192	1,888	2,124
Disposals in the Year	-	(88)	(2,578)	(2,666)
At 31 March 2024	1,119	1,428	4,950	7,497
<b>Net Book Value at 31st March 2024</b>	250	637	1,724	2,611

## 9. Debtors

	Total 2024 £	Total 2023 £
Other debtors	1,485	1,622
Prepayments and accrued income	4,388	6,378
	5,873	8,000

## 10. Creditors: amounts falling due within one year

	Total 2024 £	Total 2023 £
Trade creditors	4,196	4,115
Taxation & social security costs	1,939	2,182
Other creditors	-	-
Accruals and deferred income	6,962	3,054
	13,097	9,351

# NOTES TO THE FINANCIAL STATEMENTS

## 11. Analysis of net assets between funds

For the year ending 31 March 2024

	Unrestricted Funds £	Restricted Funds £	Total 2024 £
Tangible assets	2,611	-	2,611
Current assets	57,039	37,144	94,183
Current liabilities	(13,097)	-	(13,097)
	46,553	37,144	83,697

For the year ending 31 March 2023

	Unrestricted Funds £	Restricted Funds £	Total 2022 £
Tangible assets	4,500	-	4,500
Current assets	25,924	71,503	97,427
Current liabilities	(9,351)	-	(9,351)
	21,073	71,503	92,576

# NOTES TO THE FINANCIAL STATEMENTS

## 12. Movement in funds

For the year ending 31 March 2024

	Balance at 31 March 2023	Income £	Expenditure £	Transfer of Funds £	Balance at 31 March 2024
<b>Restricted Funds:</b>					
GetAways Programme	13,735	-	13,735	-	-
Community Activities Programme	10,000	8,500	13,948	-	4,552
Wednesday Club	2,777	4,800	7,577	-	-
Skills for Life (also known as Re-BUILD)	44,991	8,740	31,139	-	22,592
Infrastructure	-	25,000	15,000	-	10,000
Bursary Fund	-	11,850	11,850	-	-
Supported Volunteering	-	-	-	-	-
	71,503	58,890	93,249	-	37,144
<b>Unrestricted Funds:</b>					
General Funds	21,073	85,358	59,878	-	46,553
<b>Total Funds</b>	92,576	144,248	153,127	-	83,697

For the year ending 31 March 2023

	Balance at 31 March 2022	Income £	Expenditure £	Transfer of Funds £	Balance at 31 March 2023
<b>Restricted Funds:</b>					
GetAways Programme	19,328	-	5,593	-	13,735
Community Activities Programme	-	18,335	8,335	-	10,000
Wednesday Club	6,703	2,000	5,926	-	2,777
Skills for Life (also known as Re-BUILD)	24,905	30,428	10,342	-	44,991
Infrastructure	-	20,564	20,564	-	-
Bursary Fund	-	16,750	16,750	-	-
Supported Volunteering	3,500	-	3,500	-	-
	54,436	88,077	71,010	-	71,503
<b>Unrestricted Funds:</b>					
General Funds	43,616	58,250	80,793	-	21,073
<b>Total Funds</b>	98,052	146,327	151,803	-	92,576

# NOTES TO THE FINANCIAL STATEMENTS

## 12. Movement in funds - continued

The above restricted funds summary represents grants given for specific projects planned for delivery during the year ended 31 March 2024. Details are given below:

1. **GetAways Programme** - These funds will be applied to the costs of staffing, volunteering and activity costs associated with a programme of days out, short breaks and holidays.
2. **Community Activities Programme** - These funds will be applied to the costs associated with the facilitation and delivery of community based social and leisure activities.
3. **Wednesday Club** - These funds will be applied to the costs of staffing, venue hire and programme delivery for a weekly social club.
4. **Skills for Life (also known as Re-BUILD)** These these funds will be applied to the staffing, volunteering, venue and programme delivery costs of a programme that develops individuals with disabilities to live more confidently and independently.

# NOTES TO THE FINANCIAL STATEMENTS

## 19. Prior year Statement of Financial Activities

	Unrestricted Funds £	Restricted Funds £	Total 2023 £
<b>Income from</b>			
Donations and legacies	28,265	88,077	116,342
Charitable activities	13,004	-	13,004
Other trading activities	16,778	-	16,778
Investments	203	-	203
<b>Total Income</b>	<b>58,250</b>	<b>88,077</b>	<b>146,327</b>
<b>Expenditure on</b>			
Raising funds	10,921	-	10,921
Charitable activities	69,872	71,010	140,882
<b>Total Expenditure</b>	<b>80,793</b>	<b>71,010</b>	<b>151,803</b>
<b>Net Movement In Funds</b>	<b>(22,543)</b>	<b>17,067</b>	<b>(5,476)</b>
<b>Reconciliation of funds</b>			
Total funds brought forward	43,616	54,436	98,052
<b>Total funds carried forward</b>	<b>21,073</b>	<b>71,503</b>	<b>92,576</b>



# BUILD

CHARITY

Social, leisure and learning opportunities  
for people with disabilities

*Get involved!*

**AS A USER OF OUR SERVICES** - for people aged  
18 and over with a disability

**AS A VOLUNTEER** - supporting people taking  
part in activities, or behind the scenes in marketing,  
fundraising or governance

**AS AN INVESTOR** - making a donation, adopting  
us as your Charity of the Year, or supplying  
services we need.



01603 618029  
[www.buildcharity.co.uk](http://www.buildcharity.co.uk)

Registered Charity 1147395