



ActivLives

(A Company Limited by Guarantee)

Registered Charity Number: 1147615

Company Number: 7672809

Report and Financial Statements

For the year ended 31st March 2024

FINANCIAL STATEMENTS

Contents

LEGAL AND ADMINISTRATIVE DETAILS	2
THE REPORT OF THE TRUSTEES.....	3
INDEPENDENT EXAMINER'S REPORT	12
FINANCIAL STATEMENTS	13
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024.....	15

ActivLives
(A Company Limited by Guarantee)

LEGAL AND ADMINISTRATIVE DETAILS

Legal Structure

The Charity is a company limited by guarantee incorporated in England and Wales.

Patron: Roger Osborne

Trustees / Directors

M Ledger
R Scott (Chairman)
D Billson
Clare Lucas
Kerry Overton
Louise Kenlock

Chief Executive

J Stokes

Company Number: 7672809

Registered Charity Number: 1147615

Registered Office

Brightspace
160 Hadleigh Road
Ipswich
Suffolk
England
IP2 0HH

Bankers

National Westminster Bank Plc
2 Tavern Street
Ipswich
Suffolk
IP1 3BD

THE REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The Board presents its report and financial statements for the year ended 31 March 2024.

In setting objectives, developing strategies and undertaking activities, the Trustees have given careful consideration to the Charity Commission's guidance on public benefit.

The information on page 2 forms part of this report.

The objectives of the charity

Our Objectives:

To promote and maintain the physical and mental health of individuals, families, carers and communities through the provision of support services, activities, health promotion, respite, education, training and practical advice, particularly focusing in areas of deprivation and on people mainly aged 45 years and over.

Message from the Chair of Trustees

Well, it's been another busy year at ActivLives. The Board of Trustees and I are delighted to see how our services, activities and projects are reaching and having such an impact on so many lives across Ipswich, Sudbury and East Suffolk. Our services support local NHS 'Living Well' health strategies and delivery plans, particularly under the Stay Well and Age Well programmes, including mental health, people living with Dementia, Carers, increasing physical activity, Falls Prevention, Hypertension and reducing health inequalities.

New projects and courses have been delivered at the ActivGardens sites and it is great to see how the Men's Breakfast Hub and the new Kurling Group in Felixstowe have both grown over the year. Other new projects such as BreatheFit are now underway supporting people living with chronic obstructive pulmonary disease (COPD), respiratory health conditions, heart / lung disease, asthma and long Covid.

There have been a number of changes in the way that some of our services have been funded and I commend the staff involved, as I know this hasn't been easy. However, they have continued to deliver a very much needed service in Suffolk with a smile, passion, empathy and care to enable our members to stay independent and mobile.

Each year we thank all of our members for continuing to access ActivLives services and projects and for your feedback, which helps us to ensure we deliver quality services that are needed and community led.

As always, a big thank you to our hard-working staff and loyal volunteers for ensuring that our sessions are beneficial, engaging, fun and safe and keep you all coming back for more.

The Board of Trustees meet every month to ensure that ActivLives is meeting our Strategic aims and objectives, that services continue to develop; we are engaging and supporting the people we need to reach; that we have the resources and skills we need to deliver our services and most importantly the funding we need to develop and grow in the future.

We have continued to look at our staffing structures, recruitment processes and the Trustee Board to ensure we have the right skills mix, knowledge and experience required to take the organisation forward and grow our services. The key areas include income generation, Funding / Fundraising, Marketing and Communications and Operation Management.

We have also been reviewing our five Strategic aims for 2024 – 2026. These can be found in our new ActivLives Strategy document. Improving the population's health and preventing illness and disease is key to reducing health inequalities and is at the heart of the [NHS Long Term Plan](#). ActivLives will continue to develop services that improve people's health and well-being; reduce loneliness and social isolation and provide opportunities for people to learn skills and volunteer. We will continue to focus on our financial sustainability, our workforce, our presence and building positive partnerships and support in the community.

I want to finish by saying thank you again to all the staff, volunteers, members, our funders and supporters and everyone who helps make ActivLives what it is today. Let's celebrate everything that we have achieved over the last year, we should all be very proud.

Many Thanks

Rachael Scott - Chair of Trustees

Chief Executive Officers Report – Julie Stokes

This year's Annual Report and AGM celebrates our amazing staff, new staff who have joined us and our dedicated, loyal and committed team of volunteers who help keep our services, sites and projects up and running. They support many people in our community who are marginalised because of their age, culture, faith, religion, nationality, physical and / or mental health, disability or personal circumstances.

This year has been a year of 'change'. We have heard a lot about 'change' over the last few months and I did have the pleasure of meeting our new Prime Minister, Sir Keir Starmer at Gainsborough Leisure Centre, 3 years ago when he visited our Walking Football Group. Members and I talked to him about the plight of charities, the NHS, the barriers that prevent people from participating in physical activity and of course funding. For ActivLives, and other charities, 'change' happens every year and that's why we are expert in adapting to new ways of working, while continuing to deliver our much-needed projects and services across Suffolk.

We have five Strategic Aims:

- Creating & connecting communities
- Improving health & well-being
- Providing opportunities for learning, volunteering & developing skills
- Creating strong financial sustainability
- Strengthening the way we work at ActivLives

In this Annual Report 2023 – 2024 you will see how we are meeting our strategic aims, through the amazing projects and services that we deliver each week; the impact that our activities have on our members lives, their carers and families through their comments, feedback and stories and how we are reaching and supporting more and more people in Ipswich and across East Suffolk with new activities, as well as developing and growing our existing services.

My CEO report is an opportunity for me to welcome new members of staff to ActivLives, highlight new services, sometimes say goodbye, but most of all thanking everyone for making this organisation, what it is today.

This year ActivGardens welcomed Phoebe Hyett as Project Officer for the new 'Grow Your Future' Courses funded by the Henry Smith Charity. Former volunteer Jane Bearham, took on the role of Project Co-ordinator at our project in Sudbury Belle Vue Park in 2023 and is doing an amazing job leading the team of volunteers. A big thank you to Babergh District Council for supporting the project and to Jane and the team of hardy volunteers who attend each week to tend to the plants and borders and make the park look lovely for local people and visitors. We also welcomed Jack Cook in July 2023, for one year with ActivGardens, funded by New to Nature - Groundwork UK.

Ian Hirst, Operations Officer works hard every year to ensure staff, volunteers and visitors are able to work in a safe environment and that the gardens are accessible to all abilities. He also keeps a watchful eye on our lovely bees, supports our bee-keeping team of volunteers and encourages people to learn about bees, insects and nature in general. A thank you goes out to our amazing bee mentor Barrie Powell or 'Barrie the Bee' as he is known, who has supported our bee project for many years sharing his knowledge and passion of bees with many volunteers, some of whom have gone on to start beekeeping with their own bee hives. There is nothing about bees that Barrie doesn't know.

Other members of the team Samatha Grainger-Cowles and John Bettison continue to develop their projects 'Gardening in Mind' and ActivSheds, and not forgetting Susannah Robirosa,

ActivGardens Development Manager who has been developing and growing ActivGardens for over 15 years. Susannah secures the funding each year to keep the three gardens running and manages all the projects. A huge thank you to Susannah for her dedication, passion and expertise in horticulture and developing the gardens over all these years and to all the ActivGardens staff and volunteers who work in all weathers to run the courses, maintain the gardens, not forgetting nurturing our lovely plants at the nursery at Charity Walled Garden.

This year we joined up with Norfolk and Suffolk Foundation Trust to deliver the ActivCommunity project and welcomed Moira Hoogendyk – ActivCommunity Support Officer - to the team. This project supports older adults with severe mental health needs and helps them access and participate in a range of community activities, to improve their well-being and reduce loneliness and social isolation.

Frazier Seager – ActivAgeing Project Officer - joined us to develop our ActivSport programme for older adults; kick-started two New Age Kurling Groups in Ipswich and Felixstowe and developed two new BreatheFit programmes in Stowmarket and Leiston. Mike McCarthy – ActivSport Development Officer - has been working with younger adults with an intellectual disability and / or physical disability to improve access to inclusive sport, such as inclusive boccia, badminton and bespoke sessions. These activities also provide opportunities for people to take part in tournaments and competitions, working in partnership with Special Olympics Suffolk.

Our seated exercise and dance programme Keep on Moving funded by Suffolk County Council Public Mental Health Fund, enabled us to widen our reach in Saxmundham and Felixstowe with Marcus Hayward, a new Freelance Instructor and Laura Lopez, Step-by-Step Co-ordinator, developing the two new sessions. We also welcomed Claire Kynaston, Freelance Instructor to facilitate our two ActivSteps sessions in Ipswich, after Judy Rainer retired.

The Step-by-Step team, Jemma, Laura, Del and Frazier have been working closely with three Councils, Ipswich Borough Council, East Suffolk and Mid-Suffolk and Babergh District Councils to introduce a new falls prevention Strength and Balance Programme in Suffolk. This has impacted on our service, but we continue work with the Councils to develop their Strength & Balance programme and seek other sources of funding to support our Better Balance on-going sessions. I would like to thank the staff for their perseverance and patience through this time, it hasn't been easy, and for the support of our members who value their sessions and see the benefits of participating in this exercise.

Our new ICare Connect carers project, funded by Suffolk Community Foundation's – Suffolk Carers Fund started in 2023, with Alison Pearson – ActivLives Engagement Officer - leading the project alongside the Men's Breakfast Hub and ActivFriends. All these projects support carers and cared for and another thank you goes to all the volunteers who help Alison deliver these activities.

We held a very interesting workshop with the support of Dr Andrew Brinkley from the School of Sport, Rehabilitation and Exercise Sciences at the University of Essex on 'Increasing Participation in Physical Activity for Older Adults'. 23 members, volunteers and carers attended the session and the buzz in the room was fantastic. A report was produced called 'Understanding the enablers and challenges to physical activity participation for older adults living in Suffolk', which has fed into local strategies. We hope to hold more workshops like this in the future and develop an ActivPartnership Group involving members and volunteers.

In July 2023, the High Sheriff, Mark Pendlington visited ActivLives and met and talked to our volunteers and members at Chantry Walled Garden, All Hallows Better Balance session, Elderflower Carers Hub, ActivSheds and the People's Community Garden. Mark was very

impressed with all our activities and said he would help promote ActivLives during his term as High Sheriff.

Funding is always a challenge and is obviously our top priority every year, to enable us to continue delivering our services and developing new ones. We generate income, we apply for grants and we rely on donations from our members, their families, the general public, local business and our supporters.

Each year we need to raise over £400,000 and so again, I must thank Susannah Robirosa, Cynthia Glinos and Alison Pearson for their hard work and dedication in helping me to raise the amazing sum of over £300,000 towards the 2023 - 2024 budget. This involves, writing funding applications and letters, looking at ways to generate income, linking with the Corporate and Business Sector, local Borough, District and County Councils and Councillors and working closely with our health and social care colleagues to try and secure local, regional and national funding for ActivLives.

A big thank you goes out to our funders, supporters, members and their families who generously donate and invest in ActivLives, and help us support over 1500 people each year, these include, an anonymous person who donated £500; the Mariners Pub, Trimley St Mary who raised £265 at a quiz night; ASDA Foundation - £300; our lovely Trustee Clare Lucas at a Ducks in a Row event raised £700; Kesgrave High School - £500; Northwood Investors - £500; ShareGift - £1,000; the Murphy-Neumann Charity - £1,500; in memory of Audrey Faiers - £328 and £1,043 from our generous volunteers, parents and members.

Through Clare's event, we also, very kindly, received a free photo shoot from professional photographer John Ferguson, who took some amazing photos at our indoor Bowls Group at Gainsborough Leisure Centre and our volunteers at Chantry Walled Garden. John currently has an exhibition, 'An Eye for Life' at Christchurch Mansion until April 2025.

We are currently Charity of the Year with the Mason's Lodge of Perfect Friendship, nominated by Halstead Ottley, who has been an instructor with us for 15 years and also Ipswich Wanderers Football Club who are both holding events, quiz nights, raffles etc to raise funds for us. Thank you for picking us as Charity of the Year.

In March 2024 we had to say goodbye to Ben Willmott, our Marketing and Communications Officer who moved to Norfolk, but we have now been joined by Jomel Gutierrez, who works with Cynthia Glinos and volunteer Jean White in the main office and is doing an amazing job to promote the organisation and refresh the ActivLives brand. Welcome, also Stella Houlihan, Office Administration, who joined us in April 2023 to help input all our attendance and registration data.

So, we have experienced 'change' and 'challenge times', but I have an amazing team of caring, passionate, enthusiastic and experienced staff and a wonderful team of dedicated and loyal volunteers across the organisation, who work exceptionally hard to keep our services running. So, a big thank you to all the staff, our freelance staff, volunteers and Trustees for your dedication and commitment to ActivLives and also our members for your support, generosity and feedback.

We look forward to another interesting and 'active' year at ActivLives.

Julie Stokes *Chief Executive Officer*

Structure, Governance and Management

Governing document

The organisation is a charitable company limited by guarantee, incorporated on 16th June 2011 and registered as a charity on 8th June 2012. The company was established under a Memorandum of Association, which sets out the objects and powers of the charitable company and is governed by its Articles of Association. In the event of the company being wound up, members are required to contribute an amount as may be required, not exceeding £10.00.

Recruitment and Appointment of Trustees

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as the Board of Trustees.

The charity is working to ensure that a wide range of business skills are represented on the board.

Trustee induction and training

All new Trustees complete an application form and provide two references. Where appropriate, prospective Trustees are interviewed by representatives of the Trustee Board and the Chief Executive Officer (CEO) regarding their experience and what skills they can bring to the organisation. Trustees receive information about their roles and are inducted into the organisation by the CEO and Office Manager. All Trustees are DBS checked and undergo mandatory training such as Safeguarding Children and Young People / Vulnerable Adults.

Away days are held as required to review the development of the organisation and agree its Business Plan and Strategies. Trustees are invited to take the lead for certain areas of development such as Finance & Fundraising, Marketing & Communication, Operations and Services.

Organisation

The management of the charity is vested in the Board of Trustees ("the Board") consisting of a minimum of 4 members with no maximum number. The Board meets at least 6 times per year to determine the policy and organisational structure and to review and monitor the management of the charity.

Julie Stokes, CEO, is appointed by the Trustees to manage the day to day operations of the charity. To facilitate effective operations, the CEO, has delegated authority, within the terms of delegation approved by the Trustees, for operational matters including finance and employment.

The ActivLives staff team consists of 4 full time member of staff, and 12 part time employees, and is the key resource of the charity.

Risk Management

The Board has, where appropriate, established systems and procedures to mitigate the risks the charity faces. Funding levels are under continual review to ensure the ongoing operation of the charity. Procedures are in place to ensure compliance with statutory health and safety obligations in respect of staff, volunteers, clients, and visitors.

Relationships with other groups, charities, and individuals

ActivLives works in partnership with many different individuals, groups and other organisations to bring expertise, knowledge and funding to meet the aims of the organisation, to support and promote other local initiatives, share best practice and reduce duplication of services.

Reserves Policy

The Trustees policy is that unrestricted funds held by the company should exceed 3 months budgeted expenditure. In the longer term the intention would be to increase reserves and lengthen this period but given current economic conditions and competition for funding the current policy is considered sensible and achievable, and is regularly reviewed.

Investment Policy

At the present time the company's available cash is required to be available to meet its working capital requirements and there are no funds available for longer term investment. The company's funds are therefore held in instant access or short notice bank accounts. This policy is regularly reviewed by the Trustees, considering budgeted income and expenditure and available funds.

Treasurer's Financial Review – Mark Ledger

This year has seen significant increase in the weekly activities being put on with increased attendances supporting a 30% increase in generated income. Grant income also increased by nearly 20% attributable to Henry Smith Charity which started in this year and funding for Public Health type projects.

We are showing a deficit of £31k which is similar to last year and means our available reserves have reduced to £158k but that still represents a healthy reserve.

The current year looks like it will show a similar position to the last 2 years.

Funders for 2023-24

We are continuously grateful to our funders in supporting the valuable work we do. The organisations that helped provide this key funding in the current year were;

- ✓ Ipswich Borough Council
- ✓ Suffolk County Council
- ✓ East Suffolk Council
- ✓ Mid Suffolk District Council
- ✓ Babergh District Council
- ✓ Stowmarket Town Council
- ✓ NHS Suffolk and North East Essex ICB
- ✓ National Lottery Community Fund
- ✓ Norfolk & Suffolk Foundation Trust
- ✓ Suffolk Community Foundation – Maurken Fund; Suffolk Giving Fund; Equity in Mind; England Co-op Lunch Club Fund; Healthy Heart Fund; Brooks Grantmaking Fund; Suffolk Carers Fund; Private Fund JA; Suffolk Sports Fund; Suffolk Cancer Screening Awareness Fund; Suffolk Police & Crime Commissioner's Fund; Pargiter Trust Fund; Langlands Grantmaking Fund
- ✓ Suffolk Family Carers
- ✓ Mrs L D Rope Third Charitable Trust
- ✓ Garfield Weston Foundation
- ✓ Henry Smith Charity
- ✓ New to Nature Groundwork
- ✓ Postcode Places Trust
- ✓ Sport England
- ✓ Heart Research UK
- ✓ Ipswich Dementia Action Alliance
- ✓ Boccia England
- ✓ Special Olympics Suffolk
- ✓ Mediterranean Shipping Company

In addition to this there has been hard work from all the staff within the organisation, looking after the gardens and promoting the cause of ActivLives, for which all the Trustees are very appreciative.

Going Concern

The charity is in a strong position and considers there to be no going concern issues.

ActivLives
(A Company Limited by Guarantee)

THE REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are responsible for preparing the Trustees Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Practice).

Company law requires the Trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of ActivLives and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that year. In preparing those financial statements, Trustees are required to:

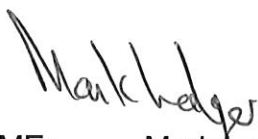
- Select suitable accounting policies and then apply them consistently,
- Observe the methods and principles in the Charities SORP,
- Make judgements and estimates that are reasonable and prudent, and
- Prepare financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

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

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small entities.

In preparing this report the Trustees have reviewed the financial position of the Charity which is identified in pages 8 & 9 in relation to the Reserves Policy and Going Concern statement.

Approved by the Board of Trustees on 27 September 2024 and signed on its behalf by



NAME: Mark Ledger
Trustee



NAME: Dan Billson
Trustee

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF ACTIVLIVES CHARITY NO: 1147615

Independent Examiner's Report to the Trustees of ACTIVLIVES Ltd

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2024 which are set out on pages 13 to 19

Responsibilities and basis of report

As the charity 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 company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of Institute of Chartered Accountants in England and Wales, 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 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.



J. J. Oakley FCA
Beatons Limited
Chartered Accounts
7 Three Rivers Business Park
Felixstowe Road
Foxhall, Ipswich
IP10 0BF

27 September 2024

FINANCIAL STATEMENTS

Statement of Financial Activities including Income and Expenditure account for the year ended 31 March 2024

	Note	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Incoming Resources					
Grants & Donations	2	£11,466	£302,963	£314,429	£265,900
Generated Income	2 & 3	£133,856	-	£133,856	£103,838
Investment Income	6	£2,609	-	£2,609	£633
Total Incoming Resources		£147,931	£302,963	£450,894	£370,371
Resources Expended					
Expenditure on charitable activities	4	(£116,337)	(£309,918)	(£426,255)	(£344,923)
Cost of raising funds		(£54,141)		(£54,141)	(£55,034)
Governance Costs		(£1,560)		(£1,560)	(£1,800)
Total Resources Expended		(£172,038)	(£309,918)	(£481,956)	(£401,757)
Net Incoming / (Outgoing) Resources		(£24,108)	(£6,955)	(£31,063)	(£31,386)
Net Movement of Funds in Year		(£24,108)	(£6,955)	(£31,063)	(£31,386)
Reconciliation of Funds					
Total Funds brought forward		£181,787	£122,393	£304,180	£335,566
Total Funds carried forward		£157,679	£115,438	£273,117	£304,180

The statement of financial activities includes all gains & losses recognised in the year. All incoming resources & resources expended derive from continuing activities.

The notes on pages 15 to 19 form part of these accounts

Balance Sheet
As at 31st March 2024

	Note	2024	2023
FIXED ASSETS			
Tangible Assets	9	£8,043	£6,938
CURRENT ASSETS			
Debtors	10	£1,070	£2,159
Cash at Bank and in hand		<u>£265,504</u>	<u>£296,583</u>
		<u>£266,574</u>	<u>£298,742</u>
CREDITORS: Amounts falling due within one year	11	£1,500	£1,500
NET CURRENT ASSETS		<u>£265,074</u>	<u>£297,242</u>
NET ASSETS		<u><u>£273,117</u></u>	<u><u>£304,180</u></u>
CAPITAL & RESERVES			
Restricted Funds	2	£115,438	£122,393
Unrestricted Funds	2	£157,679	£181,787
TOTAL CHARITY FUNDS	2	<u><u>£273,117</u></u>	<u><u>£304,180</u></u>

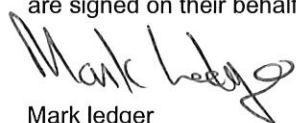
For the financial year ended 31 March 2024 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and their preparation of financial statements.

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

These financial statements were approved by the Directors and Management Board on 27 September 2024 and are signed on their behalf by:



Mark ledger
Director

Company registration Number: 07672809

The notes on pages 15 to 19 form part of these accounts

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

1 ACCOUNTING POLICIES

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year.

Basis of Accounting

The Charity is a Company limited by guarantee and has no share capital. The Charity is incorporated in England and Wales. The address of the registered office is Brightspace 160 Hadleigh Road Ipswich Suffolk IP2 0HH. The company number is 07672809.

The charity constitutes a public benefit entity as defined by FRS 102. 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, Companies Act 2006 and UK Generally Accepted Accounting Practice.

The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show and true and fair view.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are which is the functional currency of the charity and rounded to the nearest £.

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

Fund Accounting

General funds are unrestricted funds available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subject to restrictions on their expenditure imposed by the donor.

Incoming Resources

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income.

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated service and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable activities are accounted for when earned.
- Incoming resources from grants which are related to performance and specific deliverables are accounted for in the year the charity receives the grant but are then deferred until the period the charity earns the right to consideration by its performance.
- Incoming resources from trading activities are accounted for when earned.

Resources Expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs incurred in generating voluntary income and fundraising generating costs.
- 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 cost of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SoFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, eg estimated usage as set out in Note 4.

Fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation has been provided for at 25% per annum on all assets, designed to write off the assets over their expected useful life, which in all cases is estimated as 4 years.

Pension Costs

The company operated a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against profits in the year they are payable.

Cash and cash equivalents

Cash and cash equivalents are basic financial assets and included cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

2. MOVEMENTS IN FUNDS

Restricted Funds

	At 1st April 2023	Incoming Resources Received in year	Incoming Resources Allocated in year	Outgoing Resources	At 31st March 2024
Ipswich Borough Council					
- Cash Grants	-	£10,000	£10,000	£10,000	-
- Strength and Balancing Funding		£14,210	£7,860	£7,860	£6,350
- Community Resilience Funding	-	£1,272	£1,272	£1,272	-
Suffolk County Council					
- Councillors Locality Funding	-	£3,941	£3,941	£3,941	-
- Covid Memorialisation Fund	£2,000		£2,000	£2,000	-
- Physical Activity Strand	£16,680		£16,680	£16,680	-
- Engaged Communities	£6,220		£6,220	£6,220	-
- Refugees and Asylum seeker fund		£20,500	£8,500	£8,500	£12,000
- Ipswich West Health & Wellbeing		£11,100	£460	£460	£10,640
East Suffolk Council					
- Community Chest Fund	£4,446		£4,446	£4,446	-
- Strength and Balancing Funding		£21,033	£14,573	£14,573	£6,460
- Felixstowe Peninsula Community Partnership		£2,200	£2,200	£2,200	-
Mid Suffolk District Council					
- Strength and Balancing Funding		£15,364	£7,364	£7,364	£8,000
Babergh District Council					
- Annual Agreement	-	£9,990	£9,990	£9,990	-
Stowmarket Town Council	-	£495	£295	£295	£200
NHS Suffolk & North East Essex ICB	£27,500		£27,500	£27,500	-
National Lottery Community Fund	£25,000		£25,000	£25,000	-
Norfolk & Suffolk Foundation Trust	-	£13,650	£13,650	£13,650	-
Suffolk Community Foundation	£17,500	£75,884	£44,096	£44,096	£49,288
Suffolk Family Carers	-	£10,000	£10,000	£10,000	-
Mrs L D Rope Third Charitable Settlement	£16,567	-	£16,567	£16,567	-
Garfield Weston Foundation		£15,000	£7,500	£7,500	£7,500
Henry Smith Charity		£30,800	£30,800	£30,800	-
New To Nature Groundwork		£12,792	£12,792	£12,792	-
Postcode Places Trust		£24,995	£9,995	£9,995	£15,000
Sport England	£2,460	£2,497	£4,957	£4,957	-
Heart Research UK	£4,020	£1,980	£6,000	£6,000	-
Ipswich Dementia Action Alliance		£2,000	£2,000	£2,000	-
Boccia England		£520	£520	£520	-
Special Olympics Suffolk		£240	£240	£240	-
Mediterranean Shipping Company		£2,500	£2,500	£2,500	-

Total Restricted Funds

£122,393	£302,963	£309,918	£309,918	£115,438
----------	----------	----------	----------	----------

Unrestricted Funds

Grants & Donations	£11,466		£116,337	
Generated Income	£133,856		£55,701	
Investment Income	£2,609		-	
Unrestricted Funds	£181,787	£147,931	-	£172,038
				£157,679

Total Funds

£304,180	£450,894	£309,918	£481,956	£273,117
----------	----------	----------	----------	----------

3. INCOMING RESOURCES - ACTIVITIES FOR GENERATING FUNDS

	Unrestricted	Restricted	2024	Total 2023
Produce & Plant Sales	£9,637		£9,637	£10,277
Placement & Training Services	£7,888		£7,888	£12,405
ActivHub Sessions	£110,128		£110,128	£76,446
Other	£6,203		£6,203	£4,710
Total	£133,856	-	£133,856	£103,838

4. TOTAL RESOURCING EXPENDED

	CHARITABLE ACTIVITIES	GOVERNANCE COSTS	TOTAL 2024	TOTAL 2023
Costs directly allocated to activities				
Staff Costs	£198,655		£198,655	£136,156
Freelance costs	£43,868		£43,868	£40,697
Staff Travel & Expenses	£9,751		£9,751	£7,106
Volunteer Expenses	£1,933		£1,933	£1,629
Project Expenses	£43,482		£43,482	£43,703
Venue Costs & Expense	£40,747		£40,747	£29,907
Support Costs allocated to activities				
Staff Costs	£46,733		£46,733	£46,378
Office Expenses	£35,660		£35,660	£34,701
Travel				-
Communications	£2,745		£2,745	£2,333
Depreciation	£2,681		£2,681	£2,313
Total Resources Expended	-	£426,255	-	£426,255

5. NET (OUTGOING) / INCOMING RESOURCES

	Total 2024	Total 2023
This is stated after charging:		
Depreciation	£2,681	£2,313
Pension contributions	£8,323	£7,595

6. INVESTMENT INCOME

	Total 2024	Total 2023
Interest receivable	£2,609	£632

7. STAFF COSTS AND NUMBERS

	Total 2024	Total 2023
Gross Salaries	£275,873	£217,116
Employer's National Insurance	£15,333	£12,858
Pension Contributions	£8,323	£7,595
	£299,529	£237,569

Number of full time employees or full time equivalents "FTE":

The average number of FTE, excluding trustees & directors =	9.2	7.5
-------------------------------------------------------------	-----	-----

There were no fees or other remuneration paid to any trustee.

There were no employees with emoluments over £60,000 per annum.

8. TAXATION

As a charity, ActivLives is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity

9. TANGIBLE FIXED ASSETS

	CABIN	POLYTUNNEL	EQUIPMENT	Total
COST				
At 31 March 2023	£14,422	£2,650	£25,716	£42,788
Additions	£2,452		£1,334	£3,786
Disposals				-
At 31 March 2024	£16,874	£2,650	£27,050	£46,574
DEPRECIATION				
At 31 March 2023	£13,193	£2,650	£20,007	£35,850
Charge for the year	£920	-	£1,761	£2,681
Disposals				-
At 31 March 2024	£14,113	£2,650	£21,768	£38,531
NET BOOK VALUE				
At 31 March 2024	£2,761	-	£5,282	£8,043
At 31 March 2023	£1,229	-	£5,709	£6,938

10. DEBTORS

	Total 2024	Total 2023
Trade Debtors	£1,070	£2,159

11. CREDITORS

	Total 2024	Total 2023
Accruals	£1,500	£1,500

12. INDEPENDENT EXAMINERS REMUNERATION

	2024 £	2023 £
The independent examiners remuneration amounts to an independent examination fee of	£1,620	£1,629

13. RELATED PARTY TRANSACTIONS

	2024 £	2023 £
The remuneration of key management personnel is as follows:	£72,090	£72,829

There are no other related party transactions during the year Nil (2023: Nil)