

PATIKO BAKER'S FORT PROJECT

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS**

For The Year Ended 31 MARCH 2022

FOR

PATIKO BAKER'S FORT PROJECT

PATIKO BAKER'S FORT PROJECT

**PATIKO BAKER'S FORT PROJECT
CONTENTS OF THE FINANCIAL STATEMENTS**

for the Year Ended 31 MARCH 2022

Legal and administrative information
Report of the Trustee Board
Independent auditors' report
Statement of financial activities
Balance sheet
Notes forming part of the financial statements

PATIKO BAKER'S FORT PROJECT

Trustees Annual Report Year End March 2022

Legal and Administrative Information

Status: Est. May 1999

Website: www.patikobakers.org.uk

Insta: @patikostudios

Principle Address:

Red Door Studios
Rear of
120 High Street
London
E6 3RW

Contact

Tel: 020 8552 6714

Email: admin@patikobakers.org.uk

Members of the Board of Trustees

Juliet Can	Vice-Chair
Emma Connelly	Secretary
Beatrice Piloya	
Russ Gunby	
Mariama Bah	

Bankers:

Barclays Bank PLC
Newham Business Center
737 Barking Road
London E13 9PL

Solicitors

74 Cambridge Heath Rd,
Bethnal Green,
London E1 5QJ

Accountants

Community Accountancy Project
The Print House
18 Ashwin Street
London E8 3DL

PATIKO BAKER'S FORT PROJECT

Annual Report for the year ended 31 March 2022

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2022.

Legal and administrative information set out on page 1 and 2 forms part of this report.

The financial statements comply with current statutory requirements, the Memorandum and Articles of Association and the Statement of Recommended Practice - Accounting and Reporting by Charities.

Structure, Governance and Management

Governing Document

Patiko Baker's Fort Project was set up in May 1999, The organisation is a voluntary community organisation governed by a Constitution which established the objects and powers of the charitable organisation.

Recruitment and Appointment of Management Committee

A Board of Trustees of up to nine members, who meet four times per year, administers the charity. They are responsible for the overall organisation and structure of the centre and make decisions concerning the programmes, users and employees. They support the core staff comprising 3 full time and 3 flexible session/outreach workers.

The Management Committee is responsible for the strategic direction and policy of the charity and a wide range of skill sets and representation is sought to ensure the charity can fulfil its vision. The responsibility for running the charity's activities and the provision of services rest on the management Committee

Risk Policy

The management committee has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

PATIKO BAKER'S FORT PROJECT

Objectives of the Charity

The objects of the organisation are to:

- To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society.
- To advance in life and relieve needs of young people through:
 - a) the provision of recreational and leisure time activities provided in the interest of social welfare, designed to improve their conditions of life;
 - b) providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- The relief of anyone who may have been the victim of the human trafficking trade and to relieve the suffering of the victims by providing practical support and assistance and raising awareness of human trafficking particularly the consequences for, and needs of, victims.
- To relieve sickness and promote and protect good health in particular but not exclusively through community health programmes.

Public Benefit

Patiko Baker's Fort Project achieves public benefit through its work in improving the quality of lives of the most disadvantaged and marginalised members of the community. Our work over the last 20 years has been to meet the needs of the most forgotten and unfairly marginalised of our society. We work in fields including victims of supporting refugees, anti human trafficking, violence against women, employment, education, rights and equality, youth development and supporting the elderly.

We also deliver services to the most poverty stricken and impoverished communities in the UK working to improve their quality of life, financial health and access to education/skills development. We see that there are gaps that are not met by the local government and responsible institutions. We see children struggling with access to basic equipment, families dependent on food banks and parents with no recourse to funds or the right to work.

We provide benefit to the public through offering a range of support services ranging from one to one support, guidance, referrals to appropriate organisations as well as skill training peer support events. We adapt to each client and there is no one size fits all, we work holistically, trying new ways to solve social issues.

Our approach is to look at a whole life-cycle of support ensuring that we provide a safe, trusting space as the first milestone. Our ethos is to ensure the people we serve build confidence to hold their head high and believe they deserve respect, dignity and a place in society.

PATIKO BAKER'S FORT PROJECT

Achievements and Performance

This year has been a year of re-adjusting and re-focusing for many organisations in the charitable sector. The need for our work has continued and communities are adjusting to the new economic climate post Covid.

In 2021/2022 we continued to focus our work on supporting those affected most by Covid.19 particularly those on low income from Black and Minority Ethnic Backgrounds and older people. Many people have found themselves unemployed due to the economic downturn or homeless due to lower income. We have also been encouraged by the number of community members wanting to start small micro enterprises using skills they have honed during Covid. These range from catering, homemade beauty products and fashion. We engaged with 1720 people throughout the year and connected with 12 partners.

Continuing to support the growth of arts, culture and heritage has been vital in ensuring that we can remain connected, strengthen our mental health and increase our skills. We continue to train community volunteers to deliver arts and cultural programs virtually and in person.

Our Activities at a glance.

Community events and support for the socially excluded, elderly and isolated

We offered services in person, through Zoom, Whatsapp and Team. The aim is to strengthen community access, identity and decrease isolation. We delivered:

- Creative Workshops such as drumming, tailoring, photography, poetry and cooking classes.
- Walking sessions - weekly walking sessions across green spaces with opportunities to meet for coffee before and after. Walking sessions enable members to discuss what is going on in their lives, their needs and what more we could offer. It supports mental health and healing plus the opportunity to make friends.
- Befriending services for the elderly and providing intergenerational events so they can have access to company, share their stories and feel part of the community.
- We also organise workshops that promote health including cooking and health promotion for all ages and backgrounds.
- We deliver culturally appropriate foods for those on low income esp those whose food banks do not offer cultural food. We deliver boxes across London to various communities. This has been very well received.
- We support skills development through workshops on how to start a small business & entrepreneurship
- Advocacy- We walk alongside the marginalised to get the right support for them, these include access to housing, legal support, support with understanding benefits.
- We support those for whom English is a second language or have little digital skills to access support.

PATIKO BAKER'S FORT PROJECT

Referral Service

Our referral service is for any community members who need support, information and guidance. Some community members just want a place to be heard, meet new friends. Example of issues we support with are

- *Mental Health:* Difficulty adapting to new environments, enjoying things.
- *GP services:* Access to face to face support and/or fear of accessing due to legal status.
- *Access to food :* particularly cultural food
- *Training and Education:* Support with starting a business, access to education after many years from the educational system.
- *Homelessness:* We continue to partner with community Links and our local Renewal centre to refer cases, if urgent then we can advocate to local housing office or social services.
- *Access to form filling:* We support individuals with form filling for government support, CV support or online guidance for those who do not have easy access to the internet.

Arts and Culture

Arts and Culture connects us regardless of background and culture. We continued to deliver cultural activities and events collaborating across communities and borders. It's the foundation of how we build relationships regardless of our English language skills. We have worked towards ensuring as much of the diverse culture is celebrated, retained and promoted. It serves as a tool to relieve pain and trauma, connect with our future and past and find joy even in the hardest of times. We see our role as championing art and culture that represents minority groups. We do this through:

- Providing space for experimentation, showcase and enjoyment.
- Collecting artefacts and heritage materials that represent the groups we engage with
- Training heritage volunteers to give talks in schools and community groups
- Arts and cultural workshops that include storytelling, drumming, poetry, dance and music
- Food heritage workshops and connecting with local cultural stall holders
- Taking part in Refugee week and Black History Month
- Developing resources such as books, written words and podcasts.
- Partnering with other organisations to provide space for community individuals to grow their art practice with accessible studios and materials.
- Championing local community arts and engagement to ensure accessibility

Volunteers

Volunteering is a worthwhile experience and can be mutually beneficial for individuals, communities and organisations. Often it provides a way to gain confidence in formalised interaction, to share skills and ideas, to feel part of a team and get a sense of achievement. For many it's a way to showcase their skills and use this as a stepping stone to move forward

PATIKO BAKER'S FORT PROJECT

with their goals. It also provides a platform to experiment with ideas to support the community.

Sustainability

Our trade income has been hugely affected by the post pandemic and as such we will need to build up our income stream, trade and reserves..

Finance and Operations

The organisation's total incoming resources for the year were £236,159 down from the previous year due to an decrease in grant income. We continue to approach other funders in the next financial year. Donations were down but this was to be expected.

Reserves policy

It is the intention of the Trustees that the charity's unrestricted reserves should represent at least three months' wind down costs, but that we target a level of six months. At this level the Trustees feel that they can continue to run the present activities of Patiko Bakers Fort Project

Plans For The Future

We will continue to develop the following projects.

Continuing to supporting those who are marginalised

We aim to increase our support to those within our communities who find themselves in challenging circumstances due to low or no income or are alone.

Supporting Community Art Practice

We hope to work towards a building we can develop for studio spaces for under-represented businesses and artists. This will be in the areas of making and creative industries.

PATIKO BAKER'S FORT PROJECT

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any 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 charity will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993. 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

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the trustees 8th August 2022



**Juliet Can
Trustee**

ANNUAL ACCOUNTS REPORT

For The Year Ended 31 MARCH 2022

FOR

PATIKO BAKER'S FORT PROJECT

Independent examiner's report to the trustees of:

PATIKO BAKER'S FORT PROJECT

I report to the trustees on my examination of the accounts of Patiko Baker's Fort Project for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity trustees of the Patiko Baker's Fort Project you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Patiko Baker's Fort Project accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. the accounting records were not kept in accordance with section 130 of the Charities Act; or
2. the accounts did not accord with the accounting records; or
3. the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Name: Alicia Yerwood (ACCA) CAF
Address: 31 Dalston Lane, London, E8 3DF

Date: 05 July 2022

	Note	Unrestricted Fund £	Restricted Fund £	Total 2022	Total 2021 £
INCOME AND EXPENDITURE					
INCOMING RESOURCES					
<i>Income resources from generated funds</i>					
Voluntary Income	2	62,459	155,300	217,759	336,968
Activities for generating funds	3	18,400	-	18,400	12,331
Total Incoming Resources		80,859	155,300	236,159	349,299
RESOURCES EXPENDED					
<i>Cost of generating funds</i>					
Cost of generating voluntary income	4	4,500	-	4,500	7,500
<i>Charitable activities</i>					
Cost of activities in furtherance of charity's objectives	5	68,552	152,337	220,889	333,249
<i>Governance Costs</i>	6	1,240	745	1,985	1,700
Total Resources Expended		74,292	153,082	227,374	342,449
Net Incoming /(Outgoing) resources		6,567	2,218	8,785	6,850
Balances brought forward at 1st April 2020		9,187	28,236	37,423	30,573
Balances Carried forward at 31st March 2021		15,754	30,454	46,208	37,423

PATIKO BAKERS FORT PROJECT BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible Fixed Assets	8	6,172	8,229
CURRENT ASSETS			
Debtors & Prepayments		11,883	<u>5,603</u>
Cash at bank		<u>34,223</u>	<u>26,558</u>
CURRENT ASSETS		46,106	32,161
CURRENT LIABILITIES			
<i>CREDITORS:</i> Amounts falling due within one year	9	6,070	2,967
NET CURRENT ASSETS		<u>40,036</u>	<u>29,194</u>
NET ASSETS		<u>46,208</u>	<u>37,423</u>
Represented By:			
FUNDS			
General Funds		15,754	9,187
Restricted Funds	10	<u>30,454</u>	<u>28,236</u>
		<u>46,208</u>	<u>37,423</u>

**PATIKO BAKER'S FORT PROJECT
NOTES TO THE ACCOUNTS
YEAR ENDED 31 MARCH 2022**

1. Accounting Policies

1.a) The accounts have been prepared in accordance with applicable standards and follow the recommendations in Statement of Recommended Practice: Accounting by Charities (SORP).

b) Voluntary income is received by way of donations and gifts and is included in full in the Statements of Financial Activities when received. Gifts in Kind are valued at their estimated value to the charity and included under the appropriate heading.

c) Grants including grants for the purchase of fixed assets are recognised in full in the Statements of Financial Activities in the year in which they are received. Grants are accounted for in the period specified for their use by donors.

d) Restricted funds are to be used for specified purposes as laid down by the donor. Expenditure which meets these criteria is identified to the fund, together with a fair allocation of management and support costs.

(e) Unrestricted funds are donations and other income received or generated for the objects of the charity without further specified purpose and are available as general funds.

(f) Fundraising and publicity costs comprise of costs actually incurred in producing materials for promotional purposes.

(g) Management and administration costs of the charity relate to the costs of running the charity such as costs of meetings. Governance costs are the costs of complying with constitutional and statutory requirements and include the costs associated with the strategic management of the charity.

(h) Fixed assets are for use by the charity in fulfilling its main charitable objects and are capitalised and depreciated.

(i) Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its estimated useful life, which in all cases is set at three years.

2. Voluntary Income

Grants and Funding	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021
Stour Trust		52,000	52,000	
London Community Foundations		5,000	5,000	
Footwork		44,000	44,000	
Lighthouse Trust		20,000	20,000	
The Barrow Cadbury Trust		150	150	
Other		34,150	34,150	
Other				
Total		155,300	155,300	315,522
Donations & Inkind Income	62,459	-	62,459	21,446
	62,459	155,300	217,759	336,968

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
3. Activities for generating funds				
Trade/Sales (goods)	3,065	-	3,065	8,143
Events/Training/Workshops (services)	15,335	-	15,335	4,188
	18,400	-	18,400	12,331

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
4. Cost of generating funds				
Fundraising Costs	4,500		4,500	7,500

	Unrestricted	Restricted	Total Funds	Total Funds
5. Cost of Activities in furtherance of Charity Objectives	Funds	Funds	2022	2021
	£	£	£	£
Staff costs	32,446	128,885	161,331	251,042
Volunteer expense	3,890	1,440	5,330	9,800
Rent/Hire of Hall	2,650	3,200	5,850	8,000
Resources	6,958	5,300	12,258	17,862
Training/Workshops	10,300	4,500	14,800	11,250
Transport costs	350	2,268	2,618	5,047
Consultation	800	600	1,400	3,200
Insurance	250	1692	1,942	1,838
Sundries	1,288	1,033	2,321	5,180
Publicity & Adverts	200	620	820	2,050
Office Resources and Equipments	420	2,229	2,649	1,480
Professional Fees	9,000	570	9,570	16,500
6. Governance costs	1,240	745	1,985	1,700
	69,792	153,082	222,874	334,949

7. Staff Costs

No employee received remuneration amounting to more than £50,000 in the year.

Trustees received no remuneration in the year

	£
Programmes Manager	35,000
Project Manager	33,000
Community Engagement	32,000
Outreach Coordinator	32,000
Arts and Heritage Officer	23,000
Session Workers	6,331
Total cost to charity	161,331

8. Tangible Fixed Assets

	£
Computer and Digital Equipments	
Costs	8,229
Depreciation	2,057
Net book Value at 31st March 2022	6,172
Additions at 31st March 2022	0
Tangible Fixed Assets	<u>6,172</u>

	Total Funds 2022	Total funds 2021
	£	£
9. Creditors: Amount falling due within one year		
Trade creditors	6,070	2,967

10 . Balance Carried Forward

Restricted funds are funds which have been given for particular purposes and projects

The balance £30,454 will be carried forward and used as follows:

To meet deliver basic support for those in low income, refugees and migrants

Unrestricted Fund

The £15,754 of unrestricted funds go funds the reserve account in compliance with our reserve policy

Approved by the Trustees/Management Committee and signed on their behalf



Date 8th August 2022

Juliet Can Vice-Chair