

PATIKO BAKER'S FORT PROJECT

**UNAUDITED
TRUSTEES REPORT AND FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 MARCH 2024

PATIKO BAKER'S FORT PROJECT

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PATIKO BAKER'S FORT PROJECT

Trustees Annual Report Year End March 2024

Legal and Administrative Information

Status: Est. May 1999

Website: www.patikobakers.org.uk

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
Unit 2, 58 High St North
London
E6 2HW

Solicitors

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

Accountants

JK Accountants
10 Woodbine Place
London
London E11 2RH

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Annual Report for the year ended 31 March 2024

The trustees are pleased to present their report together with the financial statements of the charity for the period ended 31st March 2024.

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 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.

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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 25 years has been to meet the needs of the most forgotten and unfairly marginalised of our society. We deliver services intersectionality with our engagement cutting across themes of domestic violence, supporting refugees, anti human trafficking, 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.

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Achievements and Performance

This year has been a year of reset and review of our services. After 25 years we have settled into our new home in East Ham and are working more deeply and intentionally with our community.

Economic pressures and climate crisis continue to underpin how we approach the work of the charity. Those on low income are still finding themselves needing extra support with their basic needs. We have received unprecedented enquiries for support for food supplies. We have therefore increased this support and partnered with local suppliers and cultural food shops in order to create avenues for food supplies that are cheap and affordable.

Loneliness and access to connection have been key gaps we have seen expand and need addressing. We have engaged with 2014 people throughout the year and connected with 12 community partners.

We continue to train community volunteers to support in areas they are interested in. This has enabled many women to increase their community connections, confidence and avenues to employment.

Our Activities at a glance.

Supporting marginalised community members

Our core strategy is to support those who are marginalised and exist on the periphery of society so they can increase their economic stability, social connections and health. We delivered:

- Benefit support session- supporting community members with how to access benefits through one to one session to support with filling in applications and interpreting.
- Cultural evenings -Providing free space for beneficiaries to share their cultural heritage, practice languages, and teach each other as a way of promoting identity and connecting.
- 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.
- Workshops: to promote health including cooking workshops, health awareness and wellbeing days..
- Culturally appropriate foods for those on low income, especially those whose food banks do not offer cultural food. We deliver boxes across London to various communities. This has been very well received.
- Advocacy- We walk alongside the marginalised to get the right support for them, these include access to housing, legal support, support with understanding benefits.

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Community Connection & Referral Service

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

- *Whatsapp Support:* We have facilitated several whatsapp groups to share information, check on vulnerable community members and provide a place of connecting.
- *Referrals:* We connect with several faith organisation and community groups where we provide referral services for legal or housing support.
Support for women: We have a network of women community advocates and connectors who support women with their immediate needs. This can be support from a domestic violence centre or support to understand systems and processes. We also provide language interpreters.
- *Loneliness:* We continue to partner with faith organisations to provide activities for people who may not have close connections or family ties.

Arts and Culture

Arts and Culture is a fundamental core mission of our organisation. We believe it's what anchors individuals as they navigate the systems. 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:

- Space: Providing space for experimentation, showcase and enjoyment for example The Informal Go Down Theatre Group - led by a group pf undocumented migrants.
- Collecting artefacts and heritage materials that represent the groups we engage with. We now have a collection of over 700 artefacts that we take to summer clubs, youth centres and festivals.
- Exploring collaboration across cultures, Bangladesh and Nigerian drumming for example.
- Arts and cultural workshops that include storytelling, drumming, poetry, dance and music. We delivered 16 workshops across East London.
- Food heritage workshops and connecting with local cultural stall holders. We connected black and minority led food businesses with markets.
- Taking part in Refugee week and Black History Month
- Developing resources such as books, written words and podcasts. We have increased our collection of books by black writers which is in rotation amongst the community.
- Partnering with other organisations to provide space for community individuals to grow their art practice with accessible studios and materials. We have sponsored 5 studio spaces.

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Volunteers

We have a rota of 18 Volunteers and we trained 5 new volunteers this year. After about a year, most volunteers progress onto other organisations or find employment. We usually support volunteers with developing their pathway to the next stage of their interest. Some start their own businesses or move to co-create projects.

Sustainability

We are looking at collaborations and co-deliver as a way of being more efficient with resources and increasing our impact.

Finance and Operations

The organisation's total incoming resources for the year were £178,797 down from the previous year due to an decrease in grant income. Like many organisations, we need to consider how we diversify our income while building relationships with funders.

Strategic Review

We will continue to develop the following projects.

Supporting Community Art Practice

We are continuing to make great progress with 2 partners to develop studio spaces for under-represented businesses and artists.

Organising: We will also be joining in community organising with local partners towards more community owned neighbourhoods and plans.

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

Principal Risks & Uncertainties

For the charity to continue operation and meet its objectives it will be essential to secure additional grant funding and additional sources of income. The trustees have drawn up plans which include new grant applications and other revenue earning activities such as delivering workshops and art play sessions.

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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 2022. 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, incorporating the strategic report, was approved by the Trustees on 12th August 2024 and signed on their behalf by:



**Juliet Can
Trustee**

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 2024.

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: Damitha Ukwela (CIMA)
Address: 31 Dalston Lane, London, E8 3DF

Date: 26th August 2024

	Note	Unrestricted Fund £	Restricted Fund £	Total 2024	Total 2023 £
INCOME AND EXPENDITURE					
INCOMING RESOURCES					
<i>Income resources from generated funds</i>					
Voluntary Income	2	38,445	118,332	156,777	176,155
Activities for generating funds	3	22,020	-	22,020	25,000
Total Incoming Resources		60,465	118,332	178,797	201,155
RESOURCES EXPENDED					
<i>Cost of generating funds</i>					
Cost of generating voluntary income	4	3,900	-	3,900	4,300
<i>Charitable activities</i>					
Cost of activities in furtherance of charity's objectives	5	55,220	120,276	175,496	202,865
<i>Governance Costs</i>	6	1,730	992	2,722	2,335
Total Resources Expended		60,850	121,268	182,118	209,500
Net Incoming /(Outgoing) resources		(385)	(2,936)	(3,321)	(8,345)
Balances brought forward at 1st April 2023		14,604	14,474	29,078	37,423
Balances Carried forward at 31st March 2024		14,219	11,538	25,757	29,078

PATIKO BAKERS FORT PROJECT BALANCE SHEET AS AT 31 MARCH 2024

	Notes	2024 £	2023 £
FIXED ASSETS			
Tangible Fixed Assets	8	2,058	4,629
CURRENT ASSETS			
Debtors & Prepayments		5,334	6,226
Cash at bank		<u>20,631</u>	<u>21,393</u>
CURRENT ASSETS		25,965	27,619
CURRENT LIABILITIES			
<i>CREDITORS:</i> Amounts falling due within one year	9	2,266	3,170
NET CURRENT ASSETS		<u>23,699</u>	<u>24,449</u>
NET ASSETS		<u>25,757</u>	<u>29,078</u>
Represented By:			
FUNDS			
General Funds		16,443	14,604
Restricted Funds	10	<u>9,314</u>	<u>14,474</u>
		<u>25,757</u>	<u>29,078</u>

PATIKO BAKER'S FORT PROJECT NOTES TO THE ACCOUNTS YEAR ENDED 31 MARCH 2024

1. Accounting Policies

Basis of preparing the financial statement

The financial statements of the charity have been prepared in accordance with 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 the Republic of Ireland (FRS '102') (Effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011. The financial statements have been prepared under the historical cost convention .

Income

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

Expenditure

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

Fund accounting

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.

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.

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

Management and administration costs of the charity relate to the costs of running the charity. Governance costs are the costs of complying with constitutional and statutory requirements and include the costs associated with the strategic management of the charity.

Debtors and cash at bank

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand include cash held on deposit or in the current account.

Creditors and provisions

Creditors and provision are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts.

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

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 2024 £	Total Funds 2023
Grants		118,332	118,332	127,600
Donations	38,445		38,445	48,555
Total	38,445	118,332	156,777	176,155

3. Activities for generating funds	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023
Trade/Sales (goods)	6,400	-	6,400	13,000
Events/Training/Workshops (services)	15,620	-	15,620	12,000
	22,020	-	22,020	25,000

4. Cost of generating funds	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £	Total Funds 2023
Fundraising Costs	3,900		3,900	4,300

	Unrestricted	Restricted	Total Funds	Total Funds
5. Cost of Activities in furtherance of Charity Objectives	Funds	Funds	2024	2023
	£	£	£	£
Staff costs	33,228	100,405	133,633	146,196
Volunteer expense	2,004	1,155	3,159	2,655
Rent	8,000	2,424	10,424	11,350
Resources	2,020	1,688	3,708	7,871
Training/Workshops	3,400	4,580	7,980	10,800
Transport costs	448	1,506	1,954	2,375
Consultation	500	500	1,000	1,000
Insurance	340	1100	1,440	1,942
Sundries	100	438	538	3,279
Printing	80	356	436	650
Office Resources and Equipments	500	3,437	3,937	3,937
Professional Fees	4,600	630	5,230	10,810
Depreciation	-	2,057	2,057	
	55,220	120,276	175,496	202,865
6. Governance costs	1,730	992	2,722	2,335

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	35,500
Community Engagement	33,837
Outreach Coordinators	32,000
Freelance Workers	32,296
Total cost to charity	133,633

8. Tangible Fixed Assets

	£
Computer and Digital Equipments	
Costs	8,229
Depreciation	6,171
Net book Value at 31st March 2023	4,115
Additions at 31st March 2023	<u>0</u>
Tangible Fixed Assets	<u><u>4,114</u></u>

	Total Funds	Total funds
9. Creditors: Amount falling due within one year	2024	2023
	£	£
Trade creditors	<u><u>2,266</u></u>	<u><u>3,170</u></u>

10 . Balance Carried Forward

Restricted funds are funds which have been given for particular purposes and projects
The balance £14,219 will be carried forward and used as follows:
To deliver support to marginalised community members especially refugees and those on low income

Unrestricted Fund

The £11,538 of unrestricted funds go funds the reserve account in complaince with our reserve policy