

The Immanuel Project

Charity number 1152419

Annual Report and Financial Statements **for the year ended 31 December 2020**



West Yorkshire Community Accounting Service

The Immanuel Project

Annual Report and Financial Statements for the year ended 31 December 2020

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Prepared by West Yorkshire Community Accounting Service

The Immanuel Project

Trustees' report for the year ended 31 December 2020

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Janet Bannister	Chair	
Brian Noble	Trustee	
John Bottomley	Trustee	
Anthony Chapman	Trustee	Appointed 2 October 2020

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1152419, on 13 June 2013.

Principal address

Middleton House
16 Middleton Avenue
Ilkley
West Yorkshire
LS29 0AH

Bankers

Yorkshire Bank
10 Kirkgate
Otley
LS21 3HJ

Independent examiner

Rhys North ACA

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

The charity is governed by a deed of governance adopted on 15 April 2013 as amended on the 15 September 2014.

Method of recruitment and appointment of trustees

New trustees are appointed by a resolution of the trustees passed at a special meeting.

The Immanuel Project

Trustees' report (continued) for the year ended 31 December 2020

Objectives and activities

The charity's objective

The Immanuel Project is a Christian faith based, voluntary, non profit charity based in Bradford. Our objective is to serve and support the homeless and more vulnerable (our guests) within our community, in particularly but not exclusively for the homeless or others suffering loss, pain, addiction and abuse.

The charity's main activities

Based in our newly renovated Community Hub in the City centre, we offer a safe and secure environment to those in our community who are most in need. We provide meals, clothing, physical, health, emotional and pastoral care. In addition our Outreach support, includes outdoor activities and experiences, home, hospital and prison visits. All our activities are designed to improve the confidence and wellbeing of the most vulnerable in our community.

Public benefit statement

In setting our objectives and planning our activities, the Trustees have given serious consideration to the Charity Commission's general guidance on public benefit and in particular the help and support of vulnerable members of our community including the homeless, those with life controlling issues, fallen on hard times, requiring help with mental illness or with substance and alcohol dependencies.

Achievements and performance

2020 has been very challenging for our charity and the people we serve. At the beginning of the year we were informed that we would have to find a new home as our Hub was going to be redeveloped. After months of searching we were offered the ideal premises for our Community Hub. A former gaming centre, located in a prime position in the middle of Bradford. After a lot of hard work our new Community Hub is up and running in record time and has not interfered with our mission and we have continued to work throughout COVID-19.

In view of the hardship experienced by the most vulnerable in our community we decided we needed to do more in these tough times. At the peak we were serving over 500 meals per week as take-outs and also deliveries to hostels, shelters and places where guests didn't have cooking facilities and we were able to provide clothing and warm blankets to those in need.

Obviously our Community Hub is up and running now but not fully utilised due to COVID-19 restrictions, but we are successfully running our popular Happiness Groups and serving meals as take-outs all in line with current rules. We look forward to being able to return to a more normal operation which will see us invite guests into our new building on Mondays and Wednesdays; providing breakfast, hot lunches, snacks, teas and coffee, plus practical and pastoral support to those in our community who are in most need.

Our team of 30 or so dedicated and caring volunteers plus, our strong links with local government agencies and other like-minded charities enables us to help or signpost our guests to the most appropriate place for their needs. Our volunteers are supported by two experienced part time staff. Between them they provide excellent in house and outreach support with their administrative, organisational and mental health training, benefiting all involved with the Charity.

Our aim as always is to continue to serve and support the homeless and vulnerable members of our community. To be there for them at all times, no matter how tough - and in many cases when no one else is.

The Immanuel Project

Trustees' report (continued) for the year ended 31 December 2020

Financial review

The net receipts for the year were £7,936. The unrestricted funds had net payments of £16,149 and the restricted funds had net receipts of £23,085.

Like many individuals, charities and businesses up and down the country, the COVID-19 pandemic has adversely affected the work of The Immanuel Project and we have had to change our approach to ensure we continue to operate safely, whilst still serving guests in our community.

The Immanuel Project has been blessed by the support of individuals and businesses who have wanted to continue to donate to the charity in these uncertain times. Therefore, at the time of signing these accounts, whilst recognising the challenge of the pandemic, the trustees have reassessed the charity's ability to continue for at least 12 months from the date that the accounts are approved and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to meet its liabilities as they fall due.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £29,125.

Our reserves policy is to have sufficient funds to cover the next 18 months although the trustees have plans to review this policy in 2021.

Signed on behalf of the board of trustees:

Signed: Anthony Chapman

Date: 29 April 2021

The Immanuel Project

Independent examiner's report to the trustees of The Immanuel Project

I report to the charity trustees on my examination of the accounts of the Trust for the year ended 31 December 2020, which are set out on pages 6 to 10.

Responsibilities and basis of report

As the charity trustees 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 Trust's accounts as carried out under section 145 of the 2011 Act. 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 accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- 2 the accounts do not accord with those records.

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.

Signed: Rhys North

Relevant professional qualification or body: ACA

Date: 4 May 2021

West Yorkshire Community Accounting Service

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Immanuel Project

Receipts and payments account

for the year ended 31 December 2020

	Notes	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Receipts					
Grants and donations	(2)	11,228	69,167	80,395	49,173
Fundraising		4,514	-	4,514	881
Gift aid		546	-	546	-
Total receipts		<u>16,288</u>	<u>69,167</u>	<u>85,455</u>	<u>50,054</u>
Payments					
Salaries and NIC	(3)	-	30,066	30,066	22,786
Food		1,157	3,035	4,192	3,656
Rent and rates		-	3,750	3,750	10,000
Insurance		-	624	624	593
Chiropody services		-	120	120	400
Equipment		322	6,361	6,683	969
Repairs and renewals		260	-	260	316
Crockery etc.		-	-	-	-
Other costs		482	28	510	512
Christmas and activity costs		-	200	200	325
Cleaning costs		100	351	451	358
DBS checks		-	-	-	134
Independent examination		300	-	300	300
New building alterations		28,730	-	28,730	-
Utilities		86	1,064	1,150	-
Computer equipment		-	483	483	-
Total payments		<u>31,437</u>	<u>46,082</u>	<u>77,519</u>	<u>40,349</u>
Net receipts / (payments)		<u>(15,149)</u>	<u>23,085</u>	<u>7,936</u>	<u>9,705</u>
Fund balances brought forward		<u>44,274</u>	<u>33,174</u>	<u>77,448</u>	<u>67,743</u>
Fund balances carried forward	(4)	<u>29,125</u>	<u>56,259</u>	<u>85,384</u>	<u>77,448</u>

The Immanuel Project
Statement of assets and liabilities
as at 31 December 2020

	2020	2020	2020	2019
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank - current account	29,125	13,066	42,191	44,711
Cash at bank - lottery account	-	43,193	43,193	32,737
Total cash funds	<u>29,125</u>	<u>56,259</u>	<u>85,384</u>	<u>77,448</u>

Other monetary assets	£
Prepaid insurance	284
Prepaid rent	1,250
	<u>1,534</u>

Assets retained for the charity's own use

Kitchen equipment
 Computer equipment
 Musical equipment
 Projector and sound system

Liabilities	£
Independent examination	420
British Gas	134
	<u>554</u>

Approval of the accounts

The financial statements were approved by the board of trustees on

Date: 29 April 2021

Signed: Anthony Chapman (Trustee)

The Immanuel Project

Notes to the accounts

for the year ended 31 December 2020

1 Accounting policies

Basis of accounting

The trustees have taken advantage of section 133 of the Charities Act 2011 and have prepared the accounts on a receipts and payments basis.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Fund accounting

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

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

The Immanuel Project

Notes to the accounts continued

for the year ended 31 December 2020

2 Grants and donations	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
Donations	10,028	120	10,148	9,602
Big Lottery Fund	-	43,802	43,802	39,571
Charities Aid Foundation (CAF)	-	10,011	10,011	-
Tesco community fund	-	500	500	-
Bradford Resilience Fund	-	10,000	10,000	-
Inn Churches	-	2,600	2,600	-
Liz & Terry Bramall Foundation	-	2,134	2,134	-
Inn Churches	1,200	-	1,200	-
	<u>11,228</u>	<u>69,167</u>	<u>80,395</u>	<u>49,173</u>

3 Staff costs and numbers	2020 £	2019 £
Gross salaries	29,784	22,786
Social security costs	1,371	886
Employment allowance	(1,089)	(886)
	<u>30,066</u>	<u>22,786</u>

The average number employees during the year was 2.4, being an average of 1.2 full time equivalent (2019: 2, 1 FTE). There were no employees with emoluments above £60,000.

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Transfers £	Balance c/f £
Big Lottery Fund	32,737	43,802	33,346	-	43,193
Happiness Group	437	120	200	-	357
CAF Resilience fund	-	10,011	-	-	10,011
Tesco Takeaway Provision	-	500	500	-	-
Bradford Resilience Fund	-	10,000	9,436	-	564
Covid 19 Staff	-	2,600	2,600	-	-
Move for Health	-	2,134	-	-	2,134
	<u>33,174</u>	<u>69,167</u>	<u>46,082</u>	<u>-</u>	<u>56,259</u>

Fund name	Purpose of restriction
Big Lottery Fund	For the Stepping into Light project, salaries and running costs
Happiness Group	For improving mental health wellbeing through client engagement, trips and activities
CAF Resilience fund	Towards staff costs and on costs
Tesco Takeaway Provision	For the purchase of takeaway boxes
Bradford Resilience Fund	To cover on costs and salaries during the pandemic
Covid 19 Staff	To cover extra staff costs during pandemic
Move for Health	For wellbeing of guests attending the programme, activity costs and staff costs

The Immanuel Project
Notes to the accounts continued
for the year ended 31 December 2020

5 Related party transactions

Trustee expenses

No trustee received any expenses during this year or the previous year.

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.