

The Immanuel Project

Charity number 1152419

Annual Report and Financial Statements for the year ended 31 December 2021



West Yorkshire Community Accounting Service

The Immanuel Project

Annual Report and Financial Statements for the year ended 31 December 2021

Contents	Page
Trustees' report	2 to 4
Examiner's report	5
Receipts and payments account	6
Statement of assets and liabilities	7
Notes to the accounts	8 to 10

Prepared by West Yorkshire Community Accountancy Service CIO

The Immanuel Project

Trustees' report for the year ended 31 December 2021

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	

Charity number

The charity was registered with the Charity Commission for England and Wales, number 1152419, on 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 Accountancy Service CIO

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 2021

Objectives and activities

The charity's objects

The relief of those in need by running a Christian faith based drop in centre to provide meals, care and support, in particular 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

The Immanuel Project continued to help support the needs of our guests in 2021, however COVID-19 restrictions prevented us from serving indoors. Instead, we served take away meals to around 250 – 280 guests every week. On Tuesdays and Thursdays, we have been running Happiness and Wellbeing Groups, but numbers are limited to 12 – 15 people due to Covid restrictions.

We look forward to being able to return to a more normal operation which will see us invite guests into our 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 and in the last year we have also recruited two additional part time staff to help with the practical cooking, serving and running of the charity. 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.

Financial review

The net receipts for the year were £5,216, including net receipts of £24,967 on unrestricted funds and net payments of £19,751 on restricted funds.

Like many individuals, charities and businesses up and down the country, 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.

The Immanuel Project

Trustees' report (continued) for the year ended 31 December 2021

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £54,092.

Reserves comprise The Immanuel Project's unrestricted funds that are freely available to spend on any of our charity's purposes.

The Immanuel Project seeks to maintain between 6 and 12 months expenditure in Reserves at all times, made up of the following items:

- Unforeseen emergency costs

- Unforeseen day-to-day operational costs

- Provision for non renewal of a source of income

- The need to fund short-term deficits in a cash budget

The Reserves amount will be reviewed and approved by the Trustees at least annually.

As at 1 April 2022 trustees have calculated the target level of unrestricted reserves to be between £35,000 and £70,000.

Signed on behalf of the board of trustees on 3/5/2022

Anthony Chapman (Trustee)

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 2021, 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.

Rhys North ACA

23/5/2022

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

The Immanuel Project
Receipts and payments account
for the year ended 31 December 2021

	Notes	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Receipts					
Grants and donations	(2)	17,154	50,679	67,833	80,395
Fundraising		15,122	-	15,122	4,514
Gift aid		-	-	-	546
Total receipts		32,276	50,679	82,955	85,455
Payments					
Salaries and NIC	(3)	-	33,607	33,607	30,066
Food and wellbeing		622	6,800	7,422	4,192
Rent and rates		-	6,617	6,617	3,750
Insurance		-	804	804	624
Chiropody services		-	-	-	120
Equipment and furniture		-	5,213	5,213	6,683
Repairs and maintenance		720		720	260
Crockery etc.		257	1,658	1,915	-
Other costs		1,918	1,253	3,171	510
Christmas and activity costs		264	12	276	200
Cleaning costs		146	186	332	451
Independent examination		450	-	450	300
New building alterations		1,492	9,870	11,362	28,730
Utilities		33	4,410	4,443	1,150
Computer equipment		-	-	-	483
Fund raising costs		726	-	726	-
Transport and other staff costs		681	-	681	-
Total payments		7,309	70,430	77,739	77,519
Net movement in funds after transfers		24,967	(19,751)	5,216	7,936
Fund balances brought forward		29,125	56,259	85,384	77,448
Fund balances carried forward	(4)	54,092	36,508	90,600	85,384

The Immanuel Project
Statement of assets and liabilities
as at 31 December 2021

	2021	2021	2021	2020
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	54,082	36,508	90,590	85,384
Cash in hand	10	-	10	-
Total cash funds	<u>54,092</u>	<u>36,508</u>	<u>90,600</u>	<u>85,384</u>
Other monetary assets			£	
Gift aid to be received			2,081	
HMRC re Employers NI Allowance			402	
Prepaid rent			1,250	
Prepaid insurance			<u>402</u>	
			<u>4,135</u>	
Assets retained for the charity's own use				
Kitchen equipment				
Computer equipment				
Musical equipment				
Projector and sound system				
Furniture				
Liabilities			£	
Independent examination			600	
Utilities			347	
Pension			<u>60</u>	
			<u>1,007</u>	

Approval of the accounts

The financial statements were approved by the board of trustees on 3/5/2022

Anthony Chapman (Trustee)

The Immanuel Project

Notes to the accounts

for the year ended 31 December 2021

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 2021

2 Grants and donations	2021 Unrestricted funds £	2021 Restricted funds £	2021 Total funds £	2020 Total funds £
Bradford Metropolitan District Council	-	4,440	4,440	-
Co-op Community Fund	-	4,248	4,248	-
Dacre Son & Hartley Ltd	4,820	-	4,820	-
The Arnold Clark Community Fund	-	1,000	1,000	-
The National Lottery	-	31,121	31,121	43,802
The Neighbourly Foundation	500	4,870	5,370	-
The Screwfix Foundation	-	5,000	5,000	-
Charities Aid Foundation (CAF)	-	-	-	10,011
Tesco Community Fund	-	-	-	500
Bradford Resilience Fund	-	-	-	10,000
Inn Churches	-	-	-	2,600
Liz & Terry Bramall Foundation	-	-	-	2,134
Inn Churches	-	-	-	1,200
Donations	11,834	-	11,834	10,148
	<u>17,154</u>	<u>50,679</u>	<u>67,833</u>	<u>80,395</u>

3 Staff costs and numbers	2021 £	2020 £
Gross salaries	33,581	29,784
Social security costs	1,117	1,371
Employment allowance	(1,117)	(1,089)
Pensions	26	-
	<u>33,607</u>	<u>30,066</u>

The average number employees during the year was 2.7, being an average of 1.3 full time equivalent (2020: 2.4, 1.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2021 £	2020 £
Costs of the scheme to the charity for the year	26	-

4 Restricted funds	Balance b/f £	Incoming £	Outgoing £	Balance c/f £
The National Lottery Fund	43,193	31,121	43,468	30,846
Happiness Group	357	-	322	35
CAF Resilience Fund	10,011	-	10,011	-
Bradford Resilience Fund	564	-	564	-
Move for Health	2,134	-	101	2,033
Co-op Community Fund	-	4,248	4,238	10
The Screwfix Fund	-	5,000	5,000	-
B&Q Fund	-	4,870	4,870	-
Arnold Clark Fund	-	1,000	380	620
Bradford Mental Health 2021 Fund	-	4,440	1,476	2,964
	<u>56,259</u>	<u>50,679</u>	<u>70,430</u>	<u>36,508</u>

The Immanuel Project

Notes to the accounts continued

for the year ended 31 December 2021

4 Restricted funds (continued)

Fund name	Purpose of restriction
The National 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.
Bradford Resilience Fund	To cover on costs and salaries during the pandemic.
Move for Health	For wellbeing of guests attending the programme, activity costs and staff costs.
Co-op Community Fund	Towards operational costs.
The Screwfix Fund	Towards decoration costs and installation of WC upstairs.
B&Q Fund	Towards the installation of new boiler, radiators & HIVE.
Arnold Clark Fund	Towards operational Costs.
Bradford Mental Health 2021 Fund	Towards staff costs, gym equipment, arts and craft materials, trips out and food costs

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.