

The Immanuel Project

Charity number 1152419

Annual Report and Financial Statements for the year ended 31 December 2023



The Immanuel Project

Annual Report and Financial Statements for the year ended 31 December 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

The Immanuel Project

Trustees' report for the year ended 31 December 2023

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		
John Bottomley		
Anthony Chapman		
Sarah Hutchinson		Appointed 7 February 2023

Charity number 1152419 Registered in England and Wales

Registered and principal address	Bankers
Middleton House	Virgin Money
16 Middleton Avenue	10 Kirkgate
Ilkley	Otley
West Yorkshire	LS21 3HJ
LS29 0AH	

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 2023

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 Community Hub in the Bradford 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 and hospital 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

2023 has been a tough time for so many. The soaring cost of living, high food and energy inflation, the shortage of accommodation and other daily life effecting issues has hit so many in so many ways. Not least for our guests who are some of the most vulnerable or homeless within the Bradford and surrounding districts.

When we first opened 13 years ago, it was for a couple of hours on a Monday lunch time, with a handful of caring volunteers giving food, safe shelter, a kind word and a listening ear to a few dozen guests. Since then, The Immanuel Project has grown each year and in 2023 we opened 5 days a week, Monday to Friday with guest numbers increasing from around 400 per week in 2022 to over 600 per week by the end of the year.

During the past year our staff and volunteers have continued to provide a first class service. Our guests receive hot food, drinks and treats each day. Help with clothing, household, toiletries and other useful products from our store. Organising many interesting and useful activities to help guests well-being, build their self-esteem and confidence. We do a tremendous amount of work regarding social issues, give practical and pastoral support from our expert team as well as working closely with other Bradford based organisations.

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.

At the beginning of 2023, we were thrilled to learn that the National Lottery had chosen to financially support The Immanuel Project for another five years. This has bought great stability to the charity, but more importantly to our guests in Bradford. The Immanuel Project now employs a full time Operations Manager, four part time colleagues who are supported by a team of volunteers, whose focus is to extend our offering as we continue to meet the growing needs of our guests.

Financial review

The net expenditure for the year was £8,179, including net expenditure of £19,291 on unrestricted funds and net receipts of £11,112 on restricted funds.

At the time of signing these accounts, 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 2023

Reserves policy

The charity's free reserves, at the year end were £83,222.

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 6 and 12 months 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; and
- 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.

Based on budgeted 2024 expenditure the target level of unrestricted reserves is between £66,680 and £100,000.

Approved by the board of trustees on 21/05/2024

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 charity for the year ended 31 December 2023, which are set out on pages 6 to 9.

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 charity'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 Charities Act;
- 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

3/06/2024

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 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Receipts					
Grants and donations	(2)	15,620	84,383	100,003	52,811
Fundraising		4,164	-	4,164	46,124
Total receipts		19,784	84,383	104,167	98,935
Payments					
Salaries and NIC		-	63,359	63,359	37,284
Food and food consumables		15,351	5,000	20,351	15,404
Rent and rates		6,111	-	6,111	6,671
Insurance		946	-	946	850
Cleaning, repairs and maintenance		4,385	170	4,555	1,671
Other costs		-	-	-	38
Christmas and activity costs		2,373	29	2,402	1,524
Independent examination		600	-	600	600
Utilities		5,991	4,606	10,597	8,694
Fund raising costs		750	-	750	355
Volunteer and other staff expenses		1,278	-	1,278	788
Telephone and internet costs		1,290	107	1,397	609
Total payments		39,075	73,271	112,346	74,488
Net movement in funds		(19,291)	11,112	(8,179)	24,447
Fund balances brought forward		102,513	12,534	115,047	90,600
Fund balances carried forward	(3)	83,222	23,646	106,868	115,047

The Immanuel Project
Statement of assets and liabilities
as at 31 December 2023

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	£	£	£	£
Cash funds				
Cash at bank	83,195	23,646	106,841	114,649
Cash in hand	27	-	27	398
Total cash funds	<u>83,222</u>	<u>23,646</u>	<u>106,868</u>	<u>115,047</u>

Debtors and prepayments

	2023
	£
Debtors - Gift Aid	5,901
Prepayments	2,001
	<u>7,902</u>

Assets retained for the charity's own use

Kitchen equipment
Computer equipment
Musical equipment
Projector and sound system
Furniture

Liabilities

	2023
	£
Creditors	1,085
Accruals	957
Other creditors - Pension	217
	<u>2,259</u>

The financial statements were approved by the board of trustees on 21/05/2024

Anthony Chapman (Trustee)

The Immanuel Project

Notes to the accounts

for the year ended 31 December 2023

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

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 2023

2 Grants and donations	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Bradford Metropolitan District Council (BDMC)	-	2,738	2,738	1,000
National Lottery Community Fund (NLCF)	-	77,119	77,119	32,921
Tesco Groundwork UK	-	2,750	2,750	2,250
Yorkshire Building Society	-	1,776	1,776	-
Bradford South Methodist Circuit	-	-	-	550
Co-op Community Fund	-	-	-	213
The Arnold Clark Community Fund	-	-	-	1,000
Other donations	15,620	-	15,620	14,877
	<u>15,620</u>	<u>84,383</u>	<u>100,003</u>	<u>52,811</u>

3 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
NLCF Stepping into the Light	10,284	-	10,284	-	-
NLCF Spreading the Light	-	77,119	55,249	-	21,870
Tesco Groundwork UK	2,250	2,750	5,000	-	-
BDMC Warm Spaces	-	2,738	2,738	-	-
Yorkshire Building Society	-	1,776	-	-	1,776
	<u>12,534</u>	<u>84,383</u>	<u>73,271</u>	<u>-</u>	<u>23,646</u>

Fund name

NLCF Stepping into the Light
NLCF Spreading the Light

Purpose of restriction

For the Stepping into Light project, salaries and running costs.
Towards providing a safe space and hot food for those in need and towards salary.
Towards feeding the guests at our community hub.
To fund the heating of our community hub.
Towards purchasing kitchen equipment.

4 Related party transactions

Donations from trustees and related parties

The total aggregate value of unconditional donations to the charity from the trustees or related parties was £1,338. (2022: £1,000).

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.