

Registered Company Number  
06632086  
Charity Number  
1152448

PBIC LTD

Report and Unaudited Accounts

30 June 2021



POLKADOT & ELLIS

ACCOUNTANTS

**PBIC LTD**  
**Reference and Administrative Details**

**Directors**

Nigel Rees, Chair

Monika Frak

Alicja Kustowska-Wodnik (resigned 13th September 2020)

David Pawelek

Emily Wilk-Mullis

Sylwia Winter (resigned 6th September 2020)

Daniel Arneaud (appointed 12th December 2020)

Gemma Chiarini

**Secretary**

Joseph Brereton

**Independent Examiner**

Mr RB Welch MA FCA

Chartered Accountant

P&W Social Accountants

10 Newent Road

Northfield

Birmingham

B31 2ED

**Registered office**

90 - 92 Bromham Road

Bedford

MK40 2QH

**Registered number**

06632086

**Registered Charity Number**

1152448

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2021**

#### **Introduction**

The trustees present their annual report and accounts for the year ended 30th June 2021.

PBIC (formerly the Polish British Integration Centre) is a charity established to support the integration of migrants from European countries with specific reference to the Polish community within Bedfordshire, into the British society.

**Our vision** is a society in which migrants can appreciate the values and challenges of life in the United Kingdom and in return feel empowered to give their input to create a culture of understanding and success.

**Our mission statement:** helping migrants settle, achieve and contribute

#### **Chairman's statement**

PBIC began this reporting year with the UK still coming to terms with the Covid 19 pandemic.

Following months of digital delivery to clients with staff working from home there began a much needed gradual and phased return to the office where clients could be seen face to face again, all be it with the now familiar safety measures of social distancing, screens, masks, hand washing and increased office cleaning.

Inevitably this return to our office made us consider our environment in a new light and it became clear that we could make our offices more Covid safe, something that would also have the effect of making us more GDPR sensitive.

Thankfully, The Big Lottery Community Fund, in such difficult circumstances, agreed that we could divert an element of their funding away from a proposed programme that was difficult to establish through the pandemic and allowed us, instead, to fund what become a much-needed alteration to our workspace.

In addition to completing this refurbishment we were also able to progress more strategically through the year as we recognised our ever-evolving role in migrant support.

In order to review and refine this strategic view we joined a Cranfield University Peer Network Group and were then involved in a Cranfield University MSc thesis project to consider the direction PBIC should be taking.

We also successfully relaunched our charity as PBIC (previously Polish British Integration Centre) with a new logo, mission statement and web site that better reflects the transition and progress we have made over the past few years and should provide us with a more appropriate signpost to our future. At its most basic level it means that we are extending our expertise in working with Polish clients over

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2021**

many years to also assist vulnerable migrants from other European countries and, wherever practical, we will also seek to build our capacity to offer help to those from further afield.

In addition to responding to clients needs arising out of the fallout from the Covid pandemic we also found that much of our time was spent assisting clients on immigration matters, in particular, applying for settled or pre-settled status in the UK ahead of the deadline for applications at the end of June.

A new and most welcome addition to the Board of Trustees joined us in this reporting year adding further business expertise to PBIC.

Also, with the emergence of a possible major initiative aimed at bringing the long term unemployed and the economically inactive adversely affected by Covid issues closer to employment, a project funded by the ESF, this was the cue for us to strengthen our senior management team with the start of a recruitment process for an experienced project manager to assist the CEO.

Securing this funding would allow us to widen and deepen our contact with vulnerable migrants within the SEMLEP area whilst at the same time it would secure continued employment for existing staff as current projects are drawn to their natural conclusions.

Overall during this accounting period we have continued to grow our commitment to multi lingual free at the point of contact services to help vulnerable migrants in the UK with career advice, general advice, Level 1 Immigration advice, English lessons, Living in the UK and Employability through the support of The Big Lottery Community Fund, The Home Office, The Department of Levelling Up, Housing and Communities, The European Social Fund, BLCF, Bedford Borough Council, Luton Borough Council, National Careers Service led by Futures, The Harpur Trust, The House of Industry, The Polish Embassy, The Garfield Weston Foundation and from many individual donors and volunteers to whom we are very grateful.

Nigel Rees  
Chair of Trustees

#### ***Name, registered office and constitution of the charity***

Full name: PBIC LTD ( Polish British Integration Centre Limited prior to 12th September 2020)  
Date of incorporation: 27th June 2008

Company registration number: 06632086

Charity number: 1152448  
Date charity registered: 17 June 2013  
Charity registered office: 90 - 92 Bromham Road Bedford MK40 2QH

#### ***Public Benefit***

The trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011, and have referred to and taken due regard to the Charity Commission guidance on public benefit and consider the charity's activities are for the public benefit.

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2021**

#### ***Objectives and Activities of the Charity***

a) The prevention or relief of poverty of those in need specifically among peoples from the Central and Eastern European countries with specific reference to the Polish community within Bedfordshire, by providing services in interpreting, translating, advice and advocacy (on health, housing, employment, education, career development and other relevant categories);

b) For the public benefit to promote the education (including social and physical training) of people specifically among those from Central and Eastern European countries with specific reference to the Polish community within Bedfordshire, in such ways as the charity trustees think fit, including:

- i) the provision of classes in the English language and British culture;
- ii) providing their educational support, including the study of language, history or other subjects, in furtherance of their education or to prepare for entry to any occupation, profession or leaving any educational establishment.

c) The promotion of social inclusion for the public benefit among Central and Eastern European countries with specific reference to the Polish community within Bedfordshire, who are socially excluded on the grounds of their social and economic position, by providing:

- i) education and training in the English language and in vocational skills;
- ii) social and recreational facilities and events involving the local community; and
- iii) advice on and support in understanding the social and legal framework of the United Kingdom;

d) For the public benefit to educate and promote the Polish culture and heritage to the wider British Society.

#### ***Summary of main activities of the charity in relation to its objects***

Developed our online digital services in response to the first national lockdown  
Refurbished our existing offices to allow an early return for staff following the lifting of lockdown provisions whilst ensuring Covid safety and GDPR sensitivity and remaining open and available thereafter to clients throughout subsequent work from home rules and regulations.

Launched the rebranding of the charity with a new name, logo, mission statement and web site to better reflect our experience and outlook.

A new Trustee was added to the Board providing further business experience.

As an OISC registered charity we continued supporting vulnerable adults with EU Settled and Pre-Status applications with funding from the Home Office.

Under our You Are Valued project we have developed a new model of assessing migrants' English language skills and introducing them to British Values in the form of a short Step Into English course accredited through AQA. This has been a very successful way of moving learners into longer courses, which we continued to deliver thanks to funding from DLHC and Harpur Trust.

In response to our client needs, increased by Covid Pandemic, we employed a senior adviser to help deal with often complex issues. This was initially funded through BLCF and by Harpur Trust in the form of Advice When You Need It Most project.

Participated in the Bedford Running Festival. Although this was essentially a fund-raising opportunity it also gave us much needed exposure to the wider community within our hometown of Bedford. 12 runners took part in races from 2k up to half marathon, all wearing PBIC branded tee shirts.



## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2021**

#### ***Summary of the main achievements of the charity during the year***

Our bilingual career advice service has continued to develop under the National Careers Service supporting over 838 individuals with their career development needs. During pandemic time these took the form of so called "Covid Activities" offered through digital delivery. We continued to be subcontractors to Futures who hold the contract with the Skills Funding Agency.

We continued supporting local unemployed migrants as part of Building Better Opportunities 'Support into Employment' Project funded through the National Lottery and ESF and managed by Luton Borough Council. We offer places for workless individuals to support them with gaining employment skills and getting closer to work.

We supported homeless migrants with developing their English language skills (ESOL project managed by SMART) and obtaining EU Settled Status (Project managed by Bedford Borough Council). Direct funding for both these projects came from Ministry of Housing, Communities and Local Government.

#### ***Future Plans***

After a delay of over 21 months due to the Covid pandemic, the proposed PBIC Listening Service coming to fruition. This will entail establishing weekly drop ins and coffee mornings with the aim of allowing migrants to come and express their worries and concerns in their native language to advisors and volunteers with cultural knowledge and basic counselling skills.

Setting up a bespoke data base system to help better monitoring of client flow through PBIC and with external referrals. This should be rolled out in the Spring.

Delivery of the two-year Pathways For Recovery project led by the University of Northampton, partly funded by ESF to help move the economically inactive and long term unemployed struggling with Covid related issues closer to employment. This is a large project which will allow us to employ a full-time project manager to enhance the senior management team and it will secure continued employment for existing staff as current projects are drawn to natural conclusions.

Further consideration and discussion with several partners around the possible digital delivery of our services to help migrants outside our current geographical reach.

Linking with the Bedford Running Festival to give better visibility to our work and to raise donation. Our ambition is to develop our fund raising

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2021** **Structure, governance and management**

#### ***Nature of the Governing Document and constitution of the charity***

The Charity is a charitable company limited by guarantee and was set up on 27 June 2008. It is governed by a Memorandum and Articles of Association.

#### ***The methods adopted for the recruitment and appointment of new trustees***

The Directors of the Company are also charity Trustees for the purposes of charity law and sit as a Board on a quarterly basis.

In line with our governing document the number of Directors shall be not less than 3 and not exceed a maximum of 16.

The Board seeks to use the knowledge and skills of those involved in the local area as well as specialists in the field of learning and advice. On their appointment each trustee will undergo induction and initial training on PBIC's work, policies and procedures as well as trustee's rights and responsibilities. Further training and mentoring is undertaken by trustees on a needs basis.

#### ***Organisational structure and decision making***

The charity is managed by a Board of Directors who are also Trustees. A CEO is appointed by the trustees to administer day-to-day activities.

#### ***Risk management***

The directors actively review the major risks which the charity faces on a regular basis. These risks are recorded on a Risk Register which, combined with risk assessments, enable the charity to effectively manage and mitigate risk.

#### ***Financial Review***

##### ***Policies on reserves***

The Board annually reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations. The reserves that we have set aside provide financial stability and the means for the continuation of our activities. We intend to hold our reserves at a level between 3 and 6 months expected cashflow.

##### ***Availability and adequacy of assets of each of the funds***

The board of trustees is satisfied that the charity's assets in each fund are available and adequate to fulfil its obligations in respect of each fund.

##### ***Transactions and Financial position***

The Statement of Financial Activities show net incoming resources for the year of £83,690 (2020: net incoming resources £101,379). Total funds carried forward show £258,919 (2020: £175,229) of which £51,891 (2020: £23,855) are restricted. There were no incoming or outgoing resources of a capital nature.

The total and free unrestricted reserves at the year end of 30 June 2021 stand at £207,028 (2020: £151,374). This includes £23,907 of designated funds (2020: £Nil).

##### ***Share Capital***

The company is limited by guarantee and therefore has no share capital.

**PBIC LTD**

**The report of the trustees for the year ended 30 June 2021**

**Statement of Directors' and Trustees' Responsibilities**

**Statement of Trustees' Responsibilities**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to
- prepare the financial statements on the going concern basis unless it is
- inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the Board of Trustees on 26th February 2022 and signed on its behalf by:



**Nigel Rees**  
**Director and Chair of Trustees**



**Independent Examiner' Report to the Trustees of the  
PBIC LTD**

**Respective responsibilities of charity trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the charity is not subject to audit under company law, and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records;
- where accounts are prepared on an accruals basis, whether they fail; or to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.



R B Welch FCA MA  
Chartered Accountant  
P&W Social Accountants  
10 Newent Road  
Northfield  
Birmingham  
B31 2ED

26th February 2022

**PBIC LTD**  
**Statement of Financial Activities**  
**incorporating an Income and Expenditure Account**  
**Year Ending 30 June 2021**

	Notes	Current year Unrestricted Funds 2021 £	Current year Restricted Funds 2021 £	Current year Total Funds 2021 £	Prior Year Total Funds 2020 £
<b>Income &amp; Endowments</b>					
Grants, Donations & Legacies		261,036	240,830	501,866	408,490
<b>Total income</b>		<u>261,036</u>	<u>240,830</u>	<u>501,866</u>	<u>408,490</u>
<b>Expenditure</b>					
Expenditure on charitable activities		205,382	212,794	418,176	307,111
<b>Total expenditure</b>		<u>205,382</u>	<u>212,794</u>	<u>418,176</u>	<u>307,111</u>
<b>Net Income for the year</b>		55,654	28,036	83,690	101,379
Transfers between funds	10	-	-	-	-
<b>Net income after transfers</b>		<u>55,654</u>	<u>28,036</u>	<u>83,690</u>	<u>101,379</u>
<b>Net movement in funds</b>		<u>55,654</u>	<u>28,036</u>	<u>83,690</u>	<u>101,379</u>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		151,374	23,855	175,229	73,850
<b>Total funds carried forward</b>		<u>207,028</u>	<u>51,891</u>	<u>258,919</u>	<u>175,229</u>

**PBIC LTD**  
**Comparative Statement of Financial Activities**  
**Incorporating an Income and Expenditure Account**  
**Year Ending 30 June 2020**

	Notes	Current year Unrestricted Funds 2020 £	Current year Restricted Funds 2020 £	Current year Total Funds 2020 £	Prior Year Total Funds 2019 £
<b>Income &amp; Endowments</b>					
Grants, Donations & Legacies		141,331	267,159	408,490	325,396
<b>Total income</b>		<u>141,331</u>	<u>267,159</u>	<u>408,490</u>	<u>325,396</u>
<b>Expenditure</b>					
Expenditure on charitable activities		44,907	262,204	307,111	342,858
<b>Total expenditure</b>		<u>44,907</u>	<u>262,204</u>	<u>307,111</u>	<u>342,858</u>
<b>Net Income for the year</b>		96,424	4,955	101,379	(17,462)
Transfers between funds	10	(18,900)	18,900	-	-
<b>Net income after transfers</b>		<u>77,524</u>	<u>23,855</u>	<u>101,379</u>	<u>(17,462)</u>
<b>Net movement in funds</b>		<u>77,524</u>	<u>23,855</u>	<u>101,379</u>	<u>(17,462)</u>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		73,850	-	73,850	91,312
<b>Total funds carried forward</b>		<u>151,374</u>	<u>23,855</u>	<u>175,229</u>	<u>73,850</u>

**Balance Sheet  
as at 30 June 2021**

	Note	2021 £	2020 £
Tangible assets	6	-	-
<b>Total fixed assets</b>		-	-
<b>Current assets</b>			
Debtors	7	62,659	73,807
Cash at bank and in hand		206,544	106,314
<b>Total current assets</b>		<u>269,203</u>	<u>180,121</u>
<b>Creditors:</b>			
amounts due within one year	8	(10,284)	(4,892)
<b>Net current assets</b>		<u>258,919</u>	<u>175,229</u>
<b>Total assets less current liabilities</b>		<u>258,919</u>	<u>175,229</u>
<b>Net assets</b>		<u>258,919</u>	<u>175,229</u>
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted accumulated funds	10	183,121	151,374
Designated funds	10	23,907	
<b>Total unrestricted funds</b>		<u>207,028</u>	<u>151,374</u>
<b>Restricted Funds</b>	10	<u>51,891</u>	<u>23,855</u>
<b>Total charity funds</b>		<u>258,919</u>	<u>175,229</u>

The directors are satisfied that the charitable company was entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that no member or members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. However, in accordance with section 145 of the Charities Act 2011, the accounts have been examined by an Independent Examiner whose report appears on page 7.

The director(s) acknowledge their responsibility for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Signed



**Nigel Rees**

**Director and Chair of Trustees**

Approved by the Board of Trustees on 26th February 2022

**PBIC LTD**  
**Notes to the Accounts**  
**For the year ended 30th June 2020**

**1 General Information**

PBIC LTD (PBIC) is a charitable company registered and domiciled in England. Its principal activity is to operate as a charity established to support the integration of migrants within Bedfordshire, into the British society. Its registered office is 90 - 92 Bromham Road Bedford MK40 2QH.

**2 Accounting policies**

***Basis of preparation of the accounts***

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the 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 Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006.

PBIC meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy,

***Accounting convention***

The financial statements are prepared, on a going concern basis, under the historical cost convention as modified by the revaluation of freehold land and buildings and fixed asset investments.

The charity is entirely dependent on continuing grant aid and as a consequence the going concern basis is also dependent on the continuing grant aid.

***Incoming Resources***

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.

***Deferred income***

In accordance with the SORP grants received in advance and specified by the donor as relating to specific accounting periods or alternatively which are subject to conditions which are still to be met, and which are outside the control of the charity or where it is uncertain whether the conditions can or will be met, are deferred on an accruals basis to the period to which they relate. Such deferrals are shown in the notes to the accounts and the sums involved are shown as creditors in the accounts.

***Recognition of liabilities***

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 settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Grants awarded are included in the statement of financial activities when approved by the trustees and agreed with the recipient. The value of grants unpaid at the year end is accrued. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

***Fixed assets and depreciation***

Depreciation has been provided at the following rates in order to write off the assets (less their estimated residual value) over their estimated useful economic lives.

Freehold land and buildings	2% straight line
Vehicles	25% straight line

***Pension Costs***

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the statement of financial activities in the period to which they relate.



## 2 Accounting policies (continued)

### Taxation

As a registered charity, the company is exempt from income and corporation tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the company, and is therefore included in the relevant costs in the Statement of Financial Activities.

### Finance and operating leases

Rentals payable in respect of operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to the Statement of Financial Activities as incurred.

### Funds structure policy

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment.

Restricted funds have been provided to the charity for particular purposes, and it is the policy of the board of trustees to carefully monitor the application of those funds in accordance with the restrictions placed upon them.

There is no formal policy of transfer between funds or on the allocation of funds to designated funds, other than that described above.

Any other proposed transfer between funds would be considered on the particular circumstances.

### Financial Instruments

The charity only has basic financial assets and liabilities of a kind that qualify as basic financial instruments. These are initially recognised at transaction value and subsequently measured at their settlement value.

<b>3 Deficit /Surplus for the Financial Year</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>This is stated after charging :-</b>		
Rentals under operating leases	13,000	8,835
Reporting Accountant fees	1,680	1,680
Fund Audit fees	-	-
<b>4 Expenses paid to trustees or persons connected with trustees</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
The aggregate amount of expenses paid to trustees was	56	96
<i>The nature of the expenses was Travel &amp; Subsistence, payment was made to 1 trustee (2020: 1 trustee).</i>		
<b>5 Staff Costs and Emoluments</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Gross Salaries	322,576	243,797
Pension Costs	3,072	1,528
	<u>325,648</u>	<u>245,325</u>
<b>Numbers of full time employees or full time equivalents</b>	<b>2021</b>	<b>2020</b>
Engaged on charitable activities	12	9
	<u>12</u>	<u>9</u>
There were no employees with emoluments in excess of £60,000 per annum		

**PBIC LTD**  
**Notes to the Accounts**  
**For the year ended 30th June 2020**

**6 Tangible fixed assets**

	<b>Equipment £</b>
<b>Asset cost, valuation or revalued amount</b> At 1 July 2020 and 30 June 2021	<u>5,692</u>
<b>Accumulated depreciation and impairment provisions</b> At 1 July 2020 and 30 June 2021	<u>5,692</u>
<b>Net book value</b> At 1 July 2020 and 30 June 2021	<u>-</u>

<b>7 Debtors</b>	<b>2021 £</b>	<b>2020 £</b>
Trade debtors	9,601	18,705
Accrued income	31,721	54,018
Other debtors	21,337	1,084
	<u>62,659</u>	<u>73,807</u>

<b>8 Creditors: amounts falling due within one year</b>	<b>2021 £</b>	<b>2020 £</b>
Trade creditors	3,596	94
Accrued expenses	1,680	1,680
Accrued wages	2	2
PAYE and NI	4,946	2,707
Pension Contributions	-	274
Funds held for third parties	60	135
	<u>10,284</u>	<u>4,892</u>

<b>9 Operating Leases</b>	<b>2021 £</b>	<b>2020 £</b>
The future minimum lease payments for operating leases which expire:		
within one to five years	67,000	65,000
over five years	-	15,000
	<u>67,000</u>	<u>80,000</u>

The operating lease relates to rental for premises.

**PBIC LTD**
**Notes to the Accounts**
**For the year ended 30th June 2020**
**10 Particulars of Individual Funds and analysis of assets and liabilities representing funds**

<b>At 30 June 2021</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total Funds £</b>
Current Assets	217,312	51,891	269,203
Current Liabilities	(10,284)	-	(10,284)
	<u>207,028</u>	<u>51,891</u>	<u>258,919</u>

<b>At 1 July 2020</b>	<b>Unrestricted funds £</b>	<b>Restricted funds £</b>	<b>Total Funds £</b>
Current Assets	156,266	23,855	180,121
Current Liabilities	(4,892)	-	(4,892)
	<u>151,374</u>	<u>23,855</u>	<u>175,229</u>

The individual funds included above are :-

	<b>Funds at 2020 £</b>	<b>Movements in Funds as below £</b>	<b>Transfers Between funds £</b>	<b>Funds at 2021 £</b>
Big Lottery Community Fund	23,855	26,892	-	50,747
Settlement Scheme Grant Fund	-	-	-	-
The Harpur Trust Fund	-	1,144	-	1,144
Garfield Weston	-	-	-	-
ESF-BBO	-	-	-	-
Unrestricted Designated Fund	-	-	23,907	23,907
Unrestricted Fund	<u>151,374</u>	<u>55,654</u>	<u>(23,907)</u>	<u>183,121</u>
	<u>175,229</u>	<u>83,690</u>	<u>-</u>	<u>258,919</u>

**Analysis of movements in funds as shown in the table above**

	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Accrued Income £</b>	<b>Movement in funds £</b>
Big Lottery Community Fund	129,673	(102,781)	-	26,892
Settlement Scheme Grant Fund	48,072	(48,072)	-	-
The Harpur Trust Fund	12,968	(12,968)	-	-
Garfield Weston	15,000	(13,856)	-	1,144
ESF-BBO	35,117	(35,117)	-	-
Unrestricted Fund	<u>261,036</u>	<u>(205,382)</u>	<u>-</u>	<u>55,654</u>
	<u>501,866</u>	<u>(418,176)</u>	<u>-</u>	<u>83,690</u>

**PBIC LTD**  
**Notes to the Accounts**  
**For the year ended 30th June 2020**

**10 Particulars of Individual Funds and analysis of assets and liabilities representing funds**  
**(continued)**

Comparative Year	Funds at 2019	Movements in Funds as below	Transfers Between funds	Funds at 2020
	£	£	£	£
Big Lottery Fund	-	(5,729)	5,729	-
Big Lottery Community Fund	-	23,855	-	23,855
Heritage Lottery Fund	-	-	-	-
Settlement Scheme Grant Fund	-	(10,142)	10,142	-
The Harpur Trust Fund	-	(3,029)	3,029	-
Bedford BC Homeless Support	-	-	-	-
Active Integration Project	-	-	-	-
ESF-BBO	-	-	-	-
ESF-M	-	-	-	-
Unrestricted Fund	73,850	96,424	(18,900)	151,374
	<u>73,850</u>	<u>101,379</u>	<u>-</u>	<u>175,229</u>

**Analysis of movements in funds as shown in the table above**

	Incoming Resources £	Outgoing Resources £	Deferred Income £	Movement in funds £
Big Lottery Fund	43,600	(49,329)	-	(5,729)
Big Lottery Community Fund	64,978	(41,123)	-	23,855
Heritage Lottery Fund	5,000	(5,000)	-	-
Settlement Scheme Grant Fund	31,961	(42,103)	-	(10,142)
The Harpur Trust Fund	26,544	(29,573)	-	(3,029)
Bedford BC Homeless Support	1,971	(1,971)	-	-
Active Integration Project	34,190	(34,190)	-	-
ESF-BBO	38,439	(38,439)	-	-
ESF-M	20,476	(20,476)	-	-
Unrestricted Fund	<u>267,159</u>	<u>(262,204)</u>	<u>-</u>	<u>4,955</u>

**Big Lottery Fund**

was a funding stream under which PBIC was awarded a grant for Migrant Integration Project which ended on 8<sup>th</sup> March 2020.

**Heritage Lottery Fund**

Young Roots Lottery Heritage Fund have funded a project working with young people aged 11 -25 years to produce a series of documentaries about immigrants who came to Bedfordshire during or as a result of World War II. The project ended on the 100th anniversary of Poland's independence with a screening event in The Higgin's Bedford, where our films were displayed and archived for future generations.

**Settlement Scheme Grant Fund**

This is a Home Office grant for our project supporting vulnerable migrants with securing European Union Settled Status.

**The Harpur Trust Fund**

The Harpur Trust funding was used to fund our "Help When You Need It Most" project to deal with client problems that increased due to the Covid pandemic.

**Garfield Weston**

This is matched funding for the lottery community fund for staff costs.

**Bedford Borough Council (BC) Homeless Support**

A Ministry of Communities, Housing and Local Government fund managed by Bedford Borough Council with PBIC delivering a part of supporting homeless migrants in achieving European Union Settled Status.

**Active Integration Project**

This Active Integration Project ESF project was designed to use volunteering interlaced with learning, and career advice to encourage active participation, positive relations and recognition of migrants' worth in terms of contribution to the wider British Society. This project ended at the end of March 2020.

**ESF-BBO**

Under the Building Better Opportunities Support In to Employment Programme funded through Big Lottery Community Fund and ESF, managed by Luton Borough Council, we support unemployed and inactive individuals on their path to gain employment. This project is due to end in June 2021.

**ESF-M**

The Migrant Engagement ESF project aims to engage with the unemployed, focusing on the hard to reach BME communities, raising their employability skills and contribution to the labour market. It ended on 30th August 2019.

**Designated Fund**

This unrestricted fund is set aside for the charity to meet its employment liabilities in the next financial year

**11 Share Capital**

The charity is incorporated under the Companies Acts and is limited by guarantee, each member having undertaken to contribute such amounts not exceeding one pound as may be required in the event of the company being wound up whilst he or she is still a member or within one year thereafter.



**Polish British Integration Centre Limited**  
**Schedule to the Statement of Financial Activities**  
**for the Year to 30th June 2021**

**Status of this schedule to the Statement of Financial Activities**

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior Period Total Funds 2020 £
<b>Incoming Resources from generated funds</b>				
<b>Voluntary Income</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>				
Bedford Borough Council	81,880	-	81,880	600
Bedford Borough Council Homeless Support	-	-	-	1,971
Department of Work & Pensions / ESF	26,083	-	26,083	54,666
Futures Advice	95,459	-	95,459	127,503
Home Office	-	48,072	48,072	31,961
Luton Borough Council	-	35,117	35,117	38,439
<b>Total</b>	<b>203,422</b>	<b>83,189</b>	<b>286,611</b>	<b>255,140</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature - grants, donations and legacies</b>				
Big Lottery Fund Grant	-	-	-	43,600
Big Lottery Community Fund Grant	-	129,673	129,673	64,978
Heritage Lottery Fund Grant	-	-	-	5,000
The Harpur Trust	-	12,968	12,968	26,544
Garfield Weston	-	15,000	15,000	-
Donations	742	-	742	410
Other Funded Projects	20,381	-	20,381	7,162
Other Income	36,491	-	36,491	5,656
<b>Total</b>	<b>57,614</b>	<b>157,641</b>	<b>215,255</b>	<b>153,350</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>261,036</b>	<b>240,830</b>	<b>501,866</b>	<b>408,490</b>
<b>Total Voluntary Income</b>	<b>261,036</b>	<b>240,830</b>	<b>501,866</b>	<b>408,490</b>
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	169,674	155,974	325,648	245,325
Volunteers' Costs	100	-	100	658
	<b>169,774</b>	<b>155,974</b>	<b>325,748</b>	<b>245,983</b>
<b>Indirect employee costs</b>				
Training and welfare	75	726	801	956
Restructuring costs	-	-	-	(119)
Travel and subsistence	859	1,707	2,566	4,843
	<b>934</b>	<b>2,433</b>	<b>3,367</b>	<b>5,680</b>
<b>Premises Costs</b>				
Rent payable	5,417	7,583	13,000	8,835
Insurance	610	1,462	2,072	1,841
Office refurbishment / Room hire	448	27,815	28,263	6,203
	<b>6,475</b>	<b>36,860</b>	<b>43,335</b>	<b>16,879</b>

**General administrative expenses:**

Telephone and fax  
 Software and IT Costs  
 General Office Running Costs  
 Social Events  
 Advertising and PR  
 Bank charges  
 Subscriptions  
 Sundry expenses

Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
631	1,321	1,952	3,061
6,846	4,114	10,960	4,003
5,132	4,581	9,713	3,269
724	-	724	551
1,409	4,275	5,684	1,905
200	81	281	253
382	1,561	1,943	16
2,073	230	2,303	1,721
<b>17,397</b>	<b>16,163</b>	<b>33,560</b>	<b>14,779</b>

**Professional fees in support of charitable activities**

Professional Fees - Administration  
 Professional Fees - Other

28	35	63	4,673
8,306	705	9,011	7,623
<b>8,334</b>	<b>740</b>	<b>9,074</b>	<b>12,296</b>

**Other support costs**

Expensed Equipment  
 Tutors

1,098	44	1,142	8,005
-	180	180	1,700
<b>1,098</b>	<b>224</b>	<b>1,322</b>	<b>9,705</b>

**Governance costs**

Trustees' expenses  
 Reporting Accountant's Fees  
 General Governance Costs  
 Fund Audit Fees

**Total governance costs**

56	-	56	96
1,280	400	1,680	1,680
34	-	34	13
-	-	-	-
<b>1,370</b>	<b>400</b>	<b>1,770</b>	<b>1,789</b>

**Total Support costs**

<b>205,382</b>	<b>212,794</b>	<b>418,176</b>	<b>307,111</b>
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**Total Expended on Charitable Activities**

<b>205,382</b>	<b>212,794</b>	<b>418,176</b>	<b>307,111</b>
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**Polish British Integration Centre Limited**  
**Schedule to the Statement of Financial Activities**  
**Comparative for the Year to 30th June 2020**

**Status of this schedule to the Statement of Financial Activities**

This schedule is an intrinsic part of the accounts required to comply with the 2008 Revision of the Statement of Recommended Practice for Accounting and Reporting issued by the Charity Commissioners for England & Wales, revised June 2008. However, it is not a part of the statutory accounts required under the provisions of the Companies Act 2006 in relation to incorporated charities.

	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Prior Period Total Funds 2019 £
<b>Incoming Resources from generated funds</b>				
<b>Voluntary Income</b>				
<b>Government and public bodies</b>				
<b>Incoming resources of a revenue nature</b>	600	-	600	600
Bedford Borough Council	-	1,971	1,971	-
Bedford Borough Council Homeless Support	-	54,666	54,666	82,257
Department of Work & Pensions / ESF	127,503	-	127,503	54,666
Futures Advice	-	31,961	31,961	127,503
Home Office	-	38,439	38,439	31,961
Luton Borough Council	-	-	-	-
<b>Total</b>	<b>128,103</b>	<b>127,037</b>	<b>255,140</b>	<b>296,987</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature - grants, donations and legacies</b>	-	43,600	43,600	-
Big Lottery Fund Grant	-	64,978	64,978	-
Big Lottery Community Fund Grant	-	5,000	5,000	64,978
Heritage Lottery Fund Grant	-	26,544	26,544	-
The Harpur Trust	410	-	410	5,000
Donations	7,162	-	7,162	26,544
Other Funded Projects	5,656	-	5,656	410
Other Income	-	-	-	7,162
Services Provided	-	-	-	-
<b>Total</b>	<b>13,228</b>	<b>140,122</b>	<b>153,350</b>	<b>104,094</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>141,331</b>	<b>267,159</b>	<b>408,490</b>	<b>401,081</b>
<b>Total Voluntary Income</b>	<b>141,331</b>	<b>267,159</b>	<b>408,490</b>	<b>401,081</b>
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	19,896	225,429	245,325	-
Volunteers' Costs	26	632	658	-
Expenses Beneficiaries	-	-	-	245,325
<b>Indirect employee costs</b>				
Temporary staff and recruitment	-	956	956	-
Training and welfare	(119)	-	(119)	-
Restructuring costs	963	3,880	4,843	956
Travel and subsistence	844	4,836	5,680	956
<b>Premises Costs</b>				
Rent payable	3,000	5,835	8,835	5,680
Insurance	1	1,840	1,841	-
Room Hire/ Office Refurbishment	808	5,395	6,203	8,835

**General administrative expenses:**

Telephone and fax  
 Software and IT Costs  
 General Office Running Costs  
 Social Events  
 Advertising and PR  
 Bank charges  
 Motor expenses  
 Sundry expenses

	3,809	13,070	16,879	14,515
	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Total Funds 2020 £	Prior Period Total Funds 2019 £
	901	2,160	3,061	£
Telephone and fax	2,686	1,317	4,003	-
Software and IT Costs	2,378	891	3,269	3,061
General Office Running Costs	19	532	551	4,003
Social Events	-	1,905	1,905	3,269
Advertising and PR	-	253	253	551
Bank charges				1,905
Motor expenses	387	1,350	1,737	253
Sundry expenses	6,371	8,408	14,779	13,042

**Professional fees in support of charitable activities**

Professional Fees - Administration  
 Professional Fees - Other

	124	4,549	4,673	-
Professional Fees - Administration	5,026	2,597	7,623	-
Professional Fees - Other	5,150	7,146	12,296	-

**Other support costs**

Depreciation of assets used for charitable purposes  
 Loss / (Profit) on disposal of assets  
 Expensed Equipment  
 Tutors

	-	-	-	12,296
Depreciation of assets used for charitable purposes	-	-	-	-
Loss / (Profit) on disposal of assets	7,822	183	8,005	-
Expensed Equipment	-	1,700	1,700	-
Tutors	7,822	1,883	9,705	12,296

**Governance costs**

Trustees' expenses  
 Reporting Accountant's Fees  
 General Governance Costs  
 Fund Audit Fees

	96	-	96	-
Trustees' expenses	880	800	1,680	-
Reporting Accountant's Fees	13	-	13	96
General Governance Costs	-	-	-	1,680
Fund Audit Fees	989	800	1,789	1,776

**Total governance costs****Total Support costs****Total Expended on Charitable Activities**

	44,907	262,204	307,111	287,910
	44,907	262,204	307,111	287,910