

Registered Company Number
06632086
Charity Number
1152448

PBIC LTD

Report and Unaudited Accounts

30 June 2022



POLKADOT & ELLIS
ACCOUNTANTS

PBIC LTD
Report and accounts
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PBIC LTD

Reference and Administrative Details

Directors

Nigel Rees Chair

Monika Frak

Gordon James Appointed 2nd October 2022

David Pawelek Resigned 28th September 2021

Emily Wilk-Mullis Resigned 4th January 2023

Sandra Turner Appointed 2nd November 2022

Daniel Arneaud Resigned Resigned 15th December 2022

Gemma Chiarini

Secretary

Joseph Brereton Resigned 15th December 2022

Malgorzata Brady Appointed 15th December 2022

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 2022

Introduction

The trustees present their annual report and accounts for the year ended 30th June 2022.

PBIC LTD (PBIC) 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

The financial year 2021-22 began with client numbers exceeding pre pandemic levels, in part, due to the rush for migrants to apply for settled and pre settled status before the end of June 2021.

At the time we took the view that PBIC was entering a period of relative stability after several turbulent years recovering from the issues surrounding the UK leaving the EU, the Covid pandemic along with the loss of its co-founder Robert Brady

We had already completed a name change, a rebranding, a relocation and refurbishment of our present office and we had resumed our previous financial stability.

In reality, of course, change happens all the time and this financial year was to be no exception.

In particular, the work that we had already begun to modernise our constitution was now being presented to Trustees and Members for discussion and approval.

A few issues stood out. For the past few years we were regularly helping any vulnerable migrants who came to us rather than simply Polish clients. We also needed a refresh of our trustees both in terms of numbers and in terms of local accessibility and we needed to redefine the role of our members.

Having drawn up this new draft document with trustees, members and a firm of local solicitors we reduced the number of pages from 20 down to 12 and this updated draft is now with The Charities Commission for approval.

During this same period we identified a number of potential candidates to become new trustees and I am delighted to report that we now have two new trustees with a third about to join the Board and a fourth candidate under serious consideration.

We also began discussions with a new lead partner for PBIC to become a sub-contractor on a new project aimed at bringing unemployed clients closer to work. There were several issues to consider, in particular, although significant match funding was allowed by The Big Lottery Community Fund, given the size of the project it also meant drawing on our own reserves because of the proposed remuneration system. Trustees decided that the risk was manageable and so we began, in December 2021, Pathways for Recovery which is the largest single project undertaken by PBIC. One of the draws of this work was that we could finally add to our management structure by employing a skilled project manager to assist the CEO who in recent years had taken on too much responsibility.

Having just begun this not insubstantial project we were soon to find that unfolding world events inevitably drew us into yet another new project.

After several months of heightened tension in eastern Europe Russia finally began its invasion of Ukraine on 24th February 2022.

PBIC LTD

The report of the trustees for the year ended 30 June 2022

Chairman's statement continued

We knew that this was something PBIC could not ignore and whilst trustees began discussions with senior management to discover how best we could respond, we received three phone calls in quick succession. They were from senior civil servants, from Bedford Borough Council and from Bedford's oldest and most significant charitable fund, Harpur Trust. Each asked us how we were responding to these dreadful circumstances.

Encouraged and emboldened by these conversations we quickly developed a proposal and with emergency funding forthcoming from Bedford Borough and Harpur Trust, within a couple of hectic weeks, PBIC became responsible for the coordination of support and welfare for all vulnerable Ukrainian guests arriving in the Borough.

We already knew from our ongoing migrant work of the importance to be culturally and language sensitive so we quickly supplemented our existing experienced staff with suitably qualified Ukrainian and Russian speakers.

As a result, we became one of the first UK employers to formally recruit specifically from recently arrived guests and at present we employ 4 Ukrainian guests in various capacities to assist with this work.

PBIC soon demonstrated that we were capable of undertaking this unexpected work to the extent that we were then chosen to continue this service for another two years when the Borough subsequently went out to competitive tender.

An inevitable effect of this awful situation is that we had, within 2 years of taking a lease, expanded beyond our new office's capacity and we were fortunate in being able to take additional space from Community Voluntary Services just across the road.

Throughout this accounting period we have continued our commitment to free services being available to migrants whenever they feel at their most vulnerable whether it be career advice, general advice, immigration advice or English lessons. More than ever PBIC is here to help migrants settle, achieve and contribute and we are extremely grateful for the financial support we received from The Big Lottery Community Fund, European Social Fund, Bedford Borough Council, Harpur Trust, Home Office and Luton and Bedford Community Fund.

We also began during this period to attract small but significant financial donations from individuals and companies. For the most part this is down to the generosity and kindness of others but we also recognise that it is partly due to our increasing profile, something that we hope to build on going forward.

We are confident about what lies ahead. We feel that our prompt and appropriate responses to the UK leaving the EU, together with the Covid pandemic and the Russian invasion of Ukraine has prepared us well for an uncertain future.

Nigel Rees

Chair of Trustees

Name, registered office and constitution of the charity

Full name:	PBIC LTD
Date of incorporation:	27th June 2008
Company registration number:	6632086
Charity number:	1152448
Date charity registered:	17-Jun-13
Charity registered office:	90 - 92 Bromham Road Bedford MK40 2QH

PBIC LTD

The report of the trustees for the year ended 30 June 2022

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.

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, trade or profession on 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

- Throughout this period PBIC staff met and advised or taught more than 2600 different clients, often with multiple issues, requiring several sessions each.
- PBIC reacted quickly to local pressure to set up, on behalf of Bedford Borough Council, a single point of contact for the coordination of care and support to all vulnerable Ukrainian guests temporarily settling in and around Bedford.
- PBIC became one of the first employers of Ukrainian guests in the UK.
- Staff numbers grew from 12 full time equivalents to 16.
- All PBIC services remained free at the point of contact.
- Four potential new trustees were identified during this period and subsequently two have joined the Board with the third expected to join shortly. The fourth candidate is likely to be formally interviewed within the next few months.
- The senior management team has been considerably strengthened with Robert Burton joining us as Projects Manager to assist the CEO.

PBIC LTD

The report of the trustees for the year ended 30 June 2022

- Work continued on a draft document to modernise PBIC's constitution to reflect more accurately the direction in which PBIC is moving.

Summary of main activities of the charity in relation to its objects continued

- Delivery is underway of the two year Pathway for Recovery project led by Northampton University partly funded by ESF to help move the economically inactive and long term unemployed struggling with covid related issues closer to employment.
- We have undertaken the development of a new database to fully capture the client journey through PBIC, ready for launch just beyond this accounting period.
- Thanks to project Articulate led by WhyMe, all PBIC staff have undertaken Restorative Justice training. We subsequently signed an Agreement with Bedfordshire Victim Care Service in partnership with WhyMe to develop restorative justice for migrants where appropriate.
- After several failed attempts we eventually launched our Listening Service for those struggling with mental health issues, providing somewhere to come and talk about their issues in a safe environment.
- We developed an ESOL program introducing migrants to learning English in the UK. Step into English is a new accredited course consisting of a thorough ESOL assessment, career and skills advice and a few useful tips on how to develop four skills: speaking, listening, reading and writing. Step into English is offered at PBIC to all clients wanting to learn English language.
- The proposed streamlining of our constitution gathered pace during this accounting period and with all relevant parties' agreement this draft now sits with The Charity Commission for endorsement.
- We continue to support young people and children wanting to promote their Polish heritage through our song and dance group, Promethidion.

Future Plans

- Our clients face complex multiple issues: communication, health including mental health, family and financial. Our advisers are well trained and go above and beyond to support clients. They however require support themselves and in addition to the management support they receive already we plan to link to a counselling service that staff can access if and when they need this support themselves.
- Working with Bedfordshire Victim Care Service and WhyMe, we hope to gain experience and further skills for the delivery of Restorative Justice to finally be able to register with Restorative Justice Council and offer this specialist service to our clients.
- Delivering Level1 immigration advice and registering with OISC for this level as we are currently only registered for EUSS level 1 advice.
- Developing our fundraising skills and increasing the amounts gathered through fundraising.
- Securing funding for PBIC delivery beyond 2025 as much of our current funding will end by then.
- Adopting an updated governing document, once its approved by the Charity Commission, with changes reflecting PBIC reaching out to all but predominantly European migrants, and not just Polish.

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.

PBIC LTD

The report of the trustees for the year ended 30 June 2022

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 £30,367 (2021: net incoming resources £83,690). Total funds carried forward show £289,286 (2021: £258,919) of which £47,402 (2021: £51,891) 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 2022 stand at £241,884 (2021: £207,028). This includes £30,000 of designated funds (2021: £23,907).

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 2022

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 any
- 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 12th February 2023 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

12th February 2023

PBIC LTD
Statement of Financial Activities
incorporating an Income and Expenditure Account
for the Year Ended 30 June 2022

	Notes	Current year Unrestricted Funds 2022 £	Current year Restricted Funds 2022 £	Current year Total Funds 2022 £	Prior Year Total Funds 2021 £
Income & Endowments					
Grants, Donations & Legacies		176,921	314,236	491,157	501,866
Total income		<u>176,921</u>	<u>314,236</u>	<u>491,157</u>	<u>501,866</u>
Expenditure					
Expenditure on charitable activities		127,018	333,772	460,790	418,176
Total expenditure		<u>127,018</u>	<u>333,772</u>	<u>460,790</u>	<u>418,176</u>
Net Income for the year		49,903	(19,536)	30,367	83,690
Transfers between funds	10	(15,047)	15,047	-	-
Net income after transfers		<u>34,856</u>	<u>(4,489)</u>	<u>30,367</u>	<u>83,690</u>
Net movement in funds		<u>34,856</u>	<u>(4,489)</u>	<u>30,367</u>	<u>83,690</u>
Reconciliation of funds:-					
Total funds brought forward		207,028	51,891	258,919	175,229
Total funds carried forward		<u>241,884</u>	<u>47,402</u>	<u>289,286</u>	<u>258,919</u>

PBIC LTD
Comparative Statement of Financial Activities
incorporating an Income and Expenditure Account
for the Year Ended 30 June 2021

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

PBIC LTD**Company Number****06632086****Balance Sheet
as at 30 June 2022**

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	6	-	-
Total fixed assets		-	-
Current assets			
Debtors	7	91,685	62,659
Cash at bank and in hand		231,493	206,544
Total current assets		323,178	269,203
Creditors:			
amounts due within one year	8	(33,892)	(10,284)
Net current assets		289,286	258,919
Total assets less current liabilities		289,286	258,919
Net assets		289,286	258,919
The funds of the charity :			
Unrestricted income funds			
Unrestricted accumulated funds	10	211,884	183,121
Designated funds	10	30,000	23,907
Total unrestricted funds		241,884	207,028
Restricted Funds	10	47,402	51,891
Total charity funds		289,286	258,919

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 12th February 2023

PBIC LTD
Notes to the Accounts
for the Year Ended 30 June 2022

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.

The financial statements are presented in £ Sterling, its functional currency and rounded to the nearest £.

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
Plant, machinery and equipment	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 partially recoverable by the company.

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.

3 Deficit /Surplus for the Financial Year	2022	2021
	£	£
This is stated after charging :-		
Rentals under operating leases	13,000	13,000
Reporting Accountant fees	1,815	1,680
Fund Audit fees	-	-

4 Expenses paid to trustees or persons connected with trustees	2022	2021
	£	£
The aggregate amount of expenses paid to trustees was	<u>198</u>	<u>56</u>

The nature of the expenses was Travel & Subsistence, payment was made to one trustee (2021: one trustee).

5 Staff Costs and Emoluments	2022	2021
	£	£
Gross Salaries	351,238	322,576
Pension Costs	<u>3,615</u>	<u>3,072</u>
	<u>354,853</u>	<u>325,648</u>

Numbers of full time employees or full time equivalents	2022	2021
Engaged on charitable activities	<u>16</u>	<u>12</u>
	<u>16</u>	<u>12</u>

There were no employees with emoluments in excess of £60,000 per annum

PBIC LTD
Notes to the Accounts
for the Year Ended 30 June 2022

6 Tangible fixed assets

	Equipment £
Asset cost, valuation or revalued amount	
At 1 July 2021	4,341
Disposals	-
Additions	-
At 30 June 2022	<u>4,341</u>
Accumulated depreciation and impairment provisions	
At 1 July 2021	4,341
Disposals	-
Charge for the year	-
At 30 June 2022	<u>4,341</u>
Net book value	
At 1 July 2021 and 30 June 2022	<u>-</u>

7 Debtors	2022 £	2021 £
Trade debtors	-	9,601
Accrued income	90,546	31,721
Other debtors	1,139	21,337
	<u>91,685</u>	<u>62,659</u>

8 Creditors: amounts falling due within one year	2022 £	2021 £
Trade creditors	10,863	3,596
Accrued expenses	8,454	1,680
Accrued wages	388	2
PAYE and NI	10,121	4,946
Taxation	4,006	
Pension Contributions	-	-
Funds held for third parties	60	60
	<u>33,892</u>	<u>10,284</u>

9 Operating Leases	2022 £	2021 £
The future minimum lease payments for operating leases which expire:		
within one to five years	54,000	67,000
over five years	-	-
	<u>54,000</u>	<u>67,000</u>

The operating lease relates to rental for premises.

10 Particulars of Individual Funds and analysis of assets and liabilities representing funds

At 30 June 2022	Unrestricted funds	Restricted funds	Total Funds
	£	£	£
Current Assets	275,776	47,402	323,178
Current Liabilities	(33,892)	-	(33,892)
	<u>241,884</u>	<u>47,402</u>	<u>289,286</u>

At 1 July 2021	Unrestricted funds	Restricted funds	Total Funds
	£	£	£
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>

The individual funds included above are :-

	Funds at 2021	Movements in Funds as below	Transfers Between funds	Funds at 2022
	£	£	£	£
Big Lottery Community Fund	50,747	(6,642)	-	44,105
Settlement Scheme Grant Fund	-	(2,149)	2,149	-
The Harpur Trust Fund- Covid	-	(33)	33	-
Garfield Weston	1,144	(1,144)	-	-
ESF-BBO	-	(12,855)	12,855	-
The Harpur Trust Fund- UGS	-	3,297	-	3,297
Bedford & Luton Community Fund P4R	-	(10)	10	-
		-		-
Unrestricted Designated Fund	23,907	-	6,093	30,000
Unrestricted Fund	183,121	49,903	(21,140)	211,884
	<u>258,919</u>	<u>30,367</u>	<u>-</u>	<u>289,286</u>

Analysis of movements in funds as shown in the table above

	Incoming Resources	Outgoing Resources	Accrued Income	Movement in funds
	£	£	£	£
Big Lottery Community Fund	124,695	(131,337)	-	(6,642)
Settlement Scheme Grant Fund	48,762	(50,911)	-	(2,149)
The Harpur Trust Fund- Covid	20,032	(20,065)	-	(33)
Garfield Weston	-	(1,144)	-	(1,144)
ESF-BBO	22,300	(35,155)	-	(12,855)
The Harpur Trust Fund- UGS	12,500	(9,203)	-	3,297
Bedford & Luton Community Fund P4R	5,000	(5,010)	-	(10)
	-	(80,947)	80,947	-
Unrestricted Fund	167,322	(127,018)	9,599	49,903
	<u>400,611</u>	<u>(460,790)</u>	<u>90,546</u>	<u>30,367</u>

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

Comparative Year	Funds at 2020	Movements in Funds as below	Transfers Between funds	Funds at 2021
	£	£	£	£
Big Lottery Community Fund	23,855	26,892	-	50,747
Settlement Scheme Grant Fund	-	-	-	-
The Harpur Trust Fund	-	-	-	-
Garfield Weston	-	1,144	-	1,144
ESF-BBO				
Unrestricted Designated Fund		-	23,907	23,907
Unrestricted Fund	151,374	55,654	(23,907)	183,121
	<u>175,229</u>	<u>101,379</u>	<u>-</u>	<u>258,919</u>

Analysis of movements in funds as shown in the table above

	Incoming Resources £	Outgoing Resources £	Deferred Income £	Movement in funds £
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	261,036	(205,382)	-	55,654
	<u>501,866</u>	<u>(418,176)</u>	<u>-</u>	<u>83,690</u>

Big Lottery Community Fund

PBIC LTD was awarded a 5 year grant in respect of the YAR Value project and are currently in the third year of this project. The project supports vulnerable migrants with advice, learning and a listening service.

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.

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 31st March 2023.

PBIC LTD
Notes to the Accounts
for the Year Ended 30 June 2022

The Harpur Trust Fund -UGS

As a response to Ukrainian Guests arriving in Bedford Borough, PBIC proposed to become a central point of contact for those guests, who we planned to support with initial advice, interpreting and enabling access to services. Harpur Trust offered us a grant to pay for salaries for staff working on this new project.

Bedford and Luton Community Fund

As a result of initial assessment PBIC was completing for each guest arriving in Bedford, it became clear that there was an urgent need for help with summer clothing. This fund paid for vouchers which Ukrainians Guests used to purchase summer clothing.

Pathway for Recovery (P4R)

This grant was funded through ESF, offering wide comprehensive employment support, focused on helping those most disadvantaged in our communities due to the impact of COVID-19

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.

PBIC LTD

**Schedule to the Statement of Financial Activities
for the Year Ended 30 June 2022**

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 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Prior Period Total Funds 2021 £
Incoming Resources from generated funds				
Voluntary Income				
Government and public bodies				
Incoming resources of a revenue nature				
Bedford Borough Council	85,080	-	85,080	81,880
Bedford Borough Council Homeless Support	-	-	-	-
Department of Work & Pensions / ESF	5,611	-	5,611	26,083
Futures Advice	82,169	-	82,169	95,459
Home Office	-	48,762	48,762	48,072
Luton Borough Council	-	22,300	22,300	35,117
University of Northampton	-	80,947	80,947	-
Total	172,860	152,009	324,869	286,611
Non government and non public bodies				
Incoming resources of a revenue nature - grants, donations and legacies				
Bedford and Luton Community Foundation	-	5,000	5,000	-
Big Lottery Fund Grant	-	-	-	-
Big Lottery Community Fund Grant	-	124,695	124,695	129,673
Heritage Lottery Fund Grant	-	-	-	-
The Harpur Trust	-	32,532	32,532	12,968
Garfield Weston	-	-	-	15,000
Donations	3,470	-	3,470	742
Other Funded Projects	525	-	525	20,381
Other Income	66	-	66	36,491
Total	4,061	162,227	166,288	215,255
Total Grants,Legacies & Donations Received	176,921	314,236	491,157	501,866
Total Voluntary Income	176,921	314,236	491,157	501,866
Support costs of charitable activities				
Direct support costs				
Gross wages and salaries - charitable activities	89,000	265,834	354,834	325,648
Volunteers' Costs	61	-	61	100
	89,061	265,834	354,895	325,748
Indirect employee costs				
Training and welfare	1,027	1,637	2,664	801
Restructuring costs	-	-	-	-
Travel and subsistence	416	547	963	2,566
	1,443	2,184	3,627	3,367
Premises Costs				
Rent payable	3,250	9,750	13,000	13,000
Rates	1,860	-	1,860	-
Insurance	-	3,065	3,065	2,072
Office refurbishment / Room hire	1,231	4,710	5,941	28,263
	6,341	17,525	23,866	43,335

PBIC LTD

**Schedule to the Statement of Financial Activities
for the Year Ended 30 June 2022**

Status of this schedule to the Statement of Financial Activities continued

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
General administrative expenses:				
Telephone and fax	651	3,351	4,002	1,952
Software and IT Costs	13,057	3,782	16,839	10,960
General Office Running Costs	583	12,741	13,324	9,713
Social Events	904	50	954	724
Advertising and PR	1,097	2,214	3,311	5,684
Bank charges and interest	267	58	325	281
Stationery, Printing and postage	1,057	203	1,260	
Subscriptions	855	74	929	1,943
Sundry expenses	789	1,205	1,994	2,303
	19,260	23,678	42,938	33,560
Professional fees in support of charitable activities				
Consultancy fees	720	12,400	13,120	-
Professional Fees - Administration	-	131	131	63
Professional Fees - Other	5,774	3,681	9,455	9,011
	6,494	16,212	22,706	9,074
Other support costs				
Expensed Equipment	250	169	419	1,142
Beneficiaries expenses	23	5,613	5,636	-
Fundraising	-	600	600	-
Training workshops and teaching materials	45	1,083	1,128	-
Tutors	460	620	1,080	180
	778	8,085	8,863	1,322
Governance costs				
Trustees' expenses	-	198	198	56
Reporting Accountant's Fees	1,815	-	1,815	1,680
Other Accounting Services	1,826	-	1,826	-
General Governance Costs	-	56	56	34
Fund Audit Fees	-	-	-	-
Total governance costs	3,641	254	3,895	1,770
Total Support costs	127,018	333,772	460,790	418,176
Total Expended on Charitable Activities	127,018	333,772	460,790	418,176

PBIC LTD**Schedule to the Statement of Financial Activities
Comparative 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 £
Incoming Resources from generated funds				
Voluntary Income				
Government and public bodies				
Incoming resources of a revenue nature				
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
Total	203,422	83,189	286,611	255,140
Non government and non public bodies				
Incoming resources of a revenue nature - grants, donations and legacies				
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
Services Provided	-	-	-	-
Total	57,614	157,641	215,255	153,350
Total Grants, Legacies & Donations Received	261,036	240,830	501,866	408,490
Total Voluntary Income	261,036	240,830	501,866	408,490
Support costs of charitable activities				
Direct support costs				
Gross wages and salaries - charitable activities	169,674	155,974	325,648	245,325
Volunteers' Costs	100	-	100	658
Expenses Beneficiaries	-	-	-	-
Indirect employee costs				
Temporary staff and recruitment	-	-	-	-
Training and welfare	75	726	801	956
Restructuring costs	-	-	-	(119)
Travel and subsistence	859	1,707	2,566	4,843
	934	2,433	3,367	5,680
Premises Costs				
Rent payable	5,417	7,583	13,000	8,835
Insurance	610	1,462	2,072	1,841
Room Hire/ Office Refurbishment	448	27,815	28,263	6,203
	6,475	36,860	43,335	16,879

PBIC LTD

**Schedule to the Statement of Financial Activities
Comparative for the Year to 30th June 2021**

Status of this schedule to the Statement of Financial Activities continued

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Prior Period Total Funds 2020 £
General administrative expenses:				
Telephone and fax	631	1,321	1,952	3,061
Software and IT Costs	6,846	4,114	10,960	4,003
General Office Running Costs	5,132	4,581	9,713	3,269
Social Events	724	-	724	551
Advertising and PR	1,409	4,275	5,684	1,905
Bank charges	200	81	281	253
Subscriptions	382	1,561	1,943	16
Sundry expenses	2,073	230	2,303	1,721
	17,397	16,163	33,560	14,779
Professional fees in support of charitable activities				
Professional Fees - Administration	28	35	63	4,673
Professional Fees - Other	8,306	705	9,011	7,623
	8,334	740	9,074	12,296
Other support costs				
Depreciation of assets used for charitable purposes	-	-	-	-
Loss / (Profit) on disposal of assets	-	-	-	-
Expensed Equipment	1,098	44	1,142	8,005
Tutors	-	180	180	1,700
	1,098	224	1,322	9,705
Governance costs				
Trustees' expenses	56	-	56	96
Reporting Accountant's Fees	1,280	400	1,680	1,680
General Governance Costs	34	-	34	13
Fund Audit Fees	-	-	-	-
Total governance costs	1,370	400	1,770	1,789
Total Support costs	205,382	212,794	418,176	307,111
Total Expended on Charitable Activities	205,382	212,794	418,176	307,111