

Registered Company Number  
06632086  
Charity Number  
1152448

PBIC LTD

Report and Unaudited Accounts

30 June 2023



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
Moritz Lank	Appointed	9th March 2023
Charles Leydon	Appointed	31st May 2023
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 2023**

#### **Introduction**

The trustees present their annual report and accounts for the year ended 30th June 2023.

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 July 2022 - June 23 proved to be a period of relative stability for PBIC and can be characterised as bringing towards a successful conclusion many of the ongoing challenges that had been identified and worked on in the previous 2 or 3 financial years.

Client numbers continued to grow as our reputation for helping any vulnerable migrant, regardless of their country of origin, spread amongst various migrant communities. Polish clients still remain the biggest group that we support followed by Bulgarian, Romanian and Ukrainian migrants.

Pathways For Recovery which began as the biggest and riskiest project undertaken by PBIC was now showing to be a good decision both for our clients and PBIC where it has opened up partnership opportunities under the lead of Northampton University. It supported 298 inactive people with 47 progressing into employment and 164 into learning.

It has shown PBIC just how a project manager, who was added to PBIC structure as result of this project, benefited the CEO who, because of PBIC's expansion, was finding it increasingly more difficult to cope with her ever-expanding day to day managerial duties.

Our Ukrainian Guest Support Project was also proving to be an important focus for us. We had in the previous financial year been asked, on an emergency basis, to take on the coordination of the welfare and support of all Ukrainian guests arriving in Bedford under the UK host scheme. Six months later we then won the competitive tender organised by Bedford Borough Council to continue this work for a further two years.

Interviews that had previously been underway for new trustees meant Gordon James and Sandra Turner joined the Board in October and November 2022 respectively. Since then two further candidates, Mo Lank and Tom Leydon have also joined the board later in the same financial year.

Meanwhile the Charity Commission and Companies House endorsed the proposed draft alterations to our existing constitution that we had been working on for the previous 2 years. These revisions were all aimed at reflecting the organic growth that had taken place and was anticipated to take place, along with some administrative revisions to streamline the governance and administration of PBIC.

What we also experienced in the past financial year was evidence that grants to support our work was getting difficult to obtain with the UK government funding pots getting smaller. The European Social Fund was coming to an inevitable end and it's promised replacement funding in the form of the UK Shared Prosperity Fund is not a comparable equivalent. Home Office EUSS funding for grassroot organisations has ended with only one nation-wide organisation being in a position to win the contract.

In addition, funders do not always consider European vulnerable migrants as a priority group, despite migrant issues being a major topic in UK.

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2023**

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

At PBIC we understand these pressures and saw them coming and as a result we have steadily built up our reserves of funds to see us through what we hope will be a temporary downturn in public support for vulnerable migrants in our communities. We will, of course, continue to push for funds to address our clients' issues.

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

#### ***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.

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2023**

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

- PBIC staff advised or taught more than 2900 different clients, often with multiple issues, requiring several sessions each. All PBIC services remained free at the point of contact. Our Social Welfare Advice consists of delivering General, Benefits, Immigration and Housing advice.
- Careers Guidance was delivered under National Careers Service, You Are Valued and Pathways for Recovery Projects
- Learning, especially ESOL courses were delivered under Bedford Borough's ESOL for Integration Programme, Pathways for Recovery and You Are Valued project. Under YAV we developed an ESOL programme 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.
- Our Listening Service funded mainly through Harpur Trust and TNLCF's You Are Valued for those struggling with mental health issues continued to grow, providing somewhere for vulnerable migrants to come and talk about their issues in a safe environment.
- Cultural Events undertaken included Polish Heritage Day, Ukrainian Independence Day together with regular Art Activities and Coffee Mornings
- Acting as the single point of contact for the coordination of care and support to all vulnerable Ukrainian guests temporarily settling in and around Bedford. This in turn has ensured continued job security for several Ukrainian guests at PBIC, allowing an all-encompassing service to be delivered to Ukrainian Guests.
- We deliver support to those migrants who are homeless in the Borough, through a project by Bedford Borough Council and led by SMART.
- We continue to support young people and children wanting to promote their Polish heritage through our song and dance group, Promethidion.
- Our clients continue to face complex multiple issues: communication, health including mental health, family and financial. As a result, our advisers also require support themselves and in addition to the management support they receive already we have linked to a counselling service that staff can access if and when they need this support themselves.

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

- The areas we want to focus on:
  - Further development of our immigration service
  - Further development of our services to young people
  - Ensuring the 'listening' aspect of our all-encompassing service is recognised for its high value in supporting migrants' well-being.
- Based on the constant evaluating of our activities and what we offer to our beneficiaries who are facing multiple barriers in their process of settling, achieving and contributing in the UK, we recognise that we have a highly effective model of delivery. It's all-encompassing aspects include advice, careers guidance, ESOL learning, art, culture and community engagement, and listening service. Ideally, we would like to focus on delivering this bespoke package.

## **PBIC LTD**

### **The report of the trustees for the year ended 30 June 2023**

- As we believe it will be extremely difficult to find funding sources to commit to continue to empower vulnerable migrants to help themselves, we realise that involvement in research and policy influencing activity is vital and imminent. This calls for extending our partnership working which we have already started leading on Bedford Borough's ESOL Partnership Forum and Ukrainian Guest Support Forum. To this end we have begun engaging with researchers from Cambridge and Cranfield Universities.

#### ***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 minimum of 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 £79,185 (2022: net incoming resources £30,367). Total funds carried forward show £368,471 (2022: £289,286) of which £44,105 (2022: £47,402) 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 2023 stand at £324,366 (2022: £241,884). This includes £36,000 of designated funds (2022: £30,000).

**PBIC LTD****The report of the trustees for the year ended 30 June 2023*****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 2023****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 16th December 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

16th December 2023

**PBIC LTD**  
**Statement of Financial Activities**  
**incorporating an Income and Expenditure Account**  
**for the Year Ended 30 June 2023**

	Notes	Current year Unrestricted Funds 2023 £	Current year Restricted Funds 2023 £	Current year Total Funds 2023 £	Prior Year Total Funds 2022 £
<b>Income &amp; Endowments</b>					
Grants, Donations & Legacies		268,189	406,769	<b>674,958</b>	491,157
<b>Total income</b>		<u>268,189</u>	<u>406,769</u>	<u><b>674,958</b></u>	<u>491,157</u>
<b>Expenditure</b>					
Expenditure on charitable activities		225,004	370,769	<b>595,773</b>	460,790
<b>Total expenditure</b>		<u>225,004</u>	<u>370,769</u>	<u><b>595,773</b></u>	<u>460,790</u>
<b>Net Income for the year</b>		43,185	36,000	<b>79,185</b>	30,367
Transfers between funds	10	39,297	(39,297)	-	-
<b>Net income after transfers</b>		<u>82,482</u>	<u>(3,297)</u>	<u><b>79,185</b></u>	<u>30,367</u>
<b>Net movement in funds</b>		<u>82,482</u>	<u>(3,297)</u>	<u><b>79,185</b></u>	<u>30,367</u>
<b>Reconciliation of funds:-</b>					
<b>Total funds brought forward</b>		241,884	47,402	<b>289,286</b>	258,919
<b>Total funds carried forward</b>		<u>324,366</u>	<u>44,105</u>	<u><b>368,471</b></u>	<u>289,286</u>

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

**PBIC LTD****Company Number****06632086****Balance Sheet  
as at 30 June 2023**

	<b>Note</b>	<b>2023 £</b>	<b>2022 £</b>
<b>Fixed assets</b>			
Tangible assets	6	-	-
<b>Total fixed assets</b>		-	-
<b>Current assets</b>			
Debtors	7	24,413	91,685
Cash at bank and in hand		431,684	231,493
<b>Total current assets</b>		456,097	323,178
<b>Creditors:</b>			
amounts due within one year	8	(87,626)	(33,892)
<b>Net current assets</b>		368,471	289,286
<b>Total assets less current liabilities</b>		368,471	289,286
<b>Net assets</b>		368,471	289,286
<b>The funds of the charity :</b>			
<b>Unrestricted income funds</b>			
Unrestricted accumulated funds	10	288,366	211,884
Designated funds	10	36,000	30,000
<b>Total unrestricted funds</b>		324,366	241,884
<b>Restricted Funds</b>	10	44,105	47,402
<b>Total charity funds</b>		368,471	289,286

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 16th December 2023

**PBIC LTD**  
**Notes to the Accounts**  
**for the Year Ended 30 June 2023**

**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.

<b>3 Deficit /Surplus for the Financial Year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>This is stated after charging :-</b>		
Rentals under operating leases	15,656	13,000
Reporting Accountant fees	1,996	1,815
Fund Audit fees	-	-

<b>4 Expenses paid to trustees or persons connected with trustees</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
The aggregate amount of expenses paid to trustees was	-	198

*The nature of the expenses paid were Travel & Subsistence. There were no payment made to trustees during the year (2022: one trustee).*

<b>5 Staff Costs and Emoluments</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Gross Salaries	470,051	351,238
Pension Costs	5,794	3,615
	<u>475,845</u>	<u>354,853</u>

<b>Numbers of full time employees or full time equivalents</b>	<b>2023</b>	<b>2022</b>
Engaged on charitable activities	18	16
	<u>18</u>	<u>16</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 2023**

**6 Tangible fixed assets**

	<b>Equipment</b>
	<b>£</b>
<b>Asset cost, valuation or revalued amount</b>	
At 1 July 2022	4,341
Disposals	-
Additions	-
At 30 June 2023	<u>4,341</u>
<b>Accumulated depreciation and impairment provisions</b>	
At 1 July 2022	4,341
Disposals	-
Charge for the year	-
At 30 June 2023	<u>4,341</u>
<b>Net book value</b>	
At 1 July 2022 and 30 June 2023	<u>-</u>

<b>7 Debtors</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Trade debtors	11,048	-
Accrued income	12,281	90,546
Other debtors	1,084	1,139
	<u>24,413</u>	<u>91,685</u>

<b>8 Creditors: amounts falling due within one year</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Bank loans and overdrafts	-	-
Trade creditors	4,500	10,863
Accrued expenses	1,996	8,454
Accrued wages	-	388
PAYE and NI	10,268	10,121
Taxation	3,858	4,006
Pension Contributions	977	-
Funds held for third parties	60	60
Deferred income and grants in advance	65,967	-
	<u>87,626</u>	<u>33,892</u>

<b>9 Operating Leases</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
The future minimum lease payments for operating leases which expire:		
within one to five years	41,000	54,000
over five years	-	-
	<u>41,000</u>	<u>54,000</u>

The operating lease relates to rental for premises.



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

<b>At 30 June 2023</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Current Assets	344,500	111,597	456,097
Current Liabilities	(20,134)	(67,492)	(87,626)
	<u>324,366</u>	<u>44,105</u>	<u>368,471</u>

<b>At 1 July 2022</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Current Assets	263,224	59,954	323,178
Current Liabilities	(21,340)	(12,552)	(33,892)
	<u>241,884</u>	<u>47,402</u>	<u>289,286</u>

**The individual funds included above are :-**

	<b>Funds at 2022</b>	<b>Movements in Funds as below</b>	<b>Transfers Between funds</b>	<b>Funds at 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Big Lottery Community Fund	44,105	-	-	44,105
BLCF ESOL	-	-	-	-
Settlement Scheme Grant Fund	-	-	-	-
The Harpur Trust Fund- YAV	-	-	-	-
Homeless SMART	-	-	-	-
ESF-BBO	-	39,301	(39,301)	-
The Harpur Trust Fund- UGS	3,297	(3,301)	4	-
Bedford & Luton Community Fund ESOL	-	-	-	-
P4R	-	-	-	-
Unrestricted Designated Fund	30,000	-	6,000	36,000
Unrestricted Fund	<u>211,884</u>	<u>43,185</u>	<u>33,297</u>	<u>288,366</u>
	<u>289,286</u>	<u>79,185</u>	<u>-</u>	<u>368,471</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>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Big Lottery Community Fund	125,757	(125,757)	-	-
BLCF ESOL	-	-	-	-
Settlement Scheme Grant Fund	33,125	(33,125)	-	-
The Harpur Trust Fund- YAV	8,812	(8,812)	-	-
Homeless SMART	39,791	(39,791)	-	-
ESF-BBO	44,499	(5,198)	-	39,301
The Harpur Trust Fund- UGS	12,500	(15,801)	-	(3,301)
Bedford & Luton Community Fund ESOL	3,722	(3,722)	-	-
P4R	138,563	(138,563)	-	-
Unrestricted Fund	<u>255,908</u>	<u>(225,004)</u>	<u>12,281</u>	<u>43,185</u>
	<u>662,677</u>	<u>(595,773)</u>	<u>12,281</u>	<u>79,185</u>

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

Comparative Year	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	-	(10)	10	-
P4R	-	-	-	-
Unrestricted Designated Fund	23,907	-	6,093	30,000
Unrestricted Fund	183,121	49,903	(21,140)	211,884
	<u>258,919</u>	<u>101,379</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	5,000	(5,010)	-	(10)
P4R	-	(80,947)	80,947	-
	<u>167,322</u>	<u>(127,018)</u>	<u>9,599</u>	<u>49,903</u>
Unrestricted Fund	<u>400,611</u>	<u>(460,790)</u>	<u>90,546</u>	<u>30,367</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- Covid**

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 2023**

**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

**The Harpur Trust Fund -YAV**

This is a match fund helping us deliver TNLCF YAV project in its final 2 years, it is a grant contributing to the costs of employing the listening specialist and administrator.

**Homeless SMART**

PBIC is subcontracted to SMART to deliver homeless support to migrants in Bedford Borough. The grant pays for one full time outreach worker and one part time homeless caseworker.

**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 2023**

**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 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Prior Period Total Funds 2022 £
<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	137,119	-	137,119	85,080
Bedford Borough Council Homeless Support	-	-	-	-
Bedford College	500	-	500	-
Department of Work & Pensions / ESF	-	-	-	5,611
Futures Advice	124,327	-	124,327	82,169
Home Office	-	33,126	33,126	48,762
Luton Borough Council	-	44,499	44,499	22,300
University of Northampton	-	138,563	138,563	80,947
<b>Total</b>	<b>261,946</b>	<b>216,188</b>	<b>478,134</b>	<b>324,869</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature - grants, donations and legacies</b>				
Bedford and Luton Community Foundation	-	3,722	3,722	5,000
Big Lottery Fund Grant	-	-	-	-
Big Lottery Community Fund Grant	-	125,756	125,756	124,695
Heritage Lottery Fund Grant	-	-	-	-
The Harpur Trust	-	21,312	21,312	32,532
Garfield Weston	-	-	-	-
Donations	5,389	-	5,389	3,470
Other Funded Projects	-	39,791	39,791	525
Other Income	854	-	854	66
<b>Total</b>	<b>6,243</b>	<b>190,581</b>	<b>196,824</b>	<b>166,288</b>
<b>Total Grants,Legacies &amp; Donations Received</b>	<b>268,189</b>	<b>406,769</b>	<b>674,958</b>	<b>491,157</b>
<b>Total Voluntary Income</b>	<b>268,189</b>	<b>406,769</b>	<b>674,958</b>	<b>491,157</b>
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	138,435	337,410	475,845	354,834
Volunteers' Costs	222	-	222	61
	<b>138,657</b>	<b>337,410</b>	<b>476,067</b>	<b>354,895</b>
<b>Indirect employee costs</b>				
Training and welfare	2,641	2,677	5,318	2,664
Restructuring costs	-	-	-	-
Travel and subsistence	2,163	33	2,196	963
	<b>4,804</b>	<b>2,710</b>	<b>7,514</b>	<b>3,627</b>
<b>Premises Costs</b>				
Rent payable	3,531	12,125	15,656	13,000
Rates	82	-	82	1,860
Insurance	2,000	1,127	3,127	3,065
Office refurbishment / Room hire	3,124	1,663	4,787	5,941
	<b>8,737</b>	<b>14,915</b>	<b>23,652</b>	<b>23,866</b>

**PBIC LTD**

**Schedule to the Statement of Financial Activities  
for the Year Ended 30 June 2023**

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

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
<b>General administrative expenses:</b>				
Telephone and fax	2,331	1,047	3,378	4,002
Software and IT Costs	12,199	3,409	15,608	16,839
General Office Running Costs	9,924	2,832	12,756	13,324
Social Events	13,987	146	14,133	954
Advertising and PR	2,425	1,763	4,188	3,311
Bank charges and interest	300	-	300	325
Stationery, Printing and postage	2,103	369	2,472	1,260
Subscriptions	3,077	13	3,090	929
Sundry expenses	2,131	188	2,319	1,994
	<b>48,477</b>	<b>9,767</b>	<b>58,244</b>	<b>42,938</b>
<b>Professional fees in support of charitable activities</b>				
Consultancy fees	650	-	650	13,120
Professional Fees - Tutors and administration	-	-	-	131
Professional Fees - Other	16,662	711	17,373	9,455
	<b>17,312</b>	<b>711</b>	<b>18,023</b>	<b>22,706</b>
<b>Other support costs</b>				
Expensed Equipment	191	-	191	419
Beneficiaries expenses	119	113	232	5,636
Fundraising	-	-	-	600
Training workshops and teaching materials	1,800	1,203	3,003	1,128
Tutors	1,840	3,940	5,780	1,080
	<b>3,950</b>	<b>5,256</b>	<b>9,206</b>	<b>8,863</b>
<b>Governance costs</b>				
Trustees' expenses	-	-	-	198
Reporting Accountant's Fees	1,996	-	1,996	1,815
Other Accounting Services	892	-	892	1,826
General Governance Costs	179	-	179	56
Fund Audit Fees	-	-	-	-
<b>Total governance costs</b>	<b>3,067</b>	<b>-</b>	<b>3,067</b>	<b>3,895</b>
<b>Total Support costs</b>	<b>225,004</b>	<b>370,769</b>	<b>595,773</b>	<b>460,790</b>
<b>Total Expended on Charitable Activities</b>	<b>225,004</b>	<b>370,769</b>	<b>595,773</b>	<b>460,790</b>

**PBIC LTD**

**Schedule to the Statement of Financial Activities  
Comparative for the Year to 30th 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 £
<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	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	-
<b>Total</b>	<b>172,860</b>	<b>152,009</b>	<b>324,869</b>	<b>286,611</b>
<b>Non government and non public bodies</b>				
<b>Incoming resources of a revenue nature - grants, donations and legacies</b>				
Bedford and Luton Community Foundation	-	5,000	5,000	-
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
Services Provided	-	-	-	-
<b>Total</b>	<b>4,061</b>	<b>162,227</b>	<b>166,288</b>	<b>215,255</b>
<b>Total Grants, Legacies &amp; Donations Received</b>	<b>176,921</b>	<b>314,236</b>	<b>491,157</b>	<b>501,866</b>
<b>Total Voluntary Income</b>	<b>176,921</b>	<b>314,236</b>	<b>491,157</b>	<b>501,866</b>
<b>Support costs of charitable activities</b>				
<b>Direct support costs</b>				
Gross wages and salaries - charitable activities	89,000	265,834	354,834	325,648
Volunteers' Costs	61	-	61	100
Expenses Beneficiaries	-	-	-	-
	<b>89,061</b>	<b>265,834</b>	<b>354,895</b>	<b>325,748</b>
<b>Indirect employee costs</b>				
Temporary staff and recruitment	-	-	-	-
Training and welfare	1,027	1,637	2,664	801
Restructuring costs	-	-	-	-
Travel and subsistence	416	547	963	2,566
	<b>1,443</b>	<b>2,184</b>	<b>3,627</b>	<b>3,367</b>
<b>Premises Costs</b>				
Rent payable	3,250	9,750	13,000	13,000
Rates	1,860	-	1,860	-
Insurance	-	3,065	3,065	2,072
Room Hire/ Office Refurbishment	1,231	4,710	5,941	28,263
	<b>6,341</b>	<b>17,525</b>	<b>23,866</b>	<b>43,335</b>

**PBIC LTD**

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

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

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Prior Period Total Funds 2021 £
<b>General administrative expenses:</b>				
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	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
	<b>19,260</b>	<b>23,678</b>	<b>42,938</b>	<b>33,560</b>
<b>Professional fees in support of charitable activities</b>				
Consultancy fees	720	12,400	13,120	-
Professional Fees - Administration	-	131	131	63
Professional Fees - Other	5,774	3,681	9,455	9,011
	<b>6,494</b>	<b>16,212</b>	<b>22,706</b>	<b>9,074</b>
<b>Other support costs</b>				
Depreciation of assets used for charitable purposes	-	-	-	-
Loss / (Profit) on disposal of assets	-	-	-	-
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
	<b>778</b>	<b>8,085</b>	<b>8,863</b>	<b>1,322</b>
<b>Governance costs</b>				
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	-	-	-	-
<b>Total governance costs</b>	<b>3,641</b>	<b>254</b>	<b>3,895</b>	<b>1,770</b>
<b>Total Support costs</b>	<b>127,018</b>	<b>333,772</b>	<b>460,790</b>	<b>418,176</b>
<b>Total Expended on Charitable Activities</b>	<b>127,018</b>	<b>333,772</b>	<b>460,790</b>	<b>418,176</b>