

# **Kyra Women's Project**

**(A Company Charity limited by guarantee)**

## **Annual Report & Financial Statements for the year ended**

**30th September 2022**

**(Registered Charity Number: 1154290)  
(Registered Company Number: 08707011)**

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# **Kyra Women's Project**

**(A Company Charity limited by guarantee)**

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## Directors' Report (incorporating the Trustees' Annual Report)

**For the year ended: 30th September 2022**

The trustees are pleased to present their annual directors' report together with the consolidated financial statements of the charity for the year ending 30 September 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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 (FRS102) effective 1 January 2015.

### Reference and administration details

|                                   |   |  |  |
|-----------------------------------|---|--|--|
| <b>Charity's full name</b>        | Kyra Women's Project  |  |  |
| <b>Status</b>                     | The Company is a Registered Charity and is Limited by Guarantee, not having a share capital.                |  |  |
| <b>Registered as a company on</b> | 26/09/2013  |  |  |
| <b>Registered as a charity on</b> | 21/10/2013  |  |  |
| <b>Company number</b>             | 8707011   |  |  |
| <b>Charity number</b>             | 1154290   |  |  |
| <b>Registered office</b>          | Central Methodist Church<br>St Saviourgate<br>York<br><b>Postcode</b> YO1 8NQ                               |  |  |
| <b>Bank</b>                       | HSBC<br>13 Parliament Street<br>York<br><b>Postcode</b> YO1 8XS   |  |  |
| <b>Independent examiner</b>       | Nigel Everard BA FCA<br>Hunter Gee Holroyd<br>Club Chambers, Museum Street, York<br><b>Postcode</b> YO1 7DN |  |  |

## Reference and administration details (continued)

### Names of the directors (trustees) who manage the charity

| Directors Name           | Office (if any) | Dates acted if not for whole year           |
|--------------------------|-----------------|---|
| Rebecca Biggins          |                 | Appointed September 2018, resigned May 2022 |
| Natalie McMillan         | Chair           | Appointed November 2019, resigned May 2022  |
| Lisa Winward             | Chair           | Appointed May 2020, elected Chair May 2022  |
| Elizabeth Kaplan         | Treasurer       | Appointed May 2020                          |
| Annabel Jelley           |                 | Appointed March 2021                        |
| Nicola Winter            |                 | Appointed April 2021                        |
| Helen Bradley            |                 | Appointed April 2021                        |
| Victoria Remington-Smith |                 | Appointed April 2021                        |
| Jenny Dinning            |                 | Appointed May 2022                          |
| Nicola Shepherd          |                 | Appointed May 2022                          |

## Structure, Governance and Management

### Description of the charity's trusts

**Governing document:** Memorandum and Articles of Association

**How the charity is constituted** Company Limited by Guarantee

**Trustee selection methods** Appointed by trustees in-year at meetings and elected at the following AGM

### Recruitment, appointment and induction of trustees

The Board of Trustees has implemented an annual effective review and skills audit. In line with the finding of the audit, the Board identifies gaps in skills and formally agrees to undertake a recruitment process to address these. Vacancies are advertised and a selection process including short listing and formal interview is undertaken. The Board selects suitable candidates who are then formally approved at a Board Meeting and go forward for election at the following AGM.

The induction process for newly appointed trustees comprises an initial meeting with the Chair to brief them on their obligations under charity law as well as on Kyra's policies and procedures. Trustees are provided with an induction handbook detailing relevant aspects of the Charity and their role.

## **Structure, Governance and Management (continued)**

### **Organisational structure & how decisions are made**

Kyra has a board of trustees/directors which meets at least six times a year and is responsible for the strategic direction and policy of the charity. At the financial year end, the board had eight members from a range of professional backgrounds relevant to the work of the charity. The Board has two sub-committees, the Finance sub-committee and the Marketing and Fundraising sub-committee. The sub-committees, each comprising trustees with relevant experience and/or interest, discuss relevant matters in more depth with the assistance of the CEO and relevant staff, and make recommendations to the Board about key decisions in these areas.

A scheme of delegation is in place and day-to-day responsibility for the provision of the services rests with the CEO, who is supported by seven other part-time staff members (4wte in total) and a team of volunteers.

The Chair of trustees is responsible for providing overall leadership to the charity, in close-co-operation with the CEO and treasurer, in a manner which maximises the contribution of trustees, staff and volunteers alike.

The treasurer is responsible for maintaining an overview of the organisation's financial affairs, ensuring the financial viability of the organisation and making sure that proper financial records and procedures are maintained.

### **How the trustees manage the risks facing the charity**

The trustees have examined the major strategic, business and operational risks which the charity faces and confirm that systems have been established to provide trustees with regular reports to ensure all necessary steps are taken to lessen any risks.

## **Objectives and activities**

### **Summary of the objects of the charity set out in its governing document:**

- To promote equality and inclusion
- To address social isolation and develop sustainable support networks for women
- To improve well-being outcomes for children and families
- To develop partnerships with statutory, voluntary and private sector services to meet the needs of women and the community.

## **Objectives and activities (continued)**

### **Summary of the main activities undertaken for the public benefit in relation to these objects:**

Kyra Women's Project provides a range of courses and activities offered free of charge to members that address specific needs such as counselling, recovery from domestic abuse, building self-esteem and tackling anxiety. There are also activities aimed at expressing feelings and reducing isolation, such as the singing group, gardening projects, cookery classes and informal drop-ins. Skills-based courses to help women move forward in their lives, such as coaching, IT skills and meditation, have also been provided. Kyra runs two projects aimed at helping women get back into the workplace and a major project called Route to Recovery (now in year 2 of 4) to help women recovering from domestic abuse or mental illness to set and achieve goals for growth and recovery.

Following the lifting of the 'stay at home' order in 2021, almost all of Kyra's activities once again take place in our city centre premises. Some counselling sessions, a short yoga course and the poetry group have all used online meeting technology to enable members who need to remain at home to benefit from Kyra's support. On the premises we have continued to restrict numbers attending sessions and implement Covid-safe procedures to ensure the safety of members, volunteers and staff.

## **Achievements and Performance**

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

Following our re-opening after Covid restrictions, the charity has offered around 22 different activities and services to its members each week, with between 150 and 200 women attending each week. Our team of 11 counsellors (including 3 students) has helped 114 women and provided 1080 hours of counselling during the last year. Kyra currently has around 46 active volunteers who help in a wide variety of ways. More new volunteers have been recruited and trained during the year.

Kyra continues to have a strong social media presence through Facebook, Twitter, LinkedIn and Instagram. This has enabled us to get our message out to a wider network of businesses, networks and other organisations around York, as well as keeping in touch with members and volunteers. During 2021/22, we started to introduce online booking for our courses and activities, to make it easier for members to access services, and to encourage autonomy and control by members. Kyra is also a member of a number of important networks in York including York Women's Network, of which it was a founder member, the Multiple and Complex Needs Network and the Mental Health Consortium set up in September 2021. During 2021/22, we have re-joined the Providers of Emotional and Psychological Support in York (PEPSY) network and aim to lead a bid for network-wide resources to increase collaborative working in this area. Kyra also joined the Voluntary, Community and Social Enterprise (VCSE) Assembly, coordinated by York Council for Voluntary Services to interact with the new Integrated Care System for Yorkshire, Humber and North Lincolnshire.

During this year, we have completed the Helping Hand project, bringing women who have been in touch with the justice system or at risk of offending into Kyra; the LEAP project (Learn, Explore, Action, Progress) which helped women into employment; and the SWIRL project (Supporting Women in Rural Locations) which created a network of Kyra ambassadors to signpost women to the charity. The Route to Recovery project entered its second year of operation, and the Action Towards Inclusion employment project entered its final year. Two new projects started during this year: the Ambassador network, which created workplace ambassadors for Kyra; and The Stories You Want To Tell, which uses drama and performance to enable women to celebrate their growth and development. During this year, we have undertaken a large-scale consultation with members and stakeholders, and reviewed the organisation and delivery of our counselling service.

In December 2020, the Board of Trustees agreed a new five year strategy focused on improving the infrastructure of the growing charity, in order to achieve the provision of more services to more members, outreach to new communities, and advocacy and influence. In 2021/22, the trustees began a mid-term review of this strategy in the light of changing external circumstances including the cost of living crisis.

### **Plans for future Periods**

In the next financial year, trustees aim to continue to increase fundraised income which has still not returned to pre-pandemic levels. This should be assisted by a substantial programme of events planned for 2023, the year which marks the charity's 10 year anniversary. The anniversary will also be an opportunity to create new corporate and other partnerships. Trustees will review both the current strategy and the charity's day-to-day operations (in collaboration with the CEO) in the light of both external circumstances and the findings of the member and stakeholder engagement programme which will be completed by December 2022. The Board will be recruiting for a new Chair and Treasurer during the year.

### **Financial Review**

In this last year the charity received £37,466 in unrestricted income (2021: £19,819) and £236,756 in restricted income (2021: 257,100). £30,905 was received from donations/fundraising (2021: £19,819) and £243,662 from grant funding (2021: £257,100). A list of the new and existing restricted grants received are shown in note 11 to the accounts. The expenses of administering the charity in the year was £259,912 (2021: £234,806).

### **Reserves policy**

Kyra has a reserves policy which keeps adequate cash reserves to ensure Kyra can meet its contractual rent payments and continue providing services to our members for at least nine months.

At 30th September 2022 Kyra's unrestricted reserves totalled £71,809. £5572 of this is only accessible through the disposal of fixed assets, allowing for this, there is £66,237 of readily accessible cash for Kyra to spend in 2022/3.

Kyra's restricted reserves at 30th September 2022 were £97,194, the details of these are given in note 11.2 to the accounts. These funds are not available for general purpose use, however some of the grants include an allowance for rent and other indirect costs. These elements of the grants will be used in proportion to the activity the grant supports.

### **Funds materially in deficit**

There are no funds that were materially in deficit at 30 September 2022.

## Trustee responsibilities in relation to financial statements

The charity trustees (who are also the directors for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for the year. In preparing those financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue on that basis.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities, as well as exercising proper financial controls.

Members of the Board of Trustees, who are Directors for the purpose of company law, and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out on page 2.

### Disclosure of information

In accordance with company law, as the company's Directors, each of the Board of Trustees certify that so far as they are aware:

- There is no relevant information of which the Charity's Independent Examiner is unaware;
- As Directors of the company, they have taken the necessary steps to be aware of the information, which would be relevant for independent examination purposes and have communicated them to the Independent Examiner.

### Exemptions

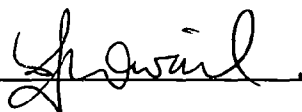
The trustees have taken advantage of the exemption available to small companies, including the audit exemption (as detailed on the balance sheet).

## Declaration

The trustees declare that they have approved the trustees' report above

Signed on behalf of the charity's trustees:

Signature



Full Name

Lisa Winward

Position

Chair

Date

\_\_\_\_\_



## Independent examiner's report to the Trustees of Kyra Women's Project

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 September 2022, which are set out on pages 10 to 22.

### Responsibilities and basis of report

As the charity's trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

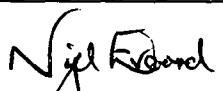
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's report

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- 1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2) the accounts do not accord with those accounting records; or
- 3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- 4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Nigel Conrad Everard BA FCA

20.1.23

Date:

Hunter Gee Holroyd  
Club Chambers, Museum Street, York, YO1 7DN

**Statement of Financial Activities for the year ended:**  
(incorporating Income & Expenditure accounts)

**30th September 2022**

|  |             | <b>Unrestricted<br/>Funds</b> | <b>Restricted<br/>Funds</b> | <b>Total<br/>2022</b> | <b>Total<br/>2021</b> |
|--|-------------|-------------------------------|-----------------------------|-----------------------|-----------------------|
| <b>Income</b>  | <b>Note</b> | <b>£</b>                      | <b>£</b>                    | <b>£</b>              | <b>£</b>              |
| Donations and Legacies   |             | 30,340                        | 236,756                     | 267,096               | 268,966               |
| Activities for generating funds  |             | 2,753                         | -                           | 2,753                 | 5,248                 |
| Investment income  |             | -                             | -                           | -                     | -                     |
| <b>Income from charitable activities</b>                                   |             | <b>4,373</b>                  | <b>345</b>                  | <b>4,718</b>          | <b>2,706</b>          |
| <b>Other incoming resources</b>  |             | <b>-</b>                      | <b>-</b>                    | <b>-</b>              | <b>-</b>              |
| <b>Total incoming resources</b>  | <b>3</b>    | <b>37,466</b>                 | <b>237,101</b>              | <b>274,567</b>        | <b>276,919</b>        |
| <b>Expenditure</b>   |             |                               |                             |                       |                       |
| <b>Cost of raising funds</b>   |             |                               |                             |                       |                       |
| Cost of generating voluntary income  |             | -                             | -                           | -                     | -                     |
| Fundraising trading costs  |             | 1,727                         | 148                         | 1,875                 | 1,636                 |
| Investment management costs  |             | -                             | -                           | -                     | -                     |
| <b>Charitable activities</b>   |             | <b>85,199</b>                 | <b>172,406</b>              | <b>257,604</b>        | <b>232,780</b>        |
| <b>Governance costs</b>  |             | <b>433</b>                    | <b>-</b>                    | <b>433</b>            | <b>390</b>            |
| <b>Other resources expended</b>  |             | <b>-</b>                      | <b>-</b>                    | <b>-</b>              | <b>-</b>              |
| <b>Total resources expended</b>  | <b>4</b>    | <b>87,359</b>                 | <b>172,553</b>              | <b>259,912</b>        | <b>234,806</b>        |
| <b>Net Income/(expenditure)<br/>before other recognised gains/(losses)</b> |             | <b>(49,893)</b>               | <b>64,548</b>               | <b>14,655</b>         | <b>42,113</b>         |
| <b>Other recognised gains/(losses)</b>                                     |             |                               |                             |                       |                       |
| Gains and losses on revaluation of fixed assets for the charity's own use  |             | -                             | -                           | -                     | -                     |
| Gains and losses on investment assets                                      |             | -                             | -                           | -                     | -                     |
| <b>Gross transfers between funds</b>                                       | <b>7</b>    | <b>50,570</b>                 | <b>(50,570)</b>             | <b>-</b>              | <b>-</b>              |
| <b>Net movement in funds</b>   |             | <b>677</b>                    | <b>13,978</b>               | <b>14,655</b>         | <b>42,113</b>         |
| <b>Total funds brought forward</b>   |             | <b>71,132</b>                 | <b>83,216</b>               | <b>154,348</b>        | <b>112,235</b>        |
| <b>Total funds carried forward</b>   |             | <b>71,809</b>                 | <b>97,194</b>               | <b>169,003</b>        | <b>154,348</b>        |

## Kyra Women's Project

### Balance Sheet as at:

30th September 2022

|  | Note | 2022<br>£      | 2021<br>£      |
|--|------|----------------|----------------|
| <b>Fixed Assets</b>  |      |                |                |
| Tangible assets  | 6    | 7,572          | 7,508          |
| Investments  |      | -              | -              |
| <b>Total Fixed Assets</b>  |      | <b>7,572</b>   | <b>7,508</b>   |
| <b>Current Assets</b>  |      |                |                |
| Cash at bank and in hand   | 8    | 157,041        | 144,541        |
| Debtors & Prepayments  | 9    | 10,204         | 9,289          |
| <b>Total Current Assets</b>  |      | <b>167,245</b> | <b>153,830</b> |
| <b>Current Liabilities: amounts falling due within one year</b>          |      |                |                |
| Creditors and accruals   | 10   | (5,815)        | (6,991)        |
| <b>Net Current Assets/(Liabilities)</b>                                  |      | <b>161,430</b> | <b>146,839</b> |
| <b>Total Assets less Current Liabilities</b>                             |      | <b>169,002</b> | <b>154,347</b> |
| <b>Current Liabilities: amounts falling due after more than one year</b> |      |                |                |
| Creditors and accruals   |      | -              | -              |
| <b>Net Assets/(Liabilities)</b>  |      | <b>169,002</b> | <b>154,347</b> |
| <b>Funds of the Charity</b>  |      |                |                |
| Unrestricted Funds   |      | 71,809         | 71,132         |
| Restricted Funds   |      | 97,194         | 83,216         |
| <b>Total Funds Carried Forward</b>                                       | 11   | <b>169,003</b> | <b>154,348</b> |

The trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The directors (trustees) acknowledge their responsibilities for:

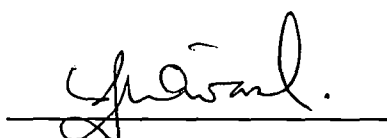
- i) ensuring the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006; and
- ii) preparing financial statements which give a true and fair view of the state of affairs of the company at the end of each financial year and of its profit and loss for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the trustees on

and signed on their behalf by:

Lisa Winward  
Chair



## **Kyra Women's Project**

**Notes to the accounts for the year ended:**

**30th September 2022**

### **1 Basis of preparation**

#### **1.1 Basis of accounting**

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

Kyra Women's Project meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### **2 Recognition of income**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

#### **Income with related expenditure**

Where income has related expenditure (as with fundraising or contract income) the income and related expenditure are reported gross in the SoFA.

#### **Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

#### **Tax reclaims on donations and gifts**

Income from tax reclaims are included in the SoFA at the same time as the gift to which they relate.

#### **Contractual income and performance related grants**

This is only included in the SoFA once the related goods or services have been delivered.

#### **Gifts in kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the charity.

Gifts in kind for use by the charity are included in the SoFA as income when receivable.

#### **Donated services and facilities**

These are only included in income (with an equivalent amount in expenditure) where the benefit to the charity is reasonably quantifiable, measurable and material. The value placed on this income is the estimated value to the charity of the service or facility received.

#### **Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

## Kyra Women's Project

### **Investment income**

This is included in the accounts when receivable.

### **Investment gains and losses**

This includes any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

## **Expenditure and liabilities**

### **Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

### **Cost of generating funds**

Cost of generating funds comprise those costs associated with attracting voluntary income.

### **Charitable expenditure**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

### **Governance costs**

Governance costs include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

### **Grants with performance conditions**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

### **Support costs**

Support costs include central function and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. Allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

### **Fixed Assets**

Individual fixed assets are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

| <u>Asset Category</u> | <u>Annual rate</u> |
|-----------------------|--------------------|
| IT Equipment          | 25%                |

### **Fund accounting**

Unrestricted funds - are funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds - are unrestricted funds which have been set aside at the discretion of the trustees for specific purposes as detailed in the notes to the accounts.

Restricted funds - are funds that may only be used for a specific purpose as set out by the donor as detailed in the notes to the accounts.

## Kyra Women's Project

### 3 Analysis of income

|  | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|--|----------------------------|--------------------------|--------------------|--------------------|
| <b>Voluntary income</b>                  |                            |                          |                    |                    |
| Grants                                   | 8,456                      | 235,206                  | 243,662            | 257,100            |
| Donations                                | 21,884                     | 1,550                    | 23,434             | 11,866             |
|  | <u>30,340</u>              | <u>236,756</u>           | <u>267,096</u>     | <u>268,966</u>     |
| <b>Activities for generating funds</b>   |                            |                          |                    |                    |
| Fundraising                              | 2,753                      | -                        | 2,753              | 5,248              |
|  | <u>2,753</u>               | <u>-</u>                 | <u>2,753</u>       | <u>5,248</u>       |
| <b>Income from charitable activities</b> |                            |                          |                    |                    |
| Events & courses                         | 4,373                      | 345                      | 4,718              | 2,706              |
|  | <u>4,373</u>               | <u>345</u>               | <u>4,718</u>       | <u>2,706</u>       |
| <b>Total income</b>                      | <u>37,466</u>              | <u>237,101</u>           | <u>274,567</u>     | <u>276,919</u>     |

## Kyra Women's Project

### 4 Analysis of expenditure

|                                  | Unrestricted<br>funds<br>£ | Restricted<br>funds<br>£ | Total<br>2022<br>£ | Total<br>2021<br>£ |
|----------------------------------|----------------------------|--------------------------|--------------------|--------------------|
| <b>Fundraising trading costs</b> |                            |                          |                    |                    |
| Fundraising expenses             | 1,727                      | 148                      | 1,875              | 1,636              |
|                                  | <u>1,727</u>               | <u>148</u>               | <u>1,875</u>       | <u>1,636</u>       |
| <b>Charitable activities</b>     |                            |                          |                    |                    |
| Rent                             | 26,077                     | 5,319                    | 31,395             | 24,711             |
| Rates                            | 461                        | -                        | 461                | 1,226              |
| Room hire                        | 156                        | 2,491                    | 2,647              | -                  |
| Cleaning                         | 1,149                      | 29                       | 1,178              | 750                |
| Repairs & Renewals               | 762                        | 4,947                    | 5,708              | 72                 |
| Insurance                        | 2,955                      | -                        | 2,955              | 659                |
| Administration & stationery      | 1,181                      | 2,330                    | 3,511              | 6,488              |
| Publicity & marketing            | 76                         | 52                       | 128                | -                  |
| Utilities                        | -                          | -                        | -                  | -                  |
| I T costs                        | 9,172                      | 1,182                    | 10,354             | 4,751              |
| Project costs                    | -                          | 90,360                   | 90,360             | 109,970            |
| Training courses                 | 227                        | 1,025                    | 1,253              | 96                 |
| Travel                           | 11                         | 720                      | 731                | 26                 |
| Membership fees & subscriptions  | -                          | -                        | -                  | -                  |
| Licenses                         | -                          | -                        | -                  | -                  |
| Bank fees                        | 74                         | -                        | 74                 | -                  |
| Sundries                         | 705                        | 625                      | 1,331              | 196                |
| Staff Costs (see note 5.2)       | 39,617                     | 62,604                   | 102,221            | 81,994             |
| Depreciation (see note 6)        | 2,574                      | 723                      | 3,297              | 1,840              |
|                                  | <u>85,199</u>              | <u>172,406</u>           | <u>257,604</u>     | <u>232,780</u>     |
| <b>Governance costs</b>          |                            |                          |                    |                    |
| Governance Costs                 | 433                        | -                        | 433                | 390                |
|                                  | <u>433</u>                 | <u>-</u>                 | <u>433</u>         | <u>390</u>         |
| <b>Total expenditure</b>         | <u>87,359</u>              | <u>172,553</u>           | <u>259,912</u>     | <u>234,806</u>     |

## Kyra Women's Project

### 5 Details of certain items of expenditure

#### 5.1 Trustee expenses

Number of trustees who were paid expenses

| 2022 | 2021 |
|------|------|
| 0    | 0    |

Total amount paid

| £0 | £0 |
|----|----|
|----|----|

#### 5.2 Staff Costs

Salaries and wages

| 2022 | 2021 |
|------|------|
| £    | £    |

Social security costs

|         |        |
|---------|--------|
| 100,087 | 81,135 |
|---------|--------|

Pension costs (defined contribution pension plan)

|     |   |
|-----|---|
| 835 | - |
|-----|---|

Other employee benefits

|       |     |
|-------|-----|
| 1,299 | 859 |
|-------|-----|

**Total Staff Costs**

|         |        |
|---------|--------|
| 0       | 0      |
| 102,221 | 81,994 |

#### 5.2.1 Average head count in the year

Fundraising

| 2022 | 2021 |
|------|------|
|------|------|

Charitable Activities

|   |   |
|---|---|
| - | - |
|---|---|

Governance

|   |   |
|---|---|
| 7 | 6 |
|---|---|

Other

|   |   |
|---|---|
| - | - |
|---|---|

**Total**

|   |   |
|---|---|
| - | - |
| 7 | 6 |

#### 5.3 Fees for examination of the accounts

Independent examiner's fee for reporting on the accounts

| 2022 | 2021 |
|------|------|
| £    | £    |

Other fees paid to the independent examiner

|     |     |
|-----|-----|
| 420 | 390 |
|-----|-----|

Total amount paid

|     |     |
|-----|-----|
| -   | -   |
| 420 | 390 |



## Kyra Women's Project

### 6 Fixed Assets

|                         | IT Equipment<br>£ | Total<br>£    |
|-------------------------|-------------------|---------------|
| <b>Cost</b>             |                   |               |
| As at 1 October 2021    | 13,798            | 13,798        |
| Additions               | 3361              | 3361          |
| Disposals               | 0                 | 0             |
| Adjustments             | 0                 | 0             |
| As at 30 September 2022 | <u>17,159</u>     | <u>17,159</u> |
| <b>Depreciation</b>     |                   |               |
| As at 1 October 2021    | 6,290             | 6,290         |
| Charge for the year     | 3297              | 3297          |
| Disposals               | 0                 | 0             |
| Adjustments             | 0                 | 0             |
| As at 30 September 2022 | <u>9,587</u>      | <u>9,587</u>  |
| <b>Net Book Value</b>   | <u>7,572</u>      | <u>7,572</u>  |

|                         | IT Equipment<br>£ | Total<br>£    |
|-------------------------|-------------------|---------------|
| <b>Cost</b>             |                   |               |
| As at 1 October 2020    | 7,300             | 7,300         |
| Additions               | 6498              | 6498          |
| Disposals               | 0                 | 0             |
| Adjustments             | 0                 | 2615          |
| As at 30 September 2021 | <u>13,798</u>     | <u>16,413</u> |
| <b>Depreciation</b>     |                   |               |
| As at 1 October 2020    | 4,450             | 4,450         |
| Charge for the year     | 1840              | 1840          |
| Disposals               | 0                 | 0             |
| Adjustments             | 0                 | 0             |
| As at 30 September 2021 | <u>6,290</u>      | <u>6,290</u>  |
| <b>Net Book Value</b>   | <u>7,508</u>      | <u>7,508</u>  |

## Kyra Women's Project

### 7 Details of gross transfers between funds

There were transfers totalling £54,170 during the year from restricted funds to unrestricted funds, where a fund covered some core costs as follows:

|                           | 2022          | 2021          |
|---------------------------|---------------|---------------|
|                           | £             | £             |
| Rent                      | 15,572        | 9,733         |
| Administration costs      | 27,726        | 1,274         |
| IT costs                  | 2,658         | 210           |
| Refreshments and sundries | 469           | 207           |
| Running costs in general  | 7,107         | 20,327        |
| Fixed assets              | 639           | 6,498         |
|                           | <u>54,170</u> | <u>38,249</u> |

And a transfer from unrestricted to a restricted fund:

|   |               |               |
|---|---------------|---------------|
| Transfer from unrestricted to restricted funds-Kyra Initiative Counselling waiting list | 3,600         |               |
|   | <u>50,570</u> | <u>38,249</u> |

### 8 Cash at bank and in hand

|                 | 2022           | 2021           |
|-----------------|----------------|----------------|
|                 | £              | £              |
| Current account | 156,954        | 144,471        |
| Petty cash      | 87             | 60             |
| Voucher         | -              | 10             |
| Total           | <u>157,041</u> | <u>144,541</u> |

### 9 Debtors and prepayments

#### 9.1 Analysis of debtors

##### Amounts receivable within one year

|                                     | 2022          | 2021       |
|-------------------------------------|---------------|------------|
|                                     | £             | £          |
| Prepayments                         | -             | -          |
| ATI                                 | 5,754         | 6,930      |
| Rotary for Dragon Boat Race         | 2,353         | 2,209      |
| Employee loan due to pensions error |               | 150        |
| MIND                                | 1,050         |            |
| HMRC (Gift Aid, GASDS)              | 821           |            |
| City of York Council (rates)        | 147           |            |
| Time to Shine                       | 80            |            |
| Total                               | <u>10,204</u> | <u>298</u> |

### 10 Creditors and accruals

#### 10.1 Analysis of creditors

##### Amounts falling due within one year

|                      | 2022         | 2021         |
|----------------------|--------------|--------------|
|                      | £            | £            |
| Loans and overdrafts | -            | -            |
| Creditors            | 5,395        | 5,426        |
| Deferred income      | -            | -            |
| Accruals             | 420          | 1,565        |
| Total                | <u>5,815</u> | <u>6,991</u> |

## Kyra Women's Project

### 11 Analysis of funds

#### 11.1 Restricted income funds held

Arnold Clark - Walking Group  
 Donations made for the walking group  
 Art Gallery  
 Donations made at our art gallery event to be used for artistic purposes  
 Asda Foundation Christmas Grant  
 Grant for a Christmas party and building improvements.  
 Aviva Loss Group  
 Courses on recovery from bereavement and other loss.  
 Awards For All - SWIRL (Supporting Women in Rural Locations.)  
 Funding to reach out to women in rural areas through ambassadors.  
 Awards For All - Ambassadors Programme  
 Recruiting and training ambassadors to reach out to women in the community  
 Benenden Health  
 Counselling  
 Better Connect Action Towards Inclusion  
 A program that aims to get women ready for employment, with a specially trained mentor giving one-to-one support and creating a tailored support plan for each woman on the program.  
 CG5 ESF 2021  
 A journey towards employment program, where a personal mentor helps women create an action plan and helps women review their progress.  
 Charles Hayward  
 This project will engage a Coordinator for integration to bring women in touch with the justice system, or at risk of offending, into Kyra to integrate them into existing groups and services with the aim of diverting them from offending and helping them rebuild their lives.  
 Comic Relief - Peasholme  
 This funding provides women with advice on money matters and budgeting from an expert at the Peasholme Charity.  
 Covid 19 Emergency Funding  
 This funding from a variety of sources allowed us to provide emergency counselling, IT devices and support, additional support to volunteers and additional admin support during the pandemic.  
 Garfield Weston  
 To support Kyra's work  
 Guildhall Ward - Sofa Project  
 Funding for Solution Focussed interventions for Anxiety group  
 Hilliards  
 Supporting the Rose Project for young women  
 IT Courses  
 Betty's, The Witham Family Trust and Feoffes of St Michael's Spurriergate have provided funding for IT equipment and courses  
 Joseph Rowntree Foundation - ROSE  
 Funding the ROSE project for young women  
 Joseph Rowntree Foundation 2022  
 Funding "My money, my life" sessions on money advice  
 Kyra Initiative - Counselling Waiting List  
 Money transferred from core funds to a fund for counselling to reduce the waiting list  
 Leeds Building Society Furniture  
 A grant for new furniture from Leeds Building Society  
 Michelle Stewart  
 Donation ringfenced for counselling  
 MIND 50+ Wellbeing  
 Funding for the "Time of Our Lives" course for women over 50.  
 MIND Grief Recovery  
 This was used to run courses on recovery from bereavement and other loss.  
 New Kitchen  
 Funds from the Spurriergate Feoffes and Persimmon  
 Nimbuscare Community Fund (administered by Two Ridings)  
 Funds for counselling

## Kyra Women's Project

### 11.1 Restricted income funds held (continued)

#### **Norman Collinson**

Funding the ROSE project for young women

#### **Paul Bishop Writing**

Funds for writing workshops

#### **PCC (MoJ) Counselling**

Funding from the Police and Crime Commissioner and Ministry of Justice to fund counselling for victims and survivors of domestic or sexual abuse

#### **Persula (now renamed as) The Fairness Foundation**

Grant for coaching

#### **Persula (now renamed as) The Fairness Foundation**

Funding for the ROSE project for young women

#### **Purey Cust Trust**

Funding Mindfulness and the ROSE project for young women

#### **Purey Cust Trust Covid Recovery 21**

Funding the ROSE project for young women, cookery classes and the singing group

#### **Safe and Strong PFCC Community Fund**

Funding from the Police, Fire and Crime Commissioner to run self-defence and self esteem courses

#### **Solwise Gardening 2017**

A grant from Solwise to fund gardening activities

#### **Staff Entertainment Fund**

Money collected from staff for the Christmas party

#### **Sykes**

The Charlie and Elsie Sykes Trust funding counselling

#### **Tesco Groundwork Cook and Share**

Funding to support cookery classes

#### **The Emergence Foundation - Kyra Calmness**

Funding Mindfulness, cookery, medicinal herbs courses and sound healing

#### **The National Lottery Route to Recovery**

Project supporting women who have experienced domestic abuse or mental health issues

#### **The Rank Foundation - Time to Shine**

Funding the salary of a full time member of staff on the leadership programme

#### **The Rank Foundation - The Stories You Want To Tell**

Funding a creative project bringing members' stories to life

#### **Torque Law**

Donation for Christmas decorations for the Minster Christmas Tree Festival

#### **Two Ridings Coronavirus Community Fund**

Funding for a volunteer co-ordinator

#### **Two Ridings Deciding Together**

Funding for a consultation of stakeholders through focus groups and market research

#### **Two Ridings Life and Legacy**

Funding to produce a Jubilee artwork and celebrate the Jubilee

#### **Ways to Wellbeing**

York CVS funding sound meditation, nutrition (cookery classes) and mindfulness

#### **Ways to Wellbeing Culture For Confidence**

Poetry, crafts, singing, writing, drama

#### **York Rotary - Christmas cards**

Funding to print our own Christmas cards

## 11.2 Movement of major funds

|  | Balance<br>b/fwd<br>£ | Incoming<br>resources<br>£ | Outgoing<br>resources<br>£ | Transfers<br>£  | Balance<br>c/fwd<br>£ |
|--|-----------------------|----------------------------|----------------------------|-----------------|-----------------------|
| <b>Unrestricted funds</b>                          |                       |                            |                            |                 |                       |
| General funds                                      | 71,132                | 37,466                     | 87,358                     | 50,570          | 71,809                |
|  | <u>71,132</u>         | <u>37,466</u>              | <u>87,358</u>              | <u>50,570</u>   | <u>71,809</u>         |
| <b>Restricted funds</b>                            |                       |                            |                            |                 |                       |
| Arnold Clark Walking Group                         | 55                    | 500                        | 157                        | -               | 398                   |
| Art Gallery  | 160                   | -                          | (30)                       | -               | 190                   |
| Asda Foundation Christmas Grant                    | -                     | 995                        | 211                        | -               | 784                   |
| Aviva Loss Group                                   | 3,623                 | -                          | 723                        | (519)           | 2,381                 |
| Awards for All - SWIRL                             | 806                   | -                          | 806                        | -               | -                     |
| Awards for All - Ambassadors programme             | -                     | 9,900                      | 5,709                      | (1,067)         | 3,125                 |
| Benenden Health                                    | 414                   | -                          | 414                        | -               | -                     |
| Better Connect Action towards inclusion            | -                     | 34,762                     | 34,717                     | -               | 45                    |
| CG5 ESF 2021                                       | 3,168                 | 11,638                     | 7,609                      | (7,196)         | -                     |
| Charles Hayward                                    | 3,134                 | -                          | 1,638                      | -               | 1,496                 |
| Comic Relief - Peasholme                           | 361                   | 359                        | 600                        | (120)           | -                     |
| Covid 19 Emergency Funding                         | 126                   | -                          | 125                        | -               | 2                     |
| Garfield Weston                                    | -                     | 15,000                     | 7,843                      | -               | 7,157                 |
| Guildhall Ward - Sofia Project                     | 2,480                 | -                          | 440                        | (270)           | 1,770                 |
| Hilliards  | 429                   | -                          | 429                        | -               | -                     |
| IT Courses   | 513                   | -                          | -                          | -               | 513                   |
| Joseph Rowntree Foundation ROSE                    | 595                   | -                          | 595                        | -               | -                     |
| Joseph Rowntree Foundation - Peasholme 2022        | -                     | 4,222                      | 600                        | (567)           | 3,054                 |
| Kyra Initiative - Counselling Waiting List         | -                     | -                          | 3,472                      | 3,600           | 128                   |
| Leeds Building Society Furniture                   | 200                   | -                          | 200                        | -               | 0                     |
| Michelle Stewart                                   | -                     | 500                        | 400                        | -               | 100                   |
| MIND 50+ Wellbeing                                 | 39                    | 2,100                      | 1,417                      | (512)           | 210                   |
| MIND Grief Recovery                                | 217                   | -                          | 99                         | (118)           | -                     |
| New Kitchen  | 1,216                 | 2,400                      | 1,461                      | (2,000)         | 155                   |
| Nimbuscare Community Fund (Two Ridings)            | -                     | 4,800                      | 1,650                      | (500)           | 2,650                 |
| Norman Collinson                                   | 1,800                 | -                          | 1,800                      | -               | -                     |
| Paul Bishop Writing                                | 15                    | -                          | -                          | -               | 15                    |
| PCC (MoJ) Counselling                              | 5,800                 | -                          | 5,100                      | (1,200)         | (500)                 |
| Persula / Fairness Foundation -coaching            | 2,025                 | -                          | 1,800                      | (225)           | -                     |
| Persula / Fairness Foundation -ROSE                | -                     | 3,000                      | 1,830                      | -               | 1,170                 |
| Purey Cust Trust                                   | 3,935                 | -                          | -                          | -               | 3,935                 |
| Purey Cust Trust Covid Recovery 21                 | -                     | 2,410                      | 1,821                      | (400)           | 189                   |
| Safe and Strong PFCC Community Fund                | 4,022                 | -                          | 3,234                      | (789)           | -                     |
| Solwise Gardening 2017                             | 21                    | -                          | -                          | -               | 21                    |
| Staff entertainment Fund                           | -                     | 345                        | 396                        | -               | (51)                  |
| Sykes  | -                     | 2,500                      | 986                        | -               | 1,514                 |
| Tesco Groundwork Cook and Share                    | -                     | 500                        | -                          | -               | 500                   |
| The Emergence Foundation - Kyra Calmness           | -                     | 6,163                      | 2,298                      | (1,251)         | 2,614                 |
| The National Lottery Route to Recovery             | 41,124                | 77,602                     | 49,401                     | (28,579)        | 40,746                |
| The Rank Foundation - Time to Shine                | -                     | 21,478                     | 15,194                     | -               | 6,284                 |
| The Rank Foundation - The Stories You Want to Tell | -                     | 20,000                     | 5,416                      | (3,525)         | 11,059                |
| Torque Law   | -                     | 100                        | 100                        | -               | -                     |
| Two Ridings Coronavirus Community Fund             | 4,045                 | -                          | 4,045                      | -               | -                     |
| Two Ridings Deciding Together                      | -                     | 9,480                      | 850                        | (3,173)         | 5,458                 |
| Two Ridings Life and Legacy                        | -                     | 3,170                      | 2,940                      | (200)           | 30                    |
| Ways to Wellbeing                                  | 1,124                 | -                          | 1,124                      | -               | -                     |
| Ways to Wellbeing Culture for Confidence           | 1,768                 | 2,728                      | 2,537                      | (1,958)         | -                     |
| York Rotary - Christmas cards                      | -                     | 450                        | 397                        | -               | 53                    |
|  | <u>83,216</u>         | <u>237,101</u>             | <u>172,553</u>             | <u>(50,570)</u> | <u>97,194</u>         |
| <b>Total funds</b>                                 | <u>154,348</u>        | <u>274,567</u>             | <u>259,911</u>             | <u>-</u>        | <u>169,003</u>        |

**12 Net assets between funds**

|                           | Unrestricted  | Restricted    | Total          | Total          |
|---------------------------|---------------|---------------|----------------|----------------|
|                           | Funds         | Funds         | 2022           | 2021           |
| Fund balances at year end | £             | £             | £              | £              |
| Fixed assets              | 5,572         | 2,000         | 7,571          | 7,508          |
| Current assets            | 68,182        | 99,064        | 167,246        | 153,831        |
| Current liabilities       | (1,945)       | (3,870)       | (5,815)        | (6,991)        |
| <b>Total funds</b>        | <b>71,808</b> | <b>97,194</b> | <b>169,003</b> | <b>154,348</b> |

**13 Related party transactions**

No related party transactions have taken place during the year.

**14 Legal status of the charity**

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.