

CAREERS SPRINGBOARD WEST BERKSHIRE

England & Wales · Charity number 1156672

Details

Other names CSWB

Status Registered

Legal form CIO

Registered 2014-04-14

Register [View on the Charity Commission register](#)

Contact

Address c/o Broadway House
4-8 The Broadway
Northbrook Street
Newbury
Berks
RG14 1BA

Phone 01635254151

Email enquiries@careerswestberks.org.uk

Website www.careerswestberks.org.uk

Activities

Objects: THE RELIEF OF UNEMPLOYMENT FOR THE PUBLIC BENEFIT IN SUCH WAYS AS MAY BE THOUGHT FIT,INCLUDING THE PROVISION OF SUPPORT,ADVICE AND ASSISTANCE ON JOB-SEEKING AND CAREER-CHANGE SKILLS,PRIMARILY FOR MANAGERS AND PROFESSIONALS IN WEST BERKSHIRE

Activities: Providing help and support for out-of-work managers and professionals in West Berkshire, including: - weekly meetings on job-seeking skills, such as CV preparation, networking and interviewing - small group or 1-on-1 coaching, including career planning, job-seeking strategies, and CV improvement - role play sessions for improving interviewing skills.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, Other Charitable Purposes
- **Who:** Other Defined Groups

Geography

- West Berkshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£75	£2,042	-	-
2024-03-31	£117	£1,568	-	-
2023-03-31	£23	£749	-	-
2022-03-31	£1	£547	-	-
2021-03-31	£2,004	£547	-	-

Trustees

Name	Role	Appointed
ADRIAN FOSTER-FLETCHER	Chair	2013-10-23
Bryan Davies		2025-07-16
Charles E W Fowler		2017-08-08
Graham Neil Storey		2025-07-16
James Gardiner		2022-07-27

CAREERS SPRINGBOARD WEST BERKSHIRE

England & Wales - Charity number 1156672

Accounts



Annual Report of the Trustees
From 1st April 2024 to 31st March 2025

Registered Charity No. 1156672

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1. Background and Details

Charity Name: Careers Springboard West Berkshire

Charity Number: 1156672

Careers Springboard West Berkshire (CSWB) is a volunteer-led support organisation that offers help and advice to out-of-work managers and professionals, especially older and more experienced workers. It started operating in September 2006, taking over the work of the Newbury Executive Job Club. CSWB became a registered charitable incorporated organisation (CIO) on 14th April 2014.

CSWB is a founder member of The Foundation for Job Seekers (Charity No. 1136534), a network of four job clubs in the Thames Valley.

Trustees and Officers

Under the terms of our constitution one third of our trustees retire in rotation but are eligible for re-election. Paul Adams resigned as a trustee at our AGM on 17th July 2024 while Dorothy Nesbit and Ian Vickerage will retire as trustees at our upcoming AGM on 16th July 2025. We thank them for their support of our activities both as trustees and volunteers over the last few years. The trustees of the Charity serving during the financial year were therefore:

Name of Trustee	Role	Date of Appointment	Next Retirement / Re-election (at AGM)
Adrian Foster-Fletcher	Chairman	23 rd October 2013	2025
James Gardiner	Treasurer	27 th July 2022	2025
Charles Fowler	Trustee	8 th August 2017	2026
Ian Vickerage	Trustee	25 th July 2018	Retired 16 th July 2025
Peter Adams	Trustee	29 th June 2021	Retired 17 th July 2024
Dorothy Nesbit	Trustee	27 th July 2022	Retired 16 th July 2025

Address

Although most communications with the charity is via email or phone, postal correspondence can be sent to our face-to-face meeting address which is:

c/o Broadway House
4-8 The Broadway
Northbrook Street
NEWBURY
RG14 1BA.

This is retrieved only periodically. Therefore please use the contact details below and on our website.

Email: enquiries@careerswestberks.org.uk

Website: www.careerswestberks.org.uk

2. Structure, Governance and Management

CSWB started as an unincorporated association in September 2006. It was registered as a CIO (Charitable Incorporated Organisation) on 14th April 2014. The governing document is its Constitution based on the CIO model constitution for a membership organisation. The date of the Constitution is 7th April 2014.

Trustees are elected by its members (our volunteers). One third retire in rotation at the AGM, though are eligible for re-election. Our Trustees themselves are all volunteers involved on our weekly job seeker meetings.

The trustees and volunteer members receive no remuneration, advances, credit or guarantees. The Charity employs no staff and does not own real estate. Our administration is decentralised and uses a cloud-based platform (membermojo.co.uk) through which our volunteers can update records. This resulted in a significant reduction in administration costs from its previous level.

Day-to-day oversight of the operations of the Charity takes place through regular communication via email, telephone or Zoom.

The Charity's trustees have a risk management policy, which is reviewed annually. The ongoing risks identified and discussed at the AGM were the same as in the previous year:

- Surge in job seekers - high risk, high impact (initially due to due to COVID-19 impact, but more recently threat of recession); we considered a plan to run two session a week; in fact we have seen average class size rise to 12.5 since the April 2025 Employer National Insurance increase with a peak of 17 attendees, but have managed this through a group discussion approach to TMAYs and so continue to offer one session per week.
- Succession planning – high risk, medium impact; we are taking action to recruit new trustees to share the administrative burden while keeping running of the charity as simple as possible.
- Lack of volunteers – medium risk, medium impact; plans to recruit former job seekers. We continue to seek new volunteers both from job seekers and elsewhere.

3. Objectives and Activities for the Public Benefit

From Clause 3 of our Constitution:

"The primary objective of CSWB is to the relief of unemployment for the public benefit in such ways as may be thought fit, including the provision of support, advice and assistance on job-seeking and career-change skills, primarily for managers and professionals in West Berkshire."

The main activities that CSWB undertake in pursuit of its public benefit are:

- running of weekly meetings that include workshops to help job seekers acquire and improve their job-seeking skills
- provision of help and support on a 1-to-1 basis to help job seekers succeed in their next career move
- provision of guidance material on specific job-seeking topics, including CV writing, career choices, networking, using LinkedIn to get a job, and making direct approaches to potential employers.

In delivering these services the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The benefit to those out of work is that our services help them re-enter the workplace, start earning and contribute to the economy sooner than they might otherwise have done without the support and the improvement in skills received through their participation in CSWB activities.

4. Activities and Performance

Meetings held this year were all held face-to-face except for the once-per-term session on LinkedIn involving screen sharing. Unfortunately meeting attendance and leaving data is incomplete as, given the increase in job seekers over the year, membership data was deleted to minimise fees for membermojo, our online membership support system. However, we can extract the following data which shows a significant increase in jobseekers over the year.

	Apr-Jul 2024	Sep-Dec 2024	Jan-Mar 2025
New registrations ...	10	12	21
...of which Leavers into Jobs	4	6	8
... of which Leavers (other reasons)	5	2	1

Average age new joiners	49.9	48.8	51.3
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Our highest meeting attendance was 13 (and 17 in the current term) with additional apologies received so an increase against 2023-24 reflecting tighter employment conditions. A summary of our meetings is shown in the table below:

	Apr-Jul 2024	Sep-Dec 2024	Jan-Mar 2025
Planned Meetings	12	13	12
Nr Face-to-face	11	12	11
Nr on Zoom (LinkedIn session)	1	1	1
Average Attendance	N/A	5.0	6.8

In summary, the job market has become tighter during the year with increasing numbers of attendees as the year has progresses. This is particularly marked in the current financial year, i.e. since April. In addition, we continued to provide ongoing 1-on-1 support, including reviewing CVs, LinkedIn profiles and also holding individual advice sessions.

We remain concerned to maintain a sufficient cohort of volunteers of necessary experience to facilitate our meetings. Peter Adams and Dorothy Nesbit both stepped back during the year to pursue professional priorities. As with so many volunteer organisations, we are constrained by the limited number of those with time and interest to commit beside family and working lives. We are grateful to Graham Storey who joined as a volunteer last autumn, and to Bryan Davies and Jonathan Firth who have recently joined the team.

In addition we thank William Pitt who has upgraded our website.

5. Financial Review

The accounts for the financial year 2024-25 are shown in section 7 below.

Normally we receive grants from The Foundation for Job Seekers, but none were received during the financial year.

Our expenditure for the year was up compared to the previous year reflecting more face-to-face meetings, increased room hire cost, and some expenditure to upgrade the website. Our principal cost is room hire at Broadway House. Professional indemnity insurance accounts for a significant chunk of our expenditure. This was retendered in 2023, no changes to the policy provider were made.

Our policy is to have reserves that will cover at least two years running costs. Our projected rate of expenditure is likely to continue at around £2,000 a year, so the trustees consider that reserves are currently sufficient to support our activities through the coming year. Even without a resumption of grants from the Foundation for Job Seekers, it is estimated that we could operate for another three years. Therefore, seeking additional sources of funds is not a priority for the trustees for the foreseeable future although the trustees are aware of various potential grant funding sources that could be approached in the future.

The Trustees believe that the financial statement gives a true and fair view of the state of affairs of the charity and that appropriate accounting policies have been applied.

6. Other Information

CSWB uses facilities provided by The Greenham Trust, a West Berkshire based charity that uses funds generated by rents at Greenham Business Park to support local charitable and community causes. They offer such organisations facilities at their building Broadway House in central Newbury at a favourable rate.

During the year we moved our bank accounts from Barclays to MetroBank due to poor service and response when trying to change the bank mandate on David Skyrme's retirement as treasurer. We now operate all banking online with access limited to the Chairman and Treasurer.

In the past we sent a leaver's survey to job seekers who leave us, whether that is for a new job or for other reasons. We found that this information was becoming more limited and required considerable time to interpret. This year Dorothy Nesbit and James Gardiner undertook feedback discussions with recent jobseekers and review of emailed and oral group feedback. Overall client satisfaction and appreciation of CSWB, and the support offered by the volunteers, is very high. Clients recognise and appreciate that we are a volunteer organisation that operates on a very low budget and is free to them. We should be proud of what we offer, but at the same time take on board suggested improvements.

Specific areas for improvement cover meeting management and style, programme and content upgrade, clarity as to what CSWB can (and cannot) offer, our website and availability of material digitally, promotion of networking within our client (current and alumni) and volunteer base. Some of the feedback is new or highlights previous concerns while in other areas have already acted, notably with website improvements.

During the year, we were well supported by our volunteers. We are grateful for their hard work and dedication to helping our job seekers. We continue to receive thanks and appreciation from job seekers whom we have helped back into work.

We believe that the current meetings programme and ongoing 1-on-1 support provides our older job seekers with the skills and resources they need to successfully re-enter the workplace and contribute their extensive experience to the vibrancy of the local and regional economy.

Further information on the activities of Careers Springboard West Berkshire can be found on our website at:

www.careerswestberks.org.uk

7. Financial Accounts

Careers Springboard West Berkshire

Balance Sheet - 31 March 2025

	Note	31 Mar 2025 £	31 Mar 2024 £
ASSETS			
Bank Account - current		49.70	177.70
Bank Account - savings		7,183.09	9,069.26
TOTAL ASSETS		<u>7,232.79</u>	<u>9,246.96</u>
LIABILITIES			
Accrued Expenditure		159.76	356.64
Creditors - amounts falling due within one year			
TOTAL LIABILITIES		<u>159.76</u>	<u>356.64</u>
NET ASSETS		<u>7,073.03</u>	<u>8,890.32</u>
CSWB FUNDS			
Unrestricted Funds - prior year		8,890.32	10,340.68
Surplus - current year		(1,967.29)	(1,450.36)
TOTAL FUNDS		<u>6,923.03</u>	<u>8,890.32</u>

Income and Expenditure - 1 April 2024 to 31st March 2025

		2024-25 £	2023-24 £
INCOME			
Grants Received		-	-
Donations		-	-
Bank Interest		74.93	117.43
Other Income		-	-
TOTAL INCOME		<u>74.93</u>	<u>117.43</u>
EXPENDITURE			
Meeting Expenses	1	1,469.67	1,204.10
Administration & Office Services	2	50.00	40.00
Stationery, Supplies & Postage		23.14	3.75
Website and Publicity	3	185.67	14.14
Insurance	4	313.74	305.80
Bank charges		0.00	0.00
		<u>2,042.22</u>	<u>1,567.79</u>
SURPLUS (DEFICIT)		<u>(1,967.29)</u>	<u>(1,450.36)</u>

ACCOUNTS APPROVED

Trustee Signature and Date

Trustee Signature and Date

.....

.....

Notes to the Accounts 2024-25

1 Room rental, Zoom subscription, consumables etc.

2 Subscription for online membership system

3 Web hosting and domain renewals

4 This is for public liability, trustees liability and professional indemnity. It does not cover equipment.

8. Declaration

The trustees declare that they have approved the Trustee's report and accounts above.

As agreed at AGM Adrian Foster-Fletcher 16th July 2025 (hard copy signature with treasurer)

Adrian Foster-Fletcher

Date

Chairman

On behalf of the trustees.

CAREERS SPRINGBOARD WEST BERKSHIRE

England & Wales - Charity number 1156672

Accounts



Annual Report of the Trustees
From 1st April 2023 to 31st March 2024

Registered Charity No. 1156672

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1. Background and Details

Charity Name: Careers Springboard West Berkshire

Charity Number: 1156672

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CSWB is a founder member of The Foundation for Job Seekers (Charity No. 1136534), a network of four job clubs in the Thames Valley.

Trustees and Officers

Under the terms of our constitution one third of our trustees retire in rotation but are eligible for re-election. At our AGM on 16th August 2023 David Skyrme retired as Treasurer and trustee although will continue as a volunteer. We thank him for his many years of support. The trustees of the Charity at the end of the year were therefore:

Name of Trustee	Role	Date of Appointment	Next Retirement / Re-election (at AGM)
Adrian Foster-Fletcher	Chairman	23 rd October 2013	2025
James Gardiner	Treasurer	27 th July 2022	2025
Charles Fowler	Trustee	8 th August 2017	2026
Ian Vickerage	Trustee	25 th July 2018	2024
Peter Adams	Trustee	29 th June 2021	2024
Dorothy Nesbit	Trustee	27 th July 2022	2025

Address

Although most communications with the charity is via email or phone, postal correspondence can be sent to our face-to-face meeting address which is:

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Trustees are elected by its members (our volunteers). One third retire in rotation at the AGM, though are eligible for re-election. Our Trustees themselves are all volunteers, most of them involved on our weekly job seeker meetings.

The trustees and volunteer members receive no remuneration, advances, credit or guarantees. The Charity employs no staff and does not own real estate. Our administration is decentralised and uses a cloud-based platform (membermojo.co.uk) through which our volunteers can update records. This resulted in a significant reduction in administration costs from its previous level.

Day-to-day oversight of the operations of the Charity takes place through regular communication via email, phone or Zoom.

The Charity's trustees have a risk management policy, which is reviewed annually. The ongoing risks identified and discussed at the AGM were the same as in the previous year:

- Surge in job seekers - high risk, high impact (initially due to due to COVID-19 impact, but more recently threat of recession); we developed plan of running 2 session a week; in fact our job seeker numbers declined and we continue to offer one session per week.
- Succession planning – high risk, medium impact; we are taking action to recruit new trustees to share the administrative burden while keeping running of the charity as simple as possible.
- Lack of volunteers – medium risk, medium impact; plans to recruit former job seekers. We continue to seek new volunteers both from job seekers and elsewhere, and have recruited one since the year end.

3. Objectives and Activities for the Public Benefit

From Clause 3 of our Constitution:

"The primary objective of CSWB is to the relief of unemployment for the public benefit in such ways as may be thought fit, including the provision of support, advice and assistance on job-seeking and career-change skills, primarily for managers and professionals in West Berkshire."

The main activities that CSWB undertake in pursuit of its public benefit are:

- running of weekly meetings that include workshops to help job seekers acquire and improve their job-seeking skills
- provision of help and support on a 1-to-1 basis to help job seekers succeed in their next career move
- provision of guidance material on specific job-seeking topics, including CV writing, career choices, networking, using LinkedIn to get a job, and making direct approaches to potential employers.

In delivering these services the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The benefit to those out of work is that our services help them re-enter the workplace, start earning and contribute to the economy sooner than they might otherwise have done without the support and the improvement in skills received through their participation in CSWB activities.

4. Activities and Performance

Meetings held this year were mostly held face-to-face reflecting a full post-pandemic recovery and increasing attendance. Sessions held on Zoom were generally associated with the LinkedIn session with the presenter being remote and/or the need to follow the class on-screen. The figures below are estimates based on termly new registrations cohort data; date of leavers is not recorded so cannot be provided accurately by term, and so active jobseeker numbers are a likely underestimate.

	Apr-Jul 2023	Sep-Dec 2023	Jan-Mar 2024
Jobseekers at start	2	7	16
New registrations	9	21	15
Leavers into Jobs	4	7	5
Leavers (other reasons)	0	5	12
Active jobseekers at end	7	16	14

Average jobseekers/meeting	3.2	5.1	5.8
Average age new joiners	50.3	50.0	51.0

Our highest meeting attendance was 9 with a couple more apologies received so an increase against 2022-23 reflecting tighter employment conditions. A summary of our meetings is shown in the table below:

	Apr-Jul 2023	Sep-Dec 2023	Jan-Mar 2024
Planned Meetings	11	12	10
No Face-to-face	10	11	9
No on Zoom	1	1	0

In summary, the job market appears to have become tighter during the year with increasing numbers of attendees as the year has progressed. In addition we continued to provide ongoing 1-on-1 support, including reviewing CVs, LinkedIn profiles and also holding individual advice sessions.

The number of our volunteers reduced to 7 at Christmas following the retirement of John Newell. Efforts are being made to identify a couple of new volunteers and to expand female and minority representation. However, as with so many volunteer organisations, we are constrained by the limited number of those with time and interest to commit beside family and working lives.

5. Financial Review

The accounts for the financial year 2023-24 are shown in section 7 below.

Normally we receive grants from The Foundation for Job Seekers, but none were received during the financial year.

Our expenditure for the year was significantly up compared to the previous year when significantly more of our meetings were on Zoom. Our principal cost is room hire at Broadway House. As before our professional indemnity insurance accounts for a significant chunk of our expenditure. The renewal quote from our existing supplier was 12% higher than the previous year reflecting the insurance market generally. As this was retendered last year, no changes to the policy provider were made.

Our reserves policy is to have reserves that will cover at least two years running costs. Our projected rate of expenditure is likely to increase to around £2,000 a year due to more face-to-face meetings in future. Even without a resumption of grants from the Foundation for Job Seekers, it is estimated that we could operate for another four years. Therefore, seeking additional sources of funds is not a priority for the trustees for the foreseeable future although the trustees are aware of potential grant funding sources.

The Trustees believe that the financial statement gives a true and fair view of the state of affairs of the charity and that appropriate accounting policies have been applied.

6. Other Information

In normal times CSWB uses facilities provided by The Greenham Trust, a West Berkshire based charity that uses funds generated by rents at Greenham Business Park to support local charitable and community causes. They offer such organisations facilities at their building Broadway House in central Newbury at a favourable rate. As a result of moving our meetings to Broadway House in September 2014, CSWB reduced its expenditure for meeting room hire from over £4,500 to around £1,500.

We send out a leaver's survey to job seekers who leave us, whether that is for a new job or for other reasons. Data from these surveys provide useful feedback on the usefulness and quality of our services. This feedback is used to adjust content and format of meetings.

During the year, we were well supported by our volunteers. We are grateful for their hard work and dedication to helping our job seekers. We continue to receive thanks and appreciation from job seekers whom we have helped back into work.

We believe that the current meetings programme and ongoing 1-on-1 support provides our older job seekers with the skills and resources they need to successfully re-enter the workplace and contribute their extensive experience to the vibrancy of the local and regional economy.

Further information on the activities of Careers Springboard West Berkshire can be found on our website at:

www.careerswestberks.org.uk

7. Financial Accounts

Careers Springboard West Berkshire Balance Sheet - 31 March 2024

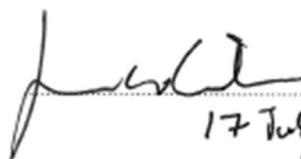
	Note	31 Mar 2024 £	31 Mar 2023 £
ASSETS			
Bank Account - current		177.70	(110.08)
Bank Account - savings		9,069.26	10,451.83
TOTAL ASSETS		9,246.96	10,341.75
LIABILITIES			
Accrued Expenditure		356.64	1.07
Creditors - amounts falling due within one year			
TOTAL LIABILITIES		356.64	1.07
NET ASSETS		8,890.32	10,340.68
CSWB FUNDS			
Unrestricted Funds - prior year		10,340.68	11,066.11
Surplus - current year		(1,450.36)	(725.43)
TOTAL FUNDS		8,890.32	10,340.68

Income and Expenditure - 1 April 2023 to 31st March 2024


		2023-24 £	2022-23 £
INCOME			
Grants Received		-	-
Donations		-	-
Bank Interest		117.43	23.15
Other Income		-	-
TOTAL INCOME		117.43	23.15
EXPENDITURE			
Meeting Expenses	1	1,204.10	390.47
Administration & Office Services	2	40.00	40.00
Stationery, Supplies & Postage		3.75	0.68
Website and Publicity	3	14.14	43.16
Insurance	4	305.80	273.20
Bank charges		0.00	1.07
		1,567.79	748.58
SURPLUS (DEFICIT)		(1,450.36)	(725.43)

ACCOUNTS APPROVED

Trustee Signature and Date


17 July 2024

Trustee Signature and Date


17th July 2024

Notes to the Accounts 2023-24

1 Room rental, Zoom subscription, consumables etc.

2 Subscription for online membership system

3 Web hosting and domain renewals

4 This is for public liability, trustees liability and professional indemnity. It does not cover equipment.

8. Declaration

The trustees declare that they have approved the Trustee's report and accounts above.

Signed Adrian Foster-Fletcher

Date 17/7/24

Adrian Foster-Fletcher

Adrian Foster-Fletcher

Chairman

On behalf of the trustees.

CAREERS SPRINGBOARD WEST BERKSHIRE

England & Wales - Charity number 1156672

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CSWB is a founder member of The Foundation for Job Seekers (Charity No. 1136534), a network of four job clubs in the Thames Valley.

Trustees and Officers

Under the terms of our constitution one third of our trustees retire in rotation but are eligible for re-election. At our AGM on 27th July 2022 Adrian Foster-Fletcher and David Skyrme retired but was re-elected. At the same AGM James Gardiner and Dorothy Nesbit were elected as trustees. The trustees of the Charity at the end of the year were therefore:

Name of Trustee	Rôle	Date of Appointment
Adrian Foster-Fletcher	Chairman	14-Apr-2014
David Skyrme	Treasurer	14-Apr-2014
Charles Fowler	Trustee	8-Aug-2017
Ian Vickerage	Trustee	25-Jul-2018
Peter Adams	Trustee	29-Jun-2021
James Gardiner	Trustee	27-Jul-2022
Dorothy Nesbit	Trustee	27-Jul-2022

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The trustees and volunteer members receive no remuneration, advances, credit or guarantees. The Charity employs no staff and does not own real estate. Our administration is decentralised and uses a cloud-based platform (membermojo.co.uk) through which our volunteers can update records. This resulted in a significant reduction in administration costs from its previous level.

Day-to-day oversight of the operations of the Charity takes place through regular communication via email, phone or Zoom.

The Charity's trustees have a risk management policy, which is reviewed annually. The ongoing risks identified and discussed at the AGM were the same as in the previous year:

- Surge in job seekers - high risk, high impact (initially due to COVID-19 impact, but more recently threat of recession); we developed plan of running 2 sessions a week; in fact our job seeker numbers declined and remain low.
- Succession planning – high risk, medium impact; David Skyrme has given notice of his intention to resign in August 2023; his many tasks will be distributed amongst the remaining trustees and volunteers; most of David's roles have been re-allocated.
- Lack of volunteers – medium risk, medium impact; plans to recruit former job seekers. During the last two years our three new trustees and volunteers all initially registered with us as job seekers.

3. Objectives and Activities for the Public Benefit

From Clause 3 of our Constitution:

"The primary objective of CSWB is to the relief of unemployment for the public benefit in such ways as may be thought fit, including the provision of support, advice and assistance on job-seeking and career-change skills, primarily for managers and professionals in West Berkshire."

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- provision of help and support on a 1-to-1 basis to help job seekers succeed in their next career move
- provision of guidance material on specific job-seeking topics, including CV writing, career choices, networking, using LinkedIn to get a job, and making direct approaches to potential employers.

In delivering these services the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The benefit to those out of work is that our services help them re-enter the workplace, start earning and contribute to the economy sooner than they might otherwise have done without the support and the improvement in skills received through their participation in CSWB activities.

4. Activities and Performance

Meetings held from March 2020 to Spring 2022 were mostly held on Zoom. We hoped to run a hybrid programme with some meetings face-to-face and others via Zoom, especially as one of our volunteers has moved to another part of the country. However, the number of job seekers during the first two terms was low (see table).

	Apr-Jul 2022	Sep-Dec 2022	Jan-Mar 2023
Jobseekers at start	5	0	2
New registrations	0	2	10
Leavers into Jobs	2	0	4
Leavers (other reasons)	3	0	2
Active jobseekers at end	0	2	6

Average jobseekers/meeting	1.6	0	2.4
Average age new joiners	-	44	52

As a result, most of the meetings we held were on Zoom. For the last term any meetings we held did not follow the formal programme of topics but were tailored to the few job seekers who attended. During the whole period our maximum number of job seekers at any meeting was six, which was on 29th March 2023 as the number of new job seekers suddenly started to increase. A summary of our meetings is shown in the table below:

	Apr-Jul 2022	Sep-Dec 2022	Jan-Mar 2023
Planned meetings	12	13	12
No Face-to-face	3	0	0
No. on Zoom	2	0	9
Cancelled	7	13	3

In summary, the job market was buoyant meaning that for most of the time, there were only a handful of job seekers actively looking for jobs. This changed during Spring 2023 when numbers suddenly increased, no doubt due to the prospects of a recession. As a result we ran many fewer meetings than we have in previous years, and all but three of these were held on Zoom. In addition to the reduced number of meetings actually held (14 in total out of a planned 37), we continued to provide ongoing 1-on-1 support, including reviewing CVs, LinkedIn profiles and also holding individual advice sessions.

The number of our volunteers remained at 8 during the year.

5. Financial Review

The accounts for the financial year 2022-23 are shown in section 7 below.

Normally we receive grants from The Foundation for Job Seekers, but none were received during the financial year.

Our expenditure for the year was up compared to the previous year when all our meetings were on Zoom. As before our professional indemnity insurance accounts for a significant chunk of our expenditure. The renewal quote from our existing supplier was 15% higher than the previous year, so we shopped around and got similar, though slightly reduced cover, for a saving of over £100.

Our reserves policy is to have reserves that will cover at least two years running costs. Our projected rate of expenditure is likely to increase to around £2,000 a year due to more face-to-face meetings in future. Even without a resumption of grants from the Foundation for Job Seekers, it is estimated that we could operate for about another five years. Therefore, seeking additional sources of funds is not a priority for the trustees for the foreseeable future.

The Trustees believe that the financial statement gives a true and fair view of the state of affairs of the charity and that appropriate accounting policies have been applied.

6. Other Information

In normal times CSWB uses facilities provided by The Greenham Trust, a West Berkshire based charity that uses funds generated by rents at Greenham Business Park to support local charitable and community causes. They offer such organisations facilities at their building Broadway House in central Newbury at a favourable rate. As a result of moving our meetings to Broadway House in September 2014, CSWB reduced its expenditure for meeting room hire from over £4,500 to around £1,500 in a normal year.

We send out a leaver's survey to job seekers who leave us, whether that is for a new job or for other reasons. Data from these surveys provide useful feedback on the usefulness and quality of our services. This feedback is used to adjust content and format of meetings.

During the year, we were well supported by our volunteers. We are grateful for their hard work and dedication to helping our job seekers. We continue to receive thanks and appreciation from job seekers whom we have helped back into work.

We believe that the current meetings programme and ongoing 1-on-1 support provides our older job seekers with the skills and resources they need to successfully re-enter the workplace and contribute their extensive experience to the vibrancy of the local and regional economy.

Further information on the activities of Careers Springboard West Berkshire can be found on our website at:

www.careerswestberks.org.uk

7. Financial Accounts

Careers Springboard West Berkshire			
Balance Sheet - 31 March 2023			
	Note	31 Mar 2023 £	31 Mar 2022 £
ASSETS			
Bank Account - current		(110.08)	115.56
Bank Account - savings		10,451.83	11,028.68
TOTAL ASSETS		10,341.75	11,144.24
LIABILITIES			
Accrued Expenditure		1.07	78.13
Creditors - amounts falling due within one year			
TOTAL LIABILITIES		1.07	78.13
NET ASSETS		10,340.68	11,066.11
CSWB FUNDS			
Unrestricted Funds - prior year		11,066.11	11,612.73
Surplus - current year		(725.43)	(546.62)
TOTAL FUNDS		10,340.68	11,066.11
Income and Expenditure - 1 April 2022 to 31st March 2023			
		2022-3 £	2021-22 £
INCOME			
Grants Received		-	-
Donations		-	-
Bank Interest		23.15	1.07
Other Income		-	-
TOTAL INCOME		23.15	1.07
EXPENDITURE			
Meeting Expenses	1	390.47	118.74
Administration & Office Services	2	40.00	40.00
Stationery, Supplies & Postage		0.68	-
Website and Publicity	3	43.16	12.59
Insurance	4	273.20	376.36
Bank charges		1.07	-
		748.58	547.69
SURPLUS (DEFICIT)		(725.43)	(546.62)

ACCOUNTS APPROVED	
Trustee Signature and Date	Trustee Signature and Date
<i>David J. Skjue</i> TREASURER 16/8/23	<i>A. Foster - Fletcher</i> CHAIRMAN 16/8/23

Notes to the Accounts 2022-23

1 Room rental, Zoom subscription, consumables etc.

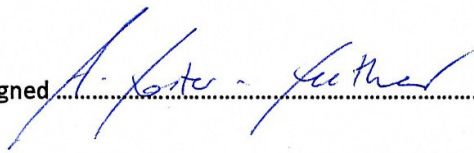
2 Subscription for online membership system

3 Web hosting and domain renewals

4 This is for public liability, trustees liability and professional indemnity. It does not cover equipment.

8. Declaration

The trustees declare that they have approved the Trustee's report and accounts above.

Signed 

Date 16-8-23

Adrian Foster-Fletcher

Chairman

On behalf of the trustees.

CAREERS SPRINGBOARD WEST BERKSHIRE

England & Wales - Charity number 1156672

Accounts



Annual Report of the Trustees

From 1st April 2021 to 31st March 2022

Registered Charity No. 1156672

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1. Background and Details

Charity Name: Careers Springboard West Berkshire

Charity Number: 1156672

Careers Springboard West Berkshire (CSWB) is a volunteer-led support organisation that offers help and advice to out-of-work managers and professionals, especially older and more experienced workers. It started operating in September 2006, taking over the work of the Newbury Executive Job Club. CSWB became a registered charitable incorporated organisation (CIO) on 14th April 2014.

CSWB is a founder member of The Foundation for Job Seekers (Charity No. 1136534), a network of four job clubs in the Thames Valley.

Trustees and Officers

Under the terms of our Constitution Trustees retire in rotation but are eligible for re-election. At our AGM on 29th June 2021 Ian Vickerage retired but was re-elected. At the same AGM Peter Adams, formerly a job seeker with us and most recently a volunteer, was elected a trustee. Jan Dixon, having moved from Newbury to Devon resigned as trustee on 23rd November 2021. The trustees of the Charity at the end of the year were therefore:

Name of Trustee	Rôle	Date of Appointment
Adrian Foster-Fletcher	Chairman	14-Apr-2014
David Skyrme	Treasurer	14-Apr-2014
Charles Fowler	Trustee	8-Aug-2017
Ian Vickerage	Trustee	25-Jul-2018
Peter Adams	Trustee	29-Jun-2021

Address

With COVID-19 restrictions during the financial year, all Trustee activities have taken place via email or virtually on Zoom, and there is therefore no regular postal address. However, correspondence to the Charity can be made to the following address:

c/o Broadway House
4-8 The Broadway
Northbrook Street
NEWBURY
RG14 1BA

Email: enquiries@careerswestberks.org.uk

Website: www.careerswestberks.org.uk

2. Structure, Governance and Management

CSWB started as an unincorporated association in September 2006. It was registered as a CIO (Charitable Incorporated Organisation) on 14th April 2014. The governing document is its Constitution based on the CIO model constitution for a membership organisation. The date of the Constitution is 7th April 2014.

Trustees are elected by its members (our volunteers). One third retire in rotation at the AGM, though are eligible for re-election. Our Trustees themselves are all volunteers, most of them involved on our weekly job seeker meetings.

The trustees and volunteer members receive no remuneration, advances, credit or guarantees. The Charity employs no staff and does not own real estate. Our administration is decentralised and uses a cloud-based platform (membermojo.co.uk) through which our volunteers can update records. This resulted in a significant reduction in administration costs from its previous level.

Day-to-day oversight of the operations of the Charity takes place through regular communication via email or phone.

The Charity's trustees have a risk management policy, which is reviewed annually. The ongoing risks identified and discussed at the AGM were:

- Surge in job seekers - high risk, high impact (due to COVID-19 impact); we developed plan of running 2 sessions a week; in fact our job seeker numbers declined
- Succession planning – high risk, medium impact; David Skyrme has given notice of his intention to resign in August 2023; his many tasks will be distributed amongst the remaining trustees and volunteers
- Lack of volunteers – medium risk, medium impact; plans to recruit former job seekers.

3. Objectives and Activities for the Public Benefit

From Clause 3 of our Constitution:

"The primary objective of CSWB is to the relief of unemployment for the public benefit in such ways as may be thought fit, including the provision of support, advice and assistance on job-seeking and career-change skills, primarily for managers and professionals in West Berkshire."

The main activities that CSWB undertake in pursuit of its public benefit are:

- running of weekly meetings that include workshops to help job seekers acquire and improve their job-seeking skills
- provision of help and support on a 1-to-1 basis to help job seekers succeed in their next career move
- provision of guidance material on specific job-seeking topics, including CV writing, career choices, networking, using LinkedIn to get a job, and making direct approaches to potential employers.

In delivering these services the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The benefit to those out of work is that our services help them re-enter the workplace, start earning and contribute to the economy sooner than they might otherwise have done without the support and the improvement in skills received through their participation in CSWB activities.

4. Activities and Performance

As in the previous year the COVID-19 pandemic has influenced how we operate. Our face-to-face meetings were suspended during the first phase of the pandemic in March 2020. From then on our meetings were held on Zoom. For Autumn 2021 we planned a programme based on alternating meetings between Zoom and face-to-face meetings. However, the combination of a third wave of COVID-19 plus declining numbers of job seekers meant that our meeting for Spring 2022 were held entirely on Zoom.

The advantage of meeting on Zoom is two-fold:

- We retained the services of two workshop leaders; both had moved from Newbury to Devon
- During the pandemic we attracted job seekers from outside our normal catchment area; by planning at least some of our meetings on Zoom and also offering 1-on-1 Zoom sessions we were able to continue to provide support.

Some of the year's highlights:

- After an initial flux of job seekers between March and August 2021, the number of active job seekers declined to five at the end of the period.
- During the year 21 job seekers joined us and at least 14 got new jobs.
- We planned 38 meetings; because of low numbers, some of the planned face-to-face were switched to Zoom and some were cancelled. The final tally was 33 on Zoom, 2 face-to-face and three cancelled.
- As well as supporting our weekly meetings, the volunteers provide 1-on-1 support to job seekers and carry out necessary 'back office' functions.

The table below summarises the number of job seekers who joined during the year and to whom we provided help in getting back into work:

	Apr-Jul 2021	Sep-Dec 2021	Jan-Mar 2022
Jobseekers at start	4	6	3
New registrations	11	5	5
Leavers into Jobs	7	6	1
Leavers (not specified)	2	2	2
Active jobseekers at end	6	3	5

Average jobseekers/meeting	4.7	3.2	2.7
Average age new joiners	53	44	52

5. Financial Review

The accounts for the financial year 2021-22 are shown in section 7 below.

Normally we received grants from The Foundation for Job Seekers, but none were received during the financial year.

Our expenditure for the year was virtually identical to that of last year. The monthly cost of running meetings on Zoom is over 80% less than holding face-to-face meetings. Therefore as face-to-face meetings increase in the future, our annual expenditure will also increase. For the 2021-22 year our single largest item of expenditure is currently that for liability insurance, representing 69% of all outgoings. It increased 8% over the previous year, but after searching around it was found to be competitive.

Our reserves policy is to have reserves that will cover at least two years running costs. At the current rate of expenditure and with resumption of grants from the Foundation for Job Seekers we could operate for another decade. However, we do expect room hire costs to increase over the next few years. With uncertainty as to future job seeker numbers we believe that there is no need to seek additional sources of funds for the foreseeable future.

The Trustees believe that the financial statement gives a true and fair view of the state of affairs of the Charity and that appropriate accounting policies have been applied.

6. Other Information

In normal times CSWB uses facilities provided by The Greenham Trust, a West Berkshire based charity that uses funds generated by rents at Greenham Business Park to support local charitable and community causes. They offer such organisations facilities at their building Broadway House in central Newbury at a favourable rate. As a result of moving our meetings to Broadway House in September 2014, CSWB has reduced its expenditure for meeting room hire from over £4,500 to around £1,500 in a normal year.

We send out a leaver's survey to job seekers who leave us, whether that is for a new job or for other reasons. Data from these surveys provide useful feedback on the usefulness and quality of our services. This feedback is used to adjust content and format of meetings.

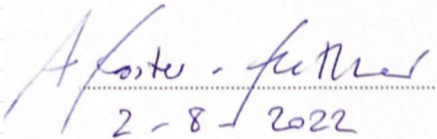
During the year, we were well supported by our volunteers. We are grateful for their hard work and dedication to helping our job seekers. We continue to receive thanks and appreciation from job seekers who we have helped back into work.

We believe that the current programme provides our older job seekers with the skills and resources they need to successfully re-enter the workplace and contribute their extensive experience to the vibrancy of the local and regional economy.

Further information on the activities of Careers Springboard West Berkshire can be found on our website at:

www.careerswestberks.org.uk

7. Financial Accounts

Careers Springboard West Berkshire				
Balance Sheet - 31 March 2022				
	Note	31 Mar 2022		31 Mar 2021
		£		£
ASSETS				
Bank Account - current		115.56		2,153.92
Bank Account - savings		11,028.68		9,527.61
Cash Account		-		-
TOTAL ASSETS		11,144.24		11,681.53
LIABILITIES				
Accrued Expenditure	1	78.13		68.80
Creditors - amounts falling due within one year				
TOTAL LIABILITIES		78.13		68.80
NET ASSETS		11,066.11		11,612.73
CSWB FUNDS				
Unrestricted Funds - prior year		11,612.73		10,155.63
Surplus - current year		(546.62)		1,457.10
TOTAL FUNDS		11,066.11		11,612.73
Income and Expenditure - 1 April 2021 to 31st March 2022				
		2021-22		2020-21
INCOME		£		£
Grants Received	2	-		2,000.00
Donations		-		-
Bank Interest		1.07		4.57
Other Income		-		-
TOTAL INCOME		1.07		2,004.57
EXPENDITURE				
Meeting Room Rental		50.00		
Other Meeting Expenses	3	68.74		107.94
Administration & Office Services		40.00		40.00
Stationery and Supplies		-		3.65
Website and Publicity	4	12.59		49.34
Travel		-		-
Insurance	5	376.36		346.54
		547.69		547.47
SURPLUS (DEFICIT)		(546.62)		1,457.10
ACCOUNTS APPROVED				
Trustee Signature and Date		 2-8-2022 CHAIRMAN		

Notes to the Accounts 2021-22

1. Volunteer expenses are for Zoom payments, Membermojo subscription and website hosting
2. Grant from The Foundation for Job Seekers – none received this financial year.
3. Cost of Zoom Meetings
4. Web hosting and domain renewals
5. This is for public liability, trustees liability and professional indemnity. It does not cover equipment.

8. Declaration

The trustees declare that they have approved the Trustee's report and accounts above.

Signed A. Foster-Fletcher

Date 21 August 2022

Adrian Foster-Fletcher

Chairman

On behalf of the trustees

Accounts



Annual Report of the Trustees

From 1st April 2020 to 31st March 2021

Registered Charity No. 1156672

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1. Background and Details

Charity Name: Careers Springboard West Berkshire

Charity Number: 1156672

Careers Springboard West Berkshire (CSWB) is a volunteer-led support organisation that offers help and advice to out-of-work managers and professionals, especially older and more experienced workers. It started operating in September 2006, taking over the work of the Newbury Executive Job Club. CSWB became a registered charitable incorporated organisation (CIO) on 14th April 2014.

CSWB is a founder member of The Foundation for Job Seekers (Charity No. 1136534), a network of four job clubs in the Thames Valley.

Trustees and Officers

Under the terms of our Constitution Trustees retire in rotation but are eligible for re-election. At our AGM on 22-Jul-2020 John Newell retired but remains a volunteer. He had served as a Trustee from 14-Apr-2014. Also retiring by rotation was Charles Fowler but he indicated his willingness to continue. He was re-elected as was a new Trustee Jan Dixon. The trustees of the Charity at the end of the year were therefore:

Name of Trustee	Rôle	Date of Appointment
Adrian Foster-Fletcher	Chairman	14-Apr-2014
David Skyrme	Treasurer	14-Apr-2014
Jan Dixon	Trustee	22-Jul-2020
Charles Fowler	Trustee	8-Aug-2017
Ian Vickerage	Trustee	25-Jul-2018

Address

With COVID-19 restrictions during the financial year, all Trustee activities have taken place via email or virtually on Zoom, and there is therefore no regular postal address. However, correspondence to the Charity can be made to the following address:

c/o Broadway House
4-8 The Broadway
Northbrook Street
NEWBURY
RG14 1BA

Email: enquiries@careerswestberks.org.uk

Website: www.careerswestberks.org.uk

2. Structure, Governance and Management

CSWB started as an unincorporated association in September 2006. It was registered as a CIO (Charitable Incorporated Organisation) on 14th April 2014. The governing document is its Constitution based on the CIO model constitution for a membership organisation. The date of the Constitution is 7th April 2014.

Trustees are elected by its members (our volunteers). One third retire in rotation at the AGM, though are eligible for re-election. Our Trustees themselves are all volunteers, most of them involved on our our weekly job seeker meetings.

The trustees and volunteer members receive no remuneration, advances, credit or guarantees. Up until summer 2018 the Charity had a part-time administrator (~2 hours a week) paid on a freelance basis. Now administration is decentralised and uses a cloud-based platform (membermojo.co.uk) through which our volunteers can update records. This resulted in a significant reduction in administration costs from its previous level. The Charity employs no staff and does not own real estate.

Day-to-day oversight of the operations of the Charity takes place through regular communication via email or phone.

The Charity's trustees have a risk management policy, which is reviewed annually. The ongoing risks identified and discussed at the AGM were:

- Lack of volunteers – medium risk, medium impact
- Lack of job seekers – previously medium risk, medium impact was changed to..
- Surge in job seekers - high risk, high impact (due to COVID-19 impact)
- Lack of funds – low risk, low impact.

In fact the surge in job seekers has not occurred. The local job market remains buoyant despite the pandemic. This may change somewhat as employees come off the national furlough scheme.

3. Objectives and Activities for the Public Benefit

From Clause 3 of our Constitution:

"The primary objective of CSWB is to the relief of unemployment for the public benefit in such ways as may be thought fit, including the provision of support, advice and assistance on job-seeking and career-change skills, primarily for managers and professionals in West Berkshire."

The main activities that CSWB undertake in pursuit of its public benefit are:

- running of weekly meetings that include workshops to help job seekers acquire and improve their job-seeking skills
- provision of help and support on a 1-to-1 basis to help job seekers succeed in their next career move
- provision of guidance material on specific job-seeking topics, including CV writing, career choices, networking, using LinkedIn to get a job, and making direct approaches to potential employers.

In delivering these services the Trustees have had regard to the guidance issued by the Charity Commission on public benefit. The benefit to those out of work is that our services help them re-enter the workplace, start earning and contribute to the economy sooner than they might otherwise have done without the support and the improvement in skills received through their participation in CSWB activities.

4. Activities and Performance

The main impact during the year has been the COVID-19 pandemic. As a result our face-to-face meetings stopped in March 2020 and were replaced by virtual meetings using Zoom. We have followed the normal programme of topics. However, instead of taking a summer break, job seekers preferred to have informal regular meetings with volunteers throughout August. Some of the year's highlights:

- Overall 38 regular workshops were run as well as 6 informal meetings.
- The interactions on Zoom worked well with more time being spent on 1-on-1 help than previously took place in a face-to-face setting.
- Anticipating larger numbers we had planned to use break-out 'rooms' on Zoom as happens at other job clubs in the Foundation for Job Seekers network; even though on occasion the number of attendees reached 9 or 10, this back-up option was never used.
- A lower than normal number of new job seekers joined throughout the year.
- A steady number of job seekers got jobs; most achieved this through virtual interviews and in most cases their new jobs started with home working. This is currently "the new normal".
- Since our inception in 2006 as a volunteer-led support group we have helped 959 job seekers.
- During the year we gained one new volunteer, a former job seeker who now runs his own business. Since we have operated virtually it did not matter that for part of the year he worked from Sussex and that at the end of the year he moved to Exeter. Each volunteer typically leads two workshops a term and supports two more.
- As well as supporting our weekly meetings, the volunteers provide 1-on-1 support to job seekers and carry out necessary 'back office' functions.

The table below summarises the number of job seekers who joined during the year and to whom we provided help in getting back into work:

	Apr-Jul 2020	Sep-Dec 2020	Jan-Mar 2021
Jobseekers at start	13	7	7
New registrations	1	12	5
Leavers into Jobs	1	8	3
Leavers (not specified)	6	4	5
Active jobseekers at end	7	7	4

Average jobseekers/meeting	3.2	4.7	4.9
Average age new joiners	54	48	52

5. Financial Review

The accounts for the financial year 2020-21 are shown in section 7 below.

Our primary source of funding remains The Foundation for Job Seekers, which this year provided a single grant of £2,000.

Without the cost of room rental for our weekly meetings, we have seen a significant reduction in meeting costs. The monthly cost of running meetings on Zoom is over 80% less than holding face-to-face meetings. Our single largest item of expenditure is currently that for liability insurance.

Our reserves policy is to have reserves that will cover at least two years running costs. At the current rate of expenditure our grant more than covers our outgoings. However, we do expect room hire costs to kick in again once we restart face-to-face meetings. With uncertainty as to future job seeker numbers we believe that the current level of reserves will be able to cope with increasing demand.

The Trustees believe that the financial statement gives a true and fair view of the state of affairs of the Charity and that appropriate accounting policies have been applied.

6. Other Information

In normal times CSWB uses facilities provided by The Greenham Trust, a West Berkshire based charity that uses funds generated by rents at Greenham Business Park to support local charitable and community causes. They offer such organisations facilities at their building Broadway House in central Newbury at a favourable rate. As a result of moving our meetings to Broadway House in September 2014, CSWB has reduced its expenditure for meeting room hire from over £4,500 to around £1,500 in a normal year.

We send out a leaver's survey to job seekers who leave us, whether that is for a new job or for other reasons. Data from these surveys provide useful feedback on the usefulness and quality of our services. This feedback is used to adjust content and format of meetings.

During the year, we were well supported by our volunteers. We are grateful for their hard work and dedication to helping our job seekers. We continue to receive thanks and appreciation from job seekers who we have helped back into work.

We believe that the current programme provides our older job seekers with the skills and resources they need to successfully re-enter the workplace and contribute their extensive experience to the vibrancy of the local and regional economy.

Further information on the activities of Careers Springboard West Berkshire can be found on our website at:

www.careerswestberks.org.uk

7. Financial Accounts

Careers Springboard West Berkshire				
Balance Sheet - 31 March 2021				
	Note	31 Mar 2021		31 Mar 2020
		£		£
ASSETS				
Bank Account - current		2,153.92		350.51
Bank Account - savings		9,527.61		10,023.04
Cash Account		-		-
TOTAL ASSETS		11,681.53		10,373.55
LIABILITIES				
Accrued Expenditure	1	68.80		57.51
Creditors - amounts falling due within one year				160.41
TOTAL LIABILITIES		68.80		217.92
NET ASSETS		11,612.73		10,155.63
CSWB FUNDS				
Unrestricted Funds - prior year		10,155.63		9,241.09
Surplus - current year		1,457.10		914.54
TOTAL FUNDS		11,612.73		10,155.63
Income and Expenditure - 1 April 2020 to 31st March 2021				
		2020-21		2019-20
		£		£
INCOME				
Grants Received	2	2,000.00		2,000.00
Donations		-		-
Bank Interest		4.57		18.37
Other Income		-		-
TOTAL INCOME		2,004.57		2,018.37
EXPENDITURE				
Meeting Room Rental				590.00
Other Meeting Expenses	3	107.94		108.40
Administration & Office Services		40.00		40.00
Stationery and Supplies		3.65		0.00
Website and Publicity	4	49.34		11.98
Travel		0.00		29.25
Insurance	5	346.54		324.20
		547.47		1,103.83
SURPLUS (DEFICIT)		1,457.10		914.54

ACCOUNTS APPROVED

Trustee Signature and Date

A. Foster - father 2-7-21

Trustee Signature and Date

David J. Skymme 7/7/21

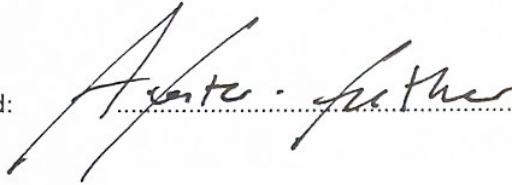
Notes to the Accounts 2020-21

1. Volunteer expenses for Zoom payments Nov 2020-Mar 2021; also Membermojo subscription
2. Grant from The Foundation for Job Seekers.
3. Cost of Zoom Meetings
4. Web hosting and domain renewals
5. For public liability, trustees liability and professional indemnity.

8. Declaration

The trustees declare that they have approved the Trustee's report and accounts above.

Signed:

A handwritten signature in black ink, appearing to read "Adrian Foster-Fletcher", written over a dotted line.

Date:

2-7-21

Adrian Foster-Fletcher

Chairman

On behalf of the trustees