

**THE ZINK PROJECT CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2021**

THE ZINK PROJECT CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	BJ Wilson K Williams S Richardson H White S Hawtin A McNeil L Walton
Treasurer	K Williams
Charity number	1159875
Registered office	United Reform Church Hardwick Square East Buxton SK17 6PT
Independent examiner	Laytons Chartered Accountants 6 Manchester Road Buxton Derbyshire SK17 6SB

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Chair's report

In my last AGM report, I remarked on the impact of Covid in the last month or so of that financial year, and on the rapid and effective response of our staff to the pandemic. I do not think we fully appreciated then just what a difficult year it would prove to be. And, although we are seeing the gradual easing of restrictions, the pandemic clearly is not over yet, and we are likely to see in impact on us and the people we support for a long time to come.

It has been remarkable, I think, how well we have been able to carry on offering support during these difficult times. Although there was a temporary suspension of Zink Advice, and there is an ongoing suspension of the Community Café, it has been as much as possible 'business as usual' albeit with social distancing and other Covid measures to ensure the safety of those who work at and use Zink's services, and with the addition of extra work in the Food Bank in surplus food distribution. My heartfelt thanks go to all those staff members and volunteers who have adapted to the situation and continued to deliver our services.

It has also been remarkable that Zink has been able to look to the future in the midst of these challenging times. We have looked at our long-term strategy and vision and changed our Objects as an organisation to enable us work more widely and create the possibility of 'franchises' in other areas offering Zink-type services with our support and guidance. In connection with this, we have revised our branding and website. There is a lot involved in such developmental work, not the least in preparing the funding bids to underpin our future aspirations. I would like to express our gratitude to Paul, Jane, and Hannah for their on-going efforts in this work.

One of the major developments since the last AGM, has been the purchase of our new premises on the Cattle Market. We had been talking about making a move out of the United Reform Church for some time. Increasingly, we found it difficult to work around other users of the church. Also, the spaces available were not ideally suited to the various activities of Zink. The Cattle Market building has presented us with the ability to arrange the space in the best way to deliver what we do, and to create a vibrant community hub. There has been a great deal of work involved in seeking a property, arranging the purchase, managing the tender process, looking for extra funding, and applying for the necessary permissions. My thanks go to all who have been involved but particularly to Jane who has been leading this project.

This is the last time that I will be chairing a meeting of The Zink Project. I have been in this position for a long time, and it is high time I moved on. It has been a privilege to be on the journey that has seen the evolution of Zink, from its roots under Nightstop High Peak, to the establishment of the Buxton and District Foodbank, to the constitution of the much broader based Zink Project CIO. I have met and worked with a lot of wonderful, highly committed people along the way. I shall miss you all.

The Zink Project – Chief Executive Report

2020/21 has been an unusual year for Zink. On one hand, food support services grew and at times we were delivering four times as many parcels as usual, on the other, engaging clients on employability programmes was more difficult so caseload sizes shrank. High Peak Foodbank at Zink became a partner in the national government response to the pandemic and was financed accordingly, this artificially increased our staffing and turnover for the year. In fact, turnover was probably twice what it would have been had the pandemic not happened.

High Peak Foodbank: the foodbank increased in capacity within two weeks of the first lockdown and worked with Buxton Street by Street and Chapel en le Frith Covid 19 Mutual Aid to deliver around 200 food parcels a week, four times more than normal. The referral system was streamlined and two levels of need were identified; the traditional foodbank service and a supplementary food delivery service which our two partners provided. In order to store and sort food and to keep volunteers and staff socially distanced, we rented half the church room as it wasn't in use.

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Zink Employability

Engagement dropped across all our programmes as a result of the pandemic but funders were flexible and minimum targets on starts and outcomes were met or exceeded. We appealed for laptops from the general public, these were refurbished and given to employability clients so that they could apply for jobs at home or undertake training. Around 25 people received help this way.

Zink Advice

After furloughing our advice worker for three months, the need for an advice service became clear as there was no alternative in the area for people who cannot use a 'phone because of anxiety or learning disability for example. We re-opened face to face advice from July 2020 with extended hours to meet demand. We also increased the number of grants and financial support for individuals that we tap into so that we could support more people.

Community Eco-Café

The café remains closed because it is impossible to run it within restrictions.

Development: A new website and branding is under development. This will clarify Zink's purpose and provide us with a more streamlined strategy and approach from which to grow. This year we became one of the first UK organisations to become approved as a DWP Kickstart gateway and have recruited employers across the area to join the scheme.

New Premises

Zink has bought new premises and been raising funds to convert these into offices, training rooms, storage and a café. Funding for this project has come from public donations, proceeds from employment contracts and grants from businesses and trusts. Anticipated opening date is September 2021.

Treasurer's Report

This report covers the year where Covid-19 was affecting the country, and having a huge impact on the charity. We were recipients of a number of Covid-related grants, both government and non-government. The local community also responded magnificently to our Covid appeal. This enabled us to offer more help to the community, and to purchase sufficient PPE, etc, to keep our face-to-face services going after the first lockdown. We hope this does not need to be repeated in subsequent years, so we would expect income in subsequent years to be considerably smaller.

The trustees have again been touched and inspired by the way local fund-raisers, groups and individuals have rallied to support the charity's services, as well as by the way national and local charitable trusts have helped. We are also very grateful for the generous donations of food that the charity receives, from individuals, local organisations and companies.

Grants received by the charity

Building Better Opportunities 103,330
Rise 30,142
Bingham Trust 10,000
Foundation Derbyshire 12,400
WRAP 15,000
Derbyshire Community Fund 8,000
Charles Hayward Foundation 5,000
Govt Furlough grant 3,473
HPBC 2,500
HP 1,900

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TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Davy Transport 920
Independent food Covid grant 850

Donations from groups and organisations

Argos Community fund 340
Bakewell Methodists 1,827.38
Bakewell PCC 125
Bamford Parochial council 400
Bamford St James 20
Bradwell PCC 125
Bradwell St Barnabas 172.71
Buxton Lions 1,000
Buxton parish team 500
Chinley and Buxworth church 800
Churches together in Whaley Bridge 200
Communication Workers Union 300
Dove Valley Centre 50
Duke of Devonshire Ch trust 1,000
Edale Parish Church 695
Frank and Dorothy Poulden Ch Trust 1,000
Great Hucklow Community 120
Hathersage Methodist Church 50
In memory of Alison Crowther 390
Kays Engineers 200
One Shop 82.37
Residents of Combs Village 60
Rotary Club 700
St Annes school 20
Souter Charitable Trust 1,500
Waitrose 664

There were a large number of donations from individuals, directly and through internet giving. Some are anonymous, and some are without contact details, so the charity does not list individuals, but assures them all of the deep appreciation of the trustees and staff, as their invaluable support helps make our services possible.

Due to the restrictions of the pandemic, we were unable to run any of our usual fund raisers events, and we were also unable to run the community cafe.

The total from all donations and fundraising is £446,258.

We also act as an advocate for ACTS 435. This is a charity which enables donors to give specific help to people in need. Our advocate posts requests, and once the money is raised, the specific item or bill is paid for via the foodbank.

The Trustees' report was approved by the Board of Trustees':

B J Wilson . 

Date 31-Oct-2021

THE ZINK PROJECT CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE ZINK PROJECT CIO

I report on the accounts of the charity for the year ended 31 March 2021, which are set out on pages 8 - 12

Respective Responsibilities of Trustees and Examiner

The Trustees are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed. under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an Independent Examination is needed. The charity's gross income does exceed £250,000; however, the gross assets remain under £3.26 million. I am qualified to undertake the examination by being a qualified member of ICAEW.

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

- Examine the accounts under section 145 of the 2011 Act
- To following the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act
- To state whether particular matters have come to my attention.

Basis of Independent Examiner's Report

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

Independent Examiner's Statement

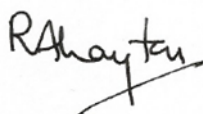
In connection with my examination, no matter has come to my attention:

(1) Which gives me reasonable cause to believe that in any material respect the requirements:

- To keep accounting records in accordance with section 386 of the Companies Act 2006
- To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

Have not been met; or

(2) To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Laytons CHARTERED
ACCOUNTANTS
6 Manchester Road, Buxton, Derbyshire, SK17 9SB
PHONE: 01298 77997 FAX: 01298 72803

Name: Robert Layton

Relevant Professional qualification or body: ICAEW

Address: Laytons Chartered Accountants, 6 Manchester Road, Buxton, Derbyshire, SK17 9SB

Date: 04-01-22

THE ZINK PROJECT CIO

STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2021

	Notes	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Incoming resources					
<i>Voluntary income:</i>					
Donations and Grants	1	97,905	348,353	446,258	206,824
<i>Investment income:</i>					
Bank interest		111		111	350
Other incoming resources					
Income from services		2,478		2,478	16,588
Total incoming resources		100,494	348,353	448,846	223,763
Resources expended					
Direct costs		0	0	0	22
Charitable activities	2	31,344	160,473	191,817	155,127
Building costs	3	3,637	0	3,637	0
Other expenses	4	1,410	930	2,340	1,928
Total resources expended		36,391	161,403	197,794	157,077
Net incoming/(outgoing) resources for year		64,102	186,950	251,052	66,685
Total funds brought forward		172,678	45,634	218,311	151,626
Total funds carried forward		236,780	232,584	469,364	218,311

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STATEMENT OF FINANCIAL ACTIVITIES

31 MARCH 2021

	Notes	31.3.21 £	£	31.3.20 £	£
FIXED ASSETS					
Freehold property	5	145,000		0	
Fixtures & fittings		0		0	
		<u>145,000</u>		<u>0</u>	
CURRENT ASSETS					
Cash at bank and in hand	6	328,162		220,462	
		<u>328,162</u>		<u>220,462</u>	
Net Current Assets			473,162		220,462
CREDITORS					
Amounts falling due within one year		3,799		2,150	
		<u>3,799</u>		<u>2,150</u>	
Net Current Assets			469,364		218,311
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>469,364</u>		<u>218,311</u>
INCOME FUNDS					
Surplus for the Year			251,052		66,685
Funds bought forward			218,311		151,626
			<u>469,364</u>		<u>218,311</u>

These financial statements were approved by the trustees on 31-October-2021 and signed on their behalf by:



B J Wilson

THE ZINK PROJECT CIO

NOTES TO THE FINANCIAL STATEMENTS

31 MARCH 2021

1. DONATIONS AND GRANTS

	Unrestricted 2021 £	Restricted 2021 £	Total 2021 £	Total 2020 £
Donations and gifts	97,905	120,000	217,905	99,080
Grants		228,353	228,353	107,744
	97,905	348,353	446,258	206,824

2. CHARITABLE ACTIVITIES

	Total 2021 £	Total 2020 £
Insurance	2,104	1,052
Rent	8,963	5,696
Travelling	1,066	358
Telephone & Internet	1,137	1,499
Administration	2,242	2,147
Repairs and renewals	450	2,464
Consultancy	11,685	2,160
Pension costs	15,608	13,128
Recruitment	1,440	635
Training	70	-151
Wages	143,354	115,086
Subscriptions	280	96
Petty Cash	492	3,336
Sundry Costs	676	4,422
Postage & Stationary	36	594
Computer equipment	514	0
BBO	1,701	1,927
	191,817	154,449

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

31 MARCH 2021

3. BUILDING COSTS

	Total 2021	Total 2020
	£	£
Heat and light	1,515	678
Survey costs	950	0
Solicitor fees	1,172	0
	3,637	678

4. OTHER EXPENSES

	Unrestricted 2021	Restricted 2021	Total 2021	Total 2020
	£	£	£	£
Accountancy	1,321	930	2,251	1,775
Bank Charges	89	0	89	153
	1,410	930	2,340	1,928

5. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures & fittings £	Total £
Cost			
At 1 st April 2020			
Additions	145,000		145,000
At 31 st March 2021	145,000	0	145,000
Depreciation			
At 1 st April 2020			
Charge for the year			
At 31 st March 2021	0	0	0
Net Book Value			
At 31 st March 2020	0	0	0
At 31 st March 2021	145,000	0	145,000

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NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

31 MARCH 2021

6. CASH AT BANK AND IN HAND	Total 2021 £	Total 2020 £
Total current accounts	26,201	19,334
Total deposit accounts	300,416	199,464
ACTS*	520	619
Derbyshire Community Bank	955	955
Cash	70	90
	328,162	220,462

7. EMPLOYEES AND DIRECTORS

The average monthly number of employees during the year was 14 (2020 - 10)

8. TRUSTEES

None of the trustees (or any persons connected with them) received any remuneration during the year.