

Room For Work Limited (Room For Work)

A Charitable Company, Limited by Guarantee

Trustees' Report and Financial Statements

For the Year Ended 31 July 2024

Company No
Charity No

9183037
1160957

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The Report of the Trustees for the Year Ended 31 July 2024

The Trustees, who are also directors of Room For Work Limited (known as "Room For Work"), are pleased to submit their annual report and financial statements for the year ended 31 July 2024, which have been independently examined. The Trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" Charities SORP (FRS 102), the Companies Act 2006 and applicable UK accounting standards in preparing the annual report and financial statements of the charity.

Reference and administrative information

Full name of the Charity	Room For Work Limited
Known name of the Charity	Room For Work
Trustees/Directors	Mr G K P Watkins Reverend D Williams Mr M Harris
Company Secretary	Mr R Waddelow CA
Key Management	Mr R M Bell
Governing Document	Memorandum and Articles of Association dated 12th August 2014
Company Number	9183037
Charity Number	1180957
Registered Office	50 Broom Park, Teddington, TW11 9RS
Independent Examiner	Mr N J Stevens FCA, 37 Grayham Road, New Malden, KT3 5HW
Bankers	Santander, Bootle, Merseyside, L30 4GB

Structure, Governance and Management

Room for Work is governed by its Memorandum and Articles and is constituted as a company limited by guarantee (company number 9183037). The trustees meet formally as a board at least three times each year and informally as a management committee as required. Day to day management is undertaken by Mr R M Bell, founder of Room for Work.

Objects of the Charity

The Charity delivers educational courses to the unemployed, to enable them to improve employability skills and find meaningful work. The Room for Work course is available to everyone, but it is specially designed to help skilled workers, managers and professionals who are aged 45+.

Room for Work is a 12-lesson programme available to all, but specifically designed to support skilled workers, managers and professionals. It fills the gap between Jobcentre Plus and expensive career coaching. The course follows material covered in the book "Finding Work After 40" written by the founder of the charity, Robin McKay Bell.

Review of Activities

Grant Funded Courses

Room for Work delivered five 12-session courses in our 2023/24 year: three at Duke Street in Richmond Town Centre, funded by Richmond Parish Lands Charity, and two in Hampton at All Saints Hampton, funded by the Hampton Fund.

Four new short courses, titled Communication for Employment, were funded by Societe Generale and delivered at Duke Street in Richmond.

Commissioned Courses

The charity acquired two new commissions in the year. Both were funded by the national government via the UK Shared Prosperity Fund (UKSPF). The Kingston course was managed by the Royal Borough of Kingston upon Thames, working in conjunction with South London Partnership (SLP) and the Mayor's Office. Room for Work delivered the first of three commissioned courses in the 2023/24 year. Runnymede Borough Council also commissioned three courses, the first was delivered in Egham.

As part of an ongoing commission with Work Match Richmond and Wandsworth, the charity delivered three courses in our Hampton Wick (Richmond) location and three in Wandsworth Borough. Room for Work also delivered two commissioned courses at Woolwich in the Royal Borough of Greenwich as part of the GLaB employment and skills support service, which is partnered with Maximus.

A total of ten courses were delivered as part of commissioning agreements.

Highlights and Key Achievements

Financially, 2023/24 was our most successful year. Our annual income was £127,068, an increase of £37,005 over our previous year.

Key achievements included:

- Delivering a total of 15 full courses, the highest number yet
- Four deliveries of our new short course: Communication for Employment
- Two new commissions: Kingston upon Thames and Runnymede Borough Council
- Increasing our total number of Course Leaders to five
- Training two more new Course Leaders and two new Host/Admins
- 58 people from our 2023/24 courses found a job or started in self-employment
- Total number of participants registered including short courses: 239
- Total number of participants completing a full course: 157
- Average participant age: 52

Funding

Grants

Room for Work gratefully acknowledges the support of Richmond Parish Lands Charity for selecting Room for Work as a recipient of a three-year Core Funding Grant, with £24,200 applied to Richmond courses and projects in 2023/24.

The Charity thanks the Hampton Fund for supporting two Hampton courses in 2023/24 with funding of £15,600.

Room for Work also gratefully acknowledges funding of £10,500 from Societe Generale for delivery of the Communication for Employment short courses.

Other Sources

Room for Work is very grateful for the ongoing support of St John's Hampton Wick, which makes monthly donations to the Charity. St John's also provided marketing and office support.

Many thanks to our other regular donors who faithfully contributed a total of £570 every month.

We continue to be reliant upon the generosity of all our donors who collectively enable us to deliver our services free of charge to the end user. Many thanks to all who contributed.

The Report of the Trustees for the Year Ended 31 July 2024, continued

Financial Review

Income of £127,088 was a 41% increase on the previous year and was largely due to an increase in commissioned services from other London boroughs. This further lowered reliance on LB Wandsworth income which also fell to almost £19,821 (2022-23: £39,936).

Expenditure of £126,285 was an increase of 47% as the additional income related to additional course delivery. This increase to the cost base was less than the increase in income and this led to an overall surplus of £803 (2022-23: £4,523).

The trustees are pleased with the growth in charitable activity and the surplus that was achieved. Cash held at the year end increased to £16,137 from £8,924, however the charity is holding £6,410 of Deferred Income for 2024/25.

The trustees note that free reserves of £9,727 equate to only 1.36 months of activity cost (2022-23: £8,924 and 1.25 months), but they remain cognisant of there being no fixed recurring costs for the Charity which arise outside of the service delivery and that service delivery is fully funded by grants and commissions. The trustees are therefore satisfied that the free reserves are sufficient for current needs of the Charity.

Future Plans

We are delighted that the Charity has secured the necessary funding to deliver our courses in Hampton Wick, Hampton, Richmond Town Centre and now also in Kingston and Runnymede (Egham) for 2024-25.

The trustees recognise that the growth and development of the Room for Work course will depend upon its being packaged in such a way that other, new teams can be trained to deliver the course without relying upon the current expertise. They will continue to consider how training material and course manuals might be developed in order to facilitate this growth and will seek funding for the project.

Risk Statement

The trustees have reviewed the risks to which Room For Work is exposed. Procedures are in place to identify, monitor and review these risks in accordance with their materiality. The schedule of major risks and mitigation identified are as follows.

Risk	Mitigation
The Charity becomes reliant upon income arising from a single major source.	Costs incurred are closely related to the actual service delivery arising from the income source. A reduction in the income would result in a commensurate reduction in the costs.
The Charity is now paying hire fees for every delivery location, with the exception of a Runnymede venue. The Charity is reliant on course delivery locations being provided at reasonable costs.	The trustees monitor the amounts due for each location, to ensure that costs are within acceptable norms.
The Charity is reliant upon the expertise and availability of the course founder in order to deliver the courses and promote the charitable activity.	The trustees are aware that two new Course Leaders and Host Admins were trained this year, increasing our delivery capacity to allow that the team is able to fulfill delivery requirements should the Course Founder be unavailable. Team members are also assisting with promotion.

Trustee/Directors' Responsibilities

Company law requires the trustees (who are also Directors for the purposes of the Companies Act 2006) to prepare financial statements for each accounting year which give a true and fair view of the state of the charity and of its income and expenditure for the year. In preparing these accounts, the trustees are required to:

1. Select suitable accounting policies and apply them consistently
2. Make judgements and estimates that are reasonable and prudent
3. State whether the applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts.
4. Prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

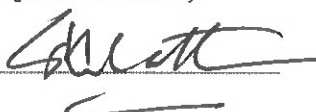
We are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable us to ensure that the financial statements comply with the Companies Act 2006.

We also have a responsibility to safeguard the assets of the charity and to take reasonable steps to prevent fraud or any other irregularities.

Approval

This report was approved by the trustees on 8 April 2025 and signed on their behalf by:

GARTH WATKINS



Independent examiner's report to the trustees of Room For Work Limited

I report to the trustees on my examination of the accounts of Room For Work Limited (the Charity) for the year ended 31 July 2024.

Responsibilities and basis of report

As the charity trustees of the Charity (and 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 the Company's accounts 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.

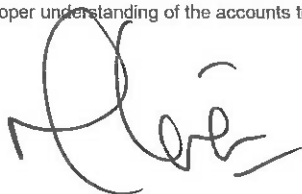
Independent examiner's statement

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

- 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 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.

Signed:



Nicholas John Stevens FCA (Fellow of the Institute of Chartered Accountants in England and Wales)

37 Grayham Road, New Malden, Surrey, KT3 5HW

Date:

16th April 2025

Annual accounts for the year ended 31 July 2024

Balance sheet

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023-24 £	Total Funds 2022-23 £
Current assets					
Debtors	4	--	--	--	--
Cash and cash equivalents		9,727	6,410	16,137	8,924
Total current assets		9,727	6,410	16,137	8,924
Creditors: amounts falling due within one year	5	--	6,410	--	--
Net current assets/(liabilities)		9,727	--	9,727	8,924
Total assets less current liabilities		9,727	--	9,727	8,924
Creditors: amounts falling due after one year		--	--	--	--
Total net assets or liabilities		9,727	--	9,727	8,924
Funds of the Charity					
Unrestricted general funds	6	9,727	--	9,727	8,924
Total funds		9,727	--	9,727	8,924

For the period ended 31 July 2024, the company was entitled to the exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

Under the small company provisions of S1A of FRS 102 exemption is claimed from preparing a cash flow statement.

Responsibilities of the Directors/Trustees:

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with Section 476 of the Companies Act 2006 - however, in accordance with Section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report forms part of this document.

The directors/trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

Approved by the Directors and signed on their behalf on the 8th April 2025 by:

GARTH WATKINS



Annual accounts for the year ended 31 July 2024

Statement of financial activities

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023-24 £	Total Funds 2022-23 £
Income					
Income from:					
Donations and legacies	2.1	7,288	50,300	57,588	42,911
Charitable activities	2.3	--	69,498	69,498	47,172
Interest receivable		2	--	2	--
Total		7,290	119,798	127,088	90,083
Expenditure					
Expenditure on:					
Raising funds		180	--	180	189
Charitable activities	3	3,277	119,832	123,108	85,371
Administration and Support		2,997	--	2,997	
Total		6,453	119,832	126,285	85,560
Net income/(expenditure)		837	(34)	803	4,523
Transfers between funds		--	--	--	--
Other recognised gains/(losses):		--	--	--	--
Net movement in funds		837	(34)	803	4,523
Reconciliation of funds:					
Total funds brought forward		8,924	--	8,924	4,401
Total funds carried forward		9,761	(34)	9,727	8,924

Movements on reserves and all recognised gains and losses are shown above.

The notes on pages 8-10 form part of these accounts

Notes to the accounts**Note 1 Basis of preparation****1.1 Basis of accounting**

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and with and with the Charities Act 2011.

1.2 Going concern

The trustees have assessed whether the use of the going concern basis is appropriate and have considered possible events or conditions that might cast significant doubt on the ability of the charity to continue as a going concern.

The trustees have made this assessment for a period of at least one year from the date of approval of these financial statements. In particular the trustees have considered the charity's forecasts and projections and have taken account of the high degree of flexibility of the cost base to the activity level. The trustees have concluded that there is a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

1.3 Change of accounting policies and estimates

No changes to accounting policies or accounting estimates have been made during the period.

1.4 Funds

General funds represent the funds of the Charity that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Charity. Funds designated for a particular purpose by the Charity are also unrestricted.

Restricted funds arise where the donor has specified which area of activity they wish to be supported by their gift. The Charity is not at liberty to utilise these funds to support other activity without the express permission of the donor.

The accounts include all transactions, assets and liabilities for which the Charity is responsible in law.

1.5 Income**Donations and Legacies**

Donations, grants and legacies receivable are recognised only when the Charity is notified of its legal entitlement, the amount due is quantifiable and its ultimate receipt by the Charity is probable. Income tax recoverable on Gift Aid donations is recognised when the income is probable.

Income from Charitable Activities

Income from charitable activities relates to contracted arrangements to deliver the charitable activities in exchange for a fee. The income is recognised on the accruals basis, at the time of the delivery of the agreed services.

Income from Investments

Interest entitlements on bank accounts are accounted for as they accrue.

1.6 Expenditure

Expenditure is charged to this statement of financial activities as it falls due, and is analysed according to its nature between the following categories: Costs of raising funds; Expenditure on charitable activities.

1.7 Fixed Assets**Tangible Fixed Assets**

These assets are depreciated on a straight line basis over their estimated useful lives. The periods used are as follows:

Computer equipment:	3 years
Other equipment:	5 years
Furniture, Fixtures and Equipment:	5 years

Individual items with a purchase price of £500 or less are written off in the year of acquisition. The carrying values of tangible fixed assets are reviewed for impairment in periods when events or changes in circumstances indicate that the carrying values may not be recoverable.

Intangible Fixed Assets

The intellectual property of the "Room for Work" course is owned by Robin McKay Bell and licenced to the charity without fees and in perpetuity.

1.8 Current Assets**Debtors**

Amounts owing to the Charity at 31 July are shown as debtors after providing for amounts that it is thought may prove uncollectable.

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short term liquid investments with original maturities of three months or less.

1.9 Current Liabilities**Creditors**

Amounts falling due for payment by the Charity within one year from the balance sheet date of 31 July are treated as creditors in these financial statements.

Room For Work

Company No 9183037

Charity No 1160957

Notes to the accounts continued

Note 2 Income

2.1 Donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Regular Donations	4,363	--	4,363	6,545
Other Donations	2,925	--	2,925	1,756
Grants	--	50,300	50,300	34,610
	7,288	50,300	57,588	42,911

2.2 Analysis of Grants

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Societe General	--	10500	10,500	--
Hampton Wick Churches	--	--	--	2,060
Hampton Fuel Allotments	--	--	--	7,500
Hampton Fund	--	15,600	15,600	--
Richmond Parish Lands Charity	--	24,200	24,200	22,000
London Borough of Richmond	--	--	--	3,050
	--	50,300	50,300	34,610

2.3 Charitable Activities

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Egham	--	7,535	7,535	--
Greenwich	--	10,854	10,854	7,236
Hampton Wick	--	21,788	21,788	--
Kingston	--	9,500	9,500	--
Wandsworth	--	19,821	19,821	39,936
Core	--	--	--	--
	--	69,498	69,498	47,172

Note 3 Expenditure

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Cost of Raising Funds	180	--	180	189
Charitable Activity	3,277	119,832	123,108	85,371
Administration and Support Costs	2,997	--	2,997	--
	6,453	119,832	126,285	85,560

Note 4 Current Assets

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Debtor	--	--	--	--
Bank	16,137	--	16,137	8,924
	16,137	--	16,137	8,924

Note 5 Current Liabilities

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2023-24
Deferred Income	--	6,410	6,410	--
Accruals	--	--	--	--
	--	6,410	6,410	--

Notes to the accounts continued

Note 6 Charitable Funds

	Unrestricted Funds	Restricted Funds	Total Funds 2023-24	Total Funds 2022-23
Funds b/fwd	8,924	-	8,924	4,401
Shortfall/Surplus for the year	803	-	803	4,523
Funds c/fwd	9,727	-	9,727	8,924

Note 7 Related Parties

Mr R M Bell

Mr R M Bell is the founder of Room For Work and the author of the course material including the key resource book "Finding Work After 40". Mr Bell is a speaker on and leader of the Room For Work courses which are delivered by the Charity.

Mr Bell invoices the Charity at a below-market daily rate for the time spent in preparing and delivering the courses. Invoices totalled £33,270 for the year (2022-23: £30,788).

Mr Bell also volunteers for the Charity, providing a CEO function, promoting the charitable activity and working with the Trustees in the management of the activity whilst supporting them in its governance. He is not remunerated for this time (2022-23: Nil).

St John's Church, Hampton Wick

Mr Bell is a member of the Parochial Church Council (PCC) at St John's Hampton Wick. During the year, the church donated £3,833 to Room For Work (2023: £3,600). The Church also provided space for the delivery of charitable activities (The Warehouse at St John's Hampton Wick) for a fee. Office and administrative services were provided free of charge.

The Trustees

None of the trustees of Room For Work received any remuneration for their work as trustees of the charity (2023: Nil).