

Registered Charity
Number 1161766

MAKE IT SHINE SEN PROJECT

FINANCIAL STATEMENTS

Year ended

31 DECEMBER 2020

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For the year ended 31 December 2020**

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**Trustees Annual Report
For the year ending 31 December 2020**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020.

Reference and Administrative Details of the Charity, its Trustees and Advisers

<u>Name of charity:</u>	Make It Shine SEN Project
<u>Charity Type:</u>	Charitable Incorporated Organisation (CIO) – Association Model
<u>Charity Registration Number:</u>	1161766
<u>Address:</u>	Aldbrough House Garton Road Aldbrough Hull HU11 4QP

Trustees:

Names of trustees who served during the year and since the year end up to the signing of this report were as follows:

Mrs Hazel Cockill
Mrs Susan Smart
Mr Patrick Bainton
Mrs Rachael Fell-Chambers
Mr Simon Walker

Members of the association are entitled to appoint trustees.

**Trustees Annual Report
For the year ending 31 December 2020**

Accountant: Sian Broughton ACMA, CGMA, DChA, MAAT
Chartered Management Accountant, Director of
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage
Morley's Yard
Walkergate
Beverley
HU17 9BY

Bankers: Lloyds Bank
20 Newbegin
Hornsea
East Yorkshire
HU18 1AG

Structure, Governance and Management

Governing Document:

Make It Shine SEN Project is a registered Charitable Incorporated Organisation (CIO) governed by its Constitution adopted on 12 January 2015 and registered as a CIO – Association model on 21 May 2015.

Recruitment and appointment of Trustees:

The trustees form the Management Committee of the charity. There must be at least three charity trustees. The maximum number of charity trustees is 12. The members of the Management Committee are elected at the Annual General Meeting and one third of the charity trustees retire at each AGM. Retiring Trustees are eligible for re-election.

All members are circulated with invitations to nominate trustees in advance of the AGM. There is a provision for the co-option of additional trustees as long as the maximum number of trustees has been reached.

Two Trustees are required to make a quorum.

**Trustees Annual Report
For the year ending 31 December 2020**Trustee Induction and Training:

New trustees undergo induction training provided by the other trustees including the activities, aims and objectives of the charity, the structure of the organisation, general procedures of the and are provided with the Charity Commissions 'Roles and Responsibilities of Trustees', the Constitution, the latest statutory financial statements, Annual Report, and financial reports provided to trustees. New trustees are also offered to partake in Induction Training- Roles and Responsibilities.

Any additional training required by the new trustees will be identified during induction, and may be requested at any point by new and existing trustees, where it is considered useful to their role as trustee.

Organisational Structure:

The trustees are responsible for the overall management and control of the Charity. Trustees are aware that any conflict of interest is declared and minuted.

Risk Management:

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

Objectives and Activities

The object of Make It Shine SEN Project is:

To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society. For the purpose of this clause 'socially excluded' means being excluded from society, or part of society, as a result of being a member of a socially and economically deprived community.

Trustees Annual Report For the year ending 31 December 2020

Main objectives for the following year:

In developing the main objectives for the following year the Trustees have given regard to the Charity Commission guidance on public benefit.

Our main objectives for the following year are:

- To continue to provide interaction days
- Continue fundraising

Achievements and Performance

Review of Activities 2020:

We have continued to build up the reserves of the Charity to enable the Charity to provide a building where all special needs children and their families and carers can meet, interact and have fun days, learning and building friendships.

Due to the Covid-19 pandemic we have not been able to hold interaction days. We have provided reading activities for the children.

Financial Review

Reserves Policy:

It is the aim of the Committee to retain three-six months' core running costs in the unrestricted general fund to ensure a sufficient buffer to enable effective financial decision-making, rather than short term decisions.

Plans for Future periods

Please see main objectives for the following year.

- The aim is to get back into interaction days in September, but we hope to meet up at the hall prior to this.
- We will be putting on a big picnic once everything is safe to do so, as the children can mix as they have missed so much time together.
- Tutors have been in touch, so arts and crafts, German, science and the book club will be opening back up.
- Hopefully educational trips can go ahead this year as well.

Trustees Annual Report
For the year ending 31 December 2020

Statement of Trustees Responsibilities

The Trustees are responsible for keeping proper accounting records which are sufficient to show and explain the Charity's transactions and to disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that any statement of account comply with the requirements of the Charity (Accounts and Reports) Regulation 2008. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

By order of the Board

Hazel Cockill
Chairperson



Date:

25-5-2001

**Accountants' report to the Trustees of
Make it Shine SEN Project**

Make it Shine SEN Project is a registered Charitable Incorporated Organisation (CIO) registered with the Charity Commission.

The organisation has elected to prepare its accounts on the Receipts and Payments basis in line with the Charities Act 2011 which allows non-company charities with an income of less than £250,000 to prepare their accounts on this basis.

In accordance with your instructions, we have prepared the Financial Statements which comprise the Receipts and Payments Accounts and the Statement of Assets and Liabilities from the accounting records of the Charity and on the basis of information and explanations you have given to us.

As the Charities income is below £25,000 there is no requirement for the accounts to be independently examined or audited. We have not carried out an audit, independent examination or any other review, and consequently we do not express any opinion on these accounts.



Sian Broughton ACMA, CGMA, DChA, MAAT
Chartered Management Accountant
Director of:
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage, Morley's Yard, Walkergate
Beverley
East Yorkshire
HU17 9BY

Date: 28 May 2021

Receipts and Payments Account For the year ended 31 December 2020

	Notes	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total Funds £
RECEIPTS							
Grant Funding	1	-	2,350	2,350	750	5,000	5,750
Fundraising and Donations	2	5,637	-	5,637	9,710	-	9,710
		5,637	2,350	7,987	10,460	5,000	15,460
PAYMENTS							
Room Hire		520	300	820	1,476	-	1,476
Marketing		-	-	-	97	-	97
Activities and interaction days		-	3,193	3,193	445	432	877
Stationery		-	84	84	87	64	151
Fundraising		155	-	155	650	-	650
Accounts Fees		280	-	280	280	-	280
Insurance		-	-	430	430	-	430
Misc expenses		80	-	80	11	-	11
Virgin Giving Fees		26	-	26	34	-	34
Equipment and Toys		510	753	1,263	728	36	764
PPE		-	304	304	-	-	-
Donation		-	-	-	500	-	500
		1,571	4,634	6,205	4,738	532	5,270
Net Surplus/(Deficit) for the period		4,066	(2,284)	1,782	5,722	4,468	10,190
Cash & Bank Balances brought forward		68,520	4,468	72,988	62,798	-	62,798
Cash and Bank Balances carried forward		72,586	2,184	74,770	68,520	4,468	72,988

The notes on pages 11-12 form part of these financial statements.

Statement of Assets and Liabilities
As at 31 December 2020

	Notes	2020 £	2019 £
Monetary Assets			
Lloyds Bank		74,481	72,737
Virgin Just Giving Account		289	251
Total Monetary Assets		<u>74,770</u>	<u>72,988</u>
Comprising:			
Unrestricted Funds		72,586	68,520
Restricted Funds		<u>2,184</u>	<u>4,468</u>
		<u>74,770</u>	<u>72,988</u>
Non-Monetary Assets and Liabilities			
Fixed Assets for the Charity's use (at cost unless otherwise stated)			
Laptops		1,982	1,982
Mobile Book Cases		<u>1,066</u>	<u>533</u>
		3,048	2,515
Debtors			
Sundry Debtors		-	-
Creditors			
Accounts Fee (Current Year)		(280)	(280)
Accounts Fee (Previous Year)		<u>-</u>	<u>-</u>
		(280)	(280)
Net Non-Monetary Assets/(Liabilities)		<u>2,768</u>	<u>2,235</u>

These financial statements were approved by the committee on 25 MAY 2021 (date)
and signed on its behalf by:

H. Cockill Hazel Cockill, Chairperson
S. Smart Susan Smart, Treasurer

The notes on pages 11-12 form part of these financial statements.

Notes to the Financial Statements For the year ended 31 December 2020

Notes

1 Basis of Preparation

These accounts have been prepared on a receipts and payments (R&P) basis in line with charity commission guidance for a charity of this size.

The comparative figures relate to the year ending 31 December 2019.

2 Grant Funding

Grant funding was received from the following sources:

	2020 Unrestricted Funds £	2020 Restricted Funds £	2020 Total Funds £	2019 Unrestricted Funds £	2019 Restricted Funds £	2019 Total Funds £
National Lottery Community Fund	-	2,350	2,350	-	5,000	5,000
Withernwick Wind Farm	-	-	-	500	-	500
Hornsea Foundation	-	-	-	250	-	250
	-	2,350	2,350	750	5,000	5,750

3 Taxation

The association is a registered charity, registration number 1161766. All the Charities income is applied to its charitable objectives and the Charity is therefore exempt under current legislation from most forms of taxation.

4 Trustee Remuneration

No Remuneration was paid to Trustees during the year out of the funds of the charity.

**Notes to the Financial Statements
For the year ended 31 December 2020**

5 Restricted Funds

	Balance at 01/01/20	Movement in Resources		Balance at 31/12/20
		Incoming	Outgoing Transfers	
Enabling Potential	4,468	-	(2,284)	2,184
Covid-19 Response	-	2,350	(2,350)	-
	4,468	2,350	(4,634)	2,184

A brief description of the restricted funds are provided below:

Enabling Potential

Restricted funding was provided from the National Lottery Community Fund, Awards For All for the Make it Shine Enabling Potential Project. The funding is for external trainers, educational visits and outdoor resources. As the charity was closed most of 2020 due to the Covid-19 pandemic, not all the grant was spent. Once we are able to open fully the rest of the grant will be spent.

Covid-19 Response

Restricted funding was provided from the National Lottery Community Fund, Covid 19 Response Fund, to be used on reading activities for the children during this pandemic.