

Registered Charity
Number 1161766

MAKE IT SHINE SEN PROJECT

FINANCIAL STATEMENTS

Year ended

31 DECEMBER 2023

Phoenix Accountancy and Business Consultancy Limited

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For the year ended 31 December 2023**

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**Trustees Annual Report
For the year ending 31 December 2023**

The trustees present their report with the financial statements of the charity for the year ended 31 December 2023.

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	
Mr Patrick Bainton	
Mrs Rachael Fell-Chambers	
Mr Simon Walker	
Mrs Victoria Walton	Appointed 17.02.24
Mrs Helen McCreath	Appointed 17.02.24

Members of the association are entitled to appoint trustees.

**Trustees Annual Report
For the year ending 31 December 2023**

Accountant: Dawn Miller, ACMA
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 2023****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 2023

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 and fun days
- Continue fundraising

Achievements and Performance

Review of Activities 2023:

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

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.

- Arts and crafts, German, science, life skills and the book club will be continuing.
- Educational trips will be going ahead this year.
- More Picnics and Afternoon Teas.


**Trustees Annual Report
For the year ending 31 December 2023**

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: 16/3/24

**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.

Dawn Miller, ACMA
Phoenix Accountancy and Business Consultancy Limited
Morley's Cottage, Morley's Yard, Walkergate
Beverley
East Yorkshire
HU17 9BY



Date: 3rd April 2024

Receipts and Payments Account For the year ended 31 December 2023

	Notes	2023		2023		2022		2022	
		Unrestricted Funds	Restricted Funds	Total Funds		Unrestricted Funds	Restricted Funds	Total Funds	
		£	£	£		£	£	£	
RECEIPTS									
Grant Funding	1	-	-	-		-	500	500	
Fundraising and Donations	2	10,758	-	10,758		11,515	-	11,515	
		10,758	-	10,758		11,515	500	12,015	
PAYMENTS									
Room Hire		2,125	-	2,125		2,040	-	2,040	
Marketing		1,177	-	1,177		677	-	677	
Activities and Interaction days		7,816	-	7,816		11,087	500	11,587	
Stationery		285	-	285		222	-	222	
Fundraising		1,596	-	1,596		420	-	420	
Accounts Fees		444	-	444		340	-	340	
Insurance		192	-	192		207	-	207	
Misc. expenses		95	-	95		125	-	125	
Virgin Just Giving Fees		216	-	216		260	-	260	
Equipment and Toys		165	-	165		568	2,402	2,970	
PPE		-	-	-		27	-	27	
Donation		-	-	-		100	-	100	
		14,111	-	14,111		16,073	2,902	18,975	
Net Surplus/(Deficit) for the period		(3,353)	-	(3,353)		(4,558)	(2,407)	(6,960)	
Cash & Bank Balances brought forward		66,125	-	66,125		70,726	2,359	73,085	
Transfer between funds		-	-	-		(43)	43	-	
Cash and Bank Balances carried forward		62,772	-	62,772		66,125	-	66,125	

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

Statement of Assets and Liabilities
As at 31 December 2023

	Notes	2023 £	2022 £
Monetary Assets			
Lloyds Bank		62,772	66,125
Virgin Just Giving Account		-	-
Total Monetary Assets		<u>62,772</u>	<u>66,125</u>
Comprising:			
Unrestricted Funds		62,772	66,125
Restricted Funds		-	-
		<u>62,772</u>	<u>66,125</u>
Non-Monetary Assets and Liabilities			
Fixed Assets for the Charity's use (at cost unless otherwise stated)			
Laptops		1,992	1,992
Printers & Projector		569	569
Mobile Book Cases		1,066	1,066
Changing Table		948	948
		<u>4,575</u>	<u>4,575</u>
Debtors			
Sundry Debtors		-	-
Creditors			
Accounts Fee (Current Year)		(336)	(336)
Bookkeeping		(108)	(108)
		<u>(444)</u>	<u>(444)</u>

These financial statements were approved by the committee on 16/3/24 (date)
and signed on its behalf by:

Hazel Cockill Hazel Cockill, Chairperson

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

Notes to the Financial Statements For the year ended 31 December 2023

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 2022.

2 Grant Funding

Grant funding was received from the following sources:

	2023 Unrestricted Funds £	2023 Restricted Funds £	2023 Total Funds £	2022 Unrestricted Funds £	2022 Restricted Funds £	2022 Total Funds £
Groundworks	-	-	-	-	-	500
	-	-	-	-	-	-
	-	-	-	-	500	500

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 2023**

5 Restricted Funds

Balance at 01/01/23	Incoming	Movement in Resources Outgoing	Transfers	Balance at 31/12/23
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

A brief description of the restricted funds are provided below:

No restricted funding received during 2023.