

Charity registration number: 1164419

Josephine's Star

Annual Report and Financial Statements
for the Year Ended 31 March 2023

Josephine's Star
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Josephine's Star

Trustees' Report

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2023.

Objectives and activities

Objects and aims

The CIO's objects as set out in its constitution are:

1. To preserve and protect physical and mental health, primarily in Somerset by providing support, advice and guidance to children and their families who have experienced or anticipating the death of someone significant; and
2. To advance education and training in pre and post bereavement support for the public benefit, in particular among professional and volunteers working with children, young people and young adults.

Josephine's Star

Trustees' Report (continued)

Objectives, strategies and activities

The Charity solidified its base this year by focusing on its three core deliverables, 1-1 Support, Grief First Aid and, the ever popular, Little Bags of Help. The year had its fair share of challenges, not least the continuing hangover from Covid, in terms of increased requests for support and a challenge around recruiting volunteers.

We were able to support more than forty children, with the majority of these sessions delivered in 1 hour, face to face, 1-1 sessions. In the year, we delivered over fifty “Little Bags of Help”, each containing multiple activities and resources to support a child as they come to terms with and build resilience around their grief. Often the bags form the core starting point for support in school. They are often used by a teacher or teaching assistant as part of their support for the child. We also delivered a number of Drop-in Sessions where children could come for shorter interactions with our team.

The Grief First Aid sessions were taken up by 10 schools with an estimated 400 staff attending. An additional session was delivered to BEd and PGCE teacher training students at Plymouth Marjon University, with more than 50 attending. This training enables us to broaden our reach, effectively impacting more children by providing school staff with the skills they need to engage with a child who has experienced a bereavement and helping the schools to create effective plans and support systems.

Towards the end of the year we expanded our workforce to 3 part time members of staff. The newest post, funded by the National Lottery “Awards for all”, was a pilot role of a Grief Support Worker (GSW). This role has been a huge success enabling us to increase our 1-1 face to face offer, with the GSW reaching up to 4 additional children a week.

We continue to work closely with other agencies across the county, especially schools, charities and the Hospice sector. Plans made in this year with St Margrets Hospice will come to fruition in 23/24. We are also an active member of the Somerset Grief Support Network.

The feedback from the families we have supported has been amazing and is a huge reward for the work that goes into supporting every child. The Grief First Aid sessions are receiving generous praise from schools and their staff, and are also generating a stream of donations. The response from children to the “Little Bags” is that they bring happiness, joy and solace to all those they reach. Our impact across Somerset continues to grow - with every child we support a young life is positively impacted. The feedback from parents and teachers about the way we have supported children is all positive.

We are hugely grateful to all those who have supported our work this year financially, with generous donations from many sources. We were also in receipt of grants from the Lottery and Children in Need, which support the costs of our core activities.

We are ambitious to grow our delivery in 23/24 as demand continues to rise. We are keen to increase the number of children that we can support with 1-1 sessions and the main challenge for this will be recruiting a sufficient number of volunteers to provide this level of support. Next year we will continue to focus on our 3 core elements, alongside the development of our offer and exploration of new ways we can support children.

Public benefit

Josephine's Star does not charge for its activities with Children and Young people so there are no financial barriers to accessing our services.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

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Trustees' Report (continued)

Financial review

During the year the charity received total income of £24,417 (2022: £38,947). £19,765 was received as restricted grants to fund the salary of a support worker and a volunteer co-ordinator for 12 months. £3,423 (2022: £19,902) of unrestricted donations were also received in the year.

Total expenditure during the year was £23,274 (2022: £18,553). £12,401 of this was expenditure on restricted funds and £10,873 unrestricted. Salaries have been primarily funded by restricted grants in the year.

The net position for 2023 was a surplus of income over expenditure £1,143 (2022: £20,394). Unrestricted reserves at the year end were £27,704 and restricted reserves were £21,500, so total reserves of £49,204 (2022: £48,061) with £49,966 in the bank account.

Policy on reserves

The charity's reserve policy is to have at least 6 months' salary costs in unrestricted reserves. The charity is fortunate that it has few financial commitments and overheads so all of the reserves can be spent directly on activities with children and young people, which can be scaled depending on the funds available.

Reference and Administrative Details

Charity Registration Number:	1164419
Principal Office:	C/o Wortham Jaques Ltd 130a High Street Crediton Devon EX17 3LQ
Independent Examiner:	Andrew Mead FCCA Craigoran Glenmore Road Oban Argyll PA34 4NB

Trustees and officers

The trustees and officers serving during the year and since the year end were as follows:

Trustees:	M Brownbill
	L Tarry, Chair
	C Chapman Gibbs, Treasurer

Structure, governance and management

Nature of governing document

Josephine's Star is a Charitable Incorporated Organisation (CIO), registered on 16 November 2015. The CIO was established under a Foundation constitution at the same date.

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Trustees' Report (continued)

Statement of Trustees' Responsibilities

The trustees are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008, and the provisions of the constitution. The trustees 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.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The annual report was approved by the trustees of the charity on and signed on its behalf by:

.....
C Chapman Gibbs
Trustee

Josephine's Star

Independent Examiner's Report to the trustees of Josephine's Star

I report to the trustees on my examination of the accounts of Josephine's Star for the year ended 31 March 2023.

Responsibilities and basis of report

As the charity trustees of Josephine's Star you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Josephine's Star's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my 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 Josephine's Star as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

.....
Andrew Mead FCCA

Craigoran
Glenmore Road
Oban
Argyll
PA34 4NB

Date:.....

Josephine's Star

Statement of Financial Activities for the Year Ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total 2023 £
Income and Endowments from:				
Donations and legacies	2	3,052	-	3,052
Charitable activities	3	1,600	19,765	21,365
Total income		4,652	19,765	24,417
Expenditure on:				
Raising funds	4	(50)	-	(50)
Charitable activities	5	(10,823)	(12,401)	(23,224)
Total expenditure		(10,873)	(12,401)	(23,274)
Net (expenditure)/income		(6,221)	7,364	1,143
Net movement in funds		(6,221)	7,364	1,143
Reconciliation of funds				
Total funds brought forward		33,925	14,136	48,061
Total funds carried forward	14	27,704	21,500	49,204
	Note	Unrestricted funds £	Restricted funds £	Total 2022 £
Income and Endowments from:				
Donations and legacies	2	19,902	-	19,902
Charitable activities	3	-	19,045	19,045
Total income		19,902	19,045	38,947
Expenditure on:				
Raising funds	4	(50)	-	(50)
Charitable activities	5	(4,030)	(14,473)	(18,503)
Total expenditure		(4,080)	(14,473)	(18,553)
Net income		15,822	4,572	20,394
Net movement in funds		15,822	4,572	20,394
Reconciliation of funds				
Total funds brought forward		18,103	9,564	27,667
Total funds carried forward	14	33,925	14,136	48,061

All of the charity's activities derive from continuing operations during the above two periods.

The notes on pages 8 to 16 form an integral part of these financial statements.

Josephine's Star
(Registration number: 1164419)
Balance Sheet as at 31 March 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	11	568	530
Current assets			
Cash at bank and in hand	12	49,966	47,531
Creditors: Amounts falling due within one year	13	<u>(1,330)</u>	<u>-</u>
Net current assets		<u>48,636</u>	<u>47,531</u>
Net assets		<u><u>49,204</u></u>	<u><u>48,061</u></u>
Funds of the charity:			
Restricted income funds			
Restricted funds		21,500	14,136
Unrestricted income funds			
Unrestricted funds		<u>27,704</u>	<u>33,925</u>
Total funds	14	<u><u>49,204</u></u>	<u><u>48,061</u></u>

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
C Chapman Gibbs
Trustee

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Accounting policies

Statement of compliance

The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

Basis of preparation

Josephine's Star meets the definition of a public benefit entity under FRS 102. The accounts (financial statements) 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.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income and endowments

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

Donations and legacies

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

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Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £200 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	25% reducing balance basis

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

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Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

2 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Donations and legacies;		
Donations from companies, trusts and similar proceeds	694	694
Donations from individuals	2,358	2,358
Total for 2023	<u>3,052</u>	<u>3,052</u>
Total for 2022	<u>19,902</u>	<u>19,902</u>

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Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Activities with Children and Young People	1,600	19,765	21,365
Total for 2023	<u>1,600</u>	<u>19,765</u>	<u>21,365</u>
Total for 2022	<u>-</u>	<u>19,045</u>	<u>19,045</u>

4 Expenditure on raising funds

a) Costs of generating donations and legacies

	Note	Unrestricted funds General £	Total funds £
Other direct costs of generating voluntary income		50	50
Total for 2023		<u>50</u>	<u>50</u>
Total for 2022		<u>50</u>	<u>50</u>

5 Expenditure on charitable activities

	Note	Unrestricted funds General £	Restricted funds £	Total funds £
Activities with Children and Young People		7,530	1,940	9,470
Depreciation, amortisation and other similar costs		441	-	441
Staff costs		2,852	10,461	13,313
Total for 2023		<u>10,823</u>	<u>12,401</u>	<u>23,224</u>
Total for 2022		<u>4,030</u>	<u>14,473</u>	<u>18,503</u>

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Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

	Activity undertaken directly £	Total expenditure £
Activities with Children and Young People	23,224	23,224
Total for 2022	<u>18,503</u>	<u>18,503</u>

6 Analysis of support costs

Charitable activities expenditure

Basis of allocation	Unrestricted funds General £	Restricted funds £	Total funds £
Little Bags of Help	2,430	-	2,430
Cost of sessions with Children and Young People	2,644	1,940	4,584
Supervision	550	-	550
Staff training	245	-	245
DBS Checks	138	-	138
Room Hire	155	-	155
Advertising and marketing	129	-	129
Administration costs	363	-	363
Insurance	517	-	517
Subscriptions	359	-	359
Total for 2023	<u>7,530</u>	<u>1,940</u>	<u>9,470</u>
Total for 2022	<u>1,670</u>	<u>7,064</u>	<u>8,734</u>

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Depreciation of fixed assets	<u>441</u>	<u>132</u>

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

8 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

L Tarry

£1,770 (2022: £772) of expenses were reimbursed to L Tarry during the year.

Reimbursement for mileage claimed.

At the balance sheet date the amount due from L Tarry was £262 (2022: £Nil).

R Shepperd

£Nil (2022: £404) of expenses were reimbursed to R Shepperd during the year.

Reimbursement for charity expenses and mileage claimed.

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any other benefits from the charity during the year.

9 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	<u>13,313</u>	<u>9,637</u>

The monthly average number of persons (including senior management / leadership team) employed by the charity during the year expressed as full time equivalents was as follows:

	2023 No	2022 No
Volunteer Co-ordinator	1	1
Grief Support Worker	1	-
Administrator	1	-
	<u>3</u>	<u>1</u>

No employee received emoluments of more than £60,000 during the year

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

10 Taxation

The charity is a registered charity and is therefore exempt from taxation.

11 Tangible fixed assets

	Furniture and equipment £	Total £
Cost		
At 1 April 2022	883	883
Additions	<u>479</u>	<u>479</u>
At 31 March 2023	<u>1,362</u>	<u>1,362</u>
Depreciation		
At 1 April 2022	353	353
Charge for the year	<u>441</u>	<u>441</u>
At 31 March 2023	<u>794</u>	<u>794</u>
Net book value		
At 31 March 2023	<u>568</u>	<u>568</u>
At 31 March 2022	<u>530</u>	<u>530</u>

12 Cash and cash equivalents

	2023 £	2022 £
Cash at bank	<u>49,966</u>	<u>47,531</u>

13 Creditors: amounts falling due within one year

	2023 £
Other creditors	<u>1,330</u>

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

14 Funds

	Balance at 1 April 2022 £	Incoming resources £	Resources expended £	Balance at 31 March 2023 £
Unrestricted funds				
<i>General</i>				
Unrestricted funds	33,925	4,652	(10,873)	27,704
Restricted funds				
Children In Need	4,786	9,765	(8,425)	6,126
Big Lottery Fund - 2022	9,350	-	(1,940)	7,410
Big Lottery Fund - 2023	-	10,000	(2,036)	7,964
	<u>14,136</u>	<u>19,765</u>	<u>(12,401)</u>	<u>21,500</u>
Total funds	<u>48,061</u>	<u>24,417</u>	<u>(23,274)</u>	<u>49,204</u>
	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Balance at 31 March 2022 £
Unrestricted funds				
<i>General</i>				
Unrestricted funds	18,103	19,877	(4,055)	33,925
Restricted funds				
Big Lottery Fund - 2020	5,404	-	(5,404)	-
Children In Need	-	9,695	(4,909)	4,786
Covid-19 Support	4,160	-	(4,160)	-
Big Lottery Fund - 2022	-	9,350	-	9,350
	<u>9,564</u>	<u>19,045</u>	<u>(14,473)</u>	<u>14,136</u>
Total funds	<u>27,667</u>	<u>38,922</u>	<u>(18,528)</u>	<u>48,061</u>

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2023 (continued)

The specific purposes for which the funds are to be applied are as follows:

Big Lottery Fund - 2020

The grant received from the Big Lottery is to support the charity's work with Children & Young People, excluding salary costs, in line with the budget approved with the grant application.

Children In Need

The grant received from Children In Need is to finance the salary of a Support Coordinator for 12 months.

Covid-19 Support

Grants received from the Big Lottery of £1,984, Children In Need £2,150 and the Somerset Community Foundation of £2,500 to support the charity to adapt it's working practices to continue supporting children and young people during the pandemic.

Big Lottery Fund - 2022

The grant received from the Big Lottery to primarily support the charity to increase it's number of volunteers.

Big Lottery Fund - 2023

The grant received from the Big Lottery is to finance the salary of a Grief Support Worker for 12 months.

15 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2023 £
Tangible fixed assets	568	-	568
Current assets	28,466	21,500	49,966
Current liabilities	(1,330)	-	(1,330)
Total net assets	<u>27,704</u>	<u>21,500</u>	<u>49,204</u>
	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2022 £
Tangible fixed assets	530	-	530
Current assets	33,395	14,136	47,531
Total net assets	<u>33,925</u>	<u>14,136</u>	<u>48,061</u>