

Charity registration number: 1164419

Josephine's Star

Annual Report and Financial Statements
for the Year Ended 31 March 2024

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 2024.

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.

Objectives, strategies and activities

The Charity continued to grow its profile within Somerset as the first port of call for Bereavement Support. We remain focused on our core deliverables; 1-1 Support, Grief First Aid and, the ever popular, Little Bags of Help. Our main challenge this year was the need to recruit 5 new volunteers to expend our 1-1 delivery capacity. To address this, toward the beginning of 2024, we employed a Volunteer Coordinator who has subsequently grown our volunteer workforce as well as supporting out volunteers with regular meetups and training, which sets us up nicely for success in 24/25.

Despite these challenges, we were able to provide more than 100 hours of 1-1 Support, thanks to our employed Grief Support Worker and Volunteers. With our waiting list full for most of the year, we delivered a number "Little Bags of Help" to new referrals. These Bags form the core starting point for support with a child. They are often used by a teacher or teaching assistant as part of their support for the child in school, as well as by the children and families at home. We also delivered several Drop-in Sessions, where children could come for shorter interactions with our team.

Due to being oversubscribed, we took steps to carry out a deep review of our waiting list numbers. As a result, we modified our triage and referral procedures to ensure shorter waiting times for support in future.

The Grief First Aid sessions were taken up by schools with an estimated 330 staff attending. An additional 6 sessions were delivered to BEd and PGCE teacher training students at Plymouth Marjon University, with more than 150 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 bereavement and helping schools to create effective plans and support systems.

Late last year we were awarded a grant by the National Lottery 'Awards for All' fund to support our first paid 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. The role has now passed out of pilot and into a permanent part time role with funding secured for 2 additional years and a plan to continue beyond this. This paid model enables us to be very responsive to our waiting list. The Grief Support Worker has also undergone further training to broaden and deepen their knowledge and enable them to work with children who have more challenges around their grief.

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Trustees' Report (continued)

We work closely with other agencies across the county, especially schools, charities and the Hospice sector. We worked closely with St Margrets Hospice, with whom we delivered 3 activity days bringing together children from our service with bereaved children from the Hospice, to take part in outdoor activities such as; canoeing, axe throwing and tree climbing. These days added a new dimension to our delivery and are certainly something we will look to repeat in future. We are also an active member of the Somerset Grief Support Network and Somerset Children and Young People's Network. We also forged new bonds with the 5 children's bereavement services from Devon and Cornwall.

We continue to receive wonderful feedback from parents, schools and children about the impact of our work. We plan to improve our collection of this feedback over the next 12 months as part of our work to measure our impact and develop the service. The Grief First Aid sessions are very positively received, with phrases like "the best training we have had" and "hugely informative" being fed back on numerous occasions. We plan to work harder here on securing donations from schools to support future work in this area. Our model will continue to offer the training free but to actively encourage schools to think about donating to support the costs. Our Little Bags continue to elicit positive feedback from parents and children alike. We have had amazing praise from the children we support 1-1, phrases like "I felt listened to" and "I can now talk about my loved one" are synonymous with our work.

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 National Lottery and Children in Need, which support the costs of our core activities.

Our Plans for the next year are to grow our paid workforce and volunteer team, with our continued target to deliver more 1-1 Sessions each year. We also plan to better leverage fundraising to help us deliver more service to more children, 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.

Financial review

During the year the charity received total income of £38,624 (2023: £24,417). £9,805 was received as restricted grants to fund the salary of a support worker. £28,819 (2023: £3,347) of unrestricted donations were also received in the year.

Total expenditure during the year was £31,401 (2023: £23,274). £22,568 of this was expenditure on restricted funds and £8,795 unrestricted. Salaries have been primarily funded by restricted grants in the year.

The net position for 2024 was a surplus of income over expenditure £7,223 (2023: £1,143). Unrestricted reserves at the year end were £47,041 and restricted reserves were £8,737, so total reserves of £55,778 (2023: £49,204) with £58,247 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.

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Trustees' Report (continued)

Plans for future periods

Aims and key objectives for future periods

Our Plans for the next year are to grow our paid workforce and volunteer team, with our continued target to deliver more 1-1 Sessions each year. We also plan to better leverage fundraising to help us deliver more service to more children, 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.

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 25 January 2025 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 2024.

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

25 January 2025

Josephine's Star

Statement of Financial Activities for the Year Ended 31 March 2024

	Note	Unrestricted funds £	Restricted funds £	Total 2024 £
Income and Endowments from:				
Donations and legacies	2	28,569	-	28,569
Charitable activities	3	250	9,805	10,055
Total income		28,819	9,805	38,624
Expenditure on:				
Raising funds	4	(38)	-	(38)
Charitable activities	5	(8,795)	(22,568)	(31,363)
Total expenditure		(8,833)	(22,568)	(31,401)
Net income/(expenditure)		19,986	(12,763)	7,223
Net movement in funds		19,986	(12,763)	7,223
Reconciliation of funds				
Total funds brought forward		27,055	21,500	48,555
Total funds carried forward	15	47,041	8,737	55,778
	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	15	27,704	21,500	49,204

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 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	787	568
Current assets			
Debtors	12	25	-
Cash at bank and in hand	13	58,247	49,966
		58,272	49,966
Creditors: Amounts falling due within one year	14	(3,281)	(1,330)
Net current assets		54,991	48,636
Net assets		55,778	49,204
Funds of the charity:			
Restricted income funds			
Restricted funds		8,737	21,500
Unrestricted income funds			
Unrestricted funds		47,041	27,704
Total funds	15	55,778	49,204

The financial statements on pages 6 to 16 were approved by the trustees, and authorised for issue on 25 January 2025 and signed on their behalf by:

.....
C Chapman Gibbs
Trustee

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2024

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.

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2024 (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

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

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 2024 (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	17,978	17,978
Donations from individuals	10,591	10,591
Total for 2024	28,569	28,569
Total for 2023	3,052	3,052

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Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

3 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Activities with Children and Young People	250	9,805	10,055
Total for 2024	<u>250</u>	<u>9,805</u>	<u>10,055</u>
Total for 2023	<u>1,600</u>	<u>19,765</u>	<u>21,365</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		38	38
Total for 2024		<u>38</u>	<u>38</u>
Total for 2023		<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		6,192	2,400	8,592
Depreciation, amortisation and other similar costs		264	-	264
Staff costs		2,339	20,168	22,507
Total for 2024		<u>8,795</u>	<u>22,568</u>	<u>31,363</u>
Total for 2023		<u>10,823</u>	<u>12,401</u>	<u>23,224</u>

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Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

	Activity undertaken directly £	Total expenditure £
Activities with Children and Young People	31,364	31,364
Total for 2023	23,224	23,224

6 Analysis of support costs

Raising funds expenditure

Costs of generating donations and legacies

	Basis of allocation	Unrestricted funds General £	Total funds £
Subscriptions		38	38
Total for 2024		38	38
Total for 2023		50	50

Charitable activities expenditure

	Basis of allocation	Unrestricted funds General £	Restricted funds £	Total funds £
Little Bags of Help		967	-	967
Cost of sessions with Children and Young People		2,555	1,140	3,695
Supervision		480	720	1,200
Staff training		180	120	300
DBS Checks		10	40	50
Room Hire		-	380	380
Administration costs		1,652	-	1,652
Insurance		135	-	135
Subscriptions		213	-	213
Total for 2024		6,192	2,400	8,592
Total for 2023		7,530	1,940	9,470

7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 £	2023 £
Depreciation of fixed assets	264	441

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Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

8 Trustees remuneration and expenses

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

L Tarry

£1,183 (2023: £1,770) of expenses were reimbursed to L Tarry during the year.

Reimbursement for charity expenses and mileage claimed.

At the balance sheet date the amount due from L Tarry was £564 (2023: £262).

C Chapman Gibbs

£24 (2023: £Nil) of expenses were reimbursed to C Chapman Gibbs during the year.

Reimbursement for charity expenses.

At the balance sheet date the amount due from C Chapman Gibbs was £988 (2023: £Nil).

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:

	2024 £	2023 £
Staff costs during the year were:		
Wages and salaries	<u>22,507</u>	<u>13,313</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:

	2024 No	2023 No
Volunteer Co-ordinator	1	1
Grief Support Worker	1	1
Administrator	<u>1</u>	<u>1</u>
	<u>3</u>	<u>3</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 2024 (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 2023	1,362	1,362
Additions	483	483
At 31 March 2024	1,845	1,845
Depreciation		
At 1 April 2023	794	794
Charge for the year	264	264
At 31 March 2024	1,058	1,058
Net book value		
At 31 March 2024	787	787
At 31 March 2023	568	568

12 Debtors

	2024 £
Other debtors	25

13 Cash and cash equivalents

	2024 £	2023 £
Cash at bank	58,247	49,966

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Other creditors	3,281	1,330

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2024 (continued)

15 Funds

	Balance at 1 April 2023 £	Incoming resources £	Resources expended £	Balance at 31 March 2024 £
Unrestricted funds				
<i>General</i>				
Unrestricted funds	27,055	28,538	(8,552)	47,041
Restricted funds				
Children In Need	6,126	9,805	(11,704)	4,227
Big Lottery Fund - 2022	7,410	-	(2,900)	4,510
Big Lottery Fund - 2023	7,964	-	(7,964)	-
	<u>21,500</u>	<u>9,805</u>	<u>(22,568)</u>	<u>8,737</u>
Total funds	<u>48,555</u>	<u>38,343</u>	<u>(31,120)</u>	<u>55,778</u>
	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>

Josephine's Star

Notes to the Financial Statements for the Year Ended 31 March 2024 (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.

16 Analysis of net assets between funds

	Unrestricted funds General £	Restricted funds £	Total funds at 31 March 2024 £
Tangible fixed assets	787	-	787
Current assets	49,296	8,976	58,272
Current liabilities	(3,042)	(239)	(3,281)
Total net assets	<u>47,041</u>	<u>8,737</u>	<u>55,778</u>

	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>

17 Analysis of net funds

	At 1 April 2023 £	Financing cash flows £	At 31 March 2024 £
Cash at bank and in hand	<u>49,966</u>	<u>17,257</u>	<u>67,223</u>
Net debt	<u>49,966</u>	<u>17,257</u>	<u>67,223</u>