

Green Door
Annual Report and Financial Statements
Year Ended 31 August 2023

Charity registration number: 1168437

Green Door

Year Ended 31 August 2023

Charity Reference and Administrative Details

Charity registration number	1168437
Trustees	R Lane D Harding A Royall J Cooper C Taylor D Hargreaves S Foulkes
Treasurer	S Foulkes
Charity official address	Westport Lake Westport Road Stoke on Trent ST6 4RZ
Independent examiner	Thursfields Accountancy Limited Trent House 234 Victoria Road Stoke on Trent ST4 2LW
Bankers	Lloyds Bank plc

Green Door

Year Ended 31 August 2023

Trustees Annual Report

The trustees present their report and the independently examined financial statements of the charity for the year ended 31 August 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Green Door has been a Charitable Incorporated Organisation since 26 July 2016. It was established under the constitution which defines its aims, objectives, and powers. The trustees have specific duties to oversee the correct administration of the organisation's activities.

Trustees of the charity

Trustees are elected by the membership. New trustees may be co-opted during the year but must be formally elected at the next AGM. Trustees are elected to serve for a term of one year. They may stand for re-election at the end of their term. Applications or nominations for trustees are welcome at any point during the year. Applications are screened by the project coordinator before being presented to the board for consideration. An invitation to attend a board meeting is extended to prospective members prior to any decision being made.

The trustees who have served during the year and since the year end were as follows:

R Lane
D Harding
A Royall
J Cooper
C Taylor
D Hargreaves
S Foules

The trustees meet twelve times a year on a monthly basis. Their role covers the specific areas of governance, financial accountability, scrutiny and business planning and development.

Volunteers are central to the delivery of Green Door's objectives. They are enabled by a small group of staff.

No fee or out of pocket expense was paid to any trustee during the year.

Objectives, activities, and public benefit

To provide and support the provision of facilities in the interest of social welfare for recreation by reason of their age, infirmity, or disability, with the aim of improving their quality of life.

Green Door aims to provide accessible activities encouraging the use of green space and the outdoors locally, providing cycling, canoeing, and kayaking, archery and guided walks and talks.

Green Door provides activities to enhance and improve the health of its beneficiaries and to reduce loneliness and isolation in the community. The activities are based on the principle of accessibility; believing the three pillars of this are cost, time, and equipment.

Green Door

Year Ended 31 August 2023

Trustees Annual Report

Strategic Report

Achievements and performance

The trustees have a responsibility to identify, assess and manage risks to the charity. There is no immediate concern with regard to Green Door's financial robustness. Demand for the activities remain high along with good sources of other income. Green Door is able to move ahead and plan for the future with confidence. The successful National Lottery Community Fund grant application has meant employees have been retained, which enables the organisation to plan and meet its objectives, giving structure and stability in day-to-day activities.

Financial review (including reserves policy)

The total income for the year was £91,785 and total expenditure £91,853, giving a net deficit for the year of (£68). The total funds on 31 August 2023 were £99,130 of which £22,865 was restricted.

Currently the level of free reserves is agreed at £15,000.

Plans for future periods

Areas of focus for the coming year and the future are:

- To increase income.
- To increase accessibility.
- To increase awareness of Green Door.

Trustees' responsibilities

The trustees are responsible for ensuring that the financial statements are prepared giving a true and fair view and which have been prepared in accordance with the Charities Act 2011.

In preparing these accounts, the trustees are required to:

- Select suitable accounting policies and apply them consistently,
- Make judgements and accounting estimates that are reasonable and prudent,
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the CIO will continue in business.

The trustees are responsible for safeguarding the assets of the CIO and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for ensuring that the CIO complies with the laws and regulations that apply to its activities, and for preventing non-compliance and for detecting any that occurs.

Declaration

The trustees declare that they have approved the Trustee's report above and the accompanying financial statements.

For and on behalf of all the trustees on 22.01.24

D. Harding.....
D Harding
Chair

22/01/24.....
Date

Independent Examiners Report to the Trustees

We report to the charity trustees on our examination of the accounts of the charity for the year ended 31 August 2023 which are set out on pages 5 to 14.

Responsibilities and basis of report

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

We report in respect of our examination of the charity's accounts carried out under section 145 of the Act and in carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

We have completed our examination. We confirm that no material matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity 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 applicable 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.

We 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.

Thursfields Accountancy Limited
Chartered Accountants

Business Lodge
Trent House
234 Victoria Road
Stoke on Trent
Staffordshire
ST4 2LW

15 January 2024

Green Door**Year Ended 31 August 2023****Statement of Financial Activities**

	Note	Unrestricted funds £	Restricted funds £	2023 Total £	2022 Total £
Income from:					
Donations	2	10,755	61,732	72,487	11,798
Charitable activities	3	19,298	-	19,298	24,368
Total income		30,053	61,732	91,785	36,166
Expenditure on:					
Charitable activities	4	28,095	63,758	91,853	76,988
Total expenditure		28,095	63,761	91,853	76,988
Net income		1,958	(2,026)	(68)	(40,822)
Transfers between funds		26,329	(26,329)		
Net movement in funds		28,287	(28,355)	(68)	(40,822)
Reconciliation of funds:					
Total funds brought forward		47,978	51,220	99,198	140,020
Total funds carried forward	11	76,265	22,865	99,130	99,198

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

Green Door

Year Ended 31 August 2023

Balance Sheet

	Note	2023 £	2022 £
Fixed assets			
Tangible assets	8	24,838	26,690
Current assets			
Debtors	9	2,811	935
Cash at bank and in hand		73,129	73,658
		<hr/> 75,940	<hr/> 74,593
Creditors: amounts falling due within one year	10	1,648	2,085
Net current assets		<hr/> 74,292	<hr/> 72,508
Net assets		<hr/> 99,130	<hr/> 99,198
Charity Funds			
Restricted funds	11	22,865	51,220
Unrestricted funds	11	76,265	47,978
Total charity funds	11	<hr/> 99,130	<hr/> 99,198

The financial statements were approved and authorised for issue by the Board of Trustees on _____

Signed on behalf of the board of trustees.

D. Harding
D Harding, Trustee

22/01/24
Date

The notes on pages 7 to 14 form part of these financial statements.

Notes to the Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

Green Door is a Charitable Incorporated Organisation (CIO). In the event of the charity being wound up the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities. The nature of the charity's operations and principal activities are described in the Trustee's Report.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

(c) Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably, and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained, then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity, and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably, and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example, the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure.

Notes to the Financial Statements

(c) Income recognition (continued)

No amount is included in the financial statements for volunteer time in line with the SORP. Further detail is given in the Trustees' Annual Report.

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits, then the fair value is recognised as a component of donations when it is distributed, and an equivalent amount recognised as charitable expenditure.

Fixed asset gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received, and the amount can be measured reliably. If entitlement is not met, then these amounts are deferred.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes all direct and indirect costs of delivering the objectives of the charity.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and governance costs. They are incurred directly in support of expenditure on the objects of the charity. Where support costs cannot be directly attributed to particular headings, they have been allocated to cost of raising funds and expenditure on charitable activities on a basis consistent with use of the resources.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Tangible fixed assets

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Furniture, equipment and other	20% net book value per annum
--------------------------------	------------------------------

Notes to the Financial Statements

(g) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(h) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in profit or loss unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

(i) Leases

Rentals payable and receivable under operating leases are charged to the SoFA on a straight-line basis over the period of the lease.

(j) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(k) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure are sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from donations

	2023 £	2022 £
Grants	66,907	3,448
Other donations	5,580	8,350
	<u>72,487</u>	<u>11,798</u>

Income from donations was £72,487 (2022 - £11,798) of which £61,732 (2022 - £7,350) was attributable to restricted and £10,755 (2022 - £4,448) was attributable to unrestricted funds.

Green Door

Year Ended 31 August 2023

Notes to the Financial Statements

3 Income from charitable activities

	2023 £	2022 £
In house activities	16,262	15,572
Contracts income	-	5,148
Outreach work	-	2,525
Outsourced activities	1,260	613
Membership fees and rent income	1,776	510
	<u>19,298</u>	<u>24,368</u>

Income from charitable activities was £19,298 (2022 - £24,368) of which £19,298 (2022 - £24,368) was attributable to unrestricted funds.

4 Analysis of expenditure on charitable activities

	2023 £	2022 £
Staff costs	47,922	47,460
Management costs	183	135
Volunteer costs	6,775	3,174
Hub costs	4,084	4,631
Activity costs	11,515	6,876
Publicity and promotion costs	922	80
Outreach costs	24	-
Sundry costs	935	320
Professional fees	3,366	4,196
Depreciation	5,684	6,012
Profit or loss on disposal of assets	2,554	222
Motor vehicle expenses	1,904	-
Premises expenses	5,985	3,882
	<u>91,853</u>	<u>76,988</u>

£63,758 (2022 - £57,534) of the above costs were attributable to restricted funds. £28,025 (2022 - £19,454) of the above costs were attributable to unrestricted funds.

5 Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examination fee of £1,080 (2022 - £1,625).

6 Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022 - £Nil).

The trustees did not have any expenses reimbursed during the year (2022 - £Nil).

Green Door

Year Ended 31 August 2023

Notes to the Financial Statements

7 Staff costs

The total staff costs were as follows:

	2023 £	2022 £
Wages and salaries	47,148	46,404
Pension costs	774	1,056
	<u>47,922</u>	<u>47,460</u>

No employees received total employee benefits (excluding employer pension costs) of more than £60,000.

The average number of employees during the was 3 (2022 – 4).

8 Tangible fixed assets

	Fixtures, Equipment & other £
Cost or valuation:	
At 1 September 2022	55,835
Additions	6,977
Disposals	4,513
Revaluation	-
At 31 August 2023	<u>58,299</u>
Depreciation:	
At 1 September 2022	29,145
Charge for the year	5,684
Impairment	-
Revaluation	-
Eliminated on disposals	1,368
At 31 August 2023	<u>33,461</u>
Net book value:	
At 31 August 2022	<u>26,690</u>
At 31 August 2023	<u>24,838</u>

The fixtures, equipment and other above at £58,299 include £4,445 stated at valuation on acquisition.

Green Door

Year Ended 31 August 2023

Notes to the Financial Statements

Fund reconciliation (continued)

Restricted funds

	Balance at 2022 £	Income £	Expenditure £	Transfer £	Balance at 2023 £
Cycle fund	489		97		392
Bikes	3,227		524		2,703
CIF 21 st Century	2,342		1,602	-211	951
Training/instruction	2,391		-	2,391	-
<u>Wheels Turning</u>					
- Salaries	14,348		-	14,348	-
- Travel	1,480		-	1,480	-
- Consultancy	2,703		82	2,293	328
- Volunteers	215		74	141	-
- Outdoor activities	14,258		1,441	3,651	9,166
Photo awards for all	4,063		1,827	2,236	-
CIF Moving Together	5,704		1,167		4,537
Reaching Communities		55,082	55,082		-
Groundwork		1,000	600		400
Scope		2,900	815		2,085
Know your neighbourhood		2,750	450		2,300
	51,220	61,732	63,761	26,329	22,862

Unrestricted funds are represented by:

	2023 £	2022 £
Fixed assets	17,432	23,491
Net Current assets	5,433	27,729
	22,865	51,220

Fund descriptions

The Cycle Fund

An amount of money carried forward from the initial funding for the continuation of the services.

The Bikes and Flooring Fund

Stoke on Trent City Council Community Investment Fund granted a sum of money to purchase office flooring and contribute to new cycles.

The Wheels Turning Fund

A contribution by The Big Lottery towards spectator areas of the charity. This project has now been closed off.

Green Door

Year Ended 31 August 2023

Notes to the Financial Statements

Fund reconciliation (continued)

The Training and Instruction Fund

Sport England funded archery training. This project has now been closed off.

Awards for All

The photography project was closed following covid lockdowns. It was decided by the board of trustees that Green's Door's liability was too great.

The CIF 2022 'Moving Together'

This fund was for equipment to support the charity's accessible activities.

Reaching Communities

The National Lottery Community Fund awarded Green Door a partially funded project grant for core costs running until 31st August 2025.

Groundworks

This money funded Green Door's History Walks and Talks programme.

Scope

Funds were awarded over a 2-year period to offer fully funded activity sessions to individuals and groups.

The National Lottery Community Fund – Know Your Neighbour

An extension of Reaching Communities funding to specifically focus on groups of hard-to-reach disabled service users.

12 Financial instruments

The carrying amounts of the charity's financial instruments are as follows:

	2023	2022
	£	£
Financial assets measured at amortised cost	2,811	935
Financial liabilities measured at amortised cost	1,648	-