

Company Registration Number: CE009226

Charity Registration Number: 1170513

FULL

ANNUAL REPORT, RECEIPTS & PAYMENTS ACCOUNT AND STATEMENTS FOR
THE YEAR ENDED 31 MARCH 2021

FULL
(A Charitable Incorporated Organisation)
REPORT OF THE TRUSTEES YEAR ENDED 31 MARCH 2021

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FULL

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REPORT OF THE TRUSTEES YEAR ENDED 31 MARCH 2021

REFERENCE AND ADMINISTRATIVE INFORMATION

Charitable Incorporated Organisation Name: FULL

Company Registration Number: CE009226 (England and Wales)

Charity Registration Number: 1170513

Principal Office: 62 King Edward Street
Hull
HU1 3SQ

Trustees: Mr. C.F. Zanetti
Mr. P. Irvin
Mr. D.P. Fryer

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

FULL is a Charitable Incorporated Organisation, governed by its CIO-Foundation and was registered on 1 December 2016.

Recruitment and Appointment of Trustees

New trustees are appointed for a term of three years by a resolution passed at a meeting of the CIO trustees.

The trustees have regard to the skills, knowledge and experience needed for the effective administration of the CIO in appointing new trustees.

Day to Day Management

The day-to-day operations of the CIO are overseen by the project manager who is responsible to the trustees. The trustees, who meet quarterly, are responsible for the overall direction of the CIO.

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OBJECTIVES AND ACTIVITIES

The objects of the CIO are to promote social inclusion for the public benefit by preventing people becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society. The main focus of the CIO's work is within the north of England, Hull, Yorkshire and Lincolnshire.

FULL has initially become a catering business but with the scope to diversify into other areas. The ethos of the CIO is to enhance the skills of the socially disadvantaged with the aim of increasing their chances of employment.

The trustees regularly review the objectives and activities of the CIO and, as part of their review, they have considered the Charity Commission's general guidance on public benefit.

ACHIEVEMENTS AND PERFORMANCE

At the start of the year, the COVID-19 restrictions severely limited the work that FULL could perform. This was due to training sessions not being allowed within restrictions and no demand for catering services due to the cancellation of events and other functions that previously FULL would have catered for.

Marc Liron left his position as Business Manager on 30th April 2020, and it was decided that due to uncertainty around how FULL could operate over the year, no further staff would be employed until event catering began again. This also meant that the contract began in 2019 with Humber Learning Consortium to deliver catering training was cancelled by mutual agreement.

The remainder of the year presented a chance for the Trustees to review the current position of FULL and make plans for how the work of the CIO can be developed in the future.

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FINANCIAL REVIEW

During the year under review, total expenditure exceeded income by £742. Due to the effects of COVID-19 outlined there was a major review of the CIO's ability to continue activities whilst receiving minimal income from events. A decision was made to repay a grant due to inability to complete the required work and a loan was received to enable this to happen. This is a short-term loan from a close partner with no-interest charged.

Due to the financial position of the CIO, the trustees are considering the long-term future of the CIO and what changes are required to ensure long-term viability. Plans for the next year include:

- Continue to operate at minimal expenditure.
- Review business plan considering impact of the COVID-19 pandemic.
- Increase income from event catering.
- Explore grant funding.

Investment Policy

The CIO's surplus funds are retained on a current account with Unity Trust Bank.

Reserves Policy

It is the trustees' ambition to achieve cash-backed unrestricted funds, which are the free reserves of the CIO, at a minimum of three months running costs. Previously this was an average of £7,000 however due to limited activities, current three-month running costs are approximately £500 and therefore the CIO met this target on 31st March 2021.

Should there be an increase in activities then reserves should be closely monitored to ensure, adequate reserves to support the work of the CIO

Approval

The report was approved by the trustees on and signed on their behalf by:



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D.P. Fryer
Trustee

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RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds £	Restricted Funds £	Total Funds (31.03.21) £	Total Funds (31.03.20) £
Receipts				
Grants	0	-5810	-5810	8,988
Donations	50	0	50	0
Catering Events	2,983	0	2,983	18,894
Loans	4,000	0	4,000	2,000
Total Receipts	7,033	-5810	1,223	29,882
Payments				
Payroll Costs	796	0	796	16,209
Staff Development and expenses	0	0	0	0
Room Hire	0	0	0	0
Insurance and subscriptions	701	0	701	492
Printing, postage, stationery and publicity	0	0	0	0
Books and resources	0	0	0	0
Computer costs	149	0	149	0
Conferences and events catering	195	0	195	12,257
Catering classes	0	0	0	0
Miscellaneous equipment	0	0	0	0
Travelling and subsistence	0	0	0	0
Refreshments and hospitality	0	0	0	0
Safeguarding	0	0	0	0
Accountancy and payroll support services	0	0	0	0
Bank and credit card charges	123	0	123	96
Sundry expenses	0	0	0	301
	1,964	0	1,964	29,356
Fixtures, fittings and equipment	0	0	0	0
Loan repayments	0	0	0	0
Total Payments	1,964	0	1,964	29,356
Net Receipts/Payments	5,068	-5810	-742	526
Transfers between Funds	2,177	-2,177	0	0
Cash Funds Brought Forward	-6,146	7,988	1,842	1,316
Cash Funds at End of Year	1,100	0.00	1,100	1,842

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STATEMENT OF ASSETS AND LIABILITIES
AS AT 31 MARCH 2021

		Total Funds (31.03.21) £	Total Funds (31.03.20) £
Cash Funds:	Cash at bank	1,032	1,774
	Cash in hand	68	68
	Total cash funds	<u>1,100</u>	<u>1,842</u>
Other Monetary Assets :			
	Debtors	<u>823.66</u>	<u>3,832</u>
		Cost £	Cost £
Assets Retained for the CIO's Own Use :			
	Fixtures, fittings and equipment	<u>1,702</u>	<u>1,702</u>
		Amount Due £	Amount Due £
Liabilities:	Loan - Jubilee Church Hull	6,000	2,000
	Taxation and social security	0	278
	Other creditors (March 21 Charge Card paid April 21??)	9	175
		<u>6,009</u>	<u>2,453</u>

	Signature	Name	Date of Approval
Signed on behalf of the trustees		D. FRYER	7.12.2021

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**NOTES TO THE ACCOUNTS FOR THE YEAR
ENDED 31 MARCH 2021**

Restricted Funds

Due to the effects of the COVID-19 pandemic on activities and staffing, The CIO was unable the proposed training for which a grant was received in the previously year from The Humber Learning Consortium. The unspent money from this grant was repaid to the Humber Learning Consortium.

Notes to the Statement of Assets and Liabilities

The trustees confirm, in accordance with the Charitable Incorporated Organisations (General) Regulations 2012, that as of 31st March 2021 the CIO did not have any outstanding guarantees to third parties nor any debts on assets of the CIO.