

Registered No. 1170605

NELSON'S JOURNEY
REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

NELSON'S JOURNEY
INDEX TO REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

	Page
Reference and Administrative Details	1
Report of the Trustees	2 - 7
Report of the Independent Examiners	8
Statement of Financial Activities	9
Balance Sheet	10
Statement of Cash Flows	11
Notes to the Financial Statements	12 - 19

NELSON'S JOURNEY

REFERENCE AND ADMINISTRATIVE DETAILS

Status

Nelson's Journey (CIO) is governed by its constitution dated 10th November 2016 and registered with the Charity Commission on 7 December 2016, registration number 1170605, as a Charitable Incorporated Organisation (CIO) whose primary objects are as stated on page 2

Trustees

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

Alistair Ponder	
Anne Beckett-Allen	
Jill Greengrass	
Julia Robathan	
Mark Dembicki	
Phil Kerridge	
Edward Roy	
Sarah Maxwell	(Resigned 28 th April 2021)
James Ellis	
Andrew Dawes	
Anna Teresa Huggins	(Appointed 15 th December 2021)
Alison Clare Mawson	(Appointed 15 th December 2021)

Minute Secretary (Non Trustee Position)

Beverley Goldthorpe

Chairperson

Phil Kerridge

Chief Executive

Simon Wright

Principal Office

The Bradbury Building - Smiles House, The Octagon Business Park, Hospital Road, Little Plumstead, Norwich, NR13 5FH

Independent Examiners

Sexty & Co, Chartered Certified Accountants, 124 Thorpe Road, Norwich, NR1 1RS

Bankers

Barclays Bank PLC, 40-42 Market PI, Great Yarmouth, NR30 1LX
CCLA Investment Management Unit, 80 Cheapside, London EC2V 6DZ

NELSON'S JOURNEY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees present their report and the financial statements of the Charitable Incorporation Organisation (CIO) for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the CIO.

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.

OBJECTIVES AND ACTIVITIES

Principal activity

Nelson's Journey is a regional non-governmental, non-political, non-religious organisation created as a charitable legal entity. The CIO's objects are:

- To relieve children and young people in Norfolk from the impact of bereavement, particularly by the provision of help and support.

The aims of the CIO are to promote positive mental health among bereaved children and young people by:

- Increasing self-esteem - through children meeting with others who have been bereaved; through outdoor activity challenges and a high level of positive feedback to the children during the course of the weekend/activity days
- Assisting them to understand the cause of death and the events surrounding the funeral
- Assisting families to talk more openly about the death
- Enabling children to express and understand their emotions by providing children with opportunities to remember the person who has died.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Trustees

The trustees are named on page 1 and if they served for less than the year this is indicated.

The constitution states that the CIO must have a minimum of three trustees. Every current and future trustee is appointed after a majority vote by a resolution of the trustees passed at a special meeting.

In selecting individuals for appointment as charity trustees, the charity trustees must have regard to the skills, knowledge and experience needed for the effective administration of the CIO. The Chairman and Chief Executive are responsible for the induction of any new trustees, which involves awareness of trustee's responsibilities (including training of legal duties), the history and work of the charity, and safeguarding training. A DBS check is obtained for all Trustees.

The Board appoints Trustees to the following subcommittees: Risk and Governance Committee; Finance and Personnel Committee; Fundraising and Marketing Governance Committee. Membership is reviewed each year.

NELSON'S JOURNEY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2021

Organisational structure

The trustees delegate the day-to-day running of the charity to the Chief Executive (Simon Wright).

The staff structure during the reporting period was as follows:

- Chief Executive Officer (30hrs)
- Child Bereavement Support Team:
Services Manager; 7 x Child Bereavement Support Workers
- Funding and Marketing Team:
Funding and Marketing Manager; 3 x Fundraising and Marketing Officers
- Business Support Team:
Office Manager (15hrs); Business Support Officer

Following a staff restructure that concluded in September 2020, and as the impact of Covid-19 on the charity's finances became clearer by the end of the previous year, the charity was able to recruit to posts within the staff structure during 2021.

Risk Assessment

The trustees have identified the major risks to which the charity is exposed and have ensured appropriate systems and controls are in place to provide reasonable assurance against fraud and error.

Nelson's Journey maintains a Risk Register, which is checked by the charity's Risk and Governance Committee; and reviewed regularly by the Board of Trustees.

ACHIEVEMENTS AND PERFORMANCE

Review of the activities

Nelson's Journey offered a range of services over this period including:

- A guidance and information service to bereaved families
- A comprehensive assessment of bereaved children
- Therapeutic activity days and residential weekends for children and young people aged 0 - 17 years
- A training service for professionals working directly with bereaved children, including online Covid-19 Bereavement Awareness Training
- A monthly programme of online youth group sessions delivered throughout 2021 in partnership with specialist youth workers
- 1:1 therapeutic intervention for individual bereaved children, including Phone and online sessions
- An online forum for bereaved children aged 8-17 years
- Smiles & Tears Smartphone App
- An Early Support service for families requiring information, guidance and support for their children's needs in the period immediately following a death

NELSON'S JOURNEY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2021

Review of the activities (cont.)

During 2021,

- At the end of the year, 33 children and young people were waiting for an allocation to a named support worker following an assessment; and a further 15 were waiting for an initial assessment of bereavement needs.
- 740 bereaved children and young people in Norfolk were referred for support, a significant increase compared with the previous year (2020: 580 referrals)
- 313 professionals working with children and young people in Norfolk attended a Nelson's Journey online Covid-19 Child Bereavement Awareness Training session

2021 saw a very significant increase in demand for the charity's services compared with 2020, with a 28% increase in referrals made across the year. The impact of the Covid-19 pandemic, and the effect of lockdown measures at a time of bereavement, raised several challenges for families from 2020 onwards.

The effectiveness of our services is evaluated using quantitative and qualitative data. Children, young people and their families complete a Child Bereavement Service Questionnaire at their initial assessment with us, and again at their final session to monitor progress made and the impact of the support provided. We also record qualitative feedback at the time of interventions, and from emails sent to us by children, young people and their families during and following support received.

"I feel far more accepting of my feelings and have been able to make an effort to take care of my mental health when I'm having harder days. Talking and thinking about my situation is a lot less painful than it was" – feedback from a young person.

Circumstances that arose in 2020 continued to affect the charity's services and income throughout 2021, but the experience gained and the review of services during the previous year ensured that the charity was able to adapt more easily to changes to restrictions in 2021.

In addition to new services introduced in late 2020 in response to the pandemic (such as an Early Support service to help families in the initial days and weeks following a death), the charity was also able to again offer Residential and Activity Days with groups of children and young people, which hadn't been an option during the remainder of 2020 following the initial lockdown.

Other in-person services were risk assessed throughout the year for Covid measures to protect staff and service users. Risk assessment allowed for 1:1 work to be delivered safely in a range of venues including schools, homes, and private rooms booked in the community such as libraries.

The charity also partnered with UEA Sportspark to deliver a new group based intervention in August 2021 for children and young people, with the aim of using sport and physical activity alongside bereavement activities to support well-being. This was delivered to two different age groups, with each group taking part in a 2-day programme of activity. This is the first time that the charity has attempted to build a therapeutic programme around sport and physical activity.

NELSON'S JOURNEY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

Review of the activities (cont.)

Throughout 2021, the charity offered monthly online group based activities through a youth group style set-up. This was delivered in partnership with professional youth workers, allowing the charity to operate a different type of service offer with a timetable unaffected by any changing Covid restrictions.

These partnerships were made possible through funding received from grant awarding bodies.

Two Child Bereavement Support Workers enrolled on and began studying for a Level 5 'Working in Childhood Bereavement' Certificate, accredited by Middlesex University, providing an opportunity for them to consolidate and extend their practice, learn new skills, and understand how to develop bereavement services.

FINANCIAL REVIEW

Based on 2020 figures, the charity downgraded its income forecasts for 2021 due to the ongoing impact of the pandemic on fundraising. With new restrictions and lockdown measures being introduced at the start of 2021, income performance was below the downgraded forecast. The charity recruited a new Funding & Marketing Manager, and filled two vacant fundraising posts early in the year, building a new team to address the income challenge. By the middle of 2021 the fundraising performance of the charity was improving and performing close to forecast.

The charity received an unplanned £50,000 grant later in the year. As a result of strong Trust receipts and improving fundraising returns, the charity's income for the year approximately met the Board's expectations and forecast for 2021. However, income for the year remained significantly lower than the previous 5 year average.

Expenditure finished under budget due to staff vacancies in the early part of the year that were later filled, and due to some activities being limited by the ongoing impact of the pandemic. As a result, the charity achieved a balanced budget for the year, having been prepared for a deficit.

Reserves held at year-end by the charity have allowed Budget considerations for 2022 to include an increased expenditure on bereavement service delivery and service staffing costs for the year ahead.

Reserves

At the period-end the charity's total reserves were £1,001,570. Restricted fund reserves were £50,946 and unrestricted reserves were £950,624. The charity's net current assets at the period-end were £464,302 which covers approximately 12 months of overheads.

The trustees regularly review the reserves policy with a view to ensuring it represents the Charitable Incorporated Organisations (CIO) requirements and meets with Charity Commission recommendations.

The Charitable Incorporated Organisation (CIO) has a policy to retain reserves which provide liquid working capital and to enable it to progress to completion of its long-term development objectives, to protect its current activities, to allow the trustees to meet their responsibilities and ensure the CIO continues on a going concern basis. With that in mind the reserves policy is to maintain minimum general current assets reserves which will cover at least 6 months of our estimated overheads.

NELSON'S JOURNEY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

Reserves (cont.)

Of the charity's total reserves £537,268 (2020 £551,330) can only be realised by disposing of tangible fixed assets.

Our general reserves calculation (measured at 30 months of estimated overheads) includes all fixed assets of the CIO, the vast majority of which cannot be liquidated within 6 months so are excluded by the Trustees when testing this policy

Principal funding sources

Nelson's Journey has a broad range of income streams including: individuals, charitable trusts, corporates, community groups, local government, events and trading. The trustees recognise the importance of developing and maintaining a wide variety of sources of income, which will provide a continued stability of income in the future. Maintaining this breadth and variety of income source will remain a key component of our long-term fundraising strategy.

Average monthly income was £32,225 during the reporting period.

While income across the year was below the charity's previous 5-year average, there were high returns from some sources, in particular from Trusts and Grant awarding bodies who have placed high importance against children and young people's well-being and bereavement support during the pandemic. We are very grateful for the significant support of £50,000 awarded by The Lapwing Trust.

Other sources of income, which were significantly below expectation during 2020, continued to underperform in 2021, such as Community fundraising and Events income. However, we anticipate that income from these areas will increase in 2022 if the impact of the pandemic falls.

Review of Expenditure

Nelson's Journey reviews all contracts at renewal and all expenditure to ensure value for money and the performance of charitable duties. The charity obtains quotes from a range of providers before entering into contracts. Average monthly expenditure in this period was £32,854 compared with £37,525 over the previous period. This is largely due to a reduction in staffing costs following a restructure in 2020, which prioritised spending on service delivery posts.

Trustees responsibilities in relation to the financial statements

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

The law applicable to charities in England & Wales 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

NELSON'S JOURNEY

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2021

Review of Expenditure (contd.)

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 Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Public benefit statement

The Trustees confirm that they have complied with the requirements in Section 17 of the Charities Act 2011 to have due regard to public benefit in determining the activities undertaken by the charity. As a charity we wish to emphasise the public benefit which our work provides. Our services are available to children and young people suffering from severe or prolonged shock or depression arising from bereavement and aims to promote positive mental health.

By order of the trustees



Phil Kerridge
Chairperson

Date: 26/4/2022

NELSON'S JOURNEY

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF NELSON'S JOURNEY

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 9 to 19.

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').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants (ACCA), which is one of the listed bodies.

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 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.

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.



.....
I A Barlow FCCA
For and on behalf of Sexty & Co
Chartered Certified Accountants
124 Thorpe Road
Norwich
NR1 1RS

Date: 26/4/2022

NELSON'S JOURNEY

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
INCOME FROM:					
Donations, grants and legacies	2	272,722	111,778	384,500	559,520
Other trading activities	3	50	2,138	2,188	396
Investment income	4	12	-	12	329
Total income		272,784	113,916	386,700	560,245
EXPENDITURE ON:					
Raising funds	5	45,931	5,874	51,805	57,014
Charitable activities	6	93,731	140,031	233,762	275,131
Support costs	7	100,633	8,042	108,675	118,155
Total expenditure		240,295	153,947	394,242	450,300
Net income / (Expenditure)		32,489	(40,031)	(7,542)	109,945
Transfers between funds		-	-	-	-
Net movement in funds		32,489	(40,031)	(7,542)	109,945
Reconciliation of funds:					
Total funds brought forward		918,135	90,977	1,009,112	899,167
Total funds carried forward	11	950,624	50,946	1,001,570	1,009,112

NELSON'S JOURNEY
BALANCE SHEET
AS AT 31 DECEMBER 2021

	Note	2021	2020
		£	£
FIXED ASSETS			
Tangible assets	9	537,268	551,330
CURRENT ASSETS			
Stock		21,167	19,511
Cash at bank and in hand		<u>454,414</u>	<u>447,167</u>
		475,581	466,678
CURRENT LIABILITIES			
Creditors amounts falling due within one year	10	<u>11,279</u>	<u>8,896</u>
		464,302	457,782
NET ASSETS		<u>1,001,570</u>	<u>1,009,112</u>
CHARITY FUNDS			
Unrestricted funds	11	950,624	918,135
Restricted funds	11	50,946	90,977
Total charity funds		<u>1,001,570</u>	<u>1,009,112</u>

The financial statements on pages 9 to 19 were approved and authorised by the trustees on: 26/4/2022
and were signed on their behalf by:


.....
Phil Kerridge
Chairperson

NELSON'S JOURNEY

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2021

	2021 £	2020 £
Cash flow from operating activities		
Net income / (expenditure) for the period	(7,542)	109,945
Depreciation of tangible fixed assets	15,112	16,066
(Increase) / decrease in stock	(1,656)	9,887
(Increase) / decrease in debtors	-	10,757
Increase / (decrease) in creditors	2,383	(6,037)
	<hr/>	<hr/>
Net cash flow from operating activities	8,297	140,618
	<hr/>	<hr/>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(1,050)	(1,054)
	<hr/>	<hr/>
Net cash flow from investing activities	(1,050)	(1,054)
	<hr/>	<hr/>
Net increase / (decrease) in cash and cash equivalents	7,247	139,564
Cash and cash equivalents at start of period	447,167	307,603
	<hr/>	<hr/>
Cash and cash equivalents at end of period	454,414	447,167
	<hr/>	<hr/>
Cash and cash equivalents consists of:		
Cash at bank and in hand	342,680	335,444
Short term deposits	111,734	111,723
	<hr/>	<hr/>
Cash and cash equivalents at end of period	454,414	447,167
	<hr/>	<hr/>

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. Summary of significant accounting policies

1.1 General information and basis of preparation

The Charitable Incorporated Organisation (CIO) 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. 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.

1.2 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.

1.3 Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the CIO 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 CIO will have been notified of the amounts and the settlement date. 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.

Income from trading activities includes income earned from fundraising events to raise funds for the CIO.

Income from grants is recognised at fair value when the CIO 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.

Interest income is recognised as the CIO right to receive payment is established. Gift Aid receivable is included in income when there is a valid declaration from the donor. Any Gift Aid amount recovered on a donation is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1.4 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.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, and administration costs. They are incurred directly in support of expenditure on the objects of the charity.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended.

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:

Office equipment	-	15% reducing balance
Computer equipment	-	33% straight line
Fixtures and fittings	-	20% and 50% straight line
Costume	-	10% straight line
Freehold property	-	2% straight line

1.6 Freehold property

Freehold property value is reviewed annually by the trustees to ensure that the value in the financial statements is a fair reflection of the market value and no additional diminution in value has occurred.

1.7 Value Added Tax (VAT)

The CIO is not registered for VAT and accordingly irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

1.8 Stock

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

1.9 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.

1.10 Leases

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

1.11 Pension costs

The CIO operates a defined contribution plan for the benefit of its employees. Contributions are expensed as they become payable.

1.12 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 is sufficient with the level of reserves for the CIO to be able to continue as a going concern.

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

2 Income from donations, grants and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Donations, grants and legacies	271,423	29,504	271,423	482,100
BBC Children in Need	-	47,129	47,129	-
NCF: Goodman Trust	-	500	500	-
NCF: East of England Co-op	-	3,648	3,648	-
Postcode Places Trust: players of People's Postcode Lottery	-	11,223	11,223	-
Active Norfolk / Sport England	-	6,774	6,774	-
NCF: Shelroy Trust	-	10,000	10,000	-
NCF: Victory Homes	-	3,000	3,000	-
HMRC JRS Grants	1,299	-	1,299	77,420
Total donations, grants and legacies	272,722	111,778	384,500	559,520

3 Income from other trading activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Smiles & Tears Boxes	-	2,138	2,138	-
Other activities	50	-	50	396
Total income from other trading activities	50	2,138	2,188	396

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

4 Investment income

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Bank deposit interest	12	-	12	329
Total investment income	12	-	12	329

5 Cost of raising funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Staffing costs	45,931	3,414	49,345	42,912
Fundraising costs	-	2,460	2,460	14,102
Total cost of generating funds	45,931	5,874	51,805	57,014

6 Costs of charitable activities in furtherance of the charity's objects

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Staffing costs	60,190	132,061	192,251	244,357
Residential facilities	9,140	-	9,140	4,196
Travel and subsistence	3,878	-	3,878	4,273
Activity days and Youth Panel		7,970	7,970	5,505
Telephone	10,996	-	10,996	10,245
Training	5,505	-	5,505	1,500
Printing, postage and stationery	1,350	-	1,350	1,672
1:1 work	530	-	530	782
Insurance	1,455	-	1,455	1,402
Smile House consumables	687	-	687	1,199
Total costs of activities in furtherance of the charity's objects	93,731	140,031	233,762	275,131

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

7 Support costs

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
Depreciation	15,112	-	15,112	16,066
Staffing costs	45,097	-	45,097	61,547
Cleaning, service charges and electricity	15,866	-	15,866	11,221
Payroll and financial assistance services	10,542	-	10,542	8,377
Travel and subsistence	204	-	204	225
Equipment and consumables	1,416	842	2,258	2,027
Software development & maintenance	4,272	7,200	11,472	11,375
Printing, postage and stationery	577	-	577	718
Professional fees	864	-	864	830
Miscellaneous	168	-	168	278
Training	289	-	289	35
Accountancy and independent examination fees	1,885	-	1,885	1,170
Subscriptions	737	-	737	1,145
Telephone	1,941	-	1,941	1,808
Insurance	624	-	624	601
Advertising	780	-	780	360
Bank charges	259	-	259	372
Total support costs	100,633	8,042	108,675	118,155

8 Staff costs and Trustee remuneration

	Total 2021 £	Total 2020 £
Gross salaries	263,330	317,560
Employer's National Insurance (net)	16,083	21,826
Defined contribution pension costs	7,280	9,430
Total staff costs	286,693	348,816

No employee earned more than £60,000 in either period.

No Trustee received any remuneration from the charity during the current or previous financial period, nor were any expenses reimbursed.

The average number of employees during the period was 14 (2020 - 16).

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

8 Staff costs and Trustees remuneration (continued)

Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity included £97,787 Wages and salaries (2020 - £84,642), £8,975 Social Security Costs (2020 - £7,614) and £2,790 Pension costs (2020 - £2,575).

9 Tangible fixed assets

	Smiles House £	Fixtures & Fittings £	Office Equipment £	Costumes £	Computer Equipment £	Total £
Cost						
At 1 January 2021	625,142	127,718	10,001	1,340	40,495	804,696
Additions	-	-	-	-	1,050	1,050
Disposals	-	-	-	-	-	-
At 31 December 2021	625,142	127,718	10,001	1,340	41,545	805,746
Depreciation						
At 1 January 2021	78,737	127,416	7,469	1,340	38,404	253,366
Charge for the period	12,503	145	376	-	2,088	15,112
Eliminated on disposal	-	-	-	-	-	-
At 31 December 2021	91,240	127,561	7,845	1,340	40,492	268,478
Net Book Value						
At 31 December 2020	546,405	302	2,532	-	2,091	551,330
At 31 December 2021	533,902	157	2,156	-	1,053	537,268

10 Creditors

	2021 £	2020 £
Trade Creditors	2,611	1,088
Other Creditors	3,769	2,744
Social Security and other taxes	4,890	5,064
Total Creditors	11,270	8,896

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

11 Analysis of funds

	At 1 January 2021 £	Incoming resources £	Resources expended £	Transfer between funds £	At 31 December 2021 £
Unrestricted funds					
Unrestricted fund	918,135	272,784	(240,295)	-	950,624
Total unrestricted funds	918,135	272,784	(240,295)	-	950,624
Restricted funds					
Restricted funds	90,977	113,916	(153,947)	-	50,946
Total restricted funds	90,977	113,916	(153,947)	-	50,946
Total funds	1,009,112	386,700	(394,242)	-	1,001,570

The purpose of each restricted fund carried forward at the point-end is given below

Donor	Purpose	At 31 December
Wroxham & Hoveton Lions	Cancer Cloud Kits	79
Aviva Charitable Trust	Smiles & Tears Bereavement Resource	14,451
Shelroy Trust	Youth Panel running costs	357
Norfolk Community NCF	Youth Panel running costs	5,000
Yorkshire Building Society	Support Packs	1,000
Central England Co-op	Books and resources	1,796
Norfolk Community NCF (Goodman Trust)	Smiles & Tears gift boxes	500
Postcode Places	Child Bereavement Support Worker Salary	1,871
Aviva/Crowdfunder	Bringing back better campaign	2,110
Norfolk Community NCF	The Shelroy Trust / Early Support	5,000
Norfolk Community NCF	The Shelroy Trust – Youth Panel	5,000
Norfolk Community NCF (Victory Homes)	Child Bereavement Support Worker Salary	2,000
BBC Children in Need	Child Bereavement Support Manager Salary	11,782
		50,946

NELSON'S JOURNEY

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

12 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Designated funds £	Total funds £
Tangible fixed assets	537,268	-	-	537,268
Current assets	424,635	50,946	-	475,581
Current liabilities	(11,279)	-	-	(11,279)
	950,624	50,946	-	1,001,570

13 Independent examiners remuneration

The independent examiners remuneration amounts to an independent examination fee of £1,885 (2020 - £1,170) and other services of £10,542 (2020 - £8,377).

14 Obligations under leasing agreements

The following operating lease payments are committed to be paid within one year:

	2021 £	2020 £
Expiring: Between one and five years	4,842	11,081
	4,842	11,081

15 Related party transactions

There were no related party transactions during the period.

16 Pension costs

The charity operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £7,280 (2020 - £9,430).

