



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2020

To 31st March 2021

Charity name: Enterprise Junction

Charity registration number: 1178489

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>At Enterprise Junction we specialise in helping people with additional barriers become self-employed or start a business to transform their lives. Not only do we provide business support, but we help build the confidence and self-esteem of our clients which is essential for them to flourish. Our business coaches and mentors understand the barriers that our clients face and we use tried and tested techniques to help them overcome the many inner challenges they can come up against.</p> <p>We are aware that mainstream business support is either too expensive or not fit for purpose for our client group and so we work with selected organisations and partners to provide and facilitate the training and support required to help individuals empower their lives. We work through our partners to support offenders, ex-offenders, long term unemployed and others who have experienced barriers to starting their own business. We also run enterprise programmes for young people, have a dedicated women's business adviser and a unique management development programme for corporate clients.</p> <p>We have also embarked on a new initiative where we empower participants from our courses and other underrepresented groups through self-esteem workshops. We equip them with the knowledge that 'they are good enough' and give them the platform to realise their aspirations.</p>

<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>Para 1.17 and 1.19</p>	<p>Enterprise Junction received funding of £9,900 in December 2020 from The National Lottery.</p> <p>This was to deliver a self-employed programme to 20 men or women who were 50yrs+ and lived in East Sussex or Kent.</p> <p>The course commenced in June 2021.</p> <p>As part of the course participants received the following:</p> <ul style="list-style-type: none"> • Workbook and journal • 3 x sessions with a Business Advisor over 3 months • A Case Manager to support and to stay on track • Unlimited email support from their Business Advisor / Case Manager during the 3 months pre-launch period • Participants learnt about; Business planning, cashflow forecasting and received a number of useful business templates • 3 x self-employed bite sized workshops; 1. Intro to self-employment 2. Business Planning made simple, 3. Sales and marketing <p>20 People signed up for the course.</p> <p>1 Person could not attend the first workshop due to personal reasons. We stayed in touch in the hope that she could join at a later date, unfortunately she was unable to do so. She is hoping to attend our next course.</p> <p>1 person withdrew in the second week.</p> <p>1 person could not attend the last workshop due to personal reasons, and advised that she did not want to proceed with anyone-2-one sessions. She did not complete the post workshop questionnaire.</p> <p>1 person went silent.</p> <p>2 participants did not complete the post workshop questionnaire.</p> <p>16 people completed the course.</p> <p>100% said that the course content met their expectations</p>
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Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees have had regard to the guidance issued by the Charity Commission on public benefit.
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Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	The board of Trustees provided support and advise and attended board meetings which are held 4 times a year.
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>Here is the link to our Youtube channel. There are numerous videos with participants discussing their experiences and the benefits of the course:</p> <p>https://www.youtube.com/channel/UCpCvW8g2wPUzOAB8Lqmjmg</p> <p>Here is a brief overview of some feedback:</p> <p>Paul "What I liked about the workshops is how knowledgeable and resourceful the facilitator was. Good time structure. Great work book"</p> <p>Pam "The best thing I could have asked for. I would say life changing because I'm full of confidence now about setting up. The support has been absolutely invaluable."</p> <p>Helen</p>

		<p>"The course content has been excellent. The workbook is fantastic, it's got so much in there."</p> <p>"You meet really nice people on the course. The presenter Phil was fantastic."</p> <p>Sabine</p> <p>"The book that comes with the course should be frankly patented. It's brilliant."</p> <p>"The biggest thing I've taken from the course is the methodology of things. It helps you to focus and think about what you're doing, why you're doing it and how you are going to achieve it."</p> <p>Ronan</p> <p>"What I found particularly helpful was that our tutor, Phil Ashford, has a lot of practical experience, he's a savvy individual, and he's got a nice easy going style."</p> <p>"I think it is a great course, considering the terms of contribution necessary to undertake the course. It was actually provided for free of charge. It's a great service, great benefit to a wide range of people."</p> <p>"Given all of the circumstances of last year it is great that there are initiatives like this which are helping people to get back on their feet."</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	We did not do any fundraising events during this year due to Covid. We do have a couple of events scheduled for 2022.
Investment performance against objectives	Para 1.41	
Other		

Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	Income: £10,357 Spending: £31.257
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The charity holds sufficient reserves to serve upcoming working capital.
Amount of reserves held	Para 1.22	At 31 st March 2021 reserves of £13,330 were held.
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	n/a

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	To date we have received funding from the following: The Postcode Lottery Community Safety Fund Sussex Community Fund Lottery Community Fund The Henry Smith Charity The Chalk Cliff Trust
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	<p>A vacancy may arise due to a resignation or a decision to increase the board of trustees in order to gain specific skills and experience that are needed to help run the charity.</p> <p>The trustees agree what skills, experience and knowledge are needed and create a job description and person specification.</p> <p>The trustees agree responsibilities and a process for recruitment. Some of the work may be delegated to a sub-group of trustees, but the whole trustee board remains in full control of the process and decisions.</p> <p>Disqualification</p> <p>You must not act as a trustee if you are disqualified under the Charities Act, unless your disqualification has been waived by the Commission. Reasons for disqualification include if you:</p> <ul style="list-style-type: none"> • Disqualified as a company director • Have an unspent conviction for an offence involving dishonesty or deception (such as fraud) • Are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement including an individual voluntary arrangement (IVA) with your creditors • Have been removed as a trustee of any charity by the Commission (or the court) because of misconduct or mismanagement • Are on the sex offenders' register <p>What happens if a disqualified person becomes a trustee?</p> <p>If a disqualified person is not able to act as a trustee their appointment will be ended. This is a legal requirement.</p>

		<p>When, and how, new trustees are appointed</p> <p>The trustees consider the best methods of attracting a diverse range of candidates with the skills the charity needs. This may include advertising in;</p> <ul style="list-style-type: none"> • Local or specialised press • Social media • Trustee recruitment websites • People who already support the charity • Local universities, colleges or their student union • Trustee brokerage services <p>Short-listing and interviews take place against the agreed criteria. Interviews are carried out by a small panel of trustees, and each candidate is asked similar questions to ensure a fair and objective approach. Notes are kept for each interview.</p> <p>Preferred candidates are identified and invited to join the trustees, subject to references, formal vetting and approval by the full trustee board. Unsuccessful candidates are notified and thanked for their interest.</p> <p>Vetting potential trustees</p> <p>The trustees check that the candidates have not been disqualified from acting as trustees, and candidates are asked to confirm in writing that this is the case.</p> <p>Candidates are asked to consider and declare any existing or potential conflicts of interest.</p> <p>If the charity works with children or adults at risk, the trustees seek any appropriate checks from the Disclosure and Barring Service.</p> <p>In the light of the checks and declarations, the trustees decide to go ahead and formalise the appointment of new trustees.</p> <p>Making the appointment</p> <p>The trustees check that they appoint the new trustees in a proper and legal way, using this document as guidance.</p> <p>The Chair of the charity writes to the prospective trustees, setting out their duties</p>
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		<p>and the charity's expectations of them; they are asked to sign and return a copy of the letter.</p> <p>An information pack about the charity is sent to new trustees, and a full induction process arranged. New trustees meet existing trustees and others involved with the charity, such as members of staff, volunteers and beneficiaries.</p> <p>The new trustees attend their first board meeting and are duly welcomed. All relevant parties, such as funders and the charity's solicitors and auditors, are notified of the new appointment</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	<p>The trustees check that they appoint the new trustees in a proper and legal way, using this Governing document as guidance.</p> <p>The Chair of the charity writes to the prospective trustees, setting out their duties and the charity's expectations of them; they are asked to sign and return a copy of the letter.</p> <p>An information pack about the charity is sent to new trustees, and a full induction process arranged. New trustees meet existing trustees and others involved with the charity, such as members of staff, volunteers and beneficiaries.</p> <p>The new trustees attend their first board meeting and are duly welcomed. All relevant parties, such as funders and the charity's solicitors and auditors, are notified of the new appointment</p>
The charity's organisational structure and any wider network with which the charity works	Para 1.51	<ul style="list-style-type: none"> • Chairperson • Treasurer • Trustees • Project Manager / Empowerment Workshop Facilitator • Head Business Coach • Business Coach • Empowerment Lead

		Workshop Facilitator <ul style="list-style-type: none"> Patron
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	Enterprise Junction
Other name the charity uses	
Registered charity number	1178489
Charity's principal address	Preston Park House South Road Brighton BN1 6SB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Michelle Gibbins			
2	Jonathan Robards		From 20/04/21	
3	Charlotte McMenemy			
4	Wendy Pye			
5	Matthew Searle			
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Jonathan Robards	
Position (eg Secretary, Chair, etc)	Treasurer	
Date	31/01/2022	