

Charity Registration Number: 11808870

The Phoenix Group for Deaf Children and Young Adults
(formerly the Phoenix Group for Deaf Children)

Report of the Trustees and Financial Statements
for the year ended 31 March 2021

The Phoenix Group for Deaf Children and Young Adults

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For The Year Ended 31 March 2021

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The Phoenix Group for Deaf Children and Young Adults

Organisational Information

Registered Charity Number

1180870

Address

The Hyde Out
2-6 The Hyde
Stevenage
Hertfordshire
SG2 9SE

Trustees

K White
J Drewery
E Vejsiu
B Juralovic (appointed 14/09/20)

Independent Examiner

Paul O'Brien (ICPA)
Dragonfly (Accounting & Financial Management) Ltd
52 High Street
Cottenham
Cambridgeshire
CB24 8SA

The Phoenix Group for Deaf Children and Young Adults

Report of the Trustees
For the Year Ended 31 March 2021

The trustees present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

To advance the education of deaf children and young people and their families, in particular but not exclusively, by the provision of training and resources and by promoting social inclusion.

Significant activities - Participation Framework utilised at all levels of the organisation ensuring that members play a pivotal role in the direction and development of the charity. Our participation work has been highlighted as being particularly strong by major funders.

- Being user-led drives our activities and workshops so that they remain relevant to our members.
- Supporting the positive mental health of our members continues to be priority.
- Adaptations have been made to ensure the most vulnerable members received additional support during the pandemic.
- Membership and engagement of families with Pre - school children has grown during this period with the offering of virtual activities becoming very popular.
- Online partnership working has evolved which is strengthening relationships and opportunities for the charity.
- Sign Language courses have continued throughout the pandemic and family BSL tuition has emerged to promote inclusion within the home.
- The production of BSL online resources and the redevelopment of our website is now complete with free access to the online resources being available to our members. For a small subscription, the resources are also widely available to non - members and organisations wishing to learn the language.

Public benefit

In planning activities for the year, we keep in mind the Charity Commission's guidance on public benefit.

Volunteers

A valuable contribution is made by volunteers. They continue to help us in a variety of ways, including helping with the administrative and operational functions of the centre, being involved in the delivery of activities such as cooking and fundraising. We are extremely thankful to our volunteers for their contribution.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees. Trustees are appointed and removed by the members at the Annual General Meeting.

The Phoenix Group for Deaf Children and Young Adults

Report of the Trustees
For the Year Ended 31 March 2021

ORGANISATIONAL STRUCTURE

There is currently a board of 4 trustees, who meet regularly to administer the charity. There are also three other non-voting, Advisory Members on the Management Committee who are not Trustees, one of whom is a Phoenix Plus representative.

A CEO is appointed by the trustees to manage the day to day operations of the charity. All trustees are given a copy of the trustee induction pack to familiarise themselves with the organisation of the charity. All potential new trustees attend a minimum of two trustee meetings as observers to familiarise themselves with the running and operations of the charity, before deciding whether they wish to become formal trustees and put themselves forward for election at the AGM.

ACHIEVEMENT AND PERFORMANCE

At the start of this financial year none of us could have envisaged the worldwide impact that the Covid 19 pandemic would bring to all of our lives. The decision to close The Hyde Out was taken in early March, and our services were moved to an online model with staff working from home. During this time, we had daily contact with many of our most isolated Phoenix Plus Members and provided online activities for others. As restrictions were eased in early summer and at the end of March this year we have been to organise a number of outdoor “socially distanced” activities, as well as completing the Level 1 & continuing the Level 2 BSL courses. Although it has undoubtedly been challenging to offer the direct face to face support that has characterised our approach in the past, the use of technology such as Zoom has been invaluable in enabling Phoenix to continue to support members during this critical time. On behalf of the Board I would like to extend our enormous gratitude and appreciation to all our staff and volunteers for their hard work, commitment and tenacity during what has undoubtedly been a very challenging year.

After stepping up as our Acting CEO last year, the Board were delighted that Julie Bayford accepted the role on a permanent basis in July 2020. Julie has done a fantastic job in re-positioning Phoenix over the last 12 months, developing our partnerships with local deaf schools and organisations such as the NDCS, securing new sources of funding, and in particular strengthening our relationships with The Lottery and Children in Need who have continued to provide essential financial support to the charity. The Board are extremely grateful to all our funders for their flexibility and understanding during this challenging period.

Two members of staff moved on last year, with our thanks to both Steve Churchill and Sarah Munro for their contribution to Phoenix. We wish them well in their new ventures. Gail Munro also decided to take early retirement in October after 7 years as our administrator and “organiser in chief”. Gail has been invaluable in ensuring that the charity ran smoothly and was responsible for organising many fantastic events over the years, not least our very popular Christmas parties. We will miss her and wish her a long and happy retirement. Beryl Whyatt has stepped up to take on Gail’s role as an employee whilst also continuing her longstanding volunteering work, and we are equally grateful to Beryl for her unstinting support to Julie and the Board. Our thanks also extend to Laura Bone as our Communication Support worker, who also stepped up to provide BSL classes at short notice and did a fantastic job with the students, as well as Christine Dillnutt who continues to volunteer as Secretary to the Board.

The Phoenix Group for Deaf Children and Young Adults

Report of the Trustees
For the Year Ended 31 March 2021

Turning to the Board, Barbara Juralovic, a Chartered Management Accountant accepted an invitation to join the Board. We were also very pleased that Jacquie Hime has joined us as an advisor, bringing extensive leadership experience and knowledge of the charity sector, having previously acted as CEO of NHCVS. We continue to encourage other potential trustees or advisors who believe they can contribute to the charity to take the opportunity to join our trustee meetings initially as an observer, with the potential to join on a formal basis should interests align.

Whilst 2020-21 has been a very difficult time for all of us, I am pleased to be able to say that Julie and her team have been able to continue to support our members and their families at Phoenix, which with the continued support of our funders gives the Board confidence that we remain well placed to continue to do so in the future.

FINANCIAL PERFORMANCE

For the financial year ended March 2021, overall income came in at £157,534 principally comprising our primary grant funding from The National Lottery Community Fund as well as Children in Need, supplemented by some smaller grants and private donations. Given the Covid 19 restrictions where The Hyde has been shut for significant periods on the year, both letting income and workshop fees were understandably much lower than in the previous year. Total expenditure was significantly lower than in the previous year at £143,775, primarily driven by lower staff costs with the re-positioning of Phoenix under new leadership, and a pause in new recruitment given lockdown restrictions. Overall the year ended with a net operating income of £13,760, which combined with some £63,428 in cash resources has re-positioned Phoenix in a strong financial position, particularly pleasing given the challenges faced by the sector during this period.

POLICY ON RESERVES

The unrestricted funds are used for general purposes within the charity.

The restricted funds are used according to their original instruction.

The level of reserves is monitored and reviewed at the regular trustees meetings.

It is the policy of the charity that we aim for unrestricted free funds to be maintained at a level equivalent to between three and six month's expenditure.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Trustees

K White

J Drewery

E Vejsiu

B Juralovic (appointed 14/9/20)

The Phoenix Group for Deaf Children and Young Adults

Report of the Trustees
For The Year Ended 31 March 2021

The trustees' annual report was approved on ...13 May 2021 and signed on behalf of the board of trustees by:

.....


Mr K White
Chair of Trustees

The Phoenix Group for Deaf Children and Young Adults

Independent Examiners report to the Trustees For the year ended 31 March 2021

I report to the charity trustees on my examination of the accounts of The Phoenix Group for Deaf Children and Young Adults (formerly The Phoenix Group for Deaf Children) for the year ended 31 March 2021, which are set out on the following pages.

This report is made solely to the Charity's trustees, as a body, in accordance with section 145 of the Charities Act 2011. My work has been undertaken so that I might state to the Charity's trustees those matters I am required to state to them in this report and for no other purpose.

To the fullest extent permitted by law, I do not accept responsibility to anyone other than the Charity and the Charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of Trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- * examine the accounts under section 145 of the 2011 Act
- * to follow the procedures laid down in the general Directions given by the commission under section 145(5)(b) of the 2011 Act
- * to state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the financial statements presented with those records.

It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - * to keep accounting records in accordance with section 130 of the 2011 Act and
 - * to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached



Name: Paul O'Brien (ICPA) - Dragonfly (Accounting & Financial Management) Ltd
Address: 52 High Street, Cottenham, Cambridgeshire, CB24 8SA

The Phoenix Group for Deaf Children and Young Adults

Statement of Financial Activities
For the year ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Year Ended Mar-21 £	Year Ended Mar-20 £
INCOMING RESOURCES					
Grants and donations		39,013	109,261	148,274	151,746
Income from other activities		1,777	-	1,777	13,765
Investment income		-	-	-	261
Other income		7,484	-	7,484	16,696
Total Incoming resources		48,273	109,261	157,534	182,468
RESOURCES EXPENDED					
Charitable activities		71,314	75,941	147,256	220,671
Cost of generating funds		-	-	-	-
Governance costs		35	-	35	4,275
Total resources expended		71,349	75,941	147,291	224,946
NET INCOMING RESOURCES		(23,076)	33,320	10,244	(42,478)
TRANSFER OF FUNDS					
		-	-	-	-
TOTAL FUNDS B/F		27,133	24,696	51,829	94,307
TOTAL FUNDS C/F		4,057	58,016	62,073	51,829


The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The Phoenix Group for Deaf Children and Young Adults

Statement of Financial Position For the year ended 31 March 2021

	Notes	Unrestricted Funds £	Restricted Funds £	Total Mar-2021 £	Total Mar-2020 £
FIXED ASSETS					
Tangible assets	2	1,400 <u>1,400</u>	- <u>-</u>	1,400 <u>1,400</u>	2,447 <u>2,447</u>
CURRENT ASSETS					
Debtors	3	- 5,413 <u>5,413</u>	- 58,016 <u>58,016</u>	- 63,428 <u>63,428</u>	223 49,890 <u>50,113</u>
Cash at bank and in hand					
CREDITORS					
Amounts falling due within one year	4	(2,756) <u>(2,756)</u>	- <u>-</u>	(2,756) <u>(2,756)</u>	(731) <u>(731)</u>
NET ASSETS		<u>2,657</u>	<u>58,016</u>	<u>62,073</u>	<u>51,829</u>
FUNDS					
Unrestricted funds				4,057	8,775
Restricted funds	5			58,016	43,054
TOTAL FUNDS				<u>62,073</u>	<u>51,829</u>

These financial statements were approved by the board of trustees and authorised for issue on
and are signed on behalf of the board by:


Mr K White
Chair of Trustees

The Phoenix Group for Deaf Children and Young Adults

Notes to the Financial Statements
For The Year Ended 31 March 2021

1. Accounting policies

Basis of preparation

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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 (FRS 102) (Charities SORP (FRS 102)), the Companies Act 2006 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment - 25% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and the other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

The Phoenix Group for Deaf Children and Young Adults

Notes to the Financial Statements
For The Year Ended 31 March 2021

2. Tangible fixed assets

			Equipment £
COST			
At 1 April 2020			6,190
Additions			-
At 31 March 2021			<u>6,190</u>
DEPRECIATION			
At 1 April 2020			3,743
Charge of year			1,047
At 31 March 2021			<u>4,790</u>
NET BOOK VALUE			
At 1 April 2020			2,447
At 31 March 2021			<u><u>1,400</u></u>
3. Debtors			
			</

4. Creditors: amounts falling due within one year

Trade creditors	2021	2020
Social security and other taxes	£	£
Other creditors	-	731
	<u><u>2,756</u></u>	<u><u>731</u></u>

5. Movement in Funds

	Balance at 01.04.2020 £	Amount received in year £	Amount expended in year £	Balance at 31.03.2021 £
Unrestricted Funds	27,133	45,015	(69,492)	2,656
Big Lottery - Reaching Comm.	26	77,000	(54,148)	22,878
Big Lottery - 25th Anniversary	34	300	-	334
Children In Need	4,228	31,611	(19,491)	16,348
Herts Comm. F'tion: Resources	19,582	-	(2,302)	17,280
Herts CC: Road Safety Training	-	350	-	350
National Deaf Children's Soc.	826	-	-	826
Restricted Funds	24,696	109,261	(75,941)	58,016
TOTAL FUNDS	51,829	154,276	(145,433)	60,672

The Phoenix Group for Deaf Children and Young Adults

Notes to the Financial Statements
For The Year Ended 31 March 2021

6 Trustee remuneration and expenses

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 (2020: £Nil).

7. Staff

The number of employees, based upon FTE (Full-time equivalent):

	2021	2020
Employees	3	5
	<u>3</u>	<u>5</u>

No employee received employee benefits of more than £60,000 during the year (2020: £Nil).

13. Related parties

There have been no related party transactions in the accounting year which require disclosure.

The Phoenix Group for Deaf Children and Young Adults

Detailed Statement of Financial Activities For The Year Ended 31 March 2021

	2021 £	2020 £
INCOMING RESOURCES		
Donations	2,441	13,125
Gift aid	-	1,907
Grants	145,833	136,714
Fundraising events	-	1,343
Activities	-	2,447
Workshop & course fees	1,777	9,975
Interest receivable	-	261
Other income	7,484	16,696
Total incoming resources	157,534	182,468
RESOURCES EXPENDED		
Staff costs	86,736	148,513
Pensions	3,957	2,908
Insurance	1,104	329
Advertising	-	255
Activities	3,666	7,305
Workshops & course	1,037	4,272
Equipment	1,073	1,231
Premises costs	39,021	43,409
Office expenses	2,895	10,025
IT	1,840	1,212
Governance costs	35	22
Professional fees	4,879	4,253
Depreciation	1,047	1,212
Total resources expended	147,291	224,946
Net income	10,244	(42,478)