

# CHAYAH DEVELOPMENT PROJECT

England & Wales - Charity number 1181113

## Details

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**Other names** CHAYAH DEVELOPMENT PROJECT CIO

**Status** Registered

**Legal form** CIO

**Registered** 2018-12-11

**Register** [View on the Charity Commission register](#)

## Contact

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Stapleford  
Nottingham  
NG9 8GA

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**Email** [info@chayahgroup.co.uk](mailto:info@chayahgroup.co.uk)

**Website** [www.chayahgroup.co.uk](http://www.chayahgroup.co.uk)

## Activities

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**Objects:** TO ADVANCE IN LIFE, RELIEVE NEEDS OF AND HELP YOUNG PEOPLE UP TO THE AGE OF 30 LIVING IN NOTTINGHAM AND THE SURROUNDING AREA BY ACTING AS A RESOURCE FOR YOUNG PEOPLE AND PROVIDING ADVICE, ASSISTANCE AND SERVICES DESIGNED TO:(A) DEVELOP SKILLS, CAPACITIES AND CAPABILITIES TO ENABLE THEM TO PARTICIPATE IN SOCIETY AS MATURE AND RESPONSIBLE INDIVIDUALS.(B) ADVANCE EDUCATION;(C) RELIEVE UNEMPLOYMENT;(D) PROVIDE RECREATIONAL AND LEISURE TIME ACTIVITY IN THE INTERESTS OF SOCIAL WELFARE WITH A VIEW TO IMPROVING THEIR CONDITIONS OF LIFE.

**Activities:** To advance, relieve needs of and help young people up to the age of 30 living in Nottingham and the surrounding areas. by providing advice, assistance & services designed to:(a) develop skills, capabilities to enable them to participate in society as mature and responsible individuals.(b) advance education(c) Relieve Unemployment(d) Provide Recreational activities to improve social welfare

## Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Disability, The Prevention Or Relief Of Poverty, Arts/culture/heritage/science, Economic/community Development/employment, Human Rights/religious Or Racial Harmony/equality Or Diversity
- **Who:** Children/young People, Elderly/old People, People Of A Particular Ethnic Or Racial Origin, Other Defined Groups

## Geography

- **Area of benefit:** LOCAL
- Nottingham City
- Nottinghamshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-10-31	£162,093	£154,683	-	-
2023-10-31	£118,225	£124,285	-	-
2022-10-31	£190,621	£173,264	-	-
2021-10-31	£189,876	£190,784	-	-
2020-10-31	£175,270	£176,003	-	-

## Trustees

Name	Role	Appointed
KARINA SCOTT	Chair	2018-11-19
CARL WHITE		2018-11-19
James Ramowski		2024-05-28
Mairead Stephanie Fisher		2024-05-28
Sidione Rosemarie McLeod		2024-05-28
Yvonne May Francis-Parmar		2024-05-28

**CHAYAH DEVELOPMENT PROJECT**

England & Wales - Charity number 1181113

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# Accounts

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# **Chayah Development Project**

## **Annual Report 2024**

## **TRUSTEES ANNUAL REPORT**

### **Trustee Report for the Year Ended on 31st October 2024**

The trustees are pleased to present our report of Chayah Development Project CIO (referenced later as Chayah Project or “the project”) which was registered as a charity (number **1181113**) on 11th December 2018.

**The registered office is at 26 Robinhood Chase, Nottingham, NG3 4EZ.**

Chayah Development Project was set up as a target specific channel to support young women and girls who have directly or indirectly experienced street life, and other adverse issues. We provide empowerment programmes, coaching, mentoring, outreach, signposting and advocacy. Over the years, the project has expanded its vision to include young men, families and extended circle of service users when possible.

Our Staff/Volunteers work in partnership with relevant organisations to protect vulnerable and provide vulnerable young people with relevant services in the context of their transition to more independent living and positive healthy relationships within society. We are a funded organisation running a variety of programmes based on funding specifications.

A set of initial trustees prepared the necessary governing documents to set up the charity. The project operates under a constitution closely following Charity Commission guidance and a secondary document “Articles of Association” that lays out the detailed arrangements for running the organisation. The initial trustees served from the formation of the charity until the first general meeting which was held on 21st January 2019. The initial trustees made the application to establish the charity and are still the current Trustees.

The names are as follows:

**Carl White**

**Karina Scott (Chair)**

**James Ramowski**

**Maired Stephanie Fisher**

**Sidione Rosemarie McLeod**

**Yvonne May Francis-Parmar**

The governing documents define the ongoing arrangements for Trustees to run Chayah Development Project. Up to nine Trustees can be directly elected. Direct elections of Trustees are to be held under the ‘Constitution’ of the project.

## **GOVERNANCE AND MANAGEMENT**

The governing document is the Chayah Development Project CIO Constitution adopted on 19th November 2018 which became recognised by the Charity Commission when the Charitable Incorporated Organisation was registered on 11th December 2019. This provides detailed rules for membership, the appointment of Officers and the management of the Project.

The operational activities of Chayah Development Project CIO were an extension of work that Chayah project as a company had implemented before acquiring charitable status. In planning the charity's activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit. All Trustees were briefed on the role of Trustees of Project and were given copies of the governing documents of the Project and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit. The Trustees held regular meetings during the year. Some operational details are delegated to board, each of which has terms of reference agreed by the Trustees. The Project Trustees work entirely on a voluntary basis, however under memorandum of the charity but can be employed if the role is separate from their activities as employees' rights and duties are defined by an employment contract.

As a Charity, we continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **RISK MANAGEMENT**

The board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre, to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **ORGANISATIONAL STRUCTURE**

The Chayah Development Project has Trustees and an external board of Management Committee of up to 8 members who meet quarterly and are responsible for reviewing the strategic direction and policy of the charity but have no voting rights. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity and offer expertise when and where is needed. These work on a voluntary capacity and advise the Trustees and Managers.

A system of allocation is in place and day to day responsibility for the provision of the services rest with the Chief Executive and Operational Manager along with the project coordinators. The Chief Executive is accountable for safeguarding that the charity delivers the services specified and that key performance indicators are met. The Operational Manager has responsibility for the day to day operational management of the Company, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

## **OBJECTIVES OF THE PROJECT**

As a project, our service users remain at the core of services provided to provide holistic support to our services users. Our charity's purposes as set out in the objects contained in the company's memorandum of association are to benefit the public by advancing the life, relieve needs of and help young people and their families in Nottingham and the surrounding area by acting as a resource for young people and providing advice, assistance and services.

### **Our Vision**

Chayah strives towards a violence free society, in which ALL young people, whatever their background, feel valued and are able to access education, training and other opportunities in order to pursue their life goals.

### **Our Mission**

Chayah's mission is to empower those facing deprivation and other barriers to social inclusion through a range of support, mentoring, signposting and advocacy. Through our outreach and education work we aim to raise the aspirations of vulnerable young people and provide them with an alternative to gang culture and the life they see before them

### **Our Values**

- We are compassionate: We have lived experience and treat our service users with compassion and empathy. We meet them on their own terms, speak their language and help them feel heard.
- We are holistic: We work with the whole person, providing support encompassing their practical and emotional needs. We also provide signposting and advocacy to help overcome barriers to other services and to ensure their needs are met.

- We are responsive: Within the best of our abilities and capacity we will respond to local need and never turn anyone away who is in crisis.
- We are collaborative: We recognise that we can do more by working in partnership with others who have allied goals.
- We are challenging: We are ambassadors for change, challenging discrimination, racism and inequalities in society.

Our main activities and who we try to help are described below. All our charitable activities focus on providing services for our vulnerable young people that undertake to further our charitable purposes for the public benefit. Our Overall Goal is that disadvantaged young women will be enabled to have independent, empowered and confident lives through robust sustainable long-term support/engagement.

**OUR SERVICES ARE DESIGNED TO:**

- a) Develop skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- b) Advance education;
- c) Relieve unemployment;
- d) Provide recreational and leisure time activity in the interests of social welfare with a view to improving their conditions of life.
- e) Reduction of crime
- f) Improve and promote family links and relationships

Our aims copiously reflect the commitments that the charity was set up to further. Ensuring our work delivers our intentions, we review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help.

The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

The charity has been able to achieve a lot in the year 2023/2024, the new challenges brought on with the cost of living crisis. This report highlights the achievements of the charity in 2023/2024, with a focus on our food, educational, mental health support and outreach event programs.

Over the last year we have engaged with:

- Over 550 individuals/families in the workshops, events and programmes that we ran individually and in partnership. This includes parenting and well-being programmes.
- Through Education institutes we worked with 55 students and supported parents with school exclusions. The charity's educational efforts were geared towards providing education support to children from underprivileged communities especially those young people facing exclusion.
- We impacted approximately 580 (individuals including their families) with our food programme this included hot meals and food packs. This was achieved through the distribution of food parcels and cooked meals to families in need. The charity also partnered with local businesses and food banks to ensure that we had enough resources to meet the growing demand for food support. The success of these food programs was evident in the positive feedback received from the families that benefited from the support.
- We started youth programmes in our Edwards Lane Centre with over 50 young people in attendance especially during the school holidays.
- We continued our outreach programmes supported by Nottinghamshire Police, PCC and Broxtowe council as we spread further into the county areas with sports and feeding programmes as well as late night outreach efforts.
- We continued building and working alongside other agencies.
- Current Consortiums include Castle Cavendish, Nottingham Police, Broxtowe city council, Broxtowe women's network, Stapleford community project, Violence Reduction Unit (VRU) and Ending Youth Violence.
- Referrals to the programme have increased by an additional 22% compared to the previous year with more coming from; Social care, other local charities, DWP, Police, Schools and individuals.

## **FINANCIAL REVIEW 2023/2024**

During the financial year 2023/2024, Chayah Development Project continued to face the ongoing impact of the cost of living crisis. This external environment placed increased pressure both on the communities we serve and, on the organisation's, financial resources. Despite these challenges, the trustees are pleased to report that Chayah remained committed to delivering its charitable objectives and adapting its services to ensure maximum public benefit.

### **1. Impact of the Cost of Living Crisis on Service Delivery**

The significant rise in the cost of essential goods, energy, and housing intensified the hardship faced by many beneficiaries. Demand for our services, particularly around food provision, wellbeing support, and crisis response, increased considerably. While this placed a strain on staff and resources, the organisation prioritised its frontline services and introduced community-led approaches to ensure continuity of support. Trustees recognise the resilience and adaptability demonstrated by staff and volunteers in sustaining service delivery under these pressures.

### **2. Funding Environment**

The wider funding environment remained competitive, with limited grant availability as funders responded to growing demand across the sector. Nevertheless, the charity was able to maintain its operations by diversifying income streams. New partnerships were secured with local authorities, grant-making trusts, and community networks, and targeted fundraising activities were launched. Whilst this income enabled the continuation of core activities, restrictions on available funds limited opportunities for significant infrastructure investment or staff expansion.

### **3. Financial Management and Risk**

The trustees placed strong emphasis on prudent financial management throughout the year. Systems for monitoring expenditure and income were strengthened, supported by improved use of digital tools for financial oversight. This approach allowed trustees to ensure that resources were deployed effectively, achieving maximum impact for beneficiaries. Trustees also reviewed the organisation's risk register, with specific attention to the financial risks posed by short-term funding and the ongoing cost of living crisis. Steps have been taken to mitigate these risks by increasing financial controls and identifying potential avenues for building unrestricted reserves.

### **4. Mitigation and Sustainability Strategies**

In order to strengthen the charity's financial resilience, the following measures were pursued:

- Developing corporate partnerships and increasing in-kind support from local businesses.
- Broadening the range of grant applications, including small and medium-scale opportunities.
- Introducing community giving initiatives and peer-to-peer fundraising to build longer-term donor support.

- Exploring social enterprise models consistent with the charity's objectives to create new income streams.

These strategies helped to stabilise the organisation's financial position and provided a platform for developing new programmes in youth empowerment, intergenerational engagement, and mental health support.

## **5. Forward Outlook**

The trustees recognise that the external environment will remain challenging into 2024/2025. However, the charity's refreshed strategy places a stronger emphasis on sustainability, resilience, and collaboration. By consolidating existing partnerships, developing new income streams, and maintaining robust financial oversight, the trustees are confident that Chayah Development Project is well positioned to continue delivering significant public benefit to the communities it serves.

## **PRINCIPAL FUNDING SOURCES**

The principal funding sources for the charity are currently by way of grants. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. Our increased partnerships are proving particularly useful in identifying possible opportunities for a much wider range of funding for the future. We have more funding applications pending and are finding new ways to be more financially sustainable.

This is provided mainly by 7 Different funders which were, Comic Relief, National Lottery Community fund, Nottinghamshire PCC, Broxtowe Council, Castle Cavendish, Co-op Trust and Derbyshire JN Trust which provide a mix of restricted and unrestricted funding.

## **INVESTMENT POLICY**

Most of our funds are restricted and to be spent within a specified amount of time. We are however trying to consider additional options available to enable us to have sustainable funding that we can consider for investment. An investment policy is therefore something being explored and planned to be implemented if feasible before the new financial year.

## **RESERVES POLICY**

The Trustees and officers are examining possible avenues to fit the charity's requirements for reserves in light of the main risks to the organisation. It is our hope to establish a policy whereby any unrestricted funds not committed or invested in tangible fixed assets held by the charity should carry a general reserve about equal to 6 months unrestricted fund expenditure, to minimise any risk of shortfalls and to cover any loss of income but to make sure staff and expenses are covered.

## **PLANS FOR FUTURE YEARS**

Over the coming year, Chayah Development Project plans to:

1. Strengthen Financial Resilience – continue diversifying income streams through grants, corporate partnerships, and community fundraising, while working towards building unrestricted reserves.
2. Expand Community-Led Initiatives – increase opportunities for service users to co-design and lead projects, ensuring programmes remain responsive and empowering.
3. Develop Social Enterprise Models – pilot small-scale, mission-aligned income-generating activities that can provide sustainable funding while supporting beneficiaries.
4. Enhance Support for Young People – broaden youth empowerment programmes, focusing on skills development, mentoring, and pathways into training or employment.
5. Address Social Isolation and Wellbeing – expand intergenerational and mental health support initiatives to reduce loneliness, improve resilience, and promote community cohesion.
6. Invest in Organisational Capacity – strengthen staff and volunteer training, governance structures, and digital tools to improve efficiency and service quality.
7. Deepen Partnerships and Collaboration – build stronger relationships with local authorities, statutory bodies, and voluntary sector organisations to increase reach, share resources, and amplify impact.

As a Charity, we remain committed:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **DECLARATION;**

The trustees declare that they approved the report and accounts for the year ended 31 October 2024.

Signed: *DBOriedi*

Name: Dorrisy Brenda Oriedi  
Operational Manager on behalf of the Trustees

# **Chayah Development Project**

**Charity REG.No 1181113**

**Unaudited Financial Statements for the Year Ending  
31<sup>st</sup> October 2024**

# CHAYAH DEVELOPMENT PROJECT

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# CHAYAH DEVELOPMENT PROJECT

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Carl White  
Karina Scott (Chair)  
James Ramowski  
Maired Stephanie Fisher  
Sidione Rosemarie McLeod  
Yvonne May Francis-Parmar

Registered Office: 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

Charity No: 1181113

Bankers: Cooperative Bank

Accountants Popplett Taylor Consulting Ltd  
33 King Street  
Sandwich  
Kent  
CT13 9BL

# CHAYAH DEVELOPMENT PROJECT

## TRUSTEES REPORT

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The Trustees have the pleasure in submitting their report and accounts for the year ended 31st October 2024. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 with the Charity number 1181113 on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the Trustee's Annual Report

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

### **Review of Financial Position**

The net incoming resources for the year amounted to £7,410 (Year 2023 was a net outgoing of resources of £6,059) with £2,558 net incoming resource for Unrestricted Funds and £4,852 net incoming resources for Restricted Funds

#### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

#### **Principal Funding**

This is provided mainly by 7 Different funders which were, Comic Relief, National Lottery Community fund, Nottinghamshire PCC, Broxtowe Council, Castle Cavendish, Co-op Trust and Derbyshire Jn Trust which provide a mix of restricted and unrestricted funding.

## **CHAYAH DEVELOPMENT PROJECT LTD TRUSTEES REPORT CONTINUED**

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### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- (I) Select suitable accounting policies and then apply them consistently;
- (II) Make judgements and estimates that are reasonable and prudent;
- (III) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (IV) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 (as amended by Act 2006). 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.

### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott (Chair)  
James Ramowski  
Maired Stephanie Fisher  
Sidione Rosemarie McLeod  
Yvonne May Francis-Parmar

This report was approved by the Board of Trustees on the 19/08/2025

and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'K Scott', written over a horizontal line.

**Karina Scott (Chair)**

# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT

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This report is on the financial statements of the charity for the year ended 31st October 2024, which are set out in the document "Financial Statements to 31.10.24"

## **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

## **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA**  
**Popplett Taylor Consulting Ltd**

**CHAYAH DEVELOPMENT PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2024**

		UNRESTRICTED FUND	RESTRICTED FUND	TOTAL FUND	TOTAL FUND
	NOTES	£	£	2024 £	2023 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	152,388	9,705	162,093	118,225
Investment income		-	-	-	-
<b>Total Incoming Resources</b>		<b>152,388</b>	<b>9,705</b>	<b>162,093</b>	<b>118,225</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7	141,940	4,853	146,793	120,039
Governance Costs	3	7,890	0	7,890	4,246
<b>Total Resources Expended</b>		<b>149,830</b>	<b>4,853</b>	<b>154,683</b>	<b>124,285</b>
<b>Net Movement in funds</b>		2,558	4,852	7,410	-6,059
Total Funds Brought Forward		-64,897	48,701	-16,196	-10,137
<b>Total Funds Carried Forward</b>		<b>-62,339</b>	<b>53,553</b>	<b>-8,786</b>	<b>-16,196</b>

There were no recognised gains or losses for the period other than those included in the statement of financial activities

The notes on pages 9 to 11 form part of these accounts.

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2024**

		2024	2023
		£	£
	<b>Notes</b>		
<b><u>FIXED ASSETS</u></b>			
Tangible Fixed Assets		-	-
<b><u>CURRENT ASSETS</u></b>			
Cash at Bank and in Hand		2,551	644
Debtor		-	-
		<u>2,551</u>	<u>644</u>
<b><u>LESS CREDITORS</u></b>			
Amounts falling due within one year	8	-5,653	<u>-6,044</u>
<b>NET CURRENT ASSETS</b>		-3,102	-5,400
<b>Less Amounts falling due after more than one year</b>	9	-5,683	-10,796
<b>TOTAL ASSETS</b>		<u><b>-8,786</b></u>	<u><b>-16,196</b></u>
<b>CHARITY FUNDS</b>			
Restricted Funds	10	53,553	48,701
Unrestricted Funds	10	-62,339	-64,897
		<u><b>-8,786</b></u>	<u><b>-16,196</b></u>

Approval by the Board of Trustees on the

19/08/2025

and signed on its behalf by:



Karina Scott

The notes on pages 9 to 11 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2024

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### Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 Tangible Fixed Assets for use by the Charity and Depreciation

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residu. value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 Incoming Resources

##### **Main Grant**

The Main grant funders are from 7 different funders are follows: Comic Relief, National Lottery Community fund, Nottinghamshire PCC, Broxtowe Council, Castle Cavendish, Co-op Trust and Derbyshire Jn Trust.

##### **Chayah**

The other funders included self-generating schemes from our school programmes and outreach teams

#### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain costs have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attached are fulfilled. Grants offered subject to conditions which have not been met at the yearend are noted as a commitment but not accrued as expenditure.

#### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2024**

2. VOLUNTARY INCOME	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2024	2024	2023	2023
	£	£	£	£
Main Grant	9,705	128,017	137,722	111,890
Chayah	-	24,371	24,371	6,335
<b>Total Voluntary Income</b>	<b>9,705</b>	<b>152,388</b>	<b>162,093</b>	<b>118,225</b>

3. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2024	2024	2024	2023
	£	£	£	£
Accountancy & Independent Examiners	-	941	941	2,561
Legal and Professional Fees	-	6,949	6,949	1,685
	-	<b>7,890</b>	<b>7,890</b>	<b>4,246</b>

4. DIRECT COSTS	Basis of Allocation	Total	Total
		<u>2024</u>	<u>2023</u>
		£	£
Wages & Salaries	Actual	77,581	79,969
Pension	Actual	588	476
PAYE & NIC	Actual	10,967	1,753
		<b>89,137</b>	<b>82,198</b>

5. SUPPORT COSTS	Basis of Allocation	Total	Total
		<u>2024</u>	<u>2023</u>
		£	£
Rent	Actual	443	1,700
Gas, Electricity & Water	Actual	5,869	2,452
Office & Admin Costs	Actual	9,601	4,358
Telephone & Internet	Actual	3,297	4,226
Bank Charges/Insurances/Licences	Actual	284	755
Sundry Expense	Actual	4,543	3,198
Travel Expenses	Actual	6,193	1,693
Consultancy	Actual	13,037	10,140
Training & Development	Actual	-	-
Activities & Events	Actual	14,915	9,317
		<b>58,182</b>	<b>37,839</b>

6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE	Depreciation	Other Costs	Total	Total
	<u>2024</u>	<u>2024</u>	<u>2024</u>	<u>2023</u>
	£	£	£	£
Direct & Support Cost	-	146,731	146,731	120,037
Governance	-	8,407	8,407	4,246
	-	<b>155,138</b>	<b>155,138</b>	<b>124,283</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2024**

**7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	<b>Activities Undertaken Directly</b> [Note-4]	<b>Support Cost</b> (Note-5)	<b>Total</b>	<b>Total</b>
	<b>2024</b>	<b>2024</b>	<b>2024</b>	<b>2023</b>
	£	£	£	£
Direct & Support Cost	89,137	58,182	147,319	120,037
	<b>89,137</b>	<b>58,182</b>	<b>147,319</b>	<b>120,037</b>

The average number of staff employed by the Charity during the year was 5

No Trustee has received remuneration in the year.

No expenses have been reimbursed to any of the Trustees.

No Employees whose emoluments exceeded £50,000.

No Trustee received any benefit in kind

**8. CREDITORS**

	<b>2024</b>	<b>2023</b>
	£	£
<b>Amount falling due within one year</b>		
Accrued Expenses	540	1,057
Loan Repayments	5,113	4,987
Bank Overdrafts	-	-
	<b>5,653</b>	<b>6,044</b>

**9. CREDITORS**

	<b>2024</b>	<b>2023</b>
	£	£
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Loan Repayments	5,683	10,796
	<b>5,683</b>	<b>10,796</b>

**10. STATEMENT OF FUNDS**

	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	£	£	£	£
Unrestricted Funds	-64,897	152,388	149,831	-62,340
Restricted Funds	48,701	9,705	4,853	53,553
<b>Total of Funds</b>	<b>-16,196</b>	<b>162,093</b>	<b>154,684</b>	<b>-8,787</b>

**11. ANALYSIS OF NET ASSETS BETWEEN-FUNDS**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2024</b>	<b>2024</b>	<b>2024</b>	<b>2023</b>
	£	£	£	£
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	-	1,921	1,921	644
Creditors Due within one year	-	-5,653	-5,653	-6,044
Creditors Due in more than one year	-	-5,683	-5,683	-10,796
	<b>-</b>	<b>-9,415</b>	<b>-9,415</b>	<b>-16,196</b>

**13. RELATED PARTY TRANSACTIONS**

There were no Related Party Transactions during the year to 31st October 2024

# **Chayah Development Project**

**Charity REG.No 1181113**

**Independent Examiner's Report for the Year Ending  
31<sup>st</sup> October 2024**

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT

---

This report is on the financial statements of the charity for the year ended 31st October 2024, which are set out in the document "Financial Statements to 31.10.24"

### **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA**  
**Popplett Taylor Consulting Ltd**

**CHAYAH DEVELOPMENT PROJECT**

England & Wales - Charity number 1181113

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# Accounts

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# **Chayah Development Project**

**Annual Report 2023**

## **TRUSTEES ANNUAL REPORT**

### **Trustee Report for the Year Ended on 31st October 2023**

The trustees are pleased to present our report of Chayah Development Project CIO (referenced later as Chayah Project or “the project”) which was registered as a charity (number 1181113) on 11th December 2018.

The registered office is at 26 Robinhood Chase, Nottingham, NG3 4EZ.

Chayah Development Project was set up as a target specific channel to support young women and girls who have directly or indirectly experienced street life, and other adverse issues. We provide empowerment programmes, coaching, mentoring, outreach, signposting and advocacy. Over the years, the project has expanded its vision to include young men, families and extended circle of service users when possible.

Our Staff/Volunteers work in partnership with relevant organisations to protect vulnerable and provide vulnerable young people with relevant services in the context of their transition to more independent living and positive healthy relationships within society. We are a funded organisation running a variety of programmes based on funding specifications.

A set of initial trustees prepared the necessary governing documents to set up the charity. The project operates under a constitution closely following Charity Commission guidance and a secondary document “Articles of Association” that lays out the detailed arrangements for running the organisation. The initial trustees served from the formation of the charity until the first general meeting which was held on 21st January 2019. The initial trustees made the application to establish the charity and are still the current Trustees.

The names are as follows:

Carl White  
Karina Scott (Chairperson)  
Valerie Horsley  
Natoya Cornwall

The governing documents define the ongoing arrangements for Trustees to run Chayah Development Project. Up to nine Trustees can be directly elected. Direct elections of Trustees are to be held under the ‘Constitution’ of the project.

## **GOVERNANCE AND MANAGEMENT**

The governing document is the Chayah Development Project CIO Constitution adopted on 19th November 2018 which became recognised by the Charity Commission when the Charitable Incorporated Organisation was registered on 11th December 2019. This provides detailed rules for membership, the appointment of Officers and the management of the Project.

The operational activities of Chayah Development Project CIO were an extension of work that Chayah project as a company had implemented before acquiring charitable status. In planning the charity's activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit. All Trustees were briefed on the role of Trustees of Project and were given copies of the governing documents of the Project and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit. The Trustees held regular meetings during the year. Some operational details are delegated to board, each of which has terms of reference agreed by the Trustees. The Project Trustees work entirely on a voluntary basis, however under memorandum of the charity but can be employed if the role is separate from their activities as employees' rights and duties are defined by an employment contract.

As a Charity, we continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **RISK MANAGEMENT**

The board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre, to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **ORGANISATIONAL STRUCTURE**

The Chayah Development Project has Trustees and an external board of Management Committee of up to 8 members who meet quarterly and are responsible for reviewing the strategic direction and policy of the charity but have no voting rights. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity and offer expertise when and where is needed. These work on a voluntary capacity and advise the Trustees and Managers.

A system of allocation is in place and day to day responsibility for the provision of the services rest with the Chief Executive and Operational Manager along with the project coordinators. The Chief Executive is accountable for safeguarding that the charity delivers the services specified and that key performance indicators are met. The Operational Manager has responsibility for the day to day operational management of the Company, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

## **OBJECTIVES OF THE PROJECT**

As a project, our service users remain at the core of services provided to provide holistic support to our services users. Our charity's purposes as set out in the objects contained in the company's memorandum of association are to benefit the public by advancing the life, relieve needs of and help young people and their families in Nottingham and the surrounding area by acting as a resource for young people and providing advice, assistance and services.

### **Our Vision**

Chayah strives towards a violence free society, in which ALL young people, whatever their background, feel valued and are able to access education, training and other opportunities in order to pursue their life goals.

### **Our Mission**

Chayah's mission is to empower those facing deprivation and other barriers to social inclusion through a range of support, mentoring, signposting and advocacy. Through our outreach and education work we aim to raise the aspirations of vulnerable young people and provide them with an alternative to gang culture and the life they see before them.

## **Our Values**

- We are compassionate: We have lived experience and treat our service users with compassion and empathy. We meet them on their own terms, speak their language and help them feel heard.
- We are holistic: We work with the whole person, providing support encompassing their practical and emotional needs. We also provide signposting and advocacy to help overcome barriers to other services and to ensure their needs are met.
- We are responsive: Within the best of our abilities and capacity we will respond to local need and never turn anyone away who is in crisis.
- We are collaborative: We recognise that we can do more by working in partnership with others who have allied goals.
- We are challenging: We are ambassadors for change, challenging discrimination, racism and inequalities in society.

Our main activities and who we try to help are described below. All our charitable activities focus on providing services for our vulnerable young people that undertake to further our charitable purposes for the public benefit. Our Overall Goal is that disadvantaged young women will be enabled to have independent, empowered and confident lives through robust sustainable long-term support/engagement.

### **Our services are designed to:**

- (a) develop skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- (b) advance education;
- (c) relieve unemployment;
- (d) provide recreational and leisure time activity in the interests of social welfare with a view to improving their conditions of life.
- (e) Reduction of crime
- (f) Improve and promote family links and relationships

Our aims copiously reflect the commitments that the charity was set up to further. Ensuring our work delivers our intentions, we review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## ACHIEVEMENTS AND PERFORMANCE

The charity has been able to achieve a lot in the year 2022/2023, the new challenges brought on with the cost of living crisis. This report highlights the achievements of the charity in 2022/2023, with a focus on our food, educational, mental health support and outreach event programs.

Over the last year we have engaged with:

- We opened two new sites one in Stapleford which was gifted by the Nottingham as well as Edwards lane community Centre in conjunction with Nottingham City Council.
- Over 350 individuals/families in the workshops, events and programmes that we ran individually and in partnership. This includes parenting and well-being programmes.
- Through Education institutes we worked with 65 students and supported parents with school exclusions. The charity's educational efforts were geared towards providing education support to children from underprivileged communities especially those young people facing exclusion.
- We impacted approximately 566 (individuals including their families) with our food programme this included hot meals and food packs. This was achieved through the distribution of food parcels and cooked meals to families in need. The charity also partnered with local businesses and food banks to ensure that we had enough resources to meet the growing demand for food support. The success of these food programs was evident in the positive feedback received from the families that benefited from the support.
- We started youth programmes in our Edwards Lane Centre.
- We continued our outreach programmes supported by Nottinghamshire Police, PCC and Broxtowe council as we spread further into the county areas with sports and feeding programmes as well as late night outreach efforts.
- We continued building and working alongside other agencies.
- Current Consortiums include Castle Cavendish, Nottingham Counselling Service, Broxtowe city council, Broxtowe women's network, Stapleford community project, Violence Reduction Unit (VRU) and Ending Youth Violence.
- Referrals to the programme have increased by an additional 32% compared to the previous year with more coming from; Social care, other local charities, DWP, Police, Schools and individuals.

## **FINANCIAL REVIEW**

In the financial year 2022/2023, Chayah Development Project continued to face significant challenges driven by the ongoing cost of living crisis. The impact of this crisis reverberated throughout our financial landscape, affecting both service delivery and funding availability.

### **1. Cost of Living Crisis Impact on Service Delivery:**

The steep rise in the cost of living exerted immense pressure on the communities we serve. As the prices of essential goods and services surged, the demand for our programs and services escalated dramatically. This placed a strain on our operational resources and required us to adapt swiftly to meet the heightened needs. Despite these challenges, we remained committed to our mission and diligently sought ways to optimise our service delivery within limited means.

### **2. Funding Scarcity:**

The cost of living crisis had a direct bearing on the availability of funds. Donations and grants, traditionally vital to sustaining our operations, faced constraints as demand also increased from other organisations prioritising and managing their own financial uncertainties. The resulting scarcity of funding sources constrained our ability to expand programs, invest in infrastructure, and hire additional staff to meet the escalating demands from the communities we serve.

### **3. Prudent Financial Management:**

To address the financial challenges posed by the cost of living crisis, we undertook rigorous financial management practices. We continue to focus on optimising resource allocation, streamlining operational processes, and exploring innovative cost-effective strategies. By prioritising efficiency, we aimed to ensure that the resources entrusted to us were utilised effectively to achieve the greatest impact within the constraints imposed by the crisis.

### **4. Mitigation Strategies:**

In response to the funding scarcity, we diversified our fundraising efforts. We sought collaborations with corporate partners, explored new grant opportunities, and initiated targeted fundraising campaigns to engage a broader audience. These efforts aimed to mitigate the adverse effects of the cost of living crisis on our financial stability and ensure the sustainability of our mission-driven initiatives.

Although the cost of living crisis during the previous fiscal year 2021/2022 impacted our ability to deliver services effectively and maintain stable funding. Despite these challenges, our dedication to our mission and prudent financial management allowed us to adapt and continue providing vital support to the communities we serve. Looking forward, we remain committed to finding innovative ways to navigate these challenges and secure the resources necessary to make a positive impact on the lives of those we support.

## **PRINCIPAL FUNDING SOURCES**

The principal funding sources for the charity are currently by way of grants. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. Our increased partnerships are proving particularly useful in identifying possible opportunities for a much wider range of funding for the future. We have more funding applications pending and are finding new ways to be more financially sustainable.

This is provided mainly by 6 Different funders such as Comic Relief, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation and Samuel H Fox

## **INVESTMENT POLICY**

Most of our funds are restricted and to be spent within a specified amount of time. We are however trying to consider additional options available to enable us to have sustainable funding that we can consider for investment. An investment policy is therefore something being explored and planned to be implemented if feasible before the new financial year.

## **RESERVES POLICY**

The Trustees and officers are examining possible avenues to fit the charity's requirements for reserves in light of the main risks to the organisation. It is our hope to establish a policy whereby any unrestricted funds not committed or invested in tangible fixed assets held by the charity should carry a general reserve about equal to 6 months unrestricted fund expenditure, to minimise any risk of shortfalls and to cover any loss of income but to make sure staff and expenses are covered.

## **PLANS FOR FUTURE YEARS**

- Continue to maximise support our food programmes to reach more families
- Continue to engage with the development work through to improve our systems and set the charity in a better position
- Establish growth and build on our new locations to deliver our services
- Expand our partnership efforts in conjunction with Nottinghamshire Police
- Continue our outreach efforts in the county to address ASB with an aim to reduce it and improve our relations
- Expand and explore more income generating streams
- Continue delivery of services at a high quality.
- Create programmes that support other partnerships in Nottingham and bridge the gap between the community and police service

### **As a Charity, we remain committed:**

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

### **Declaration;**

The trustees declare that they approved the report and accounts for the year ended 31 October 2023.

Signed: *DBOriedi*

Name: Dorrisy Brenda Oriedi

Operational Manager on behalf of the Trustees



# **Chayah Development Project**

**Charity REG.No 1181113**

**Unaudited Financial Statements for the Year Ending  
31<sup>st</sup> October 2023**

# CHAYAH DEVELOPMENT PROJECT

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# CHAYAH DEVELOPMENT PROJECT

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

Registered Office: 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

Charity No: 1181113

Bankers: Cooperative Bank

Accountants Popplett Taylor Consulting Ltd  
33 King Street  
Sandwich  
Kent  
CT13 9BL

# **CHAYAH DEVELOPMENT PROJECT**

## **TRUSTEES REPORT**

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The Trustees have the pleasure in submitting their report and accounts for the year ended 31st October 2023. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 with the Charity number 1181113 on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the Trustee's Annual Report

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

### **Review of Financial Position**

The net outgoing resources for the year amounted to £6,059 (Year 2022 was a net incoming of resources of £13,507) with £10,006 net outgoing resource for Unrestricted Funds and £3,946 net incoming resources for Restricted Funds

#### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

#### **Principal Funding**

This is provided mainly by 6 Different funders such as Comic Relief, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation and Samuel H Fox

## **CHAYAH DEVELOPMENT PROJECT LTD**

### **TRUSTEES REPORT CONTINUED**

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#### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- (I) Select suitable accounting policies and then apply them consistently;
- (II) Make judgements and estimates that are reasonable and prudent;
- (III) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (IV) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 (as amended by Act 2006). 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.

#### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott Chair)  
Notoya Cornwall  
Valerie Horsley

This report was approved by the Board of Trustees on the 04/07/2024

and signed on its behalf by:

**Karina Scott (Chair)**



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT**

---

This report is on the financial statements of the charity for the year ended 31st October 2023, which are set out in the document "Financial Statements to 31.10.23"

### **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA  
Popplett Taylor Consulting Ltd**

**CHAYAH DEVELOPMENT PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2023**

		UNRESTRICTED FUND	RESTRICTED FUND	TOTAL FUND 2023	TOTAL FUND 2022
	NOTES	£	£	£	£
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	31,110	87,115	118,225	186,771
Investment income		-	-	-	-
<b>Total Incoming Resources</b>		<b>31,110</b>	<b>87,115</b>	<b>118,225</b>	<b>186,771</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7	37,020	83,019	120,039	165,819
Governance Costs	3	4,096	150	4,246	7,445
<b>Total Resources Expended</b>		<b>41,116</b>	<b>83,169</b>	<b>124,285</b>	<b>173,264</b>
<b>Net Movement in funds</b>		-10,006	3,946	-6,059	13,507
Total Funds Brought Forward		-54,892	44,755	-10,137	-23,645
<b>Total Funds Carried Forward</b>		<b>-64,898</b>	<b>48,701</b>	<b>-16,197</b>	<b>-10,137</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

**The notes on pages 9 to 11 form part of these accounts.**

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2023**

	Notes	£	2023 £	2022 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets			0	0
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		644		11,261
Debtor		0		0
		644		11,261
<b><u>LESS CREDITORS</u></b>				
Amounts falling due within one year	8	-6,044		-5,614
<b>NET CURRENT ASSETS</b>				
			-5,400	5,647
Less Amounts falling due after more than one year	9		-10,796	-15,783
<b>TOTAL ASSETS</b>				
			<b>-16,197</b>	<b>-10,137</b>
<b>CHARITY FUNDS</b>				
Restricted Funds	10		48,701	44,755
Unrestricted Funds	10		-64,898	-54,892
			<b>-16,197</b>	<b>-10,137</b>

Approval by the Board of Trustees on the

04/07/2024

and signed on its behalf by:



The notes on pages 9 to 11 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2023

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### Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 Tangible Fixed Assets for use by the Charity and Depreciation

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 Incoming Resources

##### **Main Grant**

The Main grant funders are from 5 different funders are follows: Comic Relief, True Colours Trust, National Lottery community Fund, DCMS Nottinghamshire PCC and Lloyds Bank Foundation

##### **Chayah**

The other funders included self-generating schemes from our school programmes and outreach teams

#### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain cost have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2023**

2. VOLUNTARY INCOME	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2023	2023	2023	2022
	£	£	£	£
Main Grant	87,115	24,775	111,890	184,601
Chayah	-	6,335	6,335	2,170
<b>Total Voluntary Income</b>	<b>87,115</b>	<b>31,110</b>	<b>118,225</b>	<b>186,771</b>

3. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2023	2023	2023	2022
	£	£	£	£
Accountancy & Independent Examiners	-	2,561	2,561	750
Legal and Professional Fees	150	1,535	1,685	6,695
	<b>150</b>	<b>4,096</b>	<b>4,246</b>	<b>7,445</b>

4. DIRECT COSTS	Basis of Allocation	Total	Total
		<u>2023</u>	<u>2022</u>
		£	£
Wages & Salaries	Actual	79,969	77,989
Pension	Actual	476	392
PAYE & NIC	Actual	1,753	8,550
		<b>82,198</b>	<b>86,931</b>

5. SUPPORT COSTS	Basis of Allocation	Total	Total
		<u>2023</u>	<u>2022</u>
		£	£
Rent	Actual	1,200	9,600
Gas, Electricity & Water	Actual	2,452	2,922
Office & Admin Costs	Actual	4,732	4,999
Telephone & Internet	Actual	4,226	7,879
Bank Charges/Insurances/Licences	Actual	755	1,889
Sundry Expense	Actual	3,326	1,147
Travel Expenses	Actual	1,693	6,954
Consultancy	Actual	10,140	27,530
Training & Development	Actual	-	5,000
Activities & Events	Actual	9,317	10,968
		<b>37,842</b>	<b>78,889</b>

**6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Depreciation	Other Costs	Total	Total
	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£
Direct & Support Cost	-	124,285	124,285	165,820
Governance	-	4,246	4,246	7,445
	<b>-</b>	<b>128,531</b>	<b>128,531</b>	<b>173,265</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER**  
**2023**

**7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	<b>Activities Undertaken Directly</b> [Note-4]	<b>Support Cost</b> (Note-5)	<b>Total</b>	<b>Total</b>
	<b><u>2023</u></b> £	<b><u>2023</u></b> £	<b><u>2023</u></b> £	<b><u>2022</u></b> £
Direct & Support Cost	82,198	37,842	120,040	165,820
	<b>82,198</b>	<b>37,842</b>	<b>120,040</b>	<b>165,820</b>

The average number of staff employed by the Charity during the year was 5

No Trustee has received remuneration in the year.  
 No expenses have been reimbursed to any of the Trustees.  
 No Employees whose emoluments exceeded £50,000.  
 No Trustee received any benefit in kind

**8. CREDITORS**

	<b><u>2023</u></b> £	<b><u>2022</u></b> £
<b>Amount falling due within one year</b>		
Accrued Expenses	1,057	750
Loan Repayments	4,987	4,864
Bank Overdrafts	-	-
	<b>6,044</b>	<b>5,614</b>

**9. CREDITORS**

	<b><u>2023</u></b> £	<b><u>2022</u></b> £
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Loan Repayments	10,796	15,783
	<b>10,796</b>	<b>15,783</b>

**10. STATEMENT OF FUNDS**

	<b>Brought Forward</b> £	<b>Incoming Resources</b> £	<b>Resources Expended</b> £	<b>Carried Forward</b> £
Unrestricted Funds	-53,421	31,110	41,116	-63,427
Restricted Funds	43,284	87,115	83,169	47,231
<b>Total of Funds</b>	<b>-10,137</b>	<b>118,225</b>	<b>124,285</b>	<b>-16,196</b>

**11. ANALYSIS OF NET ASSETS BETWEEN-FUNDS**

	<b>Restricted Funds</b> <b>2023</b> £	<b>Unrestricted Funds</b> <b>2023</b> £	<b>Total Funds</b> <b>2023</b> £	<b>Total Funds</b> 2022 £
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets		644	644	11,261
Creditors Due within one year		-6,044	-6,044	-5,614
Creditors Due in more than one year		-10,796	-10,796	-15,783
	<b>0</b>	<b>-16,197</b>	<b>-16,197</b>	<b>-10,137</b>

**13. RELATED PARTY TRANSACTIONS**

There were no Related Party Transactions during the year to 31st October 2023

# **Chayah Development Project**

**Charity REG.No 1181113**

**Unaudited Financial Statements for the Year Ending  
31<sup>st</sup> October 2023**

# CHAYAH DEVELOPMENT PROJECT

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Notes forming part of the Financial Statement	9 to 11

# CHAYAH DEVELOPMENT PROJECT

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

Registered Office: 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

Charity No: 1181113

Bankers: Cooperative Bank

Accountants Popplett Taylor Consulting Ltd  
33 King Street  
Sandwich  
Kent  
CT13 9BL

# **CHAYAH DEVELOPMENT PROJECT**

## **TRUSTEES REPORT**

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The Trustees have the pleasure in submitting their report and accounts for the year ended 31st October 2023. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 with the Charity number 1181113 on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the Trustee's Annual Report

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

### **Review of Financial Position**

The net outgoing resources for the year amounted to £6,059 (Year 2022 was a net incoming of resources of £13,507) with £10,006 net outgoing resource for Unrestricted Funds and £3,946 net incoming resources for Restricted Funds

#### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

#### **Principal Funding**

This is provided mainly by 6 Different funders such as Comic Relief, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation and Samuel H Fox

## **CHAYAH DEVELOPMENT PROJECT LTD**

### **TRUSTEES REPORT CONTINUED**

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#### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- (I) Select suitable accounting policies and then apply them consistently;
- (II) Make judgements and estimates that are reasonable and prudent;
- (III) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (IV) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 (as amended by Act 2006). 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.

#### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott Chair)  
Notoya Cornwall  
Valerie Horsley

This report was approved by the Board of Trustees on the 04/07/2024

and signed on its behalf by:

**Karina Scott (Chair)**



## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT**

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This report is on the financial statements of the charity for the year ended 31st October 2023, which are set out in the document "Financial Statements to 31.10.23"

### **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA  
Popplett Taylor Consulting Ltd**

**CHAYAH DEVELOPMENT PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2023**

		UNRESTRICTED FUND	RESTRICTED FUND	TOTAL FUND 2023	TOTAL FUND 2022
	NOTES	£	£	£	£
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	31,110	87,115	118,225	186,771
Investment income		-	-	-	-
<b>Total Incoming Resources</b>		<b>31,110</b>	<b>87,115</b>	<b>118,225</b>	<b>186,771</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7	37,020	83,019	120,039	165,819
Governance Costs	3	4,096	150	4,246	7,445
<b>Total Resources Expended</b>		<b>41,116</b>	<b>83,169</b>	<b>124,285</b>	<b>173,264</b>
<b>Net Movement in funds</b>		-10,006	3,946	-6,059	13,507
Total Funds Brought Forward		-54,892	44,755	-10,137	-23,645
<b>Total Funds Carried Forward</b>		<b>-64,898</b>	<b>48,701</b>	<b>-16,197</b>	<b>-10,137</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

**The notes on pages 9 to 11 form part of these accounts.**

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2023**

	Notes	£	2023 £	2022 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets			0	0
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		644		11,261
Debtor		0		0
		644		11,261
<b><u>LESS CREDITORS</u></b>				
Amounts falling due within one year	8	-6,044		-5,614
<b>NET CURRENT ASSETS</b>				
			-5,400	5,647
Less Amounts falling due after more than one year	9		-10,796	-15,783
<b>TOTAL ASSETS</b>				
			<b>-16,197</b>	<b>-10,137</b>
<b>CHARITY FUNDS</b>				
Restricted Funds	10		48,701	44,755
Unrestricted Funds	10		-64,898	-54,892
			<b>-16,197</b>	<b>-10,137</b>

Approval by the Board of Trustees on the

04/07/2024

and signed on its behalf by:



The notes on pages 9 to 11 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2023

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### Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 Tangible Fixed Assets for use by the Charity and Depreciation

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 Incoming Resources

##### **Main Grant**

The Main grant funders are from 5 different funders are follows: Comic Relief, True Colours Trust, National Lottery community Fund, DCMS Nottinghamshire PCC and Lloyds Bank Foundation

##### **Chayah**

The other funders included self-generating schemes from our school programmes and outreach teams

#### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain cost have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2023**

2. VOLUNTARY INCOME	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2023	2023	2023	2022
	£	£	£	£
Main Grant	87,115	24,775	111,890	184,601
Chayah	-	6,335	6,335	2,170
<b>Total Voluntary Income</b>	<b>87,115</b>	<b>31,110</b>	<b>118,225</b>	<b>186,771</b>

3. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2023	2023	2023	2022
	£	£	£	£
Accountancy & Independent Examiners	-	2,561	2,561	750
Legal and Professional Fees	150	1,535	1,685	6,695
	<b>150</b>	<b>4,096</b>	<b>4,246</b>	<b>7,445</b>

4. DIRECT COSTS	Basis of Allocation	Total	Total
		<u>2023</u>	<u>2022</u>
		£	£
Wages & Salaries	Actual	79,969	77,989
Pension	Actual	476	392
PAYE & NIC	Actual	1,753	8,550
		<b>82,198</b>	<b>86,931</b>

5. SUPPORT COSTS	Basis of Allocation	Total	Total
		<u>2023</u>	<u>2022</u>
		£	£
Rent	Actual	1,200	9,600
Gas, Electricity & Water	Actual	2,452	2,922
Office & Admin Costs	Actual	4,732	4,999
Telephone & Internet	Actual	4,226	7,879
Bank Charges/Insurances/Licences	Actual	755	1,889
Sundry Expense	Actual	3,326	1,147
Travel Expenses	Actual	1,693	6,954
Consultancy	Actual	10,140	27,530
Training & Development	Actual	-	5,000
Activities & Events	Actual	9,317	10,968
		<b>37,842</b>	<b>78,889</b>

**6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Depreciation	Other Costs	Total	Total
	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2022</u>
	£	£	£	£
Direct & Support Cost	-	124,285	124,285	165,820
Governance	-	4,246	4,246	7,445
	<b>-</b>	<b>128,531</b>	<b>128,531</b>	<b>173,265</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER**  
**2023**

**7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	<b>Activities Undertaken Directly</b> [Note-4]	<b>Support Cost</b> (Note-5)	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	£	£	£	£
Direct & Support Cost	82,198	37,842	120,040	165,820
	<b>82,198</b>	<b>37,842</b>	<b>120,040</b>	<b>165,820</b>

The average number of staff employed by the Charity during the year was 5

No Trustee has received remuneration in the year.  
No expenses have been reimbursed to any of the Trustees.  
No Employees whose emoluments exceeded £50,000.  
No Trustee received any benefit in kind

**8. CREDITORS**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Amount falling due within one year</b>		
Accrued Expenses	1,057	750
Loan Repayments	4,987	4,864
Bank Overdrafts	-	-
	<b>6,044</b>	<b>5,614</b>

**9. CREDITORS**

	<b>2023</b>	<b>2022</b>
	£	£
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Loan Repayments	10,796	15,783
	<b>10,796</b>	<b>15,783</b>

**10. STATEMENT OF FUNDS**

	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	£	£	£	£
Unrestricted Funds	-53,421	31,110	41,116	-63,427
Restricted Funds	43,284	87,115	83,169	47,231
<b>Total of Funds</b>	<b>-10,137</b>	<b>118,225</b>	<b>124,285</b>	<b>-16,196</b>

**11. ANALYSIS OF NET ASSETS BETWEEN-FUNDS**

	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	£	£	£	£
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	-	644	644	11,261
Creditors Due within one year	-	-6,044	-6,044	-5,614
Creditors Due in more than one year	-	-10,796	-10,796	-15,783
	<b>0</b>	<b>-16,197</b>	<b>-16,197</b>	<b>-10,137</b>

**13. RELATED PARTY TRANSACTIONS**

There were no Related Party Transactions during the year to 31st October 2023

**CHAYAH DEVELOPMENT PROJECT**

England & Wales - Charity number 1181113

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# Accounts

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# **Chayah Development Project**

## **Annual Report and Accounts 2022**

# **Chayah Development Project**

## **TRUSTEES ANNUAL REPORT**

### **Trustee Report for the Year Ended on 31st October 2022**

The trustees are pleased to present our report of Chayah Development Project CIO (referenced later as Chayah Project or “the project”) which was registered as a charity (number 1181113) on 11th December 2018.

The registered office is at 26 Robinhood Chase, Nottingham, NG3 4EZ.

Chayah Development Project was set up as a target specific channel to support young women and girls who have directly or indirectly experienced street life, and other adverse issues. We provide empowerment programmes, coaching, mentoring, outreach, signposting and advocacy. Over the years, the project has expanded its vision to include young men, families and extended circle of service users when possible.

Our Staff/Volunteers work in partnership with relevant organisations to protect vulnerable and provide vulnerable young people with relevant services in the context of their transition to more independent living and positive healthy relationships within society. We are a funded organisation running a variety of programmes based on funding specifications.

A set of initial trustees prepared the necessary governing documents to set up the charity. The project operates under a constitution closely following Charity Commission guidance and a secondary document “Articles of Association” that lays out the detailed arrangements for running the organisation. The initial trustees served from the formation of the charity until the first general meeting which was held on 21st January 2019. The initial trustees made the application to establish the charity and are still the current Trustees.

The names are as follows:

Carl White  
Karina Scott (Chairperson)  
Valerie Horsley  
Natoya Cornwall

The governing documents define the ongoing arrangements for Trustees to run Chayah Development Project. Up to nine Trustees can be directly elected. Direct elections of Trustees are to be held under the ‘Constitution’ of the project.

## **GOVERNANCE AND MANAGEMENT**

The governing document is the Chayah Development Project CIO Constitution adopted on 19th November 2018 which became recognised by the Charity Commission when the Charitable Incorporated Organisation was registered on 11th December 2019. This provides detailed rules for membership, the appointment of Officers and the management of the Project.

The operational activities of Chayah Development Project CIO were an extension of work that Chayah project as a company had implemented before acquiring charitable status. In planning the charity's activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit. All Trustees were briefed on the role of Trustees of Project and were given copies of the governing documents of the Project and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit. The Trustees held regular meetings during the year. Some operational details are delegated to board, each of which has terms of reference agreed by the Trustees. The Project Trustees work entirely on a voluntary basis, however under memorandum of the charity but can be employed if the role is separate from their activities as employees' rights and duties are defined by an employment contract.

As a Charity, we continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **RISK MANAGEMENT**

The board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre, to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **ORGANISATIONAL STRUCTURE**

The Chayah Development Project has Trustees and an external board of Management Committee of up to 8 members who meet quarterly and are responsible for reviewing the strategic direction and policy of the charity but have no voting rights. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity and offer expertise when and where is needed. These work on a voluntary capacity and advise the Trustees and Managers.

A system of allocation is in place and day to day responsibility for the provision of the services rest with the Chief Executive and Operational Manager along with the project coordinators. The Chief Executive is accountable for safeguarding that the charity delivers the services specified and that key performance indicators are met. The Operational Manager has responsibility for the day to day operational management of the Company, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

## **OBJECTIVES OF THE PROJECT**

As a project, our service users remain at the core of services provided to provide holistic support to our services users. Our charity's purposes as set out in the objects contained in the company's memorandum of association are to benefit the public by advancing the life, relieve needs of and help young people and their families in Nottingham and the surrounding area by acting as a resource for young people and providing advice, assistance and services.

### **Our Vision**

Chayah strives towards a violence free society, in which ALL young people, whatever their background, feel valued and are able to access education, training and other opportunities in order to pursue their life goals.

### **Our Mission**

Chayah's mission is to empower those facing deprivation and other barriers to social inclusion through a range of support, mentoring, signposting and advocacy. Through our outreach and education work we aim to raise the aspirations of vulnerable young people and provide them with an alternative to gang culture and the life they see before them.

## **Our Values**

- We are compassionate: We have lived experience and treat our service users with compassion and empathy. We meet them on their own terms, speak their language and help them feel heard.
- We are holistic: We work with the whole person, providing support encompassing their practical and emotional needs. We also provide signposting and advocacy to help overcome barriers to other services and to ensure their needs are met.
- We are responsive: Within the best of our abilities and capacity we will respond to local need and never turn anyone away who is in crisis.
- We are collaborative: We recognise that we can do more by working in partnership with others who have allied goals.
- We are challenging: We are ambassadors for change, challenging discrimination, racism and inequalities in society.

Our main activities and who we try to help are described below. All our charitable activities focus on providing services for our vulnerable young people that undertake to further our charitable purposes for the public benefit. Our Overall Goal is that disadvantaged young women will be enabled to have independent, empowered and confident lives through robust sustainable long-term support/engagement.

### **Our services are designed to:**

- (a) develop skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- (b) advance education;
- (c) relieve unemployment;
- (d) provide recreational and leisure time activity in the interests of social welfare with a view to improving their conditions of life.
- (e) Reduction of crime
- (f) Improve and promote family links and relationships

Our aims copiously reflect the commitments that the charity was set up to further. Ensuring our work delivers our intentions, we review our aims, objectives and activities each year.

This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## ACHIEVEMENTS AND PERFORMANCE

The charity has been able to achieve a lot in the year 2021/2022, despite the challenges that came with the Covid-19 pandemic. The charity's outreach efforts increased significantly after the Covid restrictions were lifted, and people started adjusting to the new normal. The new challenges brought on with the cost of living crisis also had a massive impact in referrals especially for the food bank. This report highlights the achievements of the charity in 2021/2022, with a focus on our food, educational, mental health support and outreach event programs.

Over the last year we have engaged with:

- Over 107 individuals/families in the workshops, events and programmes that we ran individually and in partnership. This includes parenting and well-being programmes.
- We continued our work with Lloyds bank foundations to improve our systems and processes.
- Through Education institutes we worked with 37 students and supported parents with school exclusions. The charity's educational efforts were geared towards providing education support to children from underprivileged communities especially those young people facing exclusion.
- We started our Gentlemen's club which was a mentoring service funded by the lottery that paired young men with professionals and role models to assist them getting back into education and employment.
- We impacted approximately 426 (individuals including their families) with our food programme this included hot meals and food packs. This was achieved through the distribution of food parcels and cooked meals to families in need. The charity also partnered with local businesses and food banks to ensure that we had enough resources to meet the growing demand for food support. The success of these food programs was evident in the positive feedback received from the families that benefited from the support.
- We continued our outreach programmes supported by Nottinghamshire Police, PCC and Broxtowe council as we spread further into the county areas with sports and feeding programmes as well as late night outreach efforts.
- We continued building and working alongside other agencies.
- Current Consortiums include Tum-tum, Bac-In, Nottingham Counselling Service, Broxtowe city council, Stapleford community project, Violence Reduction Unit (VRU) and Ending Youth Violence.
- Our mental outreach programme called Headwize that supports young people especially with the effects that Covid has had on the generation continued to impact young people with over 40 new referrals coming through.
- Referrals to the programme have increased by 42% compared to the previous year with more coming from; Social care, other local charities, DWP, Police, Schools and individuals.

## **FINANCIAL REVIEW**

In the financial year 2021/2022, Chayah Development Project faced significant challenges driven by the ongoing cost of living crisis. The impact of this crisis reverberated throughout our financial landscape, affecting both service delivery and funding availability.

### **1. Cost of Living Crisis Impact on Service Delivery:**

The steep rise in the cost of living exerted immense pressure on the communities we serve. As the prices of essential goods and services surged, the demand for our programs and services escalated dramatically. This placed a strain on our operational resources and required us to adapt swiftly to meet the heightened needs. Despite these challenges, we remained committed to our mission and diligently sought ways to optimise our service delivery within limited means.

### **2. Funding Scarcity:**

The cost of living crisis had a direct bearing on the availability of funds. Donations and grants, traditionally vital to sustaining our operations, faced constraints as demand also increased from other organisations prioritising and managing their own financial uncertainties. The resulting scarcity of funding sources constrained our ability to expand programs, invest in infrastructure, and hire additional staff to meet the escalating demands from the communities we serve.

### **3. Prudent Financial Management:**

To address the financial challenges posed by the cost of living crisis, we undertook rigorous financial management practices. We focused on optimising resource allocation, streamlining operational processes, and exploring innovative cost-effective strategies. By prioritising efficiency, we aimed to ensure that the resources entrusted to us were utilised effectively to achieve the greatest impact within the constraints imposed by the crisis.

### **4. Mitigation Strategies:**

In response to the funding scarcity, we diversified our fundraising efforts. We sought collaborations with corporate partners, explored new grant opportunities, and initiated targeted fundraising campaigns to engage a broader audience. These efforts aimed to mitigate the adverse effects of the cost of living crisis on our financial stability and ensure the sustainability of our mission-driven initiatives.

We continue our joint partnership that is funded by Comic Relief for the 'Headwize Programme' with the Milestone Consortium.

Our development funding by the Lloyds Bank Foundation was in its final year but enabled us to create a three-year financial fundraising strategy,

Although the cost of living crisis during the fiscal year 2021/2022 impacted our ability to deliver services effectively and maintain stable funding. Despite these challenges, our dedication to our mission and prudent financial management allowed us to adapt and continue providing vital support to the communities we serve. Looking forward, we remain committed to finding innovative ways to navigate these challenges and secure the resources necessary to make a positive impact on the lives of those we support

## **PRINCIPAL FUNDING SOURCES**

The principal funding sources for the charity are currently by way of grants. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. Our increased partnerships are proving particularly useful in identifying possible opportunities for a much wider range of funding for the future. We have more funding applications pending and also our transition into a charity has made us eligible for more funding pots that we hope to explore in the coming years.

For the year ended 31 October 2022 our major grants came from multiple funders with only one source being unrestricted.

The restricted funders included;

- £33,212 from Comic Relief
- £59,996 from National Lottery Community Fund
- £27,670 from Nottinghamshire PCC
- £9,100 from Catch22
- £7,000 from Broxtowe Council
- £10,000 from True Colours Trust

Unrestricted Funding:

- £25,000 from Lloyds Bank Foundation

Other sources included self-generating schemes from our school programmes and outreach teams as well as local partners such as £3,000 from Co-op Community Fridge, £2,500 from Arnold Clark and £2,048 from Streetgames.

## **INVESTMENT POLICY**

Most of our funds are restricted and to be spent within a specified amount of time. We are however trying to consider additional options available to enable us to have sustainable funding that we can consider for investment. An investment policy is therefore something being explored and planned to be implemented if feasible before the new financial year.

## **RESERVES POLICY**

The Trustees and officers are examining possible avenues to fit the charity's requirements for reserves in light of the main risks to the organisation. It is our hope to establish a policy whereby any unrestricted funds not committed or invested in tangible fixed assets held by the charity should carry a general reserve about equal to 6 months unrestricted fund expenditure, to minimise any risk of shortfalls and to cover any loss of income but to make sure staff and expenses are covered.

## **PLANS FOR FUTURE YEARS**

- Continue our Community Fridge efforts to maximise support our food programmes
- Continue to engage with the development work through the Lloyd's bank Foundation to improve our systems and set the charity in a better position
- Establish growth and gain new location to deliver our services
- Expand the Gentlemen Mentoring club in conjunction with Nottinghamshire Police
- Continue our outreach efforts in the county to address ASB with an aim to reduce it and improve our relations
- Expand and explore more income generating streams
- Continue delivery of services at a high quality.
- Create programmes that support the Police relations in Nottingham and bridge the gap between the community and police service

### **As a Charity, we remain committed:**

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

### **Declaration**

The trustees declare that they approved the report and accounts for the year ended 31 October 2022.

Dorrisy Brenda Oriedi  
Director & Company Secretary on behalf of the Trustees

# **Chayah Development Project**

**Charity REG.No 1181113**

**Unaudited Financial Statements for the Year Ending  
31<sup>st</sup> October 2022**

# CHAYAH DEVELOPMENT PROJECT

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# CHAYAH DEVELOPMENT PROJECT

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

Registered Office: 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

Charity No: 1181113

Bankers: Cooperative Bank

Accountants Popplett Taylor Consulting Ltd  
33 King Street  
Sandwich  
Kent  
CT13 9BL

# CHAYAH DEVELOPMENT PROJECT

## TRUSTEES REPORT

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The Trustees have the pleasure in submitting their report and accounts for the year ended 31st October 2022. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 with the Charity number 1181113 on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the Trustee's Annual Report

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

### **Review of Financial Position**

The net incoming resources for the year amounted to £17,357 (Year 2022 was a net outgoing of resources of £908) with £44,755 net incoming resource for Restricted Funds and £27,398 net outgoing resources for Unrestricted Funds

#### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

#### **Principal Funding**

This is provided mainly by 6 Different funders such as Comic Relief, True Colours Trust, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation.

## CHAYAH DEVELOPMENT PROJECT LTD

### TRUSTEES REPORT CONTINUED

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#### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- (I) Select suitable accounting policies and then apply them consistently;
- (II) Make judgements and estimates that are reasonable and prudent;
- (III) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (IV) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 (as amended by Act 2006). 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.

#### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White

Karina Scott Chair)

Notoya Cornwall

Valerie Horsley

This report was approved by the Board of Trustees on the \_\_\_\_\_

and signed on its behalf by:

**Karina Scott (Chair)**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT**

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This report is on the financial statements of the charity for the year ended 31st October 2022, which are set out in the document "Financial Statements to 31.10.22"

### **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.


### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

### **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA  
Popplett Taylor Consulting Ltd**

## CHAYAH DEVELOPMENT PROJECT

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2022

		UNRESTRICTED FUND	RESTRICTED FUND	TOTAL FUND	TOTAL FUND
	NOTES	£	£	2022 £	2021 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	35,190	155,431	190,621	189,876
Investment income		-	-	-	-
<b>Total Incoming Resources</b>		<b>35,190</b>	<b>155,431</b>	<b>190,621</b>	<b>189,876</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7	59,568	106,251	165,819	188,071
Governance Costs	3	3,020	4,425	7,445	2,713
<b>Total Resources Expended</b>		<b>62,588</b>	<b>110,676</b>	<b>173,264</b>	<b>190,784</b>
<b>Net Movement in funds</b>		-27,398	44,755	17,357	-908
Total Funds Brought Forward		-26,023	0	-26,023	-25,115
<b>Total Funds Carried Forward</b>		<b>-53,421</b>	<b>44,755</b>	<b>-8,666</b>	<b>-26,023</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

The notes on pages 18 to 20 form part of these accounts.

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2022**

	Notes	£	2022 £	2021 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets			0	0
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		15,110		1,355
Debtor		0		0
		<u>15,110</u>		<u>1,355</u>
<b><u>LESS CREDITORS</u></b>				
Amounts falling due within one year	8	-5,614		<u>-2,378</u>
<b>NET CURRENT ASSETS</b>			9,496	-1,023
Less Amounts falling due after more than one year	9		-15,783	-25,000
<b>TOTAL ASSETS</b>			<u><b>-6,287</b></u>	<u><b>-26,023</b></u>
<b>CHARITY FUNDS</b>				
Restricted Funds	10		44,755	0
Unrestricted Funds	10		-53,421	-26,023
			<u><b>-8,666</b></u>	<u><b>-26,023</b></u>

Approval by the Board of Trustees on the

and signed on its behalf by:

\_\_\_\_\_

Chairman (Board of Trustees)

The notes on pages 18 to 20 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2022

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### Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 Tangible Fixed Assets for use by the Charity and Depreciation

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 Incoming Resources

##### **Main Grant**

The Main grant funders are from 5 different funders are follows: Comic Relief, True Colours Trust, National Lottery community Fund, DCMS Nottinghamshire PCC and Lloyds Bank Foundation

##### **Chayah**

The other funders included self-generating schemes from our school programmes and outreach teams

#### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain cost have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2022**

<b>2. VOLUNTARY INCOME</b>	<b>Restricted Funds 2022</b>	<b>Unrestricted Funds 2022</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	£	£	£	£
Main Grant	153,611	30,990	184,601	139,734
Chayah	1,820	4,200	6,020	50,142
<b>Total Voluntary Income</b>	<b>155,431</b>	<b>35,190</b>	<b>190,621</b>	<b>189,876</b>

<b>3. GOVERNANCE COSTS</b>	<b>Restricted Funds 2022</b>	<b>Unrestricted Funds 2022</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	£	£	£	£
Accountancy & Independent Examiners	-	750	750	720
Legal and Professional Fees	4,425	2,270	6,695	1,993
	<b>4,425</b>	<b>3,020</b>	<b>7,445</b>	<b>2,713</b>

<b>4. DIRECT COSTS</b>	<b>Basis of Allocation</b>	<b>Total 2022</b>	<b>Total 2021</b>
		£	£
Wages & Salaries	Actual	77,989	84,649
Pension	Actual	392	1,670
PAYE & NIC	Actual	8,550	13,565
		<b>86,931</b>	<b>99,884</b>

<b>5. SUPPORT COSTS</b>	<b>Basis of Allocation</b>	<b>Total 2022</b>	<b>Total 2021</b>
		£	£
Rent	Actual	9,600	10,800
Gas, Electricity & Water	Actual	2,922	7,895
Office & Admin Costs	Actual	4,999	1,742
Telephone & Internet	Actual	7,879	2,988
Bank Charges/Insurances/Licences	Actual	1,889	600
Sundry Expense	Actual	1,147	484
Travel Expenses	Actual	6,954	5,238
Consultancy	Actual	27,530	11,630
Welfare	Actual	-	35,583
Training & Development	Actual	5,000	4,200
Repairs & Renewals	Actual	-	7,027
Activities & Events	Actual	10,968	-
		<b>78,889</b>	<b>88,187</b>

<b>6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE</b>	<b>Depreciation 2022</b>	<b>Other Costs 2022</b>	<b>Total 2022</b>	<b>Total 2021</b>
	£	£	£	£
Direct & Support Cost	-	165,820	165,820	188,071
Governance	-	7,445	7,445	2,713
	-	<b>190,784</b>	<b>190,784</b>	<b>190,784</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2022**

**7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities Undertaken Directly [Note-4] <u>2022</u> £	Support Cost (Note-5) <u>2022</u> £	Total <u>2022</u> £	Total <u>2021</u> £
Direct & Support Cost	86,931	78,889	165,820	188,071
	<b>86,931</b>	<b>78,889</b>	<b>165,820</b>	<b>188,071</b>

The average number of staff employed by the Charity during the year was 5

No Trustee has received remuneration in the year.

No expenses have been reimbursed to any of the Trustees.

No Employees whose emoluments exceeded £50,000.

No Trustee received any benefit in kind

**8. CREDITORS**

	<u>2022</u> £	<u>2021</u> £
<b>Amount falling due within one year</b>		
Accrued Expenses	750	2,378
Loan Repayments	4,864	-
Bank Overdrafts	-	-
	<b>5,614</b>	<b>2,378</b>

**9. CREDITORS**

	<u>2022</u> £	<u>2021</u> £
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Loan Repayments	15,783	25,000
	<b>15,783</b>	<b>25,000</b>

**10. STATEMENT OF FUNDS**

	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
Unrestricted Funds	-23,645	35,190	62,588	-51,043
Restricted Funds	-	155,431	110,676	44,755
<b>Total of Funds</b>	<b>-23,645</b>	<b>190,621</b>	<b>173,264</b>	<b>-6,287</b>

**11. ANALYSIS OF NET ASSETS BETWEEN-FUNDS**

	Restricted Funds <u>2022</u> £	Unrestricted Funds <u>2022</u> £	Total Funds <u>2022</u> £	Total Funds 2021 £
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	15,110	-	15,110	-
Creditors Due within one year	-	-5,614	-5,614	-2,378
Creditors Due in more than one year	-	-15,783	-15,783	-25,000
	<b>15,110</b>	<b>-21,397</b>	<b>-6,287</b>	<b>-27,378</b>

**13. RELATED PARTY TRANSACTIONS**

There were no Related Party Transactions during the year to 31st October 2022



# **Chayah Development Project**

**Charity REG.No 1181113**

**Unaudited Financial Statements for the Year Ending  
31<sup>st</sup> October 2022**

# CHAYAH DEVELOPMENT PROJECT

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# CHAYAH DEVELOPMENT PROJECT

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

Registered Office: 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

Charity No: 1181113

Bankers: Cooperative Bank

Accountants Popplett Taylor Consulting Ltd  
33 King Street  
Sandwich  
Kent  
CT13 9BL

# CHAYAH DEVELOPMENT PROJECT

## TRUSTEES REPORT

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The Trustees have the pleasure in submitting their report and accounts for the year ended 31st October 2022. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 with the Charity number 1181113 on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the Trustee's Annual Report

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

### **Review of Financial Position**

The net incoming resources for the year amounted to £17,357 (Year 2022 was a net outgoing of resources of £908) with £44,755 net incoming resource for Restricted Funds and £27,398 net outgoing resources for Unrestricted Funds

#### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

#### **Principal Funding**

This is provided mainly by 6 Different funders such as Comic Relief, True Colours Trust, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation.

## **CHAYAH DEVELOPMENT PROJECT LTD**

### **TRUSTEES REPORT CONTINUED**

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#### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- (I) Select suitable accounting policies and then apply them consistently;
- (II) Make judgements and estimates that are reasonable and prudent;
- (III) State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- (IV) Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 (as amended by Act 2006). 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.

#### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott Chair)  
Notoya Cornwall  
Valerie Horsley

This report was approved by the Board of Trustees on the

22/8/23

and signed on its behalf by:



**Karina Scott (Chair)**

**CHAYAH DEVELOPMENT PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2022**

		UNRESTRICTED FUND	RESTRICTED FUND	TOTAL FUND	TOTAL FUND
	NOTES	£	£	2022 £	2021 £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds:</b>					
Voluntary income	2	35,190	155,431	190,621	189,876
Investment income		-	-	-	-
<b>Total Incoming Resources</b>		<b>35,190</b>	<b>155,431</b>	<b>190,621</b>	<b>189,876</b>
<b>RESOURCES EXPENDED</b>					
Charitable activities	7	59,568	106,251	165,819	188,071
Governance Costs	3	3,020	4,425	7,445	2,713
<b>Total Resources Expended</b>		<b>62,588</b>	<b>110,676</b>	<b>173,264</b>	<b>190,784</b>
<b>Net Movement in funds</b>		-27,398	44,755	17,357	-908
Total Funds Brought Forward		-26,023	0	-26,023	-25,115
<b>Total Funds Carried Forward</b>		<b>-53,421</b>	<b>44,755</b>	<b>-8,666</b>	<b>-26,023</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

**The notes on pages 8 to 10 form part of these accounts.**

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2022**

	Notes	£	2022 £	2021 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets			0	0
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		15,110		1,355
Debtor		0		0
		<u>15,110</u>		<u>1,355</u>
<b><u>LESS CREDITORS</u></b>				
Amounts falling due within one year	8	-5,614		<u>-2,378</u>
<b>NET CURRENT ASSETS</b>			9,496	-1,023
Less Amounts falling due after more than one year	9		-15,783	-25,000
<b>TOTAL ASSETS</b>			<u><b>-6,287</b></u>	<u><b>-26,023</b></u>
<b>CHARITY FUNDS</b>				
Restricted Funds	10		44,755	0
Unrestricted Funds	10		-53,421	-26,023
			<u><b>-8,666</b></u>	<u><b>-26,023</b></u>

Approval by the Board of Trustees on the

22/10/23

and signed on its behalf by:

Chairman (Board of Trustees)



The notes on pages 8 to 10 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2022

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### Accounting Policies

#### 1.1 Basis of preparation of accounts

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 Tangible Fixed Assets for use by the Charity and Depreciation

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 Incoming Resources

##### **Main Grant**

The Main grant funders are from 5 different funders are follows: Comic Relief, True Colours Trust, National Lottery community Fund, DCMS Nottinghamshire PCC and Lloyds Bank Foundation

##### **Chayah**

The other funders included self-generating schemes from our school programmes and outreach teams

#### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain cost have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2022**

2. VOLUNTARY INCOME	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2022	2022	2022	2021
	£	£	£	£
Main Grant	153,611	30,990	184,601	139,734
Chayah	1,820	4,200	6,020	50,142
<b>Total Voluntary Income</b>	<b>155,431</b>	<b>35,190</b>	<b>190,621</b>	<b>189,876</b>

3. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	2022	2022	2022	2021
	£	£	£	£
Accountancy & Independent Examiners	-	750	750	720
Legal and Professional Fees	4,425	2,270	6,695	1,993
	<b>4,425</b>	<b>3,020</b>	<b>7,445</b>	<b>2,713</b>

4. DIRECT COSTS	Basis of Allocation	Total	Total
		<u>2022</u>	<u>2021</u>
		£	£
Wages & Salaries	Actual	77,989	84,649
Pension	Actual	392	1,670
PAYE & NIC	Actual	8,550	13,565
		<b>86,931</b>	<b>99,884</b>

5. SUPPORT COSTS	Basis of Allocation	Total	Total
		<u>2022</u>	<u>2021</u>
		£	£
Rent	Actual	9,600	10,800
Gas, Electricity & Water	Actual	2,922	7,895
Office & Admin Costs	Actual	4,999	1,742
Telephone & Internet	Actual	7,879	2,988
Bank Charges/Insurances/Licences	Actual	1,889	600
Sundry Expense	Actual	1,147	484
Travel Expenses	Actual	6,954	5,238
Consultancy	Actual	27,530	11,630
Welfare	Actual	-	35,583
Training & Development	Actual	5,000	4,200
Repairs & Renewals	Actual	-	7,027
Activities & Events	Actual	10,968	-
		<b>78,889</b>	<b>88,187</b>

**6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Depreciation	Other Costs	Total	Total
	<u>2022</u>	<u>2022</u>	<u>2022</u>	<u>2021</u>
	£	£	£	£
Direct & Support Cost	-	165,820	165,820	188,071
Governance	-	7,445	7,445	2,713
	<b>-</b>	<b>190,784</b>	<b>190,784</b>	<b>190,784</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2022**

**7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities Undertaken Directly [Note-4] <u>2022</u> £	Support Cost (Note-5) <u>2022</u> £	Total <u>2022</u> £	Total <u>2021</u> £
Direct & Support Cost	86,931	78,889	165,820	188,071
	<b>86,931</b>	<b>78,889</b>	<b>165,820</b>	<b>188,071</b>

The average number of staff employed by the Charity during the year was 5

No Trustee has received remuneration in the year.

No expenses have been reimbursed to any of the Trustees.

No Employees whose emoluments exceeded £50,000.

No Trustee received any benefit in kind

**8. CREDITORS**

	<u>2022</u> £	<u>2021</u> £
<b>Amount falling due within one year</b>		
Accrued Expenses	750	2,378
Loan Repayments	4,864	-
Bank Overdrafts	-	-
	<b>5,614</b>	<b>2,378</b>

**9. CREDITORS**

	<u>2022</u> £	<u>2021</u> £
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Loan Repayments	15,783	25,000
	<b>15,783</b>	<b>25,000</b>

**10. STATEMENT OF FUNDS**

	Brought Forward £	Incoming Resources £	Resources Expended £	Carried Forward £
Unrestricted Funds	-23,645	35,190	62,588	-51,043
Restricted Funds	-	155,431	110,676	44,755
<b>Total of Funds</b>	<b>-23,645</b>	<b>190,621</b>	<b>173,264</b>	<b>-6,287</b>

**11. ANALYSIS OF NET ASSETS BETWEEN-FUNDS**

	Restricted Funds <u>2022</u> £	Unrestricted Funds <u>2022</u> £	Total Funds <u>2022</u> £	Total Funds 2021 £
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	15,110	-	15,110	-
Creditors Due within one year	-	-5,614	-5,614	-2,378
Creditors Due in more than one year	-	-15,783	-15,783	-25,000
	<b>15,110</b>	<b>-21,397</b>	<b>-6,287</b>	<b>-27,378</b>

**13. RELATED PARTY TRANSACTIONS**

There were no Related Party Transactions during the year to 31st October 2022





# INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT

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This report is on the financial statements of the charity for the year ended 31st October 2022, which are set out in the document "Financial Statements to 31.10.22"

## **Respective Responsibilities of Trustees and Examiners**

As the charity's Trustees, you are responsible for the preparation of the accounts; It is my responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

## **Basis of Independent Examiner's Report**

My examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently I do not express an audit opinion on the view given by the accounts.

## **Independent Examiner's Statements**

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

- 1) Which gives me reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act; and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the account to be reached.



**Roger Taylor CGMA ACMA**  
**Popplett Taylor Consulting Ltd**

**CHAYAH DEVELOPMENT PROJECT**

England & Wales - Charity number 1181113

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# Accounts

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## **TRUSTEES ANNUAL REPORT**

### **Trustee Report for the Year Ended on 31st October 2021**

The trustees are pleased to present our report of Chayah Development Project CIO (referenced later as Chayah Project or “the project”) which was registered as a charity (number 1181113) on 11th December 2018.

The registered office is at 26 Robinhood Chase, Nottingham, NG3 4EZ.

Chayah Development Project was set up as a target specific channel to support young women and girls who have directly or indirectly experienced street life, and other adverse issues. We provide empowerment programmes, coaching, mentoring, outreach, signposting and advocacy. Over the years, the project has expanded its vision to include young men, families and extended circle of service users when possible.

Our Staff/Volunteers work in partnership with relevant organisations to protect vulnerable and provide vulnerable young people with relevant services in the context of their transition to more independent living and positive healthy relationships within society. We are a funded organisation running a variety of programmes based on funding specifications.

A set of initial trustees prepared the necessary governing documents to set up the charity. The project operates under a constitution closely following Charity Commission guidance and a secondary document “Articles of Association” that lays out the detailed arrangements for running the organisation. The initial trustees served from the formation of the charity until the first general meeting which was held on 21st January 2019. The initial trustees made the application to establish the charity and are still the current Trustees.

The names are as follows:

Carl White  
Karina Scott (Chairperson)  
Valerie Horsley  
Natoya Cornwall

The governing documents define the ongoing arrangements for Trustees to run Chayah Development Project. Up to nine Trustees can be directly elected. Direct elections of Trustees are to be held under the ‘Constitution’ of the project.

## **GOVERNANCE AND MANAGEMENT**

The governing document is the Chayah Development Project CIO Constitution adopted on 19th November 2018 which became recognised by the Charity Commission when the Charitable Incorporated Organisation was registered on 11th December 2019. This provides detailed rules for membership, the appointment of Officers and the management of the Project.

The operational activities of Chayah Development Project CIO were an extension of work that Chayah project as a company had implemented before acquiring charitable status. In planning the charity's activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit. All Trustees were briefed on the role of Trustees of Project and were given copies of the governing documents of the Project and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit. The Trustees held regular meetings during the year. Some operational details are delegated to board, each of which has terms of reference agreed by the Trustees. The Project Trustees work entirely on a voluntary basis, however under memorandum of the charity but can be employed if the role is separate from their activities as employees' rights and duties are defined by an employment contract.

As a Charity, we continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **RISK MANAGEMENT**

The board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre, to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **ORGANISATIONAL STRUCTURE**

The Chayah Development Project has Trustees and an external board of Management Committee of up to 8 members who meet quarterly and are responsible for reviewing the strategic direction and policy of the charity but have no voting rights. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity and offer expertise when and where is needed. These work on a voluntary capacity and advise the Trustees and Managers.

A system of allocation is in place and day to day responsibility for the provision of the services rest with the Chief Executive and Operational Manager along with the project coordinators. The Chief Executive is accountable for safeguarding that the charity delivers the services specified and that key performance indicators are met. The Operational Manager has responsibility for the day to day operational management of the Company, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

## **OBJECTIVES OF THE PROJECT**

As a project, our service users remain at the core of services provided to provide holistic support to our services users. Our charity's purposes as set out in the objects contained in the company's memorandum of association are to benefit the public by advancing the life, relieve needs of and help young people and their families in Nottingham and the surrounding area by acting as a resource for young people and providing advice, assistance and services.

### **Our Vision**

Chayah strives towards a violence free society, in which ALL young people, whatever their background, feel valued and are able to access education, training and other opportunities in order to pursue their life goals.

### **Our Mission**

Chayah's mission is to empower those facing deprivation and other barriers to social inclusion through a range of support, mentoring, signposting and advocacy. Through our outreach and education work we aim to raise the aspirations of vulnerable young people and provide them with an alternative to gang culture and the life they see before them.

## **Our Values**

- We are compassionate: We have lived experience and treat our service users with compassion and empathy. We meet them on their own terms, speak their language and help them feel heard.
- We are holistic: We work with the whole person, providing support encompassing their practical and emotional needs. We also provide signposting and advocacy to help overcome barriers to other services and to ensure their needs are met.
- We are responsive: Within the best of our abilities and capacity we will respond to local need and never turn anyone away who is in crisis.
- We are collaborative: We recognise that we can do more by working in partnership with others who have allied goals.
- We are challenging: We are ambassadors for change, challenging discrimination, racism and inequalities in society.

Our main activities and who we try to help are described below. All our charitable activities focus on providing services for our vulnerable young people that undertake to further our charitable purposes for the public benefit. Our Overall Goal is that disadvantaged young women will be enabled to have independent, empowered and confident lives through robust sustainable long-term support/engagement.

### **Our services are designed to:**

- (a) develop skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- (b) advance education;
- (c) relieve unemployment;
- (d) provide recreational and leisure time activity in the interests of social welfare with a view to improving their conditions of life.
- (e) Reduction of crime
- (f) Improve and promote family links and relationships

Our aims copiously reflect the commitments that the charity was set up to further. Ensuring our work delivers our intentions, we review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

Due to Covid-19 restrictions and many different challenges that the pandemic brought about, as many frontline organisations, we were forced to adapt our working practices to meet the demands and needs of our clients.

Over the last year we have engaged with:

- Over 85 individuals/families in the workshops, events and programmes that we ran individually and in partnership virtually due to lockdown restrictions. This includes parenting and well-being programmes.
- We worked with Lloyds bank foundations to improve our systems and processes.
- Through Education institutes we worked with 35 students and supported parents with school exclusions.
- Supported/connected foreign students who have returned home to agencies to continue support.
- We impacted approximately 320 (individuals including their families) with our food programme this included hot meals and food packs.
- We started our outreach programme supported by Nottinghamshire Police and Victim Care Nottingham.
- We continued building and working alongside other agencies.
- Current Consortiums include Tum-tum, Bac-In, Nottingham Counselling Service, Safe Alternatives, Stapleford community project, Violence Reduction Unit (VRU) and Ending Youth Violence.
- Continued our mental outreach programme called Headwize, that supports young people especially with the effects that Covid has had on the generation.
- Referrals to the programme have also increased by 36% compared to the previous year with more coming from; Social care, other local charities, DWP, Police, Schools and individuals.
- We also acquired a bigger office space.

## **FINANCIAL REVIEW**

As a charity we have had ramifications due to the pandemic that has led to us having to transform working practices and service delivery models. With funders changing the variables of what they fund, adapting has been our major strength.

We are just currently coming out of a responsive state due to the pandemic and have a had to readjust and reevaluate our objectives and future aspirations.

Our funding for the REACH PROGRAMME from the Big Lottery ended this year. In order to be responsive, we have had multiple grants that run between 6-24 months that meet local needs, this however does not seem to be sustainable especially after having one major long-term funder pre- pandemic.

Nonetheless, this has improved our partnerships and expanded our reach into different areas of the county.

We also continue our joint partnership that is funded by Comic Relief for the 'Headwise Programme' with the Milestone Consortium.

In order to continue our development, we were funded by the Lloyds Bank Foundation over the course of 2 years.

DCMS funding also helped us launch a new programme called Sister's in arms. Alongside all we continue our outreach support services with the Nottingham Police and the PCC

Against the backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support of both its staff and volunteers, we have managed to adjust our programme to remain within the budget.

We have also started looking for alternative funding streams as well as income generating way to fund any work, we want to do that doesn't fall within the scope of the BIG fund. We are also hoping to create training programmes we can monetise to increase our income.

## **PRINCIPAL FUNDING SOURCES**

The principal funding sources for the charity are currently by way of grants. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. Our increased partnerships are proving particularly useful in identifying possible opportunities for a much wider range of funding for the future. We have more funding applications pending and also our transition into a charity has made us eligible for more funding pots that we hope to explore in the coming years.

For the year ended 31 October 2021 our major grants came from 5 different funders with only one source being unrestricted.

The restricted funders included;

- £41,568 from Comic Relief
- £39,280 from National Lottery Community Fund
- £29,386 from DCMS
- £4,500 from Nottinghamshire PCC

Unrestricted Funding:

- £25,000 from Lloyds Bank Foundation

Other sources included self-generating schemes from our school programmes and outreach teams.

## **INVESTMENT POLICY**

Most of our funds are restricted and to be spent within a specified amount of time. We are however trying to consider additional options available to enable us to have sustainable funding that we can consider for investment. An investment policy is therefore something being explored and planned to be implemented if feasible before the new financial year.

## **RESERVES POLICY**

The Trustees and officers are examining possible avenues to fit the charity's requirements for reserves in light of the main risks to the organisation. It is our hope to establish a policy whereby any unrestricted funds not committed or invested in tangible fixed assets held by the charity should carry a general reserve about equal to 6 months unrestricted fund expenditure, to minimise any risk of shortfalls and to cover any loss of income but to make sure staff and expenses are covered.

## **PLANS FOR FUTURE YEARS**

- Launch our Community Fridge to support our food programmes
- Continue to engage with the development work through the Lloyd's bank Foundation to improve our systems.
- Launch the Gentlemen Mentoring club in conjunction with Nottinghamshire Police
- Take our outreach teams to the county
- Create more income generating streams like an Ebay Shop, Cook Shop
- Continue delivery of services at a high quality.
- Create programmes that support the Police relations in Nottingham

As a company and a Charity, we hope to continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

### **Declaration;**

The trustees declare that they approved the report and accounts for the year ended 31 October 2021.

Signed: *DBMcLennan*

Name: Dorrisy Brenda McLennan  
Director & Company Secretary on behalf of the Trustees

# **CHAYAH DEVELOPMENT PROJECT**

**Charity REG.No 1181113**

## **TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER 2021**

**ASAMAI CONSULTING LIMITED  
ACCOUNTANTS & BUSINESS ADVISORS  
8B BRITON STREET  
LEICESTER  
LE3 0AA**

**Tel: 01163195972**

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# CHAYAH DEVELOPMENT PROJECT

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## **CHAYAH DEVELOPMENT PROJECT**

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### **LEGAL AND ADMINISTATIVE INFORMATION**

**Trustees:** Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

**Registered Office:** 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

**Charity No.** 1181113

**Bankers:** Cooperative Bank

**Accountants** ASAMAI CONSULTING LIMITED  
ACCOUNTANTS & BUSINESS ADVISORS  
8B BRITON STREET  
LEICESTER  
LE3 0AA

# CHAYAH DEVELOPMENT PROJECT

## TRUSTEES REPORT

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The Trustees have pleasure in submitting their report and accounts for the year ended 31st October 2021. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 and Charity is number 1181113, on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support/engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the trustee's report attached

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

#### **Future Developments**

See the trustee's report attached

#### **Review of financial Position**

The net incoming resources for the year amounted to -£908(Year 2020 was -£1470). All these have been unrestricted reserves and no fund is allotted to restricted projects.

## **CHAYAH DEVELOPMENT PROJECT LTD TRUSTEES REPORT CONTINUED**

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### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

### **Principal Funding**

This is provided mainly by 5 Different funders such as Comic Relief, National Lottery Community fund, DCMS, Nottinghamshire PCC which are all restricted and other unrestricted funding from Lloyds Bank Foundation.

### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- i Select suitable accounting policies and then apply them consistently;
- ii Make judgements and estimates that are reasonable and prudent;
- iii State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- iv Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

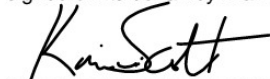
The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 [as amended by Act 2006]. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

This report was approved by the Board of Trustees on the 31 July 2022 and signed on its behalf by: Karina Scott (Chair)



Secretary to the Board Of Trustees

## **INDEPENDENT EXAMINER`S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT**

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We report on the financial statements of the charity for the year ended 31st October, 2021 which are set out below and notes to the financial statements on pages 7 to 13

### **Respective Responsibilities of Trustees and Examiners**

As the charity`s Trustees, you are responsible for the preparation of the accounts;  
It is our responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner`s Report**

Our examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

### **Independent Examiner`s Statements**

In connection with the examination, no matter has come to our attention:-

- 1) Which give us reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the account to be reached

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**Mr. Chris Jarjou FCCA CPFA MBA, MSc FFTA FFA/IPA MAAT**  
**CHIEF EXECUTIVE OFFICER**  
**ASAMAI CONSULTING**

Dated : \_ 31/07/2022

**CHAYAH DEVELOPMENT PROJECT**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2021**

	NOTES	UNRESTRICTED FUND £	RESTRICTED FUND £	TOTAL FUND 2021 £	TOTAL FUND 2020 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds:					
Voluntary income	2	75,142	114,734	189,876	175,270
Investment income	3	-	-	-	-
<b>Total Incoming Resources</b>		<b>75,142</b>	<b>114,734</b>	<b>189,876</b>	<b>175,270</b>
		-			
<b>RESOURCES EXPENDED</b>					
Charitable activities	8	73,337	114,734	188,071	173,277
Governance Costs	4	2,713	-	2,713	2,726
<b>Total Resources Expended</b>	7	<b>76,050</b>	<b>114,734</b>	<b>190,784</b>	<b>176,003</b>
<b>Net Movement in funds</b>		-908	-	-908	-733
Total Funds Brought Forward		-1470	-	-1470	- 737
<b>Total Funds Carried Forward</b>		<b>-2378</b>	<b>-</b>	<b>-2378</b>	<b>-1470</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

The notes on pages 7 to 13 form part of these accounts.

**CHAYAH DEVELOPMENT PROJECT  
BALANCE SHEET AS AT 31ST OCTOBER 2021**

	NOTES	£	2021 £	2020 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets	10		-	-
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		-	-	-
Debtor	9	-	-	-
<b><u>LESS CREDITORS</u></b>				
Amounts falling within one year	11	- 2,378		1,470
<b>NET CURRENT ASSETS</b>			<b>-2378</b>	<b>-1470</b>
<b><u>LESS CREDITORS</u></b>				
Less Amounts falling due after more than one year	12		-	-
<b>TOTAL ASSETS</b>			<b><u>-2378</u></b>	<b><u>-1470</u></b>
<b>CHARITY FUNDS</b>				
Restricted Funds	13		-	-
Unrestricted Funds	13		-2378	-1470
			<b><u>-2378</u></b>	<b><u>-1470</u></b>

Approval by the Board of Trustees on the \_\_\_\_\_ and signed on its behalf by:



Chairman (Board of Trustees)

The notes on pages 7 to 13 form part of these accounts.

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER, 2021

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### 1 Accounting Policies

#### 1.1 **Basis of preparation of accounts**

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the ground that it qualifies as small charity.

#### 1.2 **Tangible Fixed Assets for use by the Charity and Depreciation**

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

#### 1.3 **Incoming Resources**

##### Main Grant

The Main grant funders are from 5 different funders are follows:  
Comic Relief, National Lottery community Fund, DCMS  
Nottinghamshire PCC and Lloyds Bank Foundation

##### Chayah

The other funders included self-generating schemes from our school programmes and outreach teams

# CHAYAH DEVELOPMENT PROJECT

## NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER, 2021

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### 1.4 Value Added Tax (VAT)

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

### 1.5 Resources Expended

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain costs have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

### 1.6 Funds Accounting

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2021**

<b>2. VOLUNTARY INCOME</b>	<b>Restricted Funds 2021 £</b>	<b>Unrestricted Fund 2021 £</b>	<b>Total Fund 2021 £</b>	<b>Total Fund 2020 £</b>
Main Grant	114,734	25,000	139,734	105,580
Chayah	-	50,142	50,142	-
	-	-	-	69,690
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total Voluntary Income</b>	<b>114,734</b>	<b>75,142</b>	<b>189,876</b>	<b>175,270</b>
<b>3. INVESTMENT INCOME</b>	<b>Restricted Funds 2021 £</b>	<b>Unrestricted Fund 2021 £</b>	<b>Total Fund 2021 £</b>	<b>Total Fund 2020 £</b>
Rental Income	-	-	-	-
Bank Interest Receivable	-	-	-	-
<b>Total Investment Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2021**

4. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	<u>Funds</u>	<u>Fund</u>	<u>Fund</u>	<u>Fund</u>
	2021	2021	2021	2020
	£	£	£	£
Accountancy & Independent Examiners	-	720	720	720
Legal and Professional Fees	-	1,993	1,993	2,006
	-	<b>2,713</b>	<b>2,713</b>	<b>2,726</b>

5. DIRECT COSTS	Basis of Allocation	£	Total	Total
			2021	2020
			£	£
Wages & Salaries	Actual	84,649	84,649	68,754
Pension	Actual	1,670	1,670	1,386
P A Y E & NIC	Actual	13,565	13,565	7,530
		<b>99,884</b>	<b>99,884</b>	<b>77,670</b>

6. SUPPORT COSTS	Basis of Allocation	£	Total	Total
			2021	2020
			£	£
Water Rate	Actual	2,400	2,400	3,204
Rent	Actual	10,800	10,800	8,650
Subscriptions	Actual	-	-	-
Printing, Postage and Stationary	Actual	1,742	1,742	1,631
Telephone & Internet	Actual	2,988	2,988	3,508
Bank Charges/Insurances/Licences	Actual	600	600	-
Sundry Expense	Actual	484	484	631
Travel Expenses	Actual	5,238	5,238	4,790
Electricity, Gas	Actual	5,495	5,495	4,615
Consultancy	Actual	11,630	11,630	24,322
Staff Welfare	Actual	1,222	1,222	517
Training & Development	Actual	4,200	4,200	14,432
Repairs & Renewals	Actual	7,027	7,027	9,905
General Welfare	Actual	34,361	34,361	24,299
		-	-	-
		<b>88,187</b>	<b>88,187</b>	<b>100,504</b>

**CHAYAH DEVELOPMENT PROJECT**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2021**

**7. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Depreciation 2021 £	Other Costs 2021 £	Total 2021 £	Total 2020 £
Direct & Support Cost	-	188,071	188,071	173,277
Governance	-	2,713	2,713	2,726
	<b>-</b>	<b>190,784</b>	<b>190,784</b>	<b>176,003</b>

**8. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities Undertaken Directly [Note-5] 2021 £	Support Cost [Note-6] 2021 £	Total 2021 £	Total 2020 £
Direct & Support Cost	99,884	88,187	188,071	176,003
	<b>99,884</b>	<b>88,187</b>	<b>188,071</b>	<b>176,003</b>

The average number of staff employed by the Charity during the year was X (2019 X)

No Trustee has received remuneration in the year.

No expenses have been reimbursed to any of the Trustees.

No Employees whose emoluments exceeded £50,000.

No Trustee received any benefit in kind

**9. DEBTORS**

	2021 £	2020 £
<b>Due Within One Year</b>		
Other Debtors	-	-
Prepayments	-	-
Accrued Income	-	-
	<b>-</b>	<b>-</b>
<b>Due after more than one year</b>		
Accrued Income	-	-
Loan	-	-
	<b>-</b>	<b>-</b>

**CHAYAH DEVELOPMENT PROJECT NOTES TO THE ACCOUNTS  
(CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2020**

**10. TANGIBLE FIXED ASSETS**

	<u>Freehold &amp; Property</u>	<u>Motor Vehicle</u>	<u>Equipmen F &amp; Fittings</u>	<u>Computer Equipment</u>	<u>TOTAL</u>
	£	£	£	£	£
Cost At 1st November 2020	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st October 2021	-	-	-	-	-
<b>DEPRECIATION</b>					
At 1st November 2020	-	-	-	-	-
Charge for the year	-	-	-	-	-
Disposal	-	-	-	-	-
At 31st October 2021	-	-	-	-	-
NET BOOK VALUE AT 31ST OCT. 2021	-	-	-	-	-
NET BOOK VALUE AT 31ST OCT. 2020	-	-	-	-	-

The net book value of assets held under finance leases or hire purchase contracts, included above are as follows

	<b>2021</b>	<b>2021</b>
	£	£
Motor Vehicle	-	-

**11. CREDITORS**

	<b>2021</b>	<b>2020</b>
	£	£
<b>Amount falling due within one year</b>		
Accrued Expenses	2,378	1,470
Bank Overdrafts	-	-
	-	-
	-	-
	-	-
	<b>2,378</b>	<b>1,470</b>

**CHAYAH DEVELOPMENT PROJECT NOTES TO THE ACCOUNTS  
(CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2021**

<b>12. CREDITORS</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amount falling after more than one year</b>		
Acrued Expenses	-	-
Other Creditors	-	-
	-	-
	-	-
<b>Creditors include amounts not wholly repayable within 5 years as follows:</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Repayable by instalments	-	-
	-	-

<b>13. STATEMENT OF FUNDS</b>	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted Funds</b>				
General Funds- all funds	- 1,470	189,876	190,784	-2378
	-	-	-	-
<b>Restricted Funds</b>				
Building Fund	-	-	-	-
<b>Total of Funds</b>	<b>- 1,470</b>	<b>189876</b>	<b>190784</b>	<b>-2378</b>

<b>SUMMARY OF FUNDS</b>	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Funds	- 1,470.00	189,876	190,784	- 2,378
Restricted Funds	-	-	-	-
	-	-	-	-
	<b>- 1,470.00</b>	<b>189,876</b>	<b>190,784</b>	<b>- 2,378</b>

<b>14. ANALYSIS OF NET ASSETS BETWEEN-FUNDS</b>	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2021</b>	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	-	-	-	-
Creditors Due within one year	-	2,378	2,378	1,470
Creditors Due in more than one year	-	-	-	-
	-	<b>-2378</b>	<b>-2378</b>	<b>-1470</b>

**15. RELATED PARTY TRANSACTIONS**

## **INDEPENDENT EXAMINER`S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT**

We report on the financial statements of the charity for the year ended 31st October, 2021 which are set out below and notes to the financial statements on pages 7 to 13

### **Respective Responsibilities of Trustees and Examiners**

As the charity`s Trustees, you are responsible for the preparation of the accounts;

It is our responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner`s Report**

Our examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparison of accounts presented with those records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

### **Independent Examiner`s Statements**

In connection with the examination, no matter has come to our attention:-

- 1) Which give us reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act and
  - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the account to be reached

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**Mr. Chris Jarjou FCCA CPFA MBA MSc FFTA FFA/IPA MAAT  
CHIEF EXECUTIVE OFFICER  
ASAMAI CONSULTING  
ACCOUNTANTS & BUSINESS ADVISORS**

Dated : \_\_ 28/08/2022

**CHAYAH DEVELOPMENT PROJECT**

England & Wales - Charity number 1181113

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# Accounts

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## **TRUSTEES ANNUAL REPORT**

### **Trustee report for the period ending on 31st October 2020**

The trustees are pleased to present our report of Chayah Development Project CIO (referenced later as Chayah Project or “the project”) which was registered as a charity number 1181113 on 11th December 2018 and is also registered as Company Limited by Guarantee Number 09257218 (on the 9<sup>th</sup> October 2014).

The registered office is at 26 Robinhood Chase, Nottingham, NG3 4EZ.

Chayah Development Project was set up as a target specific channel to support young women and girls who have directly or indirectly experienced street life, and other adverse issues. We provide empowerment programmes, coaching, mentoring, outreach, signposting and advocacy. Over the years, the project has expanded its vision to include young men, families and extended circle of service users when possible.

Our Staff/Volunteers work in partnership with relevant organisations to protect vulnerable and provide vulnerable young people with relevant services in the context of their transition to more independent living and positive healthy relationships within society. We are a funded organisation running a variety of programmes based on funding specifications.

A set of initial trustees prepared the necessary governing documents to set up the charity. The project operates under a constitution closely following Charity Commission guidance and a secondary document “Articles of Association” that lays out the detailed arrangements for running the organisation. The initial trustees served from the formation of the charity until the first general meeting which was held on 21st January 2019. The initial trustees made the application to establish the charity and are still the current Trustees.

The names are as follows:

Carl White  
Karina Scott (Chairperson)  
Valerie Horsley  
Natoya Cornwall

The governing documents define the ongoing arrangements for Trustees to run Chayah Development Project. Up to nine Trustees can be directly elected. Elections were held for directors of the project under the rules of the project’s ‘Articles of Association’. Direct elections of Trustees are to be held under the ‘Constitution’ of the project.

### **GOVERNANCE AND MANAGEMENT**

The governing document is the Chayah Development Project CIO Constitution adopted on 19th November 2018 which became recognised by the Charity Commission when the Charitable Incorporated Organisation was registered on 11th December 2019. The Project further recognises a subsidiary document known as the Articles of Association as the memorandum for the company registration. This provides detailed rules for membership, the appointment of Officers and the management of the Project.

The operational activities of Chayah Development Project CIO were an extension of work that Chayah project as a company had implemented before acquiring charitable status. In planning the charity's activities for the year, the Trustees kept in mind the Charity Commission's guidance on public benefit. All Trustees were briefed on the role of Trustees of Project and were given copies of the governing documents of the Project and referred to the detail on the Charity Commission website related to becoming a trustee and to the guidance on public benefit. The Trustees held regular meetings during the year. Some operational details are delegated to board, each of which has terms of reference agreed by the Trustees. The Project Directors and Trustees work entirely on a voluntary basis, however under memorandum of the company, directors can be employed if the role is separate from their activities as employees' rights and duties are defined by an employment contract, the rights and duties of an office holder are defined by the Companies Act 2006 and the Company Constitution (as per Companies Act 2006).

As a company and a Charity, we continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

## **RISK MANAGEMENT**

The board has conducted a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the risks the charity faces. Significant external risks to funding have led to the development of a strategic plan which will allow for the diversification of funding and activities. Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centre, to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

## **ORGANISATIONAL STRUCTURE**

The Chayah Development Project not only has Trustees and Directors but also has an external board of Management Committee of up to 8 members who meet quarterly and are responsible for reviewing the strategic direction and policy of the charity but have no voting rights. At present the Committee has eight members from a variety of professional backgrounds relevant to the work of the charity and offer expertise when and where is needed. These work on a voluntary capacity and advise the Trustees and Directors.

A system of allocation is in place and day to day responsibility for the provision of the services rest with the Chief Executive and Operational Manager along with the project coordinators. The Chief Executive is accountable for safeguarding that the charity delivers the services specified and that key performance indicators are met. The Operational Manager

has responsibility for the day to day operational management of the Company, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

## **OBJECTIVES OF THE PROJECT**

As a project, our service users remain at the core of services provided to provide holistic support to our services users. Our charity's purposes as set out in the objects contained in the company's memorandum of association are to: benefit the public by advancing the life, relieve needs of and help young people up to the age of 30 living in Nottingham and the surrounding area by acting as a resource for young people and providing advice, assistance and services.

Our main objectives are:

- **Development:** This is about bringing about a tangible transition that will allow the women we interact with to have a marked change and grow into who they need to be. Teaching them how to understand self, confidence building, and empowerment that creates an alternative healthy identity.
- **Awareness** of not only the problems but the solutions available to combat them.
- **Understanding** that these women can come out of what they are in by highlighting the issues through teaching and training.
- **Education and knowledge** of not only how to leave the gangs or violent relationships but also how to live after they have left.
- **Change** that is positive, consistent and life altering by being examples and mentoring each individual through their personal journeys.
- **Management** of the major changes they will have to go through and life after the decision.
- **Signposting** is absolutely essential in making sure that there is after care.
- **Coaching** in terms of goal setting and achieving their own personal goals
- **Support** is so important in this journey and each individual should be aware that no matter their pace they have support at every stage.

Our main activities and who we try to help are described below. All our charitable activities focus on providing services for our vulnerable young people that undertake to further our charitable purposes for the public benefit. Our Overall Goal is that disadvantaged young women will be enabled to have independent, empowered and confident lives through robust sustainable long-term support/engagement.

Our services are designed to:

- (a) develop skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.
- (b) advance education;
- (c) relieve unemployment;
- (d) provide recreational and leisure time activity in the interests of social welfare with a view to improving their conditions of life.
- (e) Reduction of crime
- (f) Improve and promote family links and relationships

Our aims copiously reflect the commitments that the charity was set up to further. Ensuring our work delivers our intentions, we review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

## **ACHIEVEMENTS AND PERFORMANCE**

The current programme run by the Chayah Project is called 'The REACH Programme' that is funded by the Big Lottery's 'Women & Girls' Fund.

Over the last year we have engaged with:

- 120 registered women in the workshops, events and programmes that we ran individually and in partnership virtually due to lockdown restrictions.
- Through Education institutes we worked with 89 students.
- We impacted approximately 243 (women including their families) one-off cases with some sign-posted through referrals and we currently have on the books 65 long-term support service users.
- This year who have worked alongside other agencies. This has been because many of the benefactors that we have supported have mentioned us, as well as we have sat around many tables at many forums and represented the work that we do.
- We have also been invited to join consortiums. This is very important to the programme knowing that we have made an impact into women and girls' lives
- Current Consortiums include: Tuntum, Bac-In, Nottingham Counselling Service, Safe Alternatives and Ending Youth Violence.
- In the past year we started providing cooked meals as well as food packs to help meet the shortages caused by Covid-19
- We started our mental outreach programme called Headwize, that supports young people especially with the effects that Covid has had on the generation.
- Referrals to the programme have also increased by 55% compared to the previous year with more coming from; Social care, Probation, Red Thread, Police, Schools and individuals.

## **FINANCIAL REVIEW**

Our main funder is the Big Lottery who fund our 'REACH PROGRAMME'. Our programme was funded for 3 years with a budget of £250,000 and is in its final year. Our current year budget to date is £71,820.

Due to covid-19, we had limited funding due to staff absences and increase in demand but we managed to continue our service provision with a joint programme, with a local organisation called Safe Alternative funded by the lottery.

Against the backdrop of limited resources and insecurities over funding, it has continued to be difficult to plan or develop services. Nevertheless, the charity, with the aid of sound financial management and the support of both its staff and volunteers, we have managed to adjust our programme to remain within the budget. We have also started looking for alternative funding streams for any work we want to do that doesn't fall within the scope of the BIG fund. We are also hoping to create training programmes we can monetise to increase our income. As part of a consortium with Bac-In, Tumtum Housing and Nottingham counselling services, we have begun a programme named 'Headwise' that is funded by Comic Relief.

## **PRINCIPAL FUNDING SOURCES**

The principal funding sources for the charity are currently by way of grants. As a result of increasing constraints on local authority expenditure, the charity has to seek funding from a much broader group of agencies. Our increased partnerships are proving particularly useful in identifying possible opportunities for a much wider range of funding for the future. We have more funding applications pending and also our transition into a charity has made us eligible for more funding pots that we hope to explore in the coming years.

## **INVESTMENT POLICY**

Most of our funds are restricted and to be spent within a specified amount of time. We are however trying to consider additional options available to enable us to have sustainable funding that we can consider for investment. An investment policy is therefore something being explored and planned to be implemented if feasible before the new financial year.

## **RESERVES POLICY**

The Trustees and officers are examining possible avenues to fit the charity's requirements for reserves in light of the main risks to the organisation. It is our hope to establish a policy whereby any unrestricted funds not committed or invested in tangible fixed assets held by the charity should carry a general reserve about equal to 6 months unrestricted fund expenditure, to minimise any risk of shortfalls and to cover any loss of income but to make sure staff and expenses are covered.

## **PLANS FOR FUTURE YEARS**

The REACH programme has achieved a lot more than we anticipated. It has opened doors not just for the programme but staff and beneficiaries. We hope to be able to secure funding to continue to empower all who have had support or worked alongside the programme. The main aim of this programme was to give women and girls a voice. Now that we are a registered charity our aim is to be an enabling centre where women and girls can come and be equipped with the tools to support themselves, family and friends. Having the partnerships with other agencies gives a wider scope to sign post our women and girls. We have moved into a building where our women and girls have access to us much easier than present. We would like to grow having more paid staff with lived experiences. We are looking for

sponsors to support positions. We have been into other cities sharing our programme and learning what they do, we hope in the near future to be doing some joint working so that programmes look the same or similar in most cities. We have also done online series merging with women from other cities and countries looking at the ways of supporting women culturally.

As a company and a Charity, we hope to continue:

1. To refine and improve governance structure
2. To preserve our service quality to meet the needs of all our service users and partners
3. To shape our group's capability and culture
4. To grow our brand recognition and infrastructures
5. To enlarge our partnerships
6. To advance our financial stability and increase revenue
7. To constantly improve operational efficacy

**Declaration;**

The trustees declare that they approved the report and accounts for the period ended 31 October 2020.

Signed: *DBMcLennan*

Name: Dorrisy Brenda McLennan  
Director & Company Secretary on behalf of the Trustees

**CHAYAH DEVELOPMENT PROJECT LTD  
[RCCG] WINNERS TEMPLE**

**Charity REG.No 1181113**

**TRUSTEES' REPORT AND ACCOUNTS FOR  
THE YEAR ENDED 31ST OCTOBER 2020**

**ASAMAI CONSULTING LIMITED  
ACCOUNTANTS & BUSINESS ADVISORS  
8B BRITON STREET  
LEICESTER  
LE3 0AA**

**Tel: 01163195972  
Fax: 01162252154  
Fax: 07723363184**

# CHAYAH DEVELOPMENT PROJECT LTD

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# CHAYAH DEVELOPMENT PROJECT LTD

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## LEGAL AND ADMINISTRATIVE INFORMATION

**Trustees:** Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

**Registered Office:** 26 Robin Hood Chase  
Nottingham  
NG3 4EZ

**Charity No.** 1181113

**Bankers:** Cooperative Bank

**Accountants** ASAMAI CONSULTING LIMITED  
ACCOUNTANTS & BUSINESS ADVISORS  
8B BRITON STREET  
LEICESTER  
LE3 0AA

## **CHAYAH DEVELOPMENT PROJECT LTD TRUSTEES REPORT**

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The Trustees have pleasure in submitting their report and accounts for the year ended 31st October 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 7 to 8 and comply with the statement of Recommended Practice (SORP March 2005), and the applicable law.

### **Structure, Governance and Management**

#### **Constitution**

The Charity is constituted under a Trust Deed dated 11 December 2018 and Charity is number 1181113, on the central register of the Charity Commission of England and Wales.

The principal objectives of the Charity is to reach the disadvantaged young women and empowered their lives through robust sustainable long-term support/engagement.

#### **Method of Appointment or Election of Trustees**

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Trust Deed.

#### **Organisational Structure and Decision Making**

The Charity is organised so that the trustees meet regularly to manage its affairs.

#### **Related Party Relationships**

There are no related party relationships during the period under review

#### **Development activities and achievements in the year**

See the trustee's report attached

#### **Risk Policy**

The Trustees have assessed the major risks to which the Charity is exposed, particularly those relating to the operations and finance and are satisfied with the risk management systems in place to mitigate any risk exposure.

#### **Future Developments**

See the trustee's report attached

#### **Review of financial Position**

The net incoming resources for the year amounted to -£733(Year 2019 was -£733). All these have been unrestricted reserves and no fund is allotted to restricted projects.

### **Reserve Policy**

The trustees have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets [the free reserves] held by the charity should be 3 months of annual expenditure. At this level, the trustees feel that they would be able to continue the current activities of the charity in the event of significant drop in funding.

### **Principal Funding**

This is provided mainly by the Big Lottery and other smaller funders such as Nottingham Women's Centre and the Metropolitan Housing.

### **Statement of Trustees' Responsibilities**

The Charities Act requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the surplus or deficit of the charity for that period. of the state of affairs of the charity and In preparing those financial statements, the trustees are requested to:

- i Select suitable accounting policies and then apply them consistently;
- ii Make judgements and estimates that are reasonable and prudent;
- iii State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements;
- iv Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 1993 [as amended by Act 2006]. 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.

### **Trustees and other information**

The members of the Board of Trustees who served during the year were:

Carl White  
Karina Scott (Chair)  
Notoya Cornwall  
Valerie Horsley

This report was approved by the Board of Trustees on the 31 July 2021 and signed on its behalf by: Karina Scott (Chair)

Secretary to the Board Of Trustees

## **INDEPENDENT EXAMINER`S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT LTD**

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We report on the financial statements of the charity for the year ended 31st October, 2020 which are set out below and notes to the financial statements on pages 7 to 13

### **Respective Responsibilities of Trustees and Examiners**

As the charity`s Trustees, you are responsible for the preparation of the accounts;  
It is our responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

### **Basis of Independent Examiner`s Report**

Our examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by the Trustees and a comparism of accounts presented with those records.  
It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters.  
The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

### **Independent Examiner`s Statements**

In connection with the examination, no matter has come to our attention:-

- 1) Which give us resonable cause to believe that in any material respect the requirements
  - (I) to keep accounting records in accordance with section 41of the Act and
  - (ii) to prepare accounts which accordwith the accounting records and to comply with the accounting requirements of the Act have not been met or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accountto be reached

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**Mr. Chris Jarjou FCCA CPFA MBA, MSc FFTA FFA/IPA MAAT**  
**CHIEF EXECUTIVE OFFICER**  
**ASAMAI CONSULTING**

Dated : \_\_\_\_\_

**CHAYAH DEVELOPMENT PROJECT LTD**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST OCTOBER 2020**

	NOTES	UNRESTRICTED FUND £	RESTRICTED FUND £	TOTAL FUND 2020 £	TOTAL FUND 2019 £
<b>INCOMING RESOURCES</b>					
Incoming resources from generated funds:					
Voluntary income	2	175,270	-	175,270	74,222
Investment income	3	-	-	-	-
<b>Total Incoming Resources</b>		<b>175,270</b>	<b>-</b>	<b>175,270</b>	<b>74,222</b>
		-			
<b>RESOURCES EXPENDED</b>					
Charitable activities	8	173,277	-	173,277	60,135
Governance Costs	4	2,726	-	2,726	14,820
<b>Total Resources Expended</b>	7	<b>176,003</b>	<b>-</b>	<b>176,003</b>	<b>74,955</b>
<b>Net Movement in funds</b>		<b>-733</b>	<b>-</b>	<b>-733</b>	<b>-733</b>
Total Funds Brought Forward		-733	-	-733	-
<b>Total Funds Carried Forward</b>		<b>-1466</b>	<b>-</b>	<b>-1466</b>	<b>-733</b>

There were no recognised gains or losses for the period other than those included in the statement of Financial activities

The notes on pages 7 to 13 form part of these accounts.

**CHAYAH DEVELOPMENT PROJECT LTD**  
**BALANCE SHEET AS AT 31ST OCTOBER 2020**

	NOTES	£	2020 £	2019 £
<b><u>FIXED ASSETS</u></b>				
Tangible Fixed Assets	10		-	-
<b><u>CURRENT ASSETS</u></b>				
Cash at Bank and in Hand		-	-	-
Debtor	9	-	-	-
<b><u>LESS CREDITORS</u></b>				
Amounts falling within one year	11	1,466	-	733
<b>NET CURRENT ASSETS</b>			<b>-1466</b>	<b>-733</b>
<b><u>LESS CREDITORS</u></b>				
Less Amounts falling due after more than one ye	12		-	-
<b>TOTAL ASSETS</b>			<b>-1466</b>	<b>-733</b>
<b>CHARITY FUNDS</b>				
Restricted Funds	13		-	-
Unrestricted Funds	13		-1466	-733
			<b>-1466</b>	<b>-733</b>

Approval by the Board of Trustees on the \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_  
Chairman (Board of Trustees)

The notes on pages 7 to 13 form part of these accounts.

**CHAYAH DEVELOPMENT PROJECT LTD**  
**NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER, 2020**

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**1 Accounting Policies**

**1.1 Basis of preparation of accounts**

The accounts are prepared under the historical cost convention, with the exception of investment which are included at market value and include the results of the Charity operations which are described in the Trustees' Report and all of which are continuing.

The accounts have been prepared in accordance with the Statement of Recommended Practice (SORP March 2005) For Charity Accounts and the Charities Act 1993 [as amended by Act 2006] The Charity has taken advantage of the exemption in Financial Reporting Standard No. 1 from the requirement to produce a cashflow statement on the grounds that it qualifies as small charity.

**1.2 Tangible Fixed Assets for use by the Charity and Depreciation**

All fixed assets costing £250 or more are capitalised at cost. Tangible fixed assets for use by the Charity are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

Freehold Property	Nil	
Motor Vehicle	25%	Reducing Balance
Fixtures & Fittings	25%	Reducing Balance
Church Equipment	25%	Reducing Balance
Computer Equipment	20%	Reducing Balance

**1.3 Incoming Resources**

**Main Grant**

The Main grant funder is the big Lottery who fund our Reach Programme

**Chayah**

The other funders include Nottingham Women`s Centre and Metropolitan Housing

## **CHAYAH DEVELOPMENT PROJECT LTD**

### **NOTE TO THE ACCOUNTS FOR THE YEAR ENDED 31ST OCTOBER, 2020**

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#### **1.4 Value Added Tax (VAT)**

Value Added Tax is not recoverable by the Charity, and as such is included in the relevant cost in the Statement of Financial Activities.

#### **1.5 Resources Expended**

Resources expended are included in the Statement of Financial Activities on accruals basis. Certain costs have been apportioned between Direct Charitable Expenditure and Management and Administration on bases consistent with the use of those resources.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grant being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

#### **1.6 Funds Accounting**

Funds held by the Charity are:

**Unrestricted General Fund - General** Funds are unrestricted funds which 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.

**Restricted Funds** - which were raised for particular restricted purposes and can only be used for those particular restricted purposes within the objects of the Charity. The cost of raising and administering such funds are charged against the specific fund.

Investment income, gains and losses are allocated to the appropriate fund.

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**CHAYAH DEVELOPMENT PROJECT LTD**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2020**

<b>2. VOLUNTARY INCOME</b>	<b>Restricted Funds 2020 £</b>	<b>Unrestricted Fund 2020 £</b>	<b>Total Fund 2020 £</b>	<b>Total Fund 2019 £</b>
Main Grant	-	105,580	105,580	54,615
Chayah	-	-	-	19,607
Covid Response	-	69,690	69,690	-
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Total Voluntary Income</b>	<b>-</b>	<b>175,270</b>	<b>175,270</b>	<b>74,222</b>
<b>3. INVESTMENT INCOME</b>	<b>Restricted Funds 2020 £</b>	<b>Unrestricted Fund 2020 £</b>	<b>Total Fund 2020 £</b>	<b>Total Fund 2019 £</b>
Rental Income	-	-	-	-
Bank Interest Receivable	-	-	-	-
<b>Total Investment Income</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**CHAYAH DEVELOPMENT PROJECT LTD**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2020**

4. GOVERNANCE COSTS	Restricted	Unrestricted	Total	Total
	Funds	Fund	Fund	Fund
	2020	2020	2020	2019
	£	£	£	£
Accountancy & Independent Examiners	-	720	720	720
Legal and Professional Fees	-	2,006	2,006	14,100
	-	<b>2,726</b>	<b>2,726</b>	<b>14,820</b>

5. DIRECT COSTS	Basis of Allocation		Total	Total
		£	2020	2019
		£	£	£
Wages & Salaries	Actual	68,754	68,754	35,594
Pension	Actual	983	983	1,386
P A Y E & NIC	Actual	3,036	3,036	7,530

<b>72,773</b>	<b>72,773</b>	<b>44,510</b>
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**6. SUPPORT COSTS**

	Basis of Allocation		Total	Total
		£	2020	2019
		£	£	£
Water Rate	Actual	3,204.00	3,204.00	1,271.00
Rent	Actual	8,650.00	8,650.00	4,250.00
Subscriptions	Actual	-	-	188.00
Printing, Postage and Stationary	Actual	1,631.00	1,631.00	-
Telephone & Internet	Actual	3,508.00	3,508.00	1,777.00
Insurance/Licences	Actual	-	-	472.00
Sundry Expense	Actual	631.00	631.00	228.00
Travel Expenses	Actual	4,790.00	4,790.00	6,155.00
Electricity, Gas	Actual	4,615.00	4,615.00	1,284.00
Consultancy	Actual	24,322.00	24,322.00	-
Staff Welfare	Actual	517.00	517.00	-
Training & Development	Actual	14,432.00	14,432.00	-
Repairs & Renewals	Actual	9,905.00	9,905.00	-
General Welfare	Actual	24,299.00	24,299.00	-
		-	-	-

<b>100,504</b>	<b>100,504</b>	<b>15,625</b>
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**CHAYAH DEVELOPMENT PROJECT LTD**  
**NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED**  
**31ST OCTOBER 2020**

**7. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Depreciation 2020 £	Other Costs 2020 £	Total 2020 £	Total 2019 £
Direct & Support Cost	-	173,277	173,277	-
Governance	-	2,726	2,726	-
	-	<b>176,003</b>	<b>176,003</b>	-

**8. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES**

	Activities Undertaken Directly [Note-5] 2020 £	Support Cost [Note-6] 2020 £	Total 2020 £	Total 2019 £
Direct & Support Cost	72,773	100,504	173,277	60,135
	<b>72,773</b>	<b>100,504</b>	<b>173,277</b>	<b>60,135</b>

The average number of staff employed by the Charity during the year was X (2019 - X)

No Trustee has received remuneration in the year.

No expenses have been reimbursed to any of the Trustees.

No Employees whose emoluments exceeded £50,000.

No Trustee received any benefit in kind

**9. DEBTORS**

	2020 £	2019 £
<b>Due Within One Year</b>		
Other Debtors	-	-
Prepayments	-	-
Accrued Income	-	-
	-	-
<b>Due after more than one year</b>		
Accrued Income	-	-
Loan	-	-
	-	-

**CHAYAH DEVELOPMENT PROJECT NOTES TO THE ACCOUNTS  
(CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2020**

**10. TANGIBLE FIXED ASSETS**

	<u>Freehold &amp; Property</u> £	<u>Motor Vehicle</u> £	<u>Equipmen F &amp; Fittings</u> £	<u>Computer Equipment</u> £	<u>TOTAL</u> £
Cost At 1st November 2019	-	-	-	-	-
Additions	-	-	-	-	-
Disposals	-	-	-	-	-
At 31st October. 2020	-	-	-	-	-
<b><u>DEPRECIATION</u></b>					
At 1st November, 2019	-	-	-	-	-
Charge for the year	-	-	-	-	-
Disposal	-	-	-	-	-
At 31st October. 2020	-	-	-	-	-
NET BOOK VALUE AT 31ST OCT. 2020	-	-	-	-	-
NET BOOK VALUE AT 31ST OCT. 2019	-	-	-	-	-

The net book value of assets held under finance leases or hire purchase contracts, included above are as follows

	<b>2020</b> £	<b>2019</b> £
Motor Vehicle	-	-

**11. CREDITORS**

	<b>2020</b> £	<b>2019</b> £
<b>Amount falling due within one year</b>		
Accrued Expenses	1,466	733
Bank Overdrafts	-	-
	-	-
	-	-
	-	-
	<b>1,466</b>	<b>733</b>

**CHAYAH DEVELOPMENT PROJECT NOTES TO THE ACCOUNTS  
(CONTINUED) FOR THE YEAR ENDED 31ST OCTOBER 2020**

<b>12. CREDITORS</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Amount falling after more than one year</b>		
Accrued Expenses	-	-
Other Creditors	-	-
	-	-
	-	-
<b>Creditors include amounts not wholly repayable within 5 years as follows:</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Repayable by instalments	-	-
	-	-

<b>13. STATEMENT OF FUNDS</b>	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Unrestricted Funds</b>				
General Funds- all funds	-733	175,270	176,003	-1466
	-	-	-	-
<b>Restricted Funds</b>				
Building Fund	-	-	-	-
<b>Total of Funds</b>	<b>-733</b>	<b>175270</b>	<b>176003</b>	<b>-1466</b>

<b>SUMMARY OF FUNDS</b>	<b>Brought Forward</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>Carried Forward</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Funds	-733	175,270	176,003	- 1,466
Restricted Funds	-	-	-	-
	-	-	-	-
	<b>-733</b>	<b>175,270</b>	<b>176,003</b>	<b>- 1,466</b>

<b>14. ANALYSIS OF NET ASSETS BETWEEN-FUNDS</b>	<b>Restricted Funds</b>	<b>Unrestricted Funds</b>	<b>Total Funds</b>	<b>Total Funds</b>
	<b>2020</b>	<b>2020</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Tangible Fixed Assets	-	-	-	-
Debtors Due after more than 1 Year	-	-	-	-
Current Assets	-	-	-	-
Creditors Due within one year	-	1,466	1,466	733
Creditors Due in more than one year	-	-	-	-
	<b>-</b>	<b>-1466</b>	<b>-1466</b>	<b>-733</b>

**15. RELATED PARTY TRANSACTIONS**

# INDEPENDENT EXAMINER`S REPORT TO THE TRUSTEES OF CHAYAH DEVELOPMENT PROJECT LTD

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We report on the financial statements of the charity for the year ended 31st October, 2020 which are set out below and notes to the financial statements on pages 7 to 13

## **Respective Responsibilities of Trustees and Examiners**

As the charity`s Trustees, you are responsible for the preparation of the accounts;

It is our responsibility to state on the basis of procedures specified in the general directions given by the charity commissioners under section 43 (7) of the act, whether particular matters have come to our attention.

## **Basis of Independent Examiner`s Report**

Our examination was carried out in accordance with the general directions given by the charity commissioners. An examination includes review of accounting records kept by Trustees and a comparison of accounts presented with these records.

It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as the Trustees concerning any such matters.

The procedures undertaken do not provide all the evidence that would be required in an audit and consequently we do not express an audit opinion on the view given by the accounts.

## **Independent Examiner`s Statements**

In connection with the examination, no matter has come to our attention: -

- 1) Which give us reasonable cause to believe that in any material respect the requirements
  - (i) to keep accounting records in accordance with section 41 of the Act and to prepare accounts which accord with the accounting records and to
  - (ii) comply with the

accounting requirements of the Act have not been  
met or

2) to which, in our opinion, attention should be drawn to enable a proper understanding  
of the account to be reached

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**Mr. Chris Jarjou FCCA CPFA MBA, MSc FFTA FFA/IPA  
MAAT  
*CHIEF EXECUTIVE OFFICER  
ASAMAI CONSULTING***

Dated : 28/08/2021