



# Our Barn Community Report and Accounts

For the period ended 31 March 2024

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Our Barn Community  
Financial Statements  
For the period ended 31 March 2024  
Contents

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	<b>Page</b>
Chair's report	1 - 8
Statement of financial activities	9
Balance sheet	10
Notes to the financial statements	11-14

# Our Barn Community

## Legal and Administrative Information

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Trustees	Tom Ruchniewicz (Chair) Beverley Stansby Rachel Smith
Charity Number:	1181421
Chief Executive Officer	Karen Adams
Independent Examiner	Jasmin Aktar
Principal Address and Registered Office	12 Davmor Court Manor Vale Brentford TW8 9JW
Bankers	National Westminster Bank plc 314 Chiswick High Road London W4 5TA

# Our Barn Community

## Chair's Report and Accounts

### For the period ended 31 March 2024

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The Chair of Trustees presents Our Barn Community's report and accounts for the year ended 31 March 2024

#### **Structure, government and management**

Our Barn Community is a Charitable Incorporated Organisation registered with the Charities Commission, under number 1181421.

Our formal charitable aims are:

To advance in life and to help people with learning difficulties or other disabilities, especially but not exclusively, through:

- (a) The provision of social, recreational, educational and other activities as a means of developing their confidence and independence, and their skills, capacities and capabilities for work, and participation in adult life and the community; and
- (b) The provision of support to family carers.

Our ethos has also developed to include strands of work that:

- Make a contribution to our local community (giving back)
- Incorporate elements of environmental protection and conservation
- Raise expectations of what disabled people can achieve

2024 was another challenging year. We have spent much of the year reviewing our operations and effecting some changes to become more efficient. Our aim is to protect the core activities of the organisation, that being the youth club and the Our Futures project.

During the year our activities consisted of:

#### Our Barn Youth Club

Our 'flagship' youth club takes place on Sundays at Redlees Play Centre in Isleworth. Participants are aged 16 to 25 and most of the funding continues to come through Hounslow Council's Short Breaks budget. We have brought our Multisport sessions under the Youth Club umbrella and sessions offer variety, teamwork, friendly competition and individual achievement. It is our most popular activity.

#### Our Futures

Our Futures now features a greater element of community involvement and life skills development in addition to employability. We have also increased our internal work experience projects to broaden the range of opportunities available. Participants are given intensive, individual support to create an individualised pathway towards future goals and aspirations, including paid work whenever appropriate.

#### Pump & Grind Coffee Shop – work experience

Working in partnership with the London Museum of Water & Steam at Kew Bridge (a former pumping station) we offer barista-style coffee, cakes and some hot food to the general public. Not commercially

viable as a café, the Museum gains a refreshment facility for their visitors and Our Barn gains a training and work experience venue. We also offer the café space for community groups to use on quieter days, all for the price of a cup of tea or two.

The economic downturn has particularly impacted footfall at the Museum and even with a very thorough review of overheads and increases to our pricing, we (again) barely managed to reach breakeven. We have carried out a very thorough review of whether this venue meets our needs and asked if operating this café is drawing us away from our core Mission. We concluded that we are at risk of failing to deliver our objectives if the Museum were to close, and felt that as this was outside of our control we needed to seek an alternative.

At the time of writing this report we have served notice that we are vacating the premises and have identified a Community Centre nearby that offers the same work experience opportunity without the obligation of staffing weekends and holidays at significant cost.

### Digital Inclusion – work experience

After a successful year delivering 1,000 upgraded, reconditioned laptops to residents of Hounslow in 2023, we scaled back this project to a more manageable size of approximately 300 laptops in 2024. In the first year we used a contractor, Blue Summit Technologies, to support on the technical side, and this year have been able to bring this in-house through the part-time employment of one of our service users and long term volunteer.

This activity also offers our members a volunteering and work experience opportunity, getting involved with the refurbishment and distribution of devices, and providing guidance to members of the public on how to use their devices. To facilitate this, we have taken on new office space at Qwest in Brentford. The lease is for the two-year duration of the project and the space is used to work on the laptops being upgraded, as well as providing office space for the Our Futures team and staff.

### Carers Project

As part of the exit strategy for our CEO's forthcoming retirement we had recruited a Project Leader specifically to take this activity forward. However, that person's increased caring commitments have made it impossible for her to continue in this role.

After an extremely successful year supporting families with disabled children access appropriate disability-related welfare benefits we have taken the difficult decision to move this project outside of Our Barn. We have established a model that can be run entirely by volunteers, parents of disabled children themselves. Hounslow Parent Carers Forum is willing to support with access to meeting space and we have always worked alongside them, so we will continue this work elsewhere.

### Gardening Project

We also made the decision to vacate Jubilee Lodge, as accessibility has meant numbers attending are lower than we would like. It gives us an opportunity to work alongside each other across all projects. Our gardeners in June 2024 transitioned to the Museum as a short-term measure, where the number of participants has increased significantly. We also made plans to redirect some of our gardening staff into a new weekly Out & About activity to start when we vacated Jubilee Lodge. This builds independence skills through travelling to places of interest in the London area, as selected by the

participants. This will become part of the Our Futures offer. Gardening will also continue on a one day a week basis, also under the Our Futures offer.

### **Committee Membership Recruitment, Roles and Responsibilities**

Our Trustees set and monitor the strategic direction of Our Barn, ensure that Our Barn meets its charitable objectives by using the best possible practice and financial prudence, and take a strong role in Safeguarding.

They also ensure good management of the team leaders, support the day-to-day running of Our Barn's activities and set some performance management targets for the leaders and manager.

The Trustees meet formally on a quarterly basis and the board is responsible for a strategic plan formed in consultation with service users and staff. Service user consultation is embedded in our practice and is continually being strengthened.

We continue to use the Outcomes Star measurement tool, tracking individual participants' progress over time.

The committee has assessed the major risks to which the organisation is exposed and is satisfied that systems are in place to mitigate exposure to those risks. This has included a thorough review of Covid precautions.

### **Objectives and Activities**

#### **Our Barn's Charitable Objects**

Our Barn's mission is to support young people and adults to achieve their potential. This aim is delivered through providing learning, life skills and social interaction, and meaningful support to their families and carers. Our Barn is committed to:

- Promoting full participation in the community for all its service users
- Developing community resources
- Linking with a range of external services to meet this goal

Service users and potential service users can expect Our Barn to:

- Provide a high quality of service to all our service users (including carers, other agencies and funders)
- Provide information that is clear and easy to understand
- Provide a secure, safe and confidential environment
- Treat people with respect and courtesy at all times
- Work with all service users regardless of their colour, race, gender, sexuality, disability or religious beliefs
- Ensure staff receive appropriate training and support
- Demonstrate good practice in quality assurance, management and financial systems
- Seek funding from a range of statutory, grant-making, corporate and private sources

## **Financial review**

Sustaining the organisation beyond our founding CEO's tenure has taken priority during this current year. It is their intention to retire in two years and we have taken steps to reduce the current administrative burden and allow their transition to part-time work during 2025. We have reviewed our funding options and will focus on longer-term sources such as the National Lottery and strengthening our Hounslow Council links. Combining our disparate activities into one or two core activities has been our goal and we have made considerable progress towards completing this plan in 2024, with a successful result by January 2025. It will be the first time we have all our activities and staff together in the same place since we formed.

## **Management Committee Members' responsibilities in relation to the financial statements**

The Management Committee Members are responsible for preparing an annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the charity members to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period. In preparing the financial statements, the committee are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the applicable Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The committee are responsible for keeping proper accounting records that 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 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust deed. They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The committee are responsible for the maintenance and integrity of the charity and financial information included on the charity's website at [www.ourbarn.org.uk](http://www.ourbarn.org.uk). Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the Trustees



Tom Ruchniewicz

# Our Barn Community

## Independent Examiner's Report to the Management Committee

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I report on the accounts for the year ended 31 March 2024 as set out in pages 5 to 10.

### **Respective responsibilities of Management Committee Members and Examiner**

The Management Committee Members are responsible for the preparation of the accounts. The Management Committee Members consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention. Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Management Committee Members concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

### **Independent Examiner's statement**

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Jasmin Aktar

12 Davmor Court, Manor Vale, Brentford TW8 9JW

Date: 12 December 2024



Our Barn Community  
Statement of Financial Activities  
Including Income and Expenditure Account  
For the year ended 31 March 2024

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2024	Total Funds 2023
Incoming resources from generated funds –		£	£	£	£
Voluntary income	2	78,399	-	78,399	58,714
Investment income	3	40	-	40	27
		<u>78,439</u>	<u>-</u>	<u>78,439</u>	<u>58,741</u>
Incoming resources from charitable activities	4	31,575	134,580	166,155	183,042
Total incoming resources		<u>110,014</u>	<u>134,580</u>	<u>244,595</u>	<u>241,784</u>
Resources expended					
Charitable activities	5	106,279	152,975	259,255	250,029
Total resources expended	6	<u>106,279</u>	<u>(18,395)</u>	<u>259,255</u>	<u>250,029</u>
Net income for the period/ Net movement in funds		<u>3,735</u>	<u>(18,395)</u>	<u>(14,659)</u>	<u>(8,246)</u>
Reconciliation of funds					
Transfer of funds	10	(1692)	1,692	-	-
Total Fund brought forward	10	966	32,594	33,560	41,805
Total Fund carried forward	10	<u>3,009</u>	<u>15,891</u>	<u>18,900</u>	<u>41,805</u>

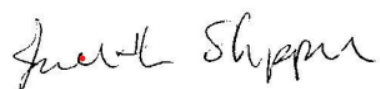
# Our Barn Community

## Balance Sheet

As at 31 March 2024

	Notes	2024 £	2023 £
Current assets			
Debtors	8	-	-
Cash at bank and in hand		34,200	97,167
Accruals and Prepayments	9	(15,000)	(51,155)
		<hr/>	<hr/>
		19,200	46,012
Creditors			
Amount falling due within one year	9	300	(12,452)
		<hr/>	<hr/>
Net current assets		18,900	33,559
		=====	=====
The funds of the charity:			
Unrestricted funds		3,009	966
Restricted funds		15,891	32,593
		<hr/>	<hr/>
		18,900	33,559
		=====	=====

The accounts were approved by the committee on 13 January 2025.



J Sheppard  
Treasurer

# Our Barn Community

## Notes to the Accounts

For the year ended 31 March 2024

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### 1. Accounting policies

#### **Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), and the Charities Act 2011 and applicable regulations.

#### **Incoming resources**

Income has been recognised gross on the basis of entitlement, certainty and measurement.

Donations and other voluntary income are recognised as incoming resources when receivable, except insofar as they are incapable of financial measurement.

Grants are recognised in full in the Statement of Financial Activities in the period in which they are receivable or any requirement imposed on the grant is fulfilled.

Investment income is recognised on a receivable basis.

#### **Resources expended**

Expenditure is recognised on an accruals basis inclusive of Value Added Tax.

Expenditures relating to supporting people with learning disabilities are those elements of expenditure directly incurred in performing these activities.

#### **Tangible fixed assets and depreciation**

There has been no expenditure on fixed assets.

#### **Leasing and hire purchase commitments**

Rentals payable under operating leases are charged against income on a straight line basis over the period of the lease.

Our Barn Community  
Notes to the Accounts  
For the year ended 31 March 2024

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2. Voluntary income

	2024	2023
	£	£
Café Income	57,794	41,867
Donations and gifts	<u>20,605</u>	<u>16,847</u>
	<u>78,399</u>	<u>58,714</u>

3. Investment income

	2024	2023
	£	£
Interest receivable	<u>40</u>	<u>27</u>

4. Incoming resources from charitable activities

	Unrestricted Funds	Restricted Funds	2024 Total	2023 Total
	£	£	£	£
Supporting people with learning disabilities (LD)	<u>31,575</u>	<u>134,580</u>	<u>166,155</u>	<u>183,042</u>

Included with unrestricted income related to supporting people with learning disabilities are the following grants

Local authority service agreement	28,000
Small grants	<u>3,575</u>
	<u>31,575</u>

5. Total resources expended

	Staff costs	Other costs	2024 Total	2023 Total
	£	£	£	£
Charitable activities –				
Supporting people with LD	<u>159,514</u>	<u>99,741</u>	<u>259,255</u>	<u>250,029</u>

Activities undertaken directly

## Our Barn Community Notes to the Accounts

For the year ended 31 March 2024

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### 6. Activities undertaken directly

Other costs relating to supporting people with learning disabilities comprise:

	2024	2023
	£	£
Rent and venue hire	34,730	22,096
Professional fees	-	550
Independent Examination	300	-
Cost of activities, including digital inclusion contractor	22,052	11,375
Cost of goods for café	27,633	17,873
Telephone	1,750	2,193
Electricity	2,502	2,966
Printing, postage & stationery	23	1,276
Refreshments and gala dinner	-	3,499
Insurance	2,850	3,335
Website costs	3,366	3,140
Equipment purchases, repairs & renewals	2,803	4,548
Subscription	398	634
Travel	221	-
Bank charges	<u>1,113</u>	<u>1,050</u>
	<u>99,741</u>	<u>74,535</u>

### 7. Employees

The average monthly number of employees during the period was 4.5 (2023: 5) full time equivalent

Supporting people with learning disabilities

Employment costs –

	2024	2023
	£	£
Wages and salaries	<u>159,514</u>	<u>175,494</u>

There were no expenses paid to the Trustees during the period.

Our Barn Community  
Notes to the Accounts  
For the year ended 31 March 2024

8. Debtors

2024	2023
£	£

Trade debtors	-	-
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9. Creditors

Amounts falling due within one year –

2024	2023
£	£

Trade creditors	300	1,226
Taxes and social security costs	-	-
Other creditors	-	11,226
Accruals*	<u>15,000</u>	<u>51,155</u>
	<u>15,300</u>	<u>63,617</u>

\*Prepaid grants

Digital Inclusion (Hounslow Council)	15,000	43,500
Carers Project (Peoples Health Trust)	-	7,655
	<u>15,000</u>	<u>51,155</u>

10. Statement of funds

	Balance at 01/04/2023	Incoming Resources	Resources Expended	Transfer of funds	Balance at 31/03/2024
Restricted Funds	£	£	£	£	£
Digital Inclusion	12,349	49,500	(60,783)	-	1,066
Carers	5,845	7,655	(15,192)	1,692	-
Our Futures	<u>14,400</u>	<u>77,425</u>	<u>(77,000)</u>	<u>-</u>	<u>14,825</u>
<b>Total Restricted Funds</b>	32,594	134,580	(152,975)	1,692	15,891
<b>Unrestricted Funds</b>	<u>966</u>	<u>110,014</u>	<u>(106,279)</u>	<u>(1,692)</u>	<u>3,009</u>
<b>Total Funds as at 31 March</b>	<u><b>33,560</b></u>	<u><b>244,594</b></u>	<u><b>(259,254)</b></u>	<u><b>-</b></u>	<u><b>18,900</b></u>