

# **Reskilled**

**Registered Charity No. 1181800**

**TRUSTEES' REPORT & ACCOUNTS**

**FOR THE YEAR ENDED**

**31 December 2021**

**Reskilled****Year ended 31 December 2020****Governing Deed**

Constitution dated 16 April 2018

**Trustees**

The Trustees who served during the year and since the year end are set out below.

Paul Robbs de la Hoyde

Chairman

Julia Snowball

Secretary

William Lowries

Treasurer

Pauline Searle

Alex Pady

**Principal Office**

37 Hazel Avenue

Guildford

GU1 1NP

**Bankers**

CAF Bank

25 Kings Hill Avenue

Kings Hill

West Malling

Kent

ME19 4JQ

**Independent Examiner**

Mr Roy Wigmore

29 New Inn Lane

Guildford

GU4 7HN

**Website:** [www.reskilled.org](http://www.reskilled.org)**Email:** [info@reskilled.org](mailto:info@reskilled.org)

## **Reskilled**

### **REPORT OF THE TRUSTEES**

#### **Introduction**

The Trustees present the annual report and accounts of Reskilled ("The Charity") for the year ended 31 December 2021. The accounts have been prepared in accordance with the accounting policies set out on page 7 and comply with the charity's constitution and applicable law.

#### **Constitution and objects**

ReSkilled was incorporated on 29 January 2019 as a Charitable Incorporated Organisation.

It was set up to address a need identified in the Guildford and Woking area, which is to provide the initial part of the pathway into employment for people who have been out of work for at least twelve months and are aged between 25 and the state retirement age.

ReSkilled aims to promote social inclusion for this group of people by providing them with training in generic work skills. The objects of the charity are:

The promotion of social inclusion for the public benefit by relieving the needs of those people who are socially excluded due to constraints arising from being unemployed for more than twelve months, of ages 25 to state retirement age, by the raising of their confidence and learning generic work skills in a supported work environment, in particular but not exclusively wood workshops, to enable their movement into sustainable employment.

ReSkilled has at its heart a belief that all people deserve to thrive and to be all that God wants them to be, and that being engaged in fruitful activity is one of the ways of enabling those objectives. Our involvement as trustees of ReSkilled is a way of working out our Christian faith.

#### **Financial and operating review**

Since being created as a CIO in January 2019, the principal activity has been to put in place the building blocks to allow ReSkilled to start its work.

The building blocks are:

- Policies and procedures to provide a safe environment for the people that ReSkilled aims to help
- Suitable premises
- A suitable programme manager
- Funding to enable the set-up of the wood workshop
- Funding to support the running costs of the charity so that it can run for six months without further funding
- Publicity materials to promote the activity of the charity and encourage support

At its second year-end, ReSkilled has developed a business plan for its first two years of activity, has written a full set of policies and procedures for safe working, identified a suitable programme manager and developed publicity materials.

The programme manager, working on a pro-bono basis, has met with funders and, along with one of the Trustees, spoken at church services to promote support for the work of the charity. At the end of the period, start-up funding of nearly £13,000 has been secured, which is 45% of the target funding. Regular funding pledges of £70 per month have been given.

The programme manager has worked with referral agencies in Guildford and Woking to identify suitable clients for the work of the charity and to establish what funding, if any, the clients are able to bring with them.

During the year, the Charity received the final tranche of an unrestricted grant from Guildford Borough Council, together with a further grant from the Nias Wheatley Trust. A number of donations were also received from individuals.

## Reskilled

### Reserves policy

The Trustees have agreed a reserves policy of having a target level of reserves of six months' planned expenditure. During the start-up phase of the charity, the Trustees do not expect to have access to this level of resources.

At the end of the period, the charity held reserves equivalent to 5 months' planned expenditure.

### Risk management

The Trustees actively consider the risks to which the charity is exposed and review them and the mitigating actions at each meeting.

The principal risks that the Trustees have identified are:

| <b>Risk</b>   | <b>Impact</b>   | <b>Mitigating activity</b>  |
|---|---|---|
| Suitable premises are not available                   | The charity will not be able to start its work            | Seeking a range of alternative premises.  |
| Start-up funding and regular funding is not available | The charity will not be able to start or sustain its work | Building relationships with institutional funders and individual donors to provide start-up and regular income                            |
| Safeguarding incident in the workshop                 | Reputational and financial damage                         | Comprehensive policies and procedures are in place; suitably trained and qualified individuals engaged as project manager and volunteers. |

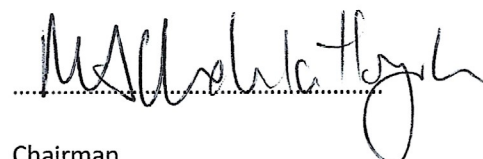
### Trustees' responsibilities in relation to the accounts

Law applicable to charities in England and Wales requires the Trustees to prepare accounts for each financial year, which give a true and fair view of the charity's financial activities during the year and of its financial position at the end of the year. In preparing these accounts, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state the basis of preparation of the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the Society will continue in business.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Charity which enable the Trustees to ascertain the financial position of the Charity and to ensure that the accounts comply with the Charities legislation. 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

Approved by the Trustees and signed on their behalf by:



Chairman

Date: 4th September 2022

## **Independent Examiners Report to the Trustees of Reskilled**

I report on the accounts of Reskilled CIO for the year ended 31 December 2021, which are set out on pages 5 to 7.

### **Respective responsibilities of Trustees and Independent Examiner**

The charity's Trustees are responsible for the preparation of the accounts. The Charity's Trustees consider that the Charity is eligible for exemption from audit by virtue of Section 144(2) of the Charities Act 2011 (the Act).

My examination of the accounts is under Section 145 of the Act and it is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, 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 Commissioners.

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 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 statement**

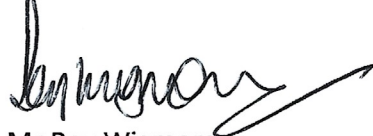
In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with Section 130 of the Act; and
- to prepare accounts which accord with the account records and comply with the accounting

requirements of the Act have not been met; or

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



Mr Roy Wigmore

29 New Inn Lane

Guildford

GU4 7HN

Date: 23.9.22

## Reskilled

### Statement of Financial Activities

|                                    | Notes | 2021<br>£     | 2020<br>£    |
|------------------------------------|-------|---------------|--------------|
| <b>Incoming resources</b>          |       |               |              |
| Fundraising, gifts and donations   | 3     | 4,704         | 3,015        |
|                                    |       | <u>4,704</u>  | <u>3,015</u> |
| <b>Resources expended</b>          |       |               |              |
| Expenditure:                       |       |               |              |
| Staff costs                        |       | -             | -            |
| Publicity and fundraising          |       | -             | -            |
| Rent                               |       | -             | -            |
| Materials                          |       | 752           | -            |
| Client Travel                      |       | -             | -            |
| Admin costs                        | 4     | 133           | 85           |
|                                    |       | <u>885</u>    | <u>85</u>    |
| <b>NET MOVEMENT IN FUNDS</b>       |       | <u>3,819</u>  | <u>2,930</u> |
| <b>Total funds brought forward</b> |       | 9,019         | 6,089        |
| <b>Total funds carried forward</b> | 5     | <u>12,838</u> | <u>9,019</u> |



## Reskilled

### Balance Sheet

|                                       | Notes | 2021<br>£     | 2020<br>£    |
|---------------------------------------|-------|---------------|--------------|
| <b>Current Assets</b>                 |       |               |              |
| Cash at Bank and Building Society     |       | 12,839        | 9,019        |
| Balance carried forward               |       | <u>12,839</u> | <u>9,019</u> |
| Represented by:                       |       |               |              |
| Funds                                 | 5     | 12,838        | 9,019        |
| Total                                 |       | <u>12,838</u> | <u>9,019</u> |
| Opening funds                         |       | 9,019         | 6,089        |
| Net Movement in Resources in the Year |       | <u>3,819</u>  | <u>2,930</u> |
|                                       |       | <u>12,838</u> | <u>9,019</u> |



.....  
William Lowries

Treasurer

Date:

23<sup>rd</sup> September 2022

## **Reskilled**

### **Notes**

#### **ACCOUNTING POLICIES**

##### **1. Basis of accounting**

The accounts have been prepared on a receipts and payments basis as permitted by

##### **Fund accounting**

Unrestricted funds are those accumulated surpluses and deficits which are available for

Restricted Funds are those subject to specific trusts, or granted with conditions that the funds be used for a specific and defined purpose.

##### **Incoming resources**

Incoming resources represents the total income receivable during the year comprising

##### **Resources expended**

Income and Expenditure is included on a cash basis.

##### **2. Related party transactions**

No remuneration or expenses have been paid to any Trustee or to the independent

##### **3. Fundraising, gifts and donations**

As well as grants from local government bodies and a charitable trust, we have received donations from private individuals.

##### **4. Admin costs**

Admin costs include the costs of insurance for the Charity and Trustees.

##### **5 Analysis of Funds**

The restricted funds represent grants received with a condition that the funds are to be used for capital expenditure.

|                    | <b>2021</b>   | <b>2020</b>  |
|--------------------|---------------|--------------|
| Unrestricted Funds | 10,253        | 5,682        |
| Restricted Funds   | 2,585         | 3,337        |
| Total Funds        | <u>12,838</u> | <u>9,019</u> |