

REGISTERED COMPANY NUMBER: CE016375 (England and Wales)  
REGISTERED CHARITY NUMBER: 1181832

REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2021  
FOR  
THE OLD NEEDLE WORKS FOUNDATION

Hayward Wright Ltd  
4 Clews Road  
Redditch  
Worcestershire  
B98 7ST

THE OLD NEEDLE WORKS FOUNDATION

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for the Year Ended 31st March 2021

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## THE OLD NEEDLE WORKS FOUNDATION

### CHAIRMAN'S REPORT

for the Year Ended 31st March 2021

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Momentum is the word that comes to mind when attempting to express the development of the past year.

I am immensely proud and at the same time amazed at the achievements brought about by our small, key band of staff and volunteers, without whom the Foundation would not be able to offer the number and variety of consultations currently performed.

That said, we are not content to stand still. We are embarking on an induction programme to introduce prospective candidates to our work and from there, to begin training as Wellbeing coaches for the future. In return, the candidates will donate working hours to the Foundation to benefit our vulnerable clients.

And the momentum continues... The new charity shop helps those on low income by providing clothing and goods and affordable prices, and the new plant-based café offers a meeting place and a menu which is difficult to obtain for many with vegan and gluten free foods and drinks.

As for 2022? One thing we are not short of is ideas. I say again that our momentum drives us forward. Thanks to some excellent bid writing we have grants taking certain projects forward for several years and our zest to continue the momentum is already well into next year with work underway to financially underpin an utterly bright future for The Old Needlework Foundation.

## THE OLD NEEDLE WORKS FOUNDATION

### REPORT OF THE TRUSTEES for the Year Ended 31st March 2021

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

#### OBJECTIVES AND ACTIVITIES

##### Objectives and aims

The Old Needle Works is a community learning and support hub providing skills courses and groups to help local people with their wellbeing and mental health. We support people to make lasting positive changes to improve life quality and chances. Our premises are shared and act as an incubator for other charities and social enterprise.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The Trustees are appointed at the AGM, after going through an induction and training process. Their appointment is recorded in the minutes of the meeting and no signatures of acceptance are required. The Trustees have the power to co-opt other members.

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Treasurers comments

Our robust risk management procedures and the exceptional work of the management team has mitigated the impact on financial performance Covid-19, while still under lockdown measures our team has successfully negotiating with the landlord, tenants and funding bodies reduced the impact of the outbreak and enabled us to end the year in a sound financial position. As detailed in the formal accounts.

Our firm financial position and space available at the Old Needleworks Foundation will allow us to expand our services in the next financial year, maintaining our strategy of becoming a family centre.

### Governance

The Old Needleworks Foundation has now established since June 2019. During this time the trustees have established the protocols needed to fulfil their overseeing duties. This includes reviewing a financial report at the monthly trustees meeting that includes:

- The monthly cash and financial position
- Forward forecast of both profit and loss and cash position
- Financial risks and opportunities
- Grant project specific constraints

To ensure costs and value is fully captured we have procured and use the Xero financial software package. Xero contains a dashboard showing, at a glance, unpaid invoices, YTD profit and cash in cash out. Xero also contains an extensive suite of reporting tools allowing interrogation of every element of financial performance. The Xero software is being tailored to allow a project by project (grant by grant) cost capture to ease governance processes further.

Our robust financial governance procedures include a review of profit and loss and cash positions at different scenarios using a cash flow forecast spreadsheet so the trustees can understand the potential financial impact of major decisions, or the impact of significant risks or opportunities.

We have also changed our accountant to a local company who is significantly more supportive.

We have reduced our reserves policy from three to two months operating costs held in cash at bank.

### Commercial risks and opportunities and mitigations

Risks, opportunities, and mitigations are discussed on an individual basis at the trustees meeting held on the first Friday of each calendar month. In exceptional circumstances additional meeting can be held to agree an operational approach and identify potential risks and mitigation measure.

#### Significant Risks & Opportunities

Short term loss of rental income from tenants  
Loss of income from lost paid for services  
Loss of income from services not delivered where grant monies already paid  
Long term loss of income from tenants

#### Mitigation measures

Agree reduced rental with our landlord  
Some services provided via ICT solution

Agree relaxation of spend requirements from donor bodies  
Active approach to advertising

## THE OLD NEEDLE WORKS FOUNDATION

### REPORT OF THE TRUSTEES for the Year Ended 31st March 2021

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#### STRUCTURE, GOVERNANCE AND MANAGEMENT

Increased income from new tenants

Loss of existing tenants enables new tenants to be secured on more favourable terms

Increased income from new or increased scope of services

The increased space available allows us to deliver a wider range of services, becoming more resilient and less reliant on rental income

Cash surplus

An increasing cash surplus will allow us to deliver, non-funded services to support a limited amount of individuals that would not otherwise have access to mental health support

Availability of Space

The availability of space in the building allows the opportunity to use the space for fundraising activities

#### REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number  
CE016375 (England and Wales)

Registered Charity number  
1181832

Registered office  
The Old Needlworks  
Cedar House  
Britten Street  
Redditch  
B97 6HD

Trustees  
J R Williamson Chairman  
G Scragg Treasurer  
N Ordish  
L Lostitch (appointed 26/6/2020)  
P Salnicki (appointed 3/4/2020)

Independent Examiner  
Hayward Wright Ltd  
4 Clews Road  
Redditch  
Worcestershire  
B98 7ST

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
J R Williamson - Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE OLD NEEDLE WORKS FOUNDATION

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Independent examiner's report to the trustees of The Old Needle Works Foundation ('the Company')  
I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of Chartered Accountant which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Alistair Hayward-Wright  
Chartered Accountant  
Hayward Wright Ltd  
4 Clews Road  
Redditch  
Worcestershire  
B98 7ST

Date: .....

THE OLD NEEDLE WORKS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31st March 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		102,039	106,780	208,819	86,079
Charitable activities					
Introduce assets from Britten Street Hub Community		-	-	-	10,990
Other trading activities	2	10	-	10	-
Investment income	3	51,932	-	51,932	69,571
Total		153,981	106,780	260,761	166,640
EXPENDITURE ON					
Raising funds		26,819	54,756	81,575	34,383
Charitable activities					
Support and management costs		21,423	14,775	36,198	57,073
Charity expenditure		38,809	19,899	58,708	45,368
Other		10,468	923	11,391	10,218
Total		97,519	90,353	187,872	147,042
NET INCOME		56,462	16,427	72,889	19,598
Transfers between funds	10	(6,080)	6,080	-	-
Net movement in funds		50,382	22,507	72,889	19,598
RECONCILIATION OF FUNDS					
Total funds brought forward		11,052	8,546	19,598	-
TOTAL FUNDS CARRIED FORWARD		61,434	31,053	92,487	19,598

The notes form part of these financial statements



THE OLD NEEDLE WORKS FOUNDATION

BALANCE SHEET  
31st March 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
FIXED ASSETS					
Tangible assets	7	2,768	-	2,768	3,246
CURRENT ASSETS					
Debtors	8	-	5,451	5,451	8,705
Cash at bank		72,576	25,639	98,215	23,871
		<u>72,576</u>	<u>31,090</u>	<u>103,666</u>	<u>32,576</u>
CREDITORS					
Amounts falling due within one year	9	(13,910)	(37)	(13,947)	(16,224)
		<u>58,666</u>	<u>31,053</u>	<u>89,719</u>	<u>16,352</u>
NET CURRENT ASSETS					
		<u>58,666</u>	<u>31,053</u>	<u>89,719</u>	<u>16,352</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		61,434	31,053	92,487	19,598
		<u>61,434</u>	<u>31,053</u>	<u>92,487</u>	<u>19,598</u>
NET ASSETS		<u>61,434</u>	<u>31,053</u>	<u>92,487</u>	<u>19,598</u>
FUNDS	10				
Unrestricted funds				61,434	11,052
Restricted funds				31,053	8,546
				<u>92,487</u>	<u>19,598</u>
TOTAL FUNDS				<u>92,487</u>	<u>19,598</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31st March 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31st March 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

THE OLD NEEDLE WORKS FOUNDATION

BALANCE SHEET - continued  
31st March 2021

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These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

.....  
J R Williamson - Trustee

.....  
G Scragg - Trustee

The notes form part of these financial statements

### Basis of preparing the financial statements

Income

Expenditure

Tangible fixed assets

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

Fixtures and fittings - 20% on cost

## Taxation

The charity is exempt from corporation tax on its charitable activities.

## Fund accounting

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

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

### Pension costs and other post-retirement benefits

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

NOTES TO THE FINANCIAL STATEMENTS - continued  
for the Year Ended 31st March 2021

2. OTHER TRADING ACTIVITIES

	2021 £	2020 £
Shop income	10	-
	<u>10</u>	<u>-</u>

3. INVESTMENT INCOME

	2021 £	2020 £
Rents received	51,921	69,563
Deposit account interest	11	8
	<u>51,932</u>	<u>69,571</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	1,215	2,318
Other operating leases	47,263	45,376
	<u>48,478</u>	<u>47,694</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31st March 2021 nor for the year ended 31st March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31st March 2021 nor for the year ended 31st March 2020.

6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	86,079	86,079
Charitable activities			
Introduce assets from Britten Street Hub Community	10,990	-	10,990
Investment income	69,571	-	69,571
Total	<u>80,561</u>	<u>86,079</u>	<u>166,640</u>

## 6. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
EXPENDITURE ON			
Raising funds	46	34,337	34,383
Charitable activities			
Support and management costs	31,831	25,242	57,073
Charity expenditure	31,445	13,923	45,368
Other	6,187	4,031	10,218
Total	69,509	77,533	147,042
NET INCOME	11,052	8,546	19,598
TOTAL FUNDS CARRIED FORWARD	11,052	8,546	19,598

## 7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £
COST	
At 1st April 2020	5,564
Additions	737
At 31st March 2021	6,301
DEPRECIATION	
At 1st April 2020	2,318
Charge for year	1,215
At 31st March 2021	3,533
NET BOOK VALUE	
At 31st March 2021	2,768
At 31st March 2020	3,246

NOTES TO THE FINANCIAL STATEMENTS - continued  
for the Year Ended 31st March 2021

## 8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade debtors	4,192	7,243
Prepayments	1,259	1,462
	<u>5,451</u>	<u>8,705</u>

## 9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	12,114	7,384
Social security and other taxes	997	500
Other creditors	36	5,000
Pension	-	109
Accruals and deferred income	800	3,231
	<u>13,947</u>	<u>16,224</u>

## 10. MOVEMENT IN FUNDS

	At 1/4/20	Net movement in funds	Transfers between funds	At 31/3/21
	£	£	£	£
Unrestricted funds				
General fund	11,052	56,462	(6,080)	61,434
Restricted funds				
Children in Need	-	2,186	-	2,186
Reaching Communities	8,546	10,091	-	18,637
People Health Trust	-	(4,853)	4,853	-
Awards For All	-	(1,227)	1,227	-
Council Discetional Grant	-	4,559	-	4,559
Severn Trent	-	5,671	-	5,671
	<u>8,546</u>	<u>16,427</u>	<u>6,080</u>	<u>31,053</u>
TOTAL FUNDS	<u>19,598</u>	<u>72,889</u>	<u>-</u>	<u>92,487</u>

## 10. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	153,981	(97,519)	56,462
Restricted funds			
Children in Need	31,405	(29,219)	2,186
Reaching Communities	51,001	(40,910)	10,091
People Health Trust	-	(4,853)	(4,853)
Awards For All	-	(1,227)	(1,227)
Council Discetional Grant	8,030	(3,471)	4,559
Severn Trent	16,344	(10,673)	5,671
	<u>106,780</u>	<u>(90,353)</u>	<u>16,427</u>
TOTAL FUNDS	<u>260,761</u>	<u>(187,872)</u>	<u>72,889</u>

Comparatives for movement in funds

	Net movement in funds £	At 31/3/20 £
Unrestricted funds		
General fund	11,052	11,052
Restricted funds		
Reaching Communities	8,546	8,546
	<u>19,598</u>	<u>19,598</u>
TOTAL FUNDS	<u>19,598</u>	<u>19,598</u>

NOTES TO THE FINANCIAL STATEMENTS - continued  
for the Year Ended 31st March 2021

## 10. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	80,561	(69,509)	11,052
Restricted funds			
Children in Need	16,709	(16,709)	-
Reaching Communities	45,500	(36,954)	8,546
People Health Trust	11,910	(11,910)	-
Awards For All	9,960	(9,960)	-
Council Discetional Grant	2,000	(2,000)	-
	<u>86,079</u>	<u>(77,533)</u>	<u>8,546</u>
TOTAL FUNDS	<u>166,640</u>	<u>(147,042)</u>	<u>19,598</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/19 £	Net movement in funds £	Transfers between funds £	At 31/3/21 £
Unrestricted funds				
General fund	-	67,514	(6,080)	61,434
Restricted funds				
Children in Need	-	2,186	-	2,186
Reaching Communities	-	18,637	-	18,637
People Health Trust	-	(4,853)	4,853	-
Awards For All	-	(1,227)	1,227	-
Council Discetional Grant	-	4,559	-	4,559
Severn Trent	-	5,671	-	5,671
	<u>-</u>	<u>24,973</u>	<u>6,080</u>	<u>31,053</u>
TOTAL FUNDS	<u>-</u>	<u>92,487</u>	<u>-</u>	<u>92,487</u>



## 10. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	234,542	(167,028)	67,514
Restricted funds			
Children in Need	48,114	(45,928)	2,186
Reaching Communities	96,501	(77,864)	18,637
People Health Trust	11,910	(16,763)	(4,853)
Awards For All	9,960	(11,187)	(1,227)
Council Discetional Grant	10,030	(5,471)	4,559
Severn Trent	16,344	(10,673)	5,671
	<u>192,859</u>	<u>(167,886)</u>	<u>24,973</u>
TOTAL FUNDS	<u><u>427,401</u></u>	<u><u>(334,914)</u></u>	<u><u>92,487</u></u>

## 11. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

THE OLD NEEDLE WORKS FOUNDATION

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31st March 2021

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
Donations and legacies		
Grants	208,819	86,079
Other trading activities		
Shop income	10	-
Investment income		
Rents received	51,921	69,563
Deposit account interest	11	8
	<u>51,932</u>	<u>69,571</u>
Charitable activities		
Exceptional items	-	10,990
	<u>-</u>	<u>10,990</u>
Total incoming resources	260,761	166,640
<b>EXPENDITURE</b>		
Raising donations and legacies		
Rates and water	3	(2)
Other trading activities		
Purchases	81,572	34,337
Bad debts	-	48
	<u>81,572</u>	<u>34,385</u>
Support costs		
Management		
Wages	19,981	20,947
Pensions	612	455
Rent	47,263	45,376
Rates and water	1,324	1,713
Insurance	3,737	2,152
Light and heat	8,524	8,575
Telephone	620	604
Postage and stationery	2,024	80
Carried forward	84,085	79,902

This page does not form part of the statutory financial statements

THE OLD NEEDLE WORKS FOUNDATION

DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
for the Year Ended 31st March 2021

	2021 £	2020 £
Management		
Brought forward	84,085	79,902
Advertising	2,666	400
Professional fees	8,727	17,276
Exceptional items	-	489
	<u>95,478</u>	<u>98,067</u>
Finance		
Sundries	190	3,074
Depreciation of tangible fixed assets	1,215	2,318
	<u>1,405</u>	<u>5,392</u>
Information technology		
Repairs and renewals	7,615	6,380
Governance costs		
Accountancy and legal fees	1,799	2,820
	<u>187,872</u>	<u>147,042</u>
Total resources expended		
Net income	<u><u>72,889</u></u>	<u><u>19,598</u></u>

This page does not form part of the statutory financial statements