

# DigiLocal CIO

## Trustees' annual report

From: 1 Apr 2021 To: 31 March 2022

Reg Charity: 1185746

Company number: CE019153

### Objectives and activities

The objects of the CIO are for the public benefit, to advance the education of young people in the UK from groups that are under-represented within the technology industry, in particular but not exclusively by supporting free technology clubs.

The activities of the charity have been threefold over the last year.

### DigiLocal in-person - Transitioning from COVID-19

The flagship activity of DigiLocal is providing young people and communities with the resources and opportunities to run educational clubs. These clubs use coding as a means to develop problem solving skills and build resilience.

As the UK has begun to emerge from the COVID-19 pandemic, we have begun to relaunch our in-person clubs. These have been very well received by the communities we support.

Funding from Children in Need / DCMS Youth Investment Fund provided funding to purchase new laptops for all our clubs. The existing stock of club laptops had been released to young people over the COVID lockdowns to support their digital access to education.



DigiLocal @ Filton with increased spacing for young people and volunteer Elisa Piccoli social distancing and using face coverings in a club session

Purchasing new laptops meant young people could retain their access to online learning and we could relaunch our clubs. We also purchased MiFi hotspots so that clubs would not be reliant on venue WiFi.

At the close of March 2022 we were hosting 7 in-person clubs across the Bristol region. This includes the relaunch of our girls-only club with Redmaids, and new support for excluded communities like Lawrence Weston.

We continue to use Google Workspace as our main club resource management system, and for saving work between sessions.

To support volunteers in this activity, DigiLocal used a CiviCRM system. This was a plugin to our Wordpress website (hosted on DigitalOcean via Cloudways). The CRM maintained records of every volunteer, responsible adult, young person, and community leader. Each club had a scheduled event with young people attending. Volunteers could sign in and record attendance to ensure we knew who was in each session. This was also a key part of our Safeguarding as it provided a secure note system for handling any allegations or suspicions.

## DigiLocal Online

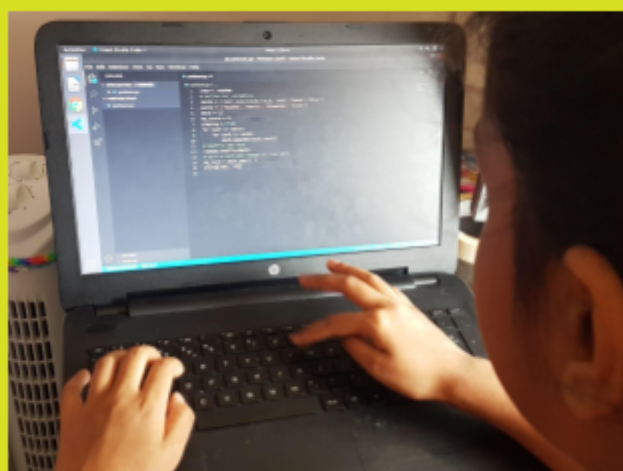
We have continued to provide our online club support throughout the period.

Each week we host 7 online club sessions for young people, supported by two volunteers from industry. The clubs use the same project guides and resources as our in-person sessions.

There has been a drop in attendance with the online clubs as some young people transition back to in-person clubs. Other after-school clubs have also begun to restart and this is causing some young people to move away from coding as well.

The general consensus from parents is that they prefer the in-person clubs, but recognise that these aren't always viable and that they appreciate the option of online attendance.

DigiLocal will continue to offer online club support while there is interest from the community.



Rishita attending an online session using a DigiLocal club laptop during the COVID-19 pandemic lockdown (photo courtesy of her parents).

## Laptop repurposing

With schools reopening the critical role that home access to digital education played has abated. However, the underlying disadvantage of many young people in not having adequate access to online educational resources remains. Unfortunately, some of the COVID-19 provision was withdrawn alongside the return to in-person teaching meaning some young people lost access.

We have continued to work with Avon Fire & Rescue Service, faith centres, volunteers, and community anchor organisations to collect, repurpose and onward gift laptops to young people.

Over 1250 laptops have been onward gifted as at 31 March 2022.

We continue to see strong demand from our community partners for this service and so it will continue to be a part of DigiLocal's activities in supporting underrepresented young people in discovering and developing their digital talents.

## Contribution of volunteers

DigiLocal has always relied heavily on volunteers from communities to deliver its activities. We have continued to be very fortunate to have committed volunteers able and willing to host online club sessions for young people, and to undertake a lot of the laptop repurposing.

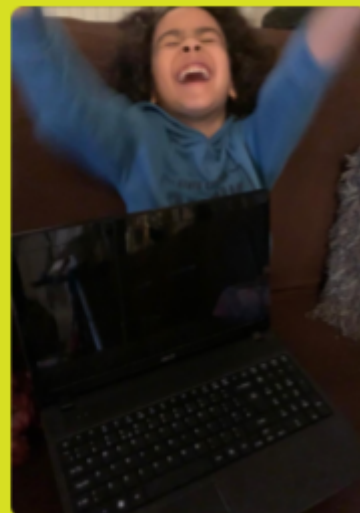
## Statement on public benefit

The objects of the CIO are for the public benefit, to advance the education of young people in the UK from groups that are under-represented within the technology industry, in particular but not exclusively by supporting free technology clubs.

Young person in receipt of a laptop from public donation.

We do not place any requirement for young people to join DigiLocal as part of the laptop repurposing.

Onward gifting is carried out with key community partners like the Bristol Somali Resource Centre.



# Achievements and performance

There have been a number of major achievements by the young people and community around DigiLocal.

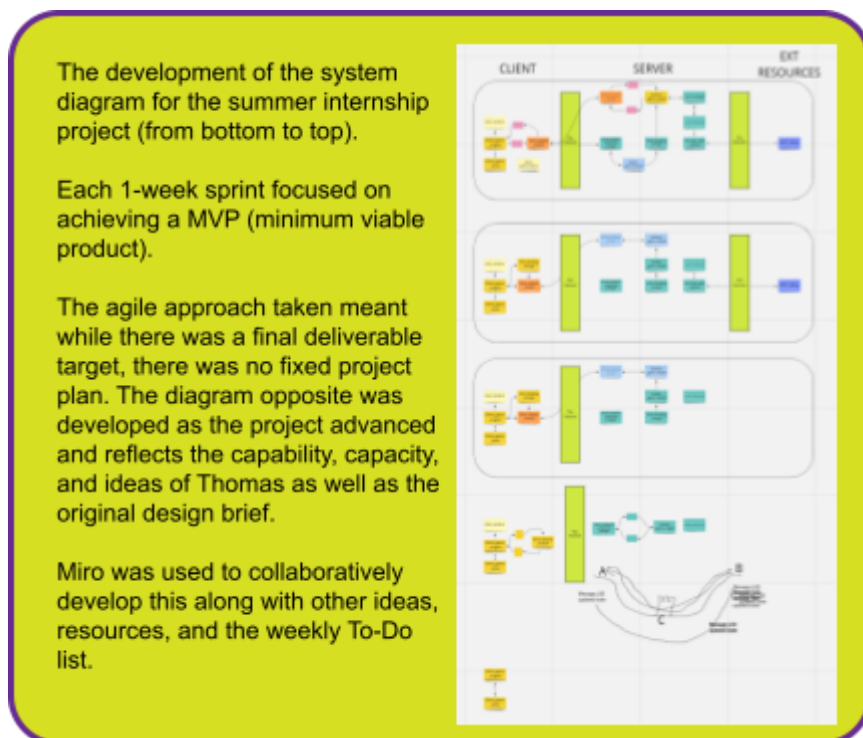
## DigiLocal Internship

As an experiment in supporting young people further within the DigiLocal framework, we provided a paid internship for a young person over the summer of 2021. This was addressing a challenge set by our partners the Bristol Sport Foundation (BSF).

BSF wanted to develop a game to complement their healthy living campaign. The concept was to provide participants with a 'virtual' plant they could grow and nurture.

Thomas was offered the place and spent 8 weeks working with DigiLocal at the Ashton Gate Stadium to develop a data-driven, client-server, multi-player engine

that could drive such an application. This was coded in python, using Agile methods and version control on github (just as many software firms operate).



*It also was nice to do as it was not one of my own: being complicated and out of my depth. But challenging and fun. ... The workflow method used in Miro meant it was easier to see what to do next without me getting ahead of myself and forgetting to add something so needing to undo or change a load of code to add it. ... The best bit would be all the new things I learnt most I added to the project. Like connecting computers together via internet. [sic]*

Thomas (14)

*Digilocal did not only teach him coding but valuable life skills, confidence and opened his world up to endless possibilities. ... Coding is not book work, but fun, something he would happily do 24/7. And thanks to the internship opportunity he had at digilocal, he feels confident this is something he could do as a living. [sic]*

Thomas' mum

The opportunity afforded by the paid internship is one that we will be extending over the next few years to offer to more young people.



# NASA International Space Apps Challenge

Over the weekend 1-2 October 2021 we hosted the NASA International Space Apps Challenge for the Bristol region. This was an online-only activity but operating on a global scale.

We hosted around a dozen young people over the weekend to explore space, data, and fun ideas for the global challenges set by NASA.

This was a joint event with London, Edinburgh, Brighton, and other cities around the UK.



Photo from 2019 as the 2021 event was exclusively online.

## Performance

We try not to overburden our volunteers with recording every activity young people take part in. After all, our volunteers support us to encourage young people not to enter data in a spreadsheet. However, we do monitor attendance and ask our young people how they felt about our projects and clubs.

Over the period, 256 young people attended either an online or in-person club.

Our first in-person club after the COVID-19 pandemic and lock was with Filton Community Centre on 10 January 2022. Given the still uncertain public health concerns we decided not to rush to reopen clubs, only to have to close them again at short notice.

Between 10 January and 31 March we hosted 60 club sessions in-person as clubs began to open up. This represents 325 contact hours (not all clubs started with 10 young people, some clubs started later, and so on). A formal register is maintained for club session booking and attendance.

Our online clubs ran throughout the period April 2021 to March 2022. We hosted 7 sessions every week with around 10 young people attending each session. The decision was made at the start of lockdown not to require formal attendance registration or monitoring as many families were already undergoing severe stress and we didn't want to imply attendance was mandatory or that they would 'lose' their place through occasional non-attendance. Using an estimate of 7 young people at each session, this equates to 2352 contact hours.

A total of 2577 hours of young person support was delivered over the course of 1 April 2021 to 31 March 2022.

*This coding club you've set up along with your volunteers is excellent, and what's even better is the fact that Digi local has lent us a laptop which means my son could also use it for his school work, as we were having problems trying to use a smart phone.*

*I can genuinely say the work John does is AMAZING!!!! For many years my daughter has used his coding club at her local youth centre and she enjoyed every moment of it. While other children opted for other activities she was more interested in coding. She is now set on being an architect when she's older (she's currently 9). Thank you John, I believe your sessions further helped to inspire her interests.*

# Financial review

## Financial Position

The charity is in good financial health. Pages 12 and 13, show the Profit and Loss Account for the year and the Balance sheet as at 31 March 2022..

## Salaries and wages

The main outgoing commitment is staff salaries.

In January 2022 two additional part-time employees were appointed to support the growing club coordination role. These were recruited through Babassa, a community based CIC supporting youth employment and engagement. Funding for these posts was from the National Lottery Awards for All programme.

The CEO is on a FTE salary of £20,800. There are no additional remuneration or benefits paid. The part-time salary falls under the minimum threshold for Statutory Pension contributions.

## Reserves

At the end of the period, £17,407 was held in Unrestricted funds as reserves.

Free reserves available to the charity are £4,407. This is less than the Reserves Policy as set out further below, which requires the charity to hold unrestricted free reserves of £30,000. To address this future grant applications will include more emphasis on unrestricted / core cost funds. Additionally the planned DigiLocal Projects CIC Ltd will generate unrestricted Funds from trading activity that can be gifted back to the Charity.

## Reserve Policy

Trustee's intention that in the event of significant disruption to the operating environment, the charity should be able to react and attempt to secure emergency funding to continue supporting our beneficiaries. In the worst case scenario, there should be sufficient funds to ensure a legal and orderly winding up process.

Trustees have set 6 month Unrestricted funds (to be reviewed not less than annually) based on average monthly cash expenditure on core overhead costs and excluding Restricted commitments.

In summary, the Reserves Policy will be to seek to hold sufficient Unreserved Funds to cover;

- minimum operating expenses for up to 6 months,
- wind up the Charity in a legal and orderly manner

The average monthly costs for the charity were £5,000 representing a 6 month cash flow of £30,000.

No material commitments have been made from Unrestricted Funds.

The charity will continue to raise unrestricted funds from donations, gifts, and charitable activities. These will be used to maintain the level of Reserves in accordance with the Policy. The current state of Reserves is reported to Trustees monthly.

## **Restricted Funds**

£76,346 was held in Restricted Funds. These funds are not available for Reserves.

## **Fixed Assets**

The charity holds 40 laptops as tangible fixed assets with a book value of £13,000 and these will be depreciated on a straight line over 4 years.

There are no other fixed assets owned by the charity..

## **Going Concern**

The trustees have considered the going concern status of the charity and conclude that there are no material uncertainties affecting the ability of the charity to continue as a going concern. This has also been considered in the context of Covid-19 and the cash position at the date of signing along with future cash projections.

## **Sources of Funds**

### **Quartet Community Foundation**

The QCF has been the largest single source of funding for DigiLocal over the period. This is to be expected as they are the 'fund of funds' for the area.

Maintaining good professional relationships with QCF is important to the short-term financial stability of the Charity.

### **Major charitable donors**

Additional major donations (>£5,000) have been received from National Lottery, Van Neste, DCMS Youth Investment Fund, Nisbet Trust, and the Society of Merchant Venturers.

### **Corporate Donors**

No major donation has been received from companies during the period.

All corporate donors are included on our 'thank you' page of DigiLocal supporters, but not in any heightened priority or prominence.

No donor has received any material benefit from their donation.

### **Individual Donors**

DigiLocal has been supported by 69 individuals. These are a mix of one-off donations and regular giving, and are made towards general activities and restricted funds.

We invite individual donors to complete a Gift Aid declaration where appropriate.

# Structure, governance and management

DigiLocal is a Charitable Incorporated Organisation (CIO) governed by constitution filed with the Charity Commission.

There are 8 voluntary Trustees who have strategic governance over the Charity. One trustee has particular responsibility for financial matters, and one trustee has particular responsibility for safeguarding and policies.

The charity is managed day-to-day by the CEO. Trustees are kept apprised of key updates through a weekly email. Each week these address one of four strategic topics for the charity; 1) financial situation, 2) governance, 3) funding & grant applications, and 4) new initiatives or partnerships being considered.

Additional emails and phone calls are held ad hoc as needed.

## Reference and administrative details

Charity name	<b>DigiLocal CIO</b>
Other name the charity uses	<b>N / A</b>
Registered charity number	<b>1185746</b>
Charity's principal address	<b>Engine Shed, Bristol, BS1 6QH, UK</b>

### Names of the charity trustees who manage the charity

	Trustee Name	Office	Date Appointed / Reappointed
1	Michael Bartley	Chair	
2	Nicholas Flaherty		15 June 2022 (R)
3	Heather Macdonald Tait		
4	Ali Hassan		
5	Craig Oram	Treasurer	
6	Abdullahi Farah		15 June 2022 (R)
7	Bakoto Jobe		15 June 2022 (R)
8	Angela Loveridge		
9	Akash Sachdeva		1 July 2022 (A)

### Name of chief executive or names of senior staff members

**CEO: Dr John Bradford**



# Statement of trustees' responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales/Scotland/Northern Ireland requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed/constitution. 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.

## Declarations

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees:

Signatures		
Full Names	Michael Bartley	Craig Oram
Date	31 Jan 2022	31 Jan 2022

# **DIGILOCAL CIO**

## **INDEPENDENT EXAMINER'S REPORT**

### **YEAR ENDED 31 MARCH 2022**

#### **Independent examiner's report to the trustees of Digilocal CIO**

I report to the trustees on my examination of the accounts of Digilocal CIO (the Charity) for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the charity trustees of the Charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### **Independent examiner's statement**

Since the Charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

**DIGILOCAL CIO**

**INDEPENDENT EXAMINER'S REPORT**

**YEAR ENDED 31 MARCH 2022**

Joshua Kingston BSc ACA  
Burton Sweet Limited  
Chartered Accountants  
The Clock Tower  
5 Farleigh Court  
Old Weston Road  
Flax Bourton  
Bristol BS48 1UR

Date: .....

# DIGILOCAL CIO

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
<b>Income from:</b>					
Donations and legacies	2	5,706	75,791	81,497	64,269
Charitable activities	3	1,753	904	2,657	11,370
Interest Income		12	-	12	4
<b>Total income</b>		<u>7,471</u>	<u>76,695</u>	<u>84,166</u>	<u>75,643</u>
<b>Expenditure on:</b>					
Charitable activities	4	18,252	24,644	42,896	23,160
<b>Total expenditure</b>		<u>18,252</u>	<u>24,644</u>	<u>42,896</u>	<u>23,160</u>
<b>Net income/(expenditure)</b>	5	(10,781)	52,051	41,270	52,483
<b>Transfers between funds</b>		13,000	(13,000)	-	-
<b>Net movement in funds</b>		2,219	39,051	41,270	52,483
<b>Total funds at start of year</b>	12	15,188	37,295	52,483	-
<b>Total funds at end of year</b>	12	<u>17,407</u>	<u>76,346</u>	<u>93,753</u>	<u>52,483</u>

The Charity has no recognised gains or losses other than the results for the year as set out above.

All of the activities of the charity are classed as continuing.

The notes on pages 14 to 20 form part of these financial statements

**DIGILOCAL CIO**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2022**

	<b>Note</b>	<b>2022 £</b>	<b>2021 £</b>
<b>Fixed assets</b>			
Tangible assets	<b>8</b>	13,000	-
		<u>13,000</u>	<u>-</u>
<b>Current assets</b>			
Debtors	<b>9</b>	4,769	9,847
Cash at bank and in hand		85,675	56,930
		<u>90,444</u>	<u>66,777</u>
<b>Liabilities</b>			
Creditors : amounts falling due within one year	<b>10</b>	(9,691)	(14,294)
<b>Net current assets</b>		<u>80,753</u>	<u>52,483</u>
<b>Net assets</b>		<u><u>93,753</u></u>	<u><u>52,483</u></u>
<b>FUNDS</b>			
Unrestricted funds	<b>13</b>	17,407	15,188
Restricted funds	<b>13</b>	76,346	37,295
<b>Total funds</b>		<u><u>93,753</u></u>	<u><u>52,483</u></u>

These financial statements were approved by the Trustees on 31 January 2023 and are signed on their behalf by:

Craig Oram  
Trustee

**The notes on pages 14 to 20 form part of these financial statements**

#### 1 Accounting policies

##### **Accounting convention**

The financial statements have been prepared in accordance with the historical cost convention (except for investments which have been included at fair value and in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued in October 2019 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Practice as it applies from 1 January 2019.

The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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) issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The charity is a public benefit entity as defined under FRS102. The Trustees consider that there are no material uncertainties affecting the ability of the charity to continue as a going concern, despite the significant uncertainty being caused by the worldwide COVID-19 crisis. Whilst the Trustees expect there to be a significant impact on the charity's operations and reserves in the coming months and years, the charity has sufficient reserves to be able to meet these challenges.

The Trustees confirm they have complied with their duty to have regard to the public benefit guidance published by the Charity Commission (in accordance with the Charities Act 2011) and referred to it when reviewing the Charity's aims and objectives, and planning activities.

##### **Income**

Income from donations is included in income when these are receivable, except as follows:

- I. When donors specify that donations given to the charity must be used in future accounting periods, the income is deferred until those periods;
- II. When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred until the pre-conditions have been met.

Legacies are included on a receivable basis where charity is entitled to the income, it can be measured reliably and receipt is probable. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is not included in income but is treated as a contingent asset and disclosed if material.

Donations in kind comprise donated services where the costs are measurable and the services would otherwise have to be paid for to maintain operational effectiveness.

##### **Expenditure**

Expenditure is recognised in the period in which it is incurred.

##### **Charitable Activities**

Grants awarded are allocated to charitable activities.

Grants awarded are treated as expenditure and a liability in the accounts as soon as they become legal or constructive obligations. In the case of multi-year grant awards, the funding for all years is immediately recognised unless there are conditions which need to be met by the recipient to enable the release of subsequent years' funding.



# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

### 1 Accounting policies (*continued*)

#### **Governance costs**

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity. Governance costs are included within support costs.

#### **Fixed assets**

Fixed assets are held at cost less accumulated depreciation. Assets costing less than £500 are not capitalised. Depreciation is calculated so as to write-off the cost of an asset, less its estimated residual value, over the useful economic life of the asset as follows:

Computer equipment                      on a straight line basis over 4 years

#### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid after taking account of any discounts due.

#### **Cash and cash equivalents**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### **Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any discounts due.

#### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objects 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. Designated funds form part of unrestricted funds and have been identified as being for particular purposes by the Trustees. They are not restricted and can be transferred to general funds at any time at the discretion of the Trustees.

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

### 2 Income from: Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Donations and Grants	5,706	75,791	81,497	64,269
	<u>5,706</u>	<u>75,791</u>	<u>81,497</u>	<u>64,269</u>

### 3 Income from: Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Sale of goods/services	1,753	904	2,657	11,370
	<u>1,753</u>	<u>904</u>	<u>2,657</u>	<u>11,370</u>

# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

### 4 Expenditure on: Charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £	Total Funds 2021 £
Direct Expenses	4,020	768	4,788	11,851
Advertising and Marketing	560	-	560	100
General Expenses	206	-	206	41
Consultancy fees	5,900	-	5,900	-
Insurance	214	-	214	209
Rent	707	-	707	480
Repairs and Maintenance	16	65	81	19
Staff costs (note 6)	4,701	23,155	27,856	8,094
Telephone and Internet	222	623	845	490
Staff Training	-	-	-	32
Subscriptions	50	-	50	-
Bank charges and interest	131	33	164	215
Travel expenses	23	-	23	-
Legal fees	142	-	142	-
Governance costs				
Accountancy costs	160	-	160	309
Independent Examination fees	1,200	-	1,200	1,320
Trustees expenses	-	-	-	-
	<u>18,252</u>	<u>24,644</u>	<u>42,896</u>	<u>23,160</u>

### 5 Net income/(expenditure) for the year

This is stated after charging:

	2022 £	2021 £
Independent Examiner's fees	1,200	1,320
Trustees' travel, meeting and training expenses	-	-
	<u>          </u>	<u>          </u>

Nil Trustees have waived or have been reimbursed for their out of pocket travel expenses. No Trustee received any remuneration during the year.

Aggregate donations from Trustees, key management personnel, and other related parties was £1,010 (2021: £nil).

As part of setting up the Charity, an interest-free loan was made in the prior year by one of the Trustees (Mr Nicholas Flaherty) of £1,010. This was to cover any initial setup costs and to provide capital to open the bank accounts. The loan was not used for expenditure. The loan was repaid 12 months after it was issued.

# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2022

#### 6 Staff costs and numbers

The aggregate payroll costs were:

	2022 £	2021 £
Wages & salaries	25,908	8,000
Social security costs	1,593	94
Pension contributions	355	-
	<u>27,856</u>	<u>8,094</u>

No employee received emoluments of more than £60,000.

The average weekly number of employees during the year was 3 (2021: 1), calculated on the basis of average headcount. The total employment benefits received by key management personnel including employer's national insurance and employer's pension contributions were £21,444 (2021: £8,094).

#### 7 Taxation

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

#### 8 Tangible fixed assets

	Computer equipment £	Total £
<b>Cost or valuation</b>		
At 1 April 2021	-	-
Additions	13,000	13,000
At 31 March 2022	<u>13,000</u>	<u>13,000</u>
<b>Depreciation</b>		
At 1 April 2021	-	-
Charge for the year	-	-
At 31 March 2022	<u>-</u>	<u>-</u>
<b>Net book value</b>		
At 31 March 2022	<u>13,000</u>	<u>13,000</u>
At 31 March 2021	<u>-</u>	<u>-</u>

# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2022

### 9 Debtors

	2022 £	2021 £
<b>Due in less than one year:</b>		
Trade debtors	-	9,847
VAT	3,889	-
Other debtors	880	-
	<u>4,769</u>	<u>9,847</u>

### 10 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	6,171	22
Other creditors	444	40
Tax and NIC Payable	1,755	1,972
Accruals and deferred income	1,321	12,260
	<u>9,691</u>	<u>14,294</u>

### 11 Comparative movement in funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
<b>Income from:</b>			
Donations and legacies	17,721	46,548	64,269
Charitable activities	600	10,770	11,370
Interest Income	4	-	4
<b>Total income</b>	<u>18,325</u>	<u>57,318</u>	<u>75,643</u>
<b>Expenditure on:</b>			
Charitable activities	3,137	20,023	23,160
<b>Total expenditure</b>	<u>3,137</u>	<u>20,023</u>	<u>23,160</u>
<b>Net income/(expenditure) and net movement in funds</b>	15,188	37,295	52,483
<b>Total funds at start of year</b>	-	-	-
<b>Total funds at end of year</b>	<u>15,188</u>	<u>37,295</u>	<u>52,483</u>

# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2022

#### 12 Movement in funds

For the year ended 31 March 2022

	At 1 April 2021 £	Income £	Expenditure £	Transfers £	At 31 Mar 2022 £
<b>Restricted funds</b>					
Digital Exclusion	36,938	15,745	(18,459)	-	34,224
Club Support	-	43,000	(6,185)	-	36,815
Club equipment	-	17,500	-	(13,000)	4,500
Patchway Community	357	450	-	-	807
	<u>37,295</u>	<u>76,695</u>	<u>(24,644)</u>	<u>(13,000)</u>	<u>76,346</u>
<b>Unrestricted funds</b>					
General funds	15,188	7,471	(18,252)	13,000	17,407
	<u>15,188</u>	<u>7,471</u>	<u>(18,252)</u>	<u>13,000</u>	<u>17,407</u>
<b>Total funds</b>	<u>52,483</u>	<u>84,166</u>	<u>(42,896)</u>	<u>-</u>	<u>93,753</u>

#### Restricted fund descriptions

**Digital Exclusion** - launched in response to the COVID-19 pandemic and following approaches by community partners, we established our Digital Exclusion fund. The purpose of this fund is threefold;  
1) cover direct expenses associated with laptop repurposing e.g. collection & distribution of laptops, and replacement parts;  
2) cover direct expenses associated with providing data access, this is via a contract with a Bristol firm (Square One Networks) that provide a 12 month priced contract, on a rolling monthly renewal for unlimited data, and WiFi dongle;  
3) overhead costs of managing those activities e.g. staff salaries. This fund includes a specific award from Quartet Community Foundation (A559801) and donations from corporates and individuals.

**Patchway Community** - a grant award from South Gloucestershire County Council to support a club at the Patchway Community Centre. The original award was made to cover 12 months of venue hire. That has not been fully spent due to COVID-19 lockdown. An extension has been agreed with South Gloucestershire County Council until 31 March 2022.

**Club support** - funds received to help fund computer clubs.

**Club equipment** - funds received to purchase laptops to be used by club participants. £13,000 was spent to purchase laptops during the year.

**Continuity** - a grant award from Quartet Community Foundation (A549841) to provide emergency funding for the charity at the start of the COVID-19 pandemic. It was for core costs and to ensure continuity of activities not covered by other funding.

# DIGILOCAL CIO

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2022

#### 12 Movement in funds (continued)

For the year ended 31 March 2021

	At 10 Oct 2019 £	Income £	Expenditure £	Transfers £	At 31 Mar 2021 £
<b>Restricted funds</b>					
Digital Exclusion	-	54,432	(17,494)	-	36,938
Patchway Community	-	416	(59)	-	357
Continuity	-	2,470	(2,470)	-	-
	-	57,318	(20,023)	-	37,295
<b>Unrestricted funds</b>					
General funds	-	18,325	(3,137)	-	15,188
	-	18,325	(3,137)	-	15,188
<b>Total funds</b>	-	75,643	(23,160)	-	52,483

#### 13 Analysis of net assets between funds

	Fixed assets £	Cash at bank £	Other net assets/ (liabilities) £	Total £
<b>As at 31 March 2022</b>				
Restricted funds	-	76,346	-	76,346
Unrestricted funds	13,000	9,329	(4,922)	17,407
	13,000	85,675	(4,922)	93,753

	Fixed assets £	Cash at bank £	Other net assets/ (liabilities) £	Total £
<b>As at 31 March 2021</b>				
Restricted funds	-	37,295	-	37,295
Unrestricted funds	-	19,635	(4,447)	15,188
	-	56,930	(4,447)	52,483

#### 14 Related party transactions

There are no other transactions with trustees or other related parties other than those disclosed as required by the Statement of Recommended Practice (SORP) elsewhere in the financial statements.