

IPSWICH COMMUNITY MEDIA AND LEARNING

England & Wales · Charity number 1186056

Details

Status Registered

Legal form CIO

Registered 2019-10-30

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

Contact

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6 South Street
Ipswich
Suffolk
IP1 3NU

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Website <https://www.ipswichcm.org.uk/>

Activities

Objects: (1) TO ADVANCE THE EDUCATION OF THE PUBLIC IN COMMUNICATION SKILLS THROUGH SUBJECTS SUCH AS MEDIA, MUSIC, ESOL AND IT(2) TO DEVELOP THE CAPACITY AND SKILLS OF THE MEMBERS OF THE SOCIALLY AND ECONOMICALLY DISADVANTAGED COMMUNITIES OF THE EAST OF ENGLAND IN SUCH A WAY THAT THEY ARE BETTER ABLE TO IDENTIFY, AND HELP MEET, THEIR NEEDS AND TO PARTICIPATE MORE FULLY IN SOCIETY(3) THE PROMOTION OF EQUALITY AND DIVERSITY FOR THE PUBLIC BENEFIT (A) BY ADVANCING EDUCATION AND RAISING AWARENESS OF EQUALITY AND DIVERSITY (B) BY PROMOTING ACTIVITIES TO FOSTER THE UNDERSTANDING BETWEEN PEOPLE OF DIVERSE BACKGROUNDS(C) BY CULTIVATING A SENTIMENT IN FAVOUR OF EQUALITY AND DIVERSITY

Activities: We provide free sessions in music, media, creative arts, and language learning to hundreds of local people every week. Our mission is to challenge inequality by empowering people to transform their lives through learning and creativity. We are based in Westgate Ward in Ipswich, one of the most deprived and ethnically diverse wards in Suffolk.

Classification

- **How:** Provides Advocacy/advice/information
- **What:** Economic/community Development/employment
- **Who:** Children/young People, Elderly/old People, People With Disabilities, People Of A Particular Ethnic Or Racial Origin, The General Public/mankind

Geography

- Throughout England

Finances

Period end	Income	Expenditure	Assets	Employees
2024-10-31	£417,704	£391,598	-	-
2023-10-31	£274,692	£359,086	-	-
2022-10-31	£287,807	£235,950	-	-
2021-10-31	£186,686	£144,851	-	-
2020-10-31	£88,066	£24,357	-	-

Trustees

Name	Role	Appointed
Gulshanbir Kaur Kayembe	Chair	2022-01-29
Douglas Lewis Betts		2021-11-04
Eric Philbert		2023-09-15
Janet Mary Ingle		2026-03-16
Marius Daniel Banceanu		2019-10-30
Mayuri Chandravadan Patel		2023-04-29
Virginia Ann Shoesmith		2021-10-31

Accounts

Charity registration number 1186056 (England and Wales)

**IPSWICH COMMUNITY MEDIA AND LEARNING CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2024**

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D Young Mr M Banceanu Ms V Shoesmith Mrs G Kayembe Mr D Betts Mrs M Patel Mr E Philbert
Charity number	1186056
Principal address	International House 6 South Street Ipswich IP1 3NU
Independent examiner	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich IP1 1QJ
Bankers	Unity Trust Bank plc 9 Brindley Place Birmingham B1 2HB
Solicitors	Kerseys Solicitors 32 Lloyds Avenue Ipswich IP1 3HD

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

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IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 OCTOBER 2024

The trustees present their annual report and financial statements for the year ended 31 October 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The charity's objects are:

1. The advancement of education:

- To advance the education of the public in communication skills through subjects such as Media, music, ESOL and IT.

2. Community capacity building:

- To develop the capacity and skills of the members of the socially and economically disadvantaged communities of the East of England in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

3. The advancement of (or promotion of) equality and diversity by:

- Advancing education and raising awareness of equality and diversity.
- Promoting activities to foster the understanding between people of diverse backgrounds.
- Cultivating a sentiment in favour of equality and diversity.

During the 2023/24 year the trustees have always paid regard to the guidance on public benefit issued by the Charity Commission. The guidance from the Charity Commission has assisted the trustees in ensuring the objects of the charity meet the public benefit stipulation. The guidance has also been taken into consideration when planning and delivering activity designed to meet the charity's objects.

The charity first registered with the Charity Commission on 30 October 2019.

The Advancement of Education

For the 2023/24 Academic year we were successful in securing another learning contract from the Education and Skills Funding Agency via Suffolk County Council. This was to deliver learning programs for disadvantaged people aged 19+ from the most deprived and diverse wards of central Ipswich. We also continued with our Big Lottery funding to provide courses for those people ineligible for county council courses.

Throughout 2023/24 we worked with 562 learners, thereby exceeding our targets for the year.

We also work hard to promote informal education through our youth projects, which are delivered from South St Studios in partnership with Out Loud Music, Punch Studios, Brighten the Corners and others. Over the year we worked with 206 children and young people to support their mental health, boost their confidence and help them to progress onto further learning, volunteering and employment.

The main youth projects we delivered over the year in conjunction with our partners were as follows:

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

South Street Kids:

SSK delivers weekly music, media, creative and social sessions for local young people from the deprived Maple Park (formerly Jubilee Park) area of IP1. It is our longest running project and is now delivered at Eastern Angles, where there is a large area for the young people to engage in a wide range of music, media and creative activity.

New Gen:

New Gen delivers weekly music and social sessions for local young people requiring tuition and mentoring that supports their development and life goals.

Making Waves:

The Making Waves project works with young people referred to us by Suffolk Youth Offending Service, YMCA, Social Care and others, who are at risk of being attracted into criminal activity and a possible gang lifestyle. This also includes a group of Unaccompanied Asylum-Seeking Children who are vulnerable and need support. We provide one to one music and media tuition as well as pastoral support to young people in the criminal justice system who often have quite complex needs.

Community Capacity Building

From November 2023 – October 2024 we engaged with over 40 volunteers who supported our work with ESOL learners and our delivery for disadvantaged young people.

Volunteers and Community Champions are recruited from the community and the courses we deliver. They are promoting the voice of the most disadvantaged in our community throughout the year.

In addition, they provided community services such as translations for the NHS; signposting for advice, volunteering in surgeries and dealing with an increasing number of requests for help and support – including help with bridging the digital divide.

We were also fortunate to attract Household Support Grant funding from the Suffolk Community Foundation, which allowed us to support some of our most vulnerable families with food parcels, food vouchers, IT support and help with paying essential bills, which saved many of our people from penury during the cost of living crisis

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

The Advancement of (or promotion of) Equality and Diversity

We continued to make progress in helping to bridge the Digital Divide, which was exacerbated by the cost of living crisis.

We attracted additional funding to buy laptops and tablets, which were lent out to some of our most deprived families who were struggling during the crisis to access services and support online.

Because of the success of our Community Champions in supporting women from migrant communities in Maternity Services we were successful in attracting funding to expand this work.

Our Maternity Inequality Project received continuation funding in July 2024 and works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim of the project is to build trust amongst migrant women in maternity and health services and increase connection, communication and engagement with sources of support, therefore improving health outcomes for parents and babies.

Achievements and performance

Adult Learning:

Over the 23/24 year ICM delivered a range of courses co-produced in partnership with our participants, volunteers, staff and other community partners. The aim was to teach English to those migrant communities that are most vulnerable and disengaged, to support them to improve their employment prospects and give them the knowledge and skills to more effectively engage with local services and integrate with the local community. The focus was on those not currently in the labour market, in paid employment, education or training.

We used our knowledge and lessons learned during the pandemic to offer a new hybrid service of predominantly face to face delivery but supplemented by online delivery for those with chaotic family circumstances or supporting different work patterns and giving everyone a chance to effectively engage.

The courses we delivered for 23/24 were as follows:

- English for Health
- Conversational ESOL
- ESOL and Driving Theory
- Life in the UK support course
- English for Work

All courses exceeded targets and learners achieved great success as outlined below.

For the delivery of our courses we worked in the most deprived and diverse wards in Ipswich with local migrants. We engaged specifically with Pre-entry, Entry 1, Entry 2 and Entry 3 Learners that were either in low paid employment, or not working and not eligible for benefits.

Some of our Roma and refugee migrants are illiterate in their own language. Learners included Syrians, Kurdish, Afghani, Bangladeshi and Iraqi, plus Portuguese. Mostly they had no English at all when they started with us and many were only semi-literate in their own language, having had their schooling disrupted by wars. They are very vulnerable, having been through extremely traumatic experiences which can affect their ability to learn, engage and integrate into the local community. They often have severe physical and mental health issues and also have many domestic problems to sort out – issues around appointments with schools, hospitals etc.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Our courses proved popular with learners, being flexible and responsive to learner needs - over 99% of learners would recommend our courses to friends and family.

We achieved a really good pass rate of 99 %, and 100% of learners said the teaching was excellent or good.

99% of learners enjoyed their course; We get many quotes saying ICM is like a 'family'.

The progression rate for our learners moving onto employment, volunteering or further learning came out at 82%.

100% of learners said the quality of the course activities was good or outstanding.

Learners are happy and exhibit good personal development, with 98% of learners saying that their overall experience is either excellent or good and 90% saying they are happy with the progress they have made in class and achieved what they set out to do.

Staff are professional and deliver a good service. Feedback from learners indicates that 99% of learners feel they are well supported by staff.

99% learners say they feel well supported. We provide pastoral support to learners as well as operating a 'one stop shop' signposting service where we help students with housing, employment, school and other issues as well as help with form filling, CV writing etc.

99% of learners said the quality of the CEIAG they received was excellent or good. Learners volunteer in community settings such as learning assistants in local schools, cultural events delivered by the voluntary sector and supporting JC+ at Jobs Fairs with translations.

Questionnaires demonstrate 100% of learners who volunteer show an increase in confidence and self-esteem.

Retention dipped to 79% over the past year. We have a robust tracking system and we are aware of the reasons why retention has dropped. Contributing factors include changing work patterns, chaotic lifestyles, lack of childcare facilities and illness. However, the main reason was the closure of the hotels housing asylum seekers. We are working with a very vulnerable group and the increase in withdrawals due to illness corresponds to the rising health inequalities in all disadvantaged groups. We will continue to monitor and follow up the reasons for withdrawals and we will search for additional funds (see below) to provide more support for our most in need learners.

The Suffolk Adult Learner Awards:

The Suffolk Adult Learner Awards, which took place in June, were all about celebrating those who have embraced the joy of lifelong learning.

We were very proud of our learners who won awards or who were nominated. Our students won the Inspirational Learner of the Year Award; Runner-up for Inspirational Learner of the Year; Volunteer/Community Champion of the Year.

Children and Young People:

Our main projects for children and young people are listed above and over the past year the achievements are as follows:

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Sessions Delivered:

Number of one-to-one sessions delivered: 118

Number of group sessions delivered: 129 (including trips and holiday activities)

Our young people tell us that our project is a place where they feel safe and provide relief from the stresses of isolation. Over 85% of participants who responded with feedback have said their confidence has increased as a result of involvement in our projects. This is in spite of the increase in young people presenting with anxiety and mental health issues.

In addition, the same percentage of participants sampled tell us they have made friends at ICM and increased their social circle, again increasing social links and ties with stronger connections between people. As a result, we are seeing an increase in young peoples' well-being.

Our young people have consistently told us that the project is a place where they feel safe and provide relief from the stresses of daily life. In addition, 90% of young people over the course of the year told us they made friends at our projects and increased their social circle, leading them to feel less isolated.

From our monitoring we can say that 90% of young people engaged will have improved their knowledge of IT and digital music and media skills and or other creative skills to some degree as every project has learning embedded in its planning and delivery. In addition, we have seen improvements across the board in team working skills and communication skills.

Many of our younger participants progressed into further learning, in particular we have had some great successes with some of our young offenders going onto Music Technology courses at the local college. Over the course of the year we have had a total of over 60% of our young people going onto volunteering, further education opportunities or employment.

This is especially pleasing when considering the lack of opportunities and aspiration that blights our local area. Many of our young people signed up to support a wide range of community events, performances and gigs as well as environmental and health work. Young people have progressed onto college, other community learning courses and to securing employment at our partner organisations and one participant, as previously reported, became the Chair of his school's LGBTQ+ Board.

The young people we work with have told us they feel they have a say in what we do at ICM (85%) and feel they are a part of the decision making and planning, highlighting that our projects are shaped by our young people with their voice at the heart of all decisions, planning and delivery. The Youth Steering Group is particularly vibrant and the young people are always full of ideas, which are carried through to fruition.

88% of young people on the projects have involved themselves in community events and activities over the year. As a result they tell us they have been feeling connected to their community and closer to people since joining the project, ultimately increasing social links and ties and getting involved in community activities.

We have been able to track the young people who engage on our Making Waves, youth offending program. We have a very close working relationship with SYOS (Suffolk Youth Offending Service), which is able to provide us with empirical, independent data on the young people we work with.

The project helps them to move away from offending behaviour through raising aspirations through music and media production and the results are again very pleasing:

89% of young people have shown a decrease in the gravity of their offending

89% of young people have shown a decrease in the frequency of their offending

82% of young people have ceased their offending behaviour

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Volunteering:

Embedded community learning was supported by a diverse group of volunteers that responds to the needs of the community we serve. We have a large cohort of volunteers many of whom are bilingual from diverse backgrounds. In 23/24 we worked with 72 volunteers from 20 different nationalities.

Learners go on to volunteer in the community and in ESOL lessons. Some go on to become Community Champions in their respective communities and volunteering in a number of settings – e.g. Barack Lane Surgery and Suffolk Refugee Support, providing translations for Burlington Road Surgery and the NHS Maternity services as well as contributing to county wide 'What are we Missing?' sessions.

Financial review

The current year's performance has been good with an increase in restricted grant income, as well as the new property, Westgate House, also starting to generate unrestricted income. It is still comparatively early days for the new building and we need to undertake some building works to realise its full potential in the following financial years.

The steps the charity has taken to ensure an appropriate level of reserves included the following:

- Exploiting the new property to generate unrestricted income
- Exploring avenues to maintain services not dependent on grant funding – eg Alternative Provision, paid for ESOL and work with employers
- Exploiting our investment portfolio

The principal source of income is grants and donations. All income is recognised only when the charity has entitlement to the income.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months unrestricted running costs to ensure the financial stability of the charity which is approximately £35,000. At the end of our financial year, unrestricted reserves totalled £42,633 (2023: £31,778). The Board regularly (every 6 months) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.

Reserves are held to help inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach. Our policy assists ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. The trustees are of the view that the charity is a going concern.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Having a reserves policy helps inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach.

A reserves policy will assist ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

Without a reserves policy, the Board cannot be confident that their reserves level matches the charity's needs at the time. The charity could be holding reserves that are too high or too low for its needs.

The charity's principal sources of income are from Donations, Gift Aid and grants from Trusts and Foundations. Expenditure on staffing, training and administration has supported the charity in meeting its public interest objectives.

ICM&L is committed to investing in ethical pension providers that do not support the following industries:

- Fossil Fuels extraction, processing, development
- Tobacco
- Arms companies
- Pornography
- Animal Testing
- Gambling
- Agrochemicals

ICMaL objective is to invest in sustainable and ESG-compliant (Environmental, Social, Governance) stocks to generate long-term capital appreciation and to maintain liquidity to support business needs when required, without compromising portfolio integrity. Fund manager Kyte regularly reviews ESG scores, financial performance, and market trends to rebalance the portfolio and maintain a "Cautious to Moderate" risk approach. Reinvesting the dividends from sustainable stocks to compound returns, unless funds are needed for business operations. Fund managers have a Smart Liquidation Strategy. They prioritise low-impact liquidation and begin with stocks that are not generating returns or are at risk of further decline.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

We manage risk through a Risk Register, which is reviewed and updated monthly by the Senior Management Team and reviewed quarterly by the Board of Trustees. Risks are evaluated based on severity and likelihood, which are combined to provide an overall score together with actions to mitigate where appropriate. Our current major risks are identified as staffing, safeguarding and diversification of income. Aligned with the risk register is an action plan detailing smart targets and accountability for mitigating risks.

Our Chair of the Board is leading on the production of an organisational plan, which when finished will inform our priority areas of work going forward. We are in the process of drawing up an income generation plan to fully exploit our new building and to facilitate the expansion of our ESOL delivery and provide income generation.

Trustees vacancies are advertised via our website and social media platforms with a detailed role description. Applicants are asked to submit a copy of their CV with a covering letter, which is then reviewed by the Board of Trustees. If applicants are deemed suitable for the role, they are invited to interview for the role. The interview panel is made up of Trustees and Senior Management and a set of pre-agreed interview questions are used to establish experience and qualifications relevant to the role. Following the interview a recommendation is made to the Board of Trustees, who are then asked to vote on the appointment. Successful applicants are informed, asked to complete the Trustee induction pack and invited to attend the next quarterly Board meeting.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Structure, governance and management

Ipswich Community Media and Learning is a Charitable Incorporated Organisation, registered with and regulated by the Charity Commission. The charity is governed by its Constitution, dated 30th October 2019.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr D Young

Mr M Banceanu

Ms L Hood

(Resigned 10 April 2024)

Ms V Shoesmith

Mrs G Kayembe

Mr D Betts

Mrs M Patel

Mr E Philbert

Ms M Sheppard

(Resigned 27 January 2024)

ICM is governed by a Board of Trustees. At the time the Accounts are approved the charity has 7 Trustees, which includes a Chair of Trustees, a HR Trustee and a Safeguarding Trustee. Trustees meet every quarter for a full Board meeting and are kept apprised of activities via a written monthly update across key areas of activity as well as more frequent communication via a WhatsApp group. Decisions are made at quarterly board meetings and where necessary at EGMs and in writing by majority voting.

The charity receives support from Ipswich Community Media CIC a limited company registered in England and Wales with Company No: 9657892. During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 23/24 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

All Trustees are provided with a comprehensive induction pack when appointed to the board, this includes:

- Charity Constitution
- Organisational chart – outlining the main structure and roles
- Mission Statement, Objectives and Values
- Marketing brochure
- Bios and contact details of our Board of Trustees
- Equality and Diversity Policy
- 12-month planner
- Funding Planner
- Fundraising outline
- Risk Register Summary
- Financial accounts
- Board Meetings minutes

All Trustees are required to provide proof of identity and address and complete the following:

- Register of Interests
- Charity Commission Eligibility form
- Trustee Code of Conduct
- Skills Audit
- Trustee Agreement

Furthermore, all Trustees are required to undertake a DBS check and attend training in Safeguarding, Financial Management and Board Governance.

The pay and remuneration of the Senior Management team is overseen by the Chair of Trustees and our HR Trustee.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

Day to day management is delegated to the Senior Management team, which is made up of the Executive Director, the Integration Team Director and the Operations Director

The Trustees' report was approved by the Board of Trustees.

Doug Betts

[Doug Betts \(Aug 26, 2025 09:29:05 GMT+1\)](#)

Mr D Betts

Trustee

Date: 26/08/2025

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF IPSWICH COMMUNITY MEDIA AND LEARNING CIO

I report to the trustees on my examination of the financial statements of Ipswich Community Media and Learning CIO (the charity) for the year ended 31 October 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011.

I report in respect of my examination of the charity's financial statements carried out under section 145 of the Charities Act 2011. In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011.

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 ICAEW, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the Charities Act 2011.
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.

Helen Rumsey
Ensors Accountants LLP
Connexions
159 Princes Street
Ipswich
IP1 1QJ

Helen Rumsey

Dated: [Helen Rumsey \(Aug 26, 2025 10:39:34 GMT+1\)](#)

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 OCTOBER 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Income and endowments from:									
Donations and legacies	3	10,015	301,557	-	311,572	27,417	115,645	249,925	392,987
Charitable activities	4	-	72,725	-	72,725	-	117,036	-	117,036
Investments	5	-	5,153	-	5,153	-	6,889	-	6,889
Other income	6	28,254	-	-	28,254	7,705	-	-	7,705
Total income and endowments		<u>38,269</u>	<u>379,435</u>	<u>-</u>	<u>417,704</u>	<u>35,122</u>	<u>239,570</u>	<u>249,925</u>	<u>524,617</u>
Expenditure on:									
Raising funds		2,791	2,816	1,792	7,399	2,103	3,713	3,829	9,645
Charitable activities	7	26,054	358,145	-	384,199	37,912	311,529	-	349,441
Total expenditure		<u>28,845</u>	<u>360,961</u>	<u>1,792</u>	<u>391,598</u>	<u>40,015</u>	<u>315,242</u>	<u>3,829</u>	<u>359,086</u>
Net gains/(losses) on investments	13	<u>-</u>	<u>-</u>	<u>17,391</u>	<u>17,391</u>	<u>-</u>	<u>-</u>	<u>16,079</u>	<u>16,079</u>
Net income		9,424	18,474	15,599	43,497	(4,893)	(75,672)	262,175	181,610

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Net income		9,424	18,474	15,599	43,497	(4,893)	(75,672)	262,175	181,610
Transfers between funds		1,431	(1,431)	-	-	(420)	115,620	(115,200)	-
Net movement in funds	10	10,855	17,043	15,599	43,497	(5,313)	39,948	146,975	181,610
Reconciliation of funds:									
Fund balances at 1 November 2023		31,778	161,376	617,563	810,717	37,091	121,428	470,588	629,107
Fund balances at 31 October 2024		<u>42,633</u>	<u>178,419</u>	<u>633,162</u>	<u>854,214</u>	<u>31,778</u>	<u>161,376</u>	<u>617,563</u>	<u>810,717</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

BALANCE SHEET

AS AT 31 OCTOBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	15		528,929		20,793
Investments	16		142,305		606,553
			<u>671,234</u>		<u>627,346</u>
Current assets					
Debtors	18	23,007		36,665	
Cash at bank and in hand		175,637		179,067	
		<u>198,644</u>		<u>215,732</u>	
Creditors: amounts falling due within one year	19	(15,664)		(32,361)	
Net current assets			<u>182,980</u>		<u>183,371</u>
Total assets less current liabilities			<u>854,214</u>		<u>810,717</u>
Capital funds					
Expendable endowment		633,162		617,563	
	22		633,162		617,563
Income funds					
Restricted funds	23		178,419		161,376
Unrestricted funds			42,633		31,778
			<u>854,214</u>		<u>810,717</u>

The financial statements were approved by the Trustees on 26/08/2025

Doug Betts

[Doug Betts \(Aug 26, 2025 09:29:05 GMT+1\)](#)

Mr D Betts

Trustee

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	28		19,853		163,238
Investing activities					
Purchase of tangible fixed assets		(510,075)		(18,033)	
Purchase of investments		(46,373)		(249,925)	
Proceeds from disposal of investments		528,012		130,173	
Investment income received		5,153		6,889	
Net cash used in investing activities			(23,283)		(130,896)
Net cash generated from financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(3,430)		32,342
Cash and cash equivalents at beginning of year			179,067		146,725
Cash and cash equivalents at end of year			175,637		179,067

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

Charity information

Ipswich Community Media and Learning CIO is a Charitable Incorporated Organisation first registered with the Charity Commission on 30 October 2019 .

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention except for the revaluation of investments. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

The Expendable Endowment fund represents a gift of investments provided from one of the Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from grants is recognised when there is evidence of entitlement to the monies, the receipt is probable and its amount can be measured reliably.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

(Continued)

Income from contracts for the supply of services is recognised when the service has been delivered. This income is classified within restricted funds as there is a requirement for these monies to be spent for a specific purpose.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is classified under the cost to which it relates.

Expenditure on raising funds includes the costs of all fundraising activities, events, managing investments and non-charitable trading activities.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity.

All costs are allocated to expenditure categories reflecting the use of the resource.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	-
Fixtures and fittings	3-5 years
Computers	3-5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Freehold buildings are currently valued at cost and not depreciated on the basis that the charity is continuing to carry out capital works internally which are incomplete at the year-end. At the point this is completed, the policy will be reviewed, but for the current financial year, the policy reflects the current condition of the building.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 OCTOBER 2024

3 Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Donations and gifts	10,015	3,821	-	13,836	27,417	5,988	249,925	283,330
Grants	-	297,736	-	297,736	-	109,657	-	109,657
	10,015	301,557	-	311,572	27,417	115,645	249,925	392,987

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

3 Income from donations and legacies

(Continued)

During the year, the classification of restricted income from charitable activities has been reviewed and it has been determined that grants of a general nature received, which are not conditional on levels or volumes, should be categorised as income from donations and legacies. The comparative note for year-ended 31 October 2023 have been restated as a result.

4 Income from charitable activities

	Restricted funds 2024 £	Restricted funds 2023 £
Community services		
Services provided under contract	72,725	117,036

5 Investments

	2024 £	2023 £
Interest on cash deposits	4,982	6,582
Income from listed investments	171	307
	5,153	6,889

All investment income has been generated from the Donal Young expendable endowment fund.

Investment income is accounted for in the period in which the charity is entitled to receipt.

6 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Other income	7,721	7,705
Room rental	1,921	-
Property income	16,282	-
Bank interest received	2,330	-
	28,254	7,705

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

7 Expenditure on charitable activities

	Community services	Strategic initiatives - D Young	Total	Community services	Strategic initiatives - D Young	Total
	2024	2024	2024	2023	2023	2023
	£	£	£	£	£	£
Direct costs						
Staff costs	164,216	22,515	186,731	154,017	16,969	170,986
Depreciation and impairment	1,939	-	1,939	4,603	-	4,603
Legal and professional fees	-	-	-	-	2,680	2,680
Other direct activity costs	139,647	13,803	153,450	90,337	31,640	121,977
Community support expenses	-	-	-	7,000	-	7,000
	<u>305,802</u>	<u>36,318</u>	<u>342,120</u>	<u>255,957</u>	<u>51,289</u>	<u>307,246</u>
Grant funding of activities (see note 8)	9,888	-	9,888	10,000	-	10,000
Share of support and governance costs (see note 9)						
Support	24,217	-	24,217	26,309	-	26,309
Governance	7,974	-	7,974	5,386	500	5,886
	<u>347,881</u>	<u>36,318</u>	<u>384,199</u>	<u>297,652</u>	<u>51,789</u>	<u>349,441</u>
Analysis by fund						
Unrestricted funds	26,054	-	26,054	37,912	-	37,912
Restricted funds	321,827	36,318	358,145	259,740	51,789	311,529
	<u>347,881</u>	<u>36,318</u>	<u>384,199</u>	<u>297,652</u>	<u>51,789</u>	<u>349,441</u>

8 Grants payable

	Community services 2024 £	Community services 2023 £
Grants to individuals	<u>9,888</u>	<u>10,000</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

8 Grants payable

(Continued)

During the year the charity has been provided with a grant from the Suffolk Hardship Fund, funded by Suffolk Community Foundation.

Payments from this fund are made to provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

There are no future commitments with respect to this fund.

A grant of £10,000 provided by the Suffolk Hardship Fund (2023: £10,000). The grant has been expended in full and 183 (2023: 115) recipients benefited throughout the year to 31 October 2024, minus minor administrative costs.

9 Support costs

	Support costs	Governance costs	2024 Support costs	Governance costs	2023
	£	£	£	£	£
Staff costs	12,763	-	12,763	22,391	22,391
Training costs	1,051	-	1,051	210	210
Subcontract labour	396	-	396	1,560	1,560
Venue hire	195	-	195	370	370
Professional fees	700	-	700	700	700
Other costs	9,112	-	9,112	1,078	1,078
Accountancy	-	7,974	7,974	-	5,886
	<u>24,217</u>	<u>7,974</u>	<u>32,191</u>	<u>26,309</u>	<u>32,195</u>
Analysed between					
Charitable activities	<u>24,217</u>	<u>7,974</u>	<u>32,191</u>	<u>26,309</u>	<u>32,195</u>

Governance costs includes payments of £7,974 (2023: £5,886) for the independent examination fees and accountancy assistance.

10 Net movement in funds

2024
£

2023
£

The net movement in funds is stated after charging/(crediting):

Fees payable for the independent examination of the charity's financial statements	7,974	5,886
Depreciation of owned tangible fixed assets	<u>1,939</u>	<u>4,603</u>

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during either year.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

12 Employees

The average monthly number of employees during the year was:

2024 Number	2023 Number
12	11

Employment costs

	2024 £	2023 £
Wages and salaries	186,827	181,612
Social security costs	8,280	8,295
Other pension costs	4,387	3,470
	<u>199,494</u>	<u>193,377</u>

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

- Salary: £78,508 (2023: £69,840)
- Benefits: £961 (2023: £937)
- Ers NI: £3,630 (2023: £3,644)

13 Net gains/(losses) on investments

	2024 £	2023 £
Revaluation of investments	12,893	980
Gain/(loss) on sale of investments	4,498	15,099
	<u>17,391</u>	<u>16,079</u>

14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

15 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Computers	Total
	£	£	£	£
Cost				
At 1 November 2023	18,033	257	16,134	34,424
Additions	507,868	1,692	515	510,075
	<u>525,901</u>	<u>1,949</u>	<u>16,649</u>	<u>544,499</u>
At 31 October 2024	525,901	1,949	16,649	544,499
Depreciation and impairment				
At 1 November 2023	-	171	13,460	13,631
Depreciation charged in the year	-	545	1,394	1,939
	<u>-</u>	<u>545</u>	<u>1,394</u>	<u>1,939</u>
At 31 October 2024	-	716	14,854	15,570
Carrying amount				
At 31 October 2024	<u>525,901</u>	<u>1,233</u>	<u>1,795</u>	<u>528,929</u>
At 31 October 2023	<u>18,033</u>	<u>85</u>	<u>2,675</u>	<u>20,793</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

16 Fixed asset investments

	Unlisted investments £	Cash in portfolio £	Total £
Cost or valuation			
At 1 November 2023	115,349	491,204	606,553
Additions	46,373	(46,373)	-
Valuation changes	12,893	-	12,893
Investment income	-	5,153	5,153
Fees	-	(1,792)	(1,792)
Disposals	(34,550)	(445,952)	(480,502)
At 31 October 2024	140,065	2,240	142,305
Carrying amount			
At 31 October 2024	140,065	2,240	142,305
At 31 October 2023	115,349	491,204	606,553

The fair value at the balance sheet date of material investments, defined as those with fair values greater than 10% of the entire portfolio, can be found below:

CT Responsible Sterling Bond Fund Class 2 (Acc)	£19,768
Dimensional Global Short Dated Bond (Acc)	£26,684
iShares Corporate Bond Index D (Acc)	£19,845

Fixed asset investments revalued

Investments in quoted shares and traded bonds have been initially measured at cost and subsequently revalued at the balance sheet date using the bid price.

17 Financial instruments

	2024 £	2023 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	140,065	115,349

18 Debtors

	2024 £	2023 £
Amounts falling due within one year:		
Trade debtors	8,883	28,844
Other debtors	14	2,118
Prepayments and accrued income	14,110	5,703
	23,007	36,665

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

19 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Other taxation and social security		3,227	1,653
Deferred income	20	1,558	19,030
Trade creditors		4,927	5,855
Other creditors		1,332	1,203
Accruals		4,620	4,620
		<u>15,664</u>	<u>32,361</u>

20 Deferred income

	2024 £	2023 £
Other deferred income	<u>1,558</u>	<u>19,030</u>

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	<u>1,558</u>	<u>19,030</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

20 Deferred income (Continued)

Movements in the year:		
Deferred income at 1 November 2023	19,030	-
Released from previous periods	(19,030)	-
Resources deferred in the year	1,558	19,030
	<u>1,558</u>	<u>19,030</u>
Deferred income at 31 October 2024	<u>1,558</u>	<u>19,030</u>

Deferred income released from previous periods relates to the HK Learners Fund (£5,100), Diversionary Project (£1,380) and Suffolk Police and Crime Commissioners Fund (£12,550), which commenced in the year to 31 October 2024.

Resources deferred in the year relate to rental income received in advance for a commercial unit for the period from 1 November 2024 to 31 December 2024.

21 Retirement benefit schemes

	2024	2023
Defined contribution schemes	£	£
Charge to profit or loss in respect of defined contribution schemes	<u>4,387</u>	<u>3,470</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

22 Endowment funds

The Expendable Endowment fund represents a gift of investments provided from one of the Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities. These activities comprise:

Business Partnerships
Research & market development
Business expansion (including capital expenditure)
Reduce financial risk
Use of funds in a financial crisis or emergency

During the year, a material share of the portfolio was sold, with the proceeds reinvested in a property which the charity is now occupying. The property itself remains as an expendable endowment fund, with any rental income generated as unrestricted income.

Investment income arising on the endowment funds can be used in accordance with the objects of the charity and is included as restricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 November 2023 £	Incoming resources £	Resources expended £	Transfers £	Gains and losses £	At 31 October 2024 £
Expendable endowments						
Donal Young fund	617,563	-	(1,792)	-	17,391	633,162
	<u>617,563</u>	<u>-</u>	<u>(1,792)</u>	<u>-</u>	<u>17,391</u>	<u>633,162</u>
Previous year:						
	At 1 November 2022 £	Incoming resources £	Resources expended £	Transfers £	Gains and losses £	At 31 October 2023 £
Expendable endowments						
Donal Young fund	470,588	249,925	(3,829)	(115,200)	16,079	617,563
	<u>470,588</u>	<u>249,925</u>	<u>(3,829)</u>	<u>(115,200)</u>	<u>16,079</u>	<u>617,563</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

23 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of contracts, donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds				
	Balance at 1 November 2022	Incoming resources	Resources expended	Transfers	Balance at 1 November 2023	Incoming resources	Resources expended	Transfers	Balance at 31 October 2024
	£	£	£	£	£	£	£	£	£
SCC - ESOL	40,361	105,840	(121,787)		24,414	72,000	(82,690)	1,028	12,696
SCF - MLM	18		(18)						
SCF - PCC Fund 2021	2,000		(2,000)						
SCF - Realising Ambitions 21-22	1,033		(1,033)						
IBC - Restart Fund 2021	1,775		(1,775)						
SCF - Aspire-SCC/Euro	2,276	8,086	(7,792)		2,570		(2,502)		68
SCF - Realising Ambitions 22-23	3,135		(3,135)						
SCF - Locality	2,500		(2,500)						
Equity in Mind	22,090		(22,090)						
Peoples Health Trust	11,009	9,497	(20,350)		156	17,093	(16,834)		415
Maternity Inequalities Programme 2021-2022	35,231	-	(35,231)						
SCC Hardship Fund 2023		10,000	(10,000)						
Maternity inequalities programme 2022-2023		50,000	16,314		33,686		(33,686)		
Activities Unlimited 23-24		5,610	158		5,452		(5,452)		
Community Resilience Fund		2,500	2,500						
Cost of Living Surviving Winter Fund 4/2023		2,000	2,000						
Crane Fund WC		5,988	3,978		2,010		(346)		1,664
Making Waves- Awards for All		10,000	2,176		7,824		(7,824)		
Pear Tree Fund		3,910	3,910						
Suffolk Giving Fund		1,000	270		730		(730)		
Suffolk Police & Crime Commissioner's 2023-25		18,250	4,436		13,814	12,550	(13,814)		12,550
Strategic initiatives - Donal Young		6,889	51,789	115,620	70,720	5,153	(36,319)		39,554
4_Maternity_inequalities_programme_2024-25						46,000	(13,440)	(20)	32,540
Activities Unlimited 24-25						5,610	(4,326)	(59)	1,225
Art Council						26,938	(3,564)		23,374
Crane-Fund-WC 2024						3,821	(619)		3,202
Digital Inclusion Grantmaking Programme						20,700	(33)		20,667
Emulate project _Serious Violence Fund						2,946	(2,946)		
Equity In Mind mental Health project						22,090	(21,836)		254
Healthy Heart Fund						10,831	(6,883)	(76)	3,872
Household Support 4 Fund 2024						10,000	(10,000)		
Hypertention Fund						51,764	(30,885)		20,879
Landscapes for All						2,617	(2,617)		
Maternity Project 2023-2024						25,000	(25,000)		
NCS Targeted Community Experiences						36,367	(36,367)		
Trinity College -24-10						750	-		750
HK Learners Fund						5,825	(1,116)		4,709
Diversinary Project						1,380	(1,380)		
E-O-N						-	248	(248)	
	121,428	239,570	(315,242)	115,620	161,376	379,435	(360,961)	(1,431)	178,419
	=====	=====	=====	=====	=====	=====	=====	=====	=====

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

23 Restricted funds

(Continued)

Suffolk County Council - ESOL

Consisting of:

ESOL:- For the provision of programmes and projects to support those with English as an additional language and support those into accredited learning.

Connect Through Skills:- For the provision of projects to support unemployed adults to develop Digital Skills and/or Maths, English or ESOL through a shared activity, to help make positive progress towards accredited learning, volunteering or work.

Suffolk Police & Crime Commissioner's Fund

To support the work of voluntary and community groups, charities, social enterprises and community interest companies that are delivering services that help support victims of crime and reduce crime and disorder.

Suffolk Community Foundation - Suffolk Hardship Fund 2024

To provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs. Support for our most in need and disadvantaged participants to help them through the cost of living crisis.

Suffolk County Council - Activities Unlimited 2023-2024

One to one support for young people with Learning Difficulties to engage with digital media and learn new skills.

NCS Targeted Community Experiences

Social action projects – including learning and volunteering in local communities for young people aged 16-17.

Digital Inclusion Grant making Programme

Project to bridge the 'digital divide': Supporting diverse local communities to access services and support online – including signing up for the NHS app.

Emulate project _Serious Violence Fund

Intervention and diversion project for young vulnerable males from disadvantaged communities in the deprived Westgate ward in central Ipswich.

Healthy Heart Fund

Supporting diverse communities to adopt strategies to maintain good heart health. Including disseminating information on nutrition, exercise and mental well-being.

Hypertension Fund

Supporting diverse communities to adopt strategies to maintain a healthy blood pressure. Including incorporating healthy concepts around nutrition, exercise and mental well-being into ESOL lessons and a regular social club.

Landscapes for All

Project supporting diverse communities to safely access the Suffolk Countryside, promoting physical and mental well-being.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

23 Restricted funds

(Continued)

Crane Fund-WC

Funding to support young people from our diverse local communities to engage in learning and music and media activity.

Making Waves - Awards for All

Funding to support young people at risk of entering the criminal justice system. Encouraging them to engage in music and media production as an alternative to engaging in offending behaviour.

Suffolk Giving Fund

Funding to work with young offenders and those at risk of offending by engaging them in creative activity that will build confidence and self-esteem.

Aspire-SCC/Euro

This project delivered 6-weeks of group activities at South Street Studios in Ipswich for young people identified as being at risk of gang involvement. The main purpose of the project was to work with local schools and the county council to support young people to find alternative pathways to gang activity.

HK Learners Fund

Funding to deliver ESOL learning for people who have come to the UK from Hong Kong under the BNO programme.

Diversionary Project

Funding to support young people at risk of entering the criminal justice system. Encouraging them to engage in music and media production as an alternative to engaging in offending behaviour.

E-O-N

ESOL and employment guidance to support overseas nationals into volunteering and employment positions.

Peoples Health Trust

The project delivers weekly creative and mental health workshops for young people in the deprived Maple Park area of central Ipswich. Regular social engagement forms the basis of the project which includes the following range of activities: Arts, film, photography, drama, dance, radio, music, etc.

Equity In Mind mental Health project

The EIM project works to support people with SMI (Serious Mental Health Illness) to promote wellbeing, tackle social isolation, develop a supportive community responsive to needs as well as promoting pathways to volunteering.

Maternity inequalities programme

The project works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim is to build trust amongst migrant women in maternity and health services and increase connection, communication, and engagement with sources of support, therefore improving health outcomes for parents and babies.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

24 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used.

	At 1 November 2023	Incoming resources	Resources expended	Transfers	At 31 October 2024
	£	£	£	£	£
General funds	31,778	38,269	(28,845)	1,431	42,633
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 November 2022	Incoming resources	Resources expended	Transfers	At 31 October 2023
	£	£	£	£	£
General funds	37,091	35,122	(40,015)	(420)	31,778
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

25 Analysis of net assets between funds

	Unrestricted funds 2024	Restricted funds 2024	Endowment funds 2024	Total 2024
	£	£	£	£
At 31 October 2024:				
Tangible assets	2,616	412	525,901	528,929
Investments	-	35,044	107,261	142,305
Current assets/(liabilities)	40,017	142,963	-	182,980
	<u>42,633</u>	<u>178,419</u>	<u>633,162</u>	<u>854,214</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds 2023	Restricted funds 2023	Endowment funds 2023	Total 2023
	£	£	£	£
At 31 October 2023:				
Tangible assets	2,760	-	18,033	20,793
Investments	134	6,889	599,530	606,553
Current assets/(liabilities)	28,884	154,487	-	183,371
	<u>31,778</u>	<u>161,376</u>	<u>617,563</u>	<u>810,717</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

26 Operating lease commitments

Lessee

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024	2023
	£	£
Within one year	8,580	8,580
Between two and five years	24,310	32,890
	<u>32,890</u>	<u>41,470</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2024

27 Related party transactions

(Continued)

Transactions with related parties

During the year the charity received £Nil (2023: £24,500) in donations from Trustees. No conditions were attached to the donations.

The charity has also been gifted shares from a Trustee at a market value of £Nil (2023: £249,925). Gifts will be used solely for the purpose of 'business development' to further the charity's objects and have been treated as an expendable endowment fund.

Expenses totalling £95 have been reimbursed to one trustee in relation to training provided (2023: £80).

The charity receives support from Ipswich Community Media (ICM) CIC a limited company registered in England and Wales with Company No: 9657892

ICM CIC is deemed a related party as a Director of the CIC is also a member of key management personnel of the charity.

During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 23/24 (2023:Nil) although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

For the year to 31 October 2024, ICM CIC recharged costs of £2,688 (2023:£3,485) to ICM&L CIO. The expenditure was recharged at cost, with no mark-up applied.

At the year-end, ICM&L CIO owed ICM CIC £Nil (2023:£12).

At the year-end, ICM CIC owed ICM&L CIO £720 in relation to room rental income due (2023: £2,118).

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2024

28	Cash generated from operations	2024 £	2023 £
	Surplus for the year	43,497	181,610
	Adjustments for:		
	Investment income recognised in statement of financial activities	(5,153)	(6,889)
	Gain on disposal of investments	(4,498)	(15,099)
	Fair value gains and losses on investments	(12,893)	(980)
	Depreciation and impairment of tangible fixed assets	1,939	4,603
	Movements in working capital:		
	Decrease/(increase) in debtors	13,658	(24,080)
	Increase in creditors	775	5,043
	(Decrease)/increase in deferred income	(17,472)	19,030
	Cash generated from operations	<u>19,853</u>	<u>163,238</u>

29 Analysis of changes in net funds

The charity had no material debt during the year.

Accounts

Charity registration number 1186056

**IPSWICH COMMUNITY MEDIA AND LEARNING CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2023**

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr D Young	
	Mr M Banceanu	
	Ms L Hood	
	Ms V Shoesmith	
	Mrs G Kayembe	
	Mr D Betts	
	Mrs M Patel	(Appointed 29 April 2023)
	Mr E Philbert	(Appointed 15 September 2023)
	Ms M Sheppard	(Appointed 13 October 2023)
Charity number	1186056	
Principal address	International House 6 South Street Ipswich IP1 3NU	
Independent examiner	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich IP1 1QJ	
Bankers	Unity Trust Bank plc 9 Brindley Place Birmingham B1 2HB	
Solicitors	Kerseys Solicitors 32 Lloyds Avenue Ipswich IP1 3HD	

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

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IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 OCTOBER 2023

The trustees present their annual report and financial statements for the year ended 31 October 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The charity's objects are:

1. The advancement of education:

- To advance the education of the public in communication skills through subjects such as Media, music, ESOL and IT.

2. Community capacity building:

- To develop the capacity and skills of the members of the socially and economically disadvantaged communities of the East of England in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

3. The advancement of (or promotion of) equality and diversity by:

- Advancing education and raising awareness of equality and diversity.
- Promoting activities to foster the understanding between people of diverse backgrounds.
- Cultivating a sentiment in favour of equality and diversity.

During the 2022/23 year the trustees have always paid regard to the guidance on public benefit issued by the Charity Commission. The guidance from the Charity Commission has assisted the trustees in ensuring the objects of the charity meet the public benefit stipulation. The guidance has also been taken into consideration when planning and delivering activity designed to meet the charity's objects.

The charity first registered with the Charity Commission on 30 October 2019.

The Advancement of Education

For the 2022/23 Academic year we were successful in securing another learning contract with Suffolk County Council. This was to deliver learning programs for disadvantaged people aged 19+ from the most deprived and diverse wards of central Ipswich. We also continued with our Big Lottery funding to provide courses for those people ineligible for county council courses.

Throughout 2022/23 we worked with 572 learners, thereby exceeding our targets for the year.

We also work hard to promote informal education through our youth projects, which are delivered from South St Studios in partnership with Out Loud Music, Punch Studios, Future Female Society, the Hive and others.

Over the year we worked with 211 children and young people to support their mental health, boost their confidence and help them to progress onto further learning, volunteering and employment.

The main youth projects we delivered over the year in conjunction with our partners were as follows:

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

South Street Kids:

SSK delivers weekly music, media, creative and social sessions for local young people from the deprived Maple Park (formerly Jubilee Park) area of IP1. It is our longest running project and is now delivered at Eastern Angles, where there is a large area for the young people to engage in a wide range of music, media and creative activity.

New Gen:

New Gen delivers weekly music and social sessions for local young people requiring tuition and mentoring that supports their development and life goals.

Making Waves:

The Making Waves project works with young people referred to us by Suffolk Youth Offending Service, YMCA, Social Care and others, who are at risk of being attracted into criminal activity and a possible gang lifestyle. This also includes a group of Unaccompanied Asylum-Seeking Children who are vulnerable and need support. We provide one to one music and media tuition as well as pastoral support to young people in the criminal justice system who often have quite complex needs.

Community Capacity Building

From November 2022 – October 2023 we engaged with over 50 volunteers who supported our work with ESOL learners and our delivery for disadvantaged young people.

Volunteers and Community Champions are recruited from the community and the courses we deliver. They are promoting the voice of the most disadvantaged in our community throughout the year.

In addition, they provided community services such as translations for the NHS; signposting for advice, volunteering in surgeries and dealing with an increasing number of requests for help and support – including help with bridging the digital divide.

We were also fortunate to attract Household Support Grant funding from the Suffolk Community Foundation, which allowed us to support some of our most vulnerable families with food parcels, food vouchers, IT support and help with paying essential bills, which saved many of our people from penury during the pandemic and its aftermath.

Ipswich Unfolding:

In the spring we worked with Future Female Society to deliver an Ipswich Unfolding series of workshops designed to support 13 volunteers and Community Champions to gain the skills to lead their own community initiatives.

The programme ran for 10 weeks out of the Hive Community Centre in Norwich Road.

All the members of the project were people who are keen to see change within their local community. The majority of the group live and work/volunteer in the Westgate ward and so this has become the focus for their project idea - Community Campfires.

This is the main project idea that has come out of the programme. The group wish to hold a community conversation/consultation at The Hive where they share ideas and survey members of the local area on what issues they see as most important to the locality.

They planned and delivered two structured conversations that took place in September around the idea of a campfire. There was food/music and storytelling- in the sense that they asked people to share their stories of living in Westgate ward, what they wish to keep/love about it, what they wish to trash or get rid of and what they would like to reimagine.

They also invited members of the council/police/local businesses and community leaders in a listening and observing role. The goal was to decide if there are others that could support and join as the champions, look to see what action they could take, and who would be interested in taking it.

This work will be followed up in 2024 with meetings held at the Hive where local councillors, Police and other statutory bodies will be engaged in projects and proposals to improve the environment of Norwich Road and beyond. We will report on the progress of the group in our next annual report.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

The Advancement of (or promotion of) Equality and Diversity

We continued to make progress in helping to bridge the Digital Divide, which was so cruelly exposed by the pandemic in our most disadvantaged communities.

We attracted additional funding to buy laptops and tablets, which were lent out to some of our most deprived families who were struggling during the pandemic to access services and support online.

Because of the success of our Community Champions in supporting women from migrant communities in Maternity Services we were successful in attracting funding to expand this work.

Our Maternity Inequality Project received continuation funding in May 2023 and works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim is to build trust amongst migrant women in maternity and health services and increase connection, communication and engagement with sources of support, therefore improving health outcomes for parents and babies.

Achievements and performance

Adult Learning:

Over the 22/23 year ICM delivered a range of courses co-produced in partnership with our participants, volunteers, staff and other community partners. The aim was to teach English to those migrant communities that are most vulnerable and disengaged. To support them to improve their employment prospects and give them the knowledge and skills to more effectively engage with local services and integrate with the local community. The focus was on those not currently in the labour market, in paid employment, education or training.

We used our knowledge and lessons learned during the pandemic to offer a new hybrid service of predominantly face to face delivery but supplemented by online delivery for those with chaotic family circumstances or supporting different work patterns and giving everyone a chance to effectively engage.

The courses we delivered for 22/23 were as follows:

- English for Health
- Conversational ESOL
- ESOL and IT
- ESOL and Digital media
- Life in the UK
- English for Work
- ESOL and Numeracy
- Exam Preparation course
- ESOL Skills for Life

All courses exceeded targets and learners achieved great success as outlined below.

For the delivery of our courses we worked in the most deprived and diverse wards in Ipswich with local migrants. We engaged specifically with Pre-entry, Entry 1, Entry 2 and Entry 3 Learners that were either in low paid employment, or not working and not eligible for benefits.

Some of our Roma and refugee migrants are illiterate in their own language. Learners included Syrians, Kurdish, Afghani, Bangladeshi and Iraqi, plus Portuguese. Mostly they had no English at all when they started with us and many were only semi-literate in their own language, having had their schooling disrupted by wars. They are very vulnerable, having been through extremely traumatic experiences which can affect their ability to learn, engage and integrate into the local community. They often have severe physical and mental health issues and also have many domestic problems to sort out – issues around appointments with schools, hospitals etc.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

Our courses proved popular with learners being flexible and responsive to learner needs - over 100% of learners would recommend our courses to friends and family.

We achieved really good rates for retention (89%) achievement (89%) and a pass rate of 100%.

The progression rate for our learners moving onto employment, volunteering or further learning came out at 85%.

Staff are professional and deliver a good service. Good feedback from learners; 99% of learners are happy with the tutor support they receive.

Learners are happy and exhibit good personal development; 99% of learners say that their overall experience is either excellent or outstanding.

100% of learners said the teaching was excellent (87.3%) or good (12.7%)

Learners are happy and exhibit good personal development with 98% of learners saying that their overall experience is either excellent or good and 91% saying they are happy with the progress they have made in class and achieved what they set out to do.

The Suffolk Adult Learner Awards.

The Suffolk Adult Learners Awards, which took place in June, was all about celebrating those who have embraced the joy of lifelong learning

Children and Young People:

Our main projects for children and young people are listed above and over the past year the achievements are as follows:

Sessions Delivered:

Number of one to one session delivered: 71

Number of group sessions delivered: 127 (including trips and holiday activities)

Our young people tell us that our project is a place where they feel safe and provide relief from the stresses of lockdown and isolation. Over 85% of participants who responded with feedback have said their confidence has increased as a result of involvement in our projects. This is in spite of the increase in young people presenting with anxiety and mental health issues.

In addition, the same percentage of participants sampled tell us they have made friends at ICM and increased their social circle, again increasing social links and ties with stronger connections between people. As a result, we are seeing an increase in young peoples' well-being.

From our monitoring we can say that 90% of young people engaged will have improved their knowledge of IT and digital music and media skills and or other creative skills to some degree as every project has learning embedded in its planning and delivery. In addition, we have seen improvements across the board in team working skills and communication skills.

We have examples of young people securing employment with partner arts organisations and many young people going onto volunteer in creative settings. Many of our younger participants have progressed into further learning and additional extra-curricular activities once they have built up their initial confidence.

Positive Progression at the year-end stood at 60% We are seeing our young people continue to work through the projects and embarking on new opportunities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

The young people we work with have told us they feel they have a say in what we do at ICM and feel they are a part of the decision making and planning, highlighting that our projects are shaped by our young people with their voice at the heart of all decisions, planning and delivery. The Youth Steering Group is particularly vibrant and the young people are always full of ideas, which are carried through to fruition.

88% of young people on the projects have involved themselves in community events and activities over the year. As a result they tell us they have been feeling connected to their community and closer to people since joining the project, ultimately increasing social links and ties and getting involved in community activities.

We have been able to track the young people who engage on our Making Waves, youth offending program. We have a very close working relationship with SYOS (Suffolk Youth Offending Service), which is able to provide us with empirical, independent data on the young people we work with.

The project helps them to move away from offending behaviour through raising aspirations through music and media production and the results are again very pleasing:

89% of young people have shown a decrease in the gravity of their offending
89% of young people have shown a decrease in the frequency of their offending
82% of young people have ceased their offending behaviour

We were very proud of our learners who won awards or who were nominated. This included two students who were Runners up for Inspirational Community Learner of the year and Linda Vines, a cherished member of the community and ICM. Linda was honoured with the Outstanding Service to Adult and Community Learning award, sponsored by the University of Suffolk and presented by Professor Helen Langton MBE, Vice Chancellor and CEO of the University of Suffolk.

Volunteering:

Embedded community learning was supported by a diverse group of volunteers that responds to the needs of the community we serve. We have a large cohort of volunteers many of whom are bilingual from diverse backgrounds – volunteers come from 12 different nationalities and students come from 26 different nationalities

Learners go on to volunteer in the community and in ESOL lessons. Some go on to become Community Champions in their respective communities and volunteering in a number of settings – e.g. Barack Lane Surgery and Suffolk Refugee Support. Providing translations for Burlington Road Surgery and the NHS Maternity services as well as contributing to county wide 'What are we Missing?' sessions.

Financial review

The principal source of income is grants and donations. All income is recognised only when the charity has entitlement to the income. During the year we received a significant donation of £249,925 in the form of stocks, from our valued donor Mr Donal Young. The trustees have the power to spend or retain both capital and income and so the fund is classed as a restricted expendable endowment fund. Donal Young has also made unrestricted donations of £24,500 this year. At the end of our financial year, unrestricted reserves totalled £31,778.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months' unrestricted running costs to ensure the financial stability of the charity.

The Board regularly (every 6 months) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.

The trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the charity for the foreseeable future. The trustees are of the view that the charity is a going concern.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

Having a reserves policy helps inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach.

A reserves policy will assist ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

Without a reserves policy, the Board cannot be confident that their reserves level matches the charity's needs at the time. The charity could be holding reserves that are too high or too low for its needs.

The charity's principal sources of income are from Donations, Gift Aid and grants from Trusts and Foundations. Expenditure on staffing, training and administration has supported the charity in meeting its public interest objectives.

The charity has performed better than expected during a very difficult year due to the pandemic. We have been very lucky to attract significant income from donations which meant that, even during this unprecedented year we generated a small unrestricted surplus, which was not budgeted for. Funds have mainly been spent on the delivery of training courses and community capacity building, with staff costs accounting for the majority of the spend.

ICMaL is committed to investing in ethical pension providers that do not support the following industries:

- Fossil Fuels extraction, processing, development
- Tobacco
- Arms companies
- Pornography
- Animal Testing
- Gambling
- Agrochemicals

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

We manage risk through a Risk Register, which is reviewed and updated monthly by the Senior Management Team and reviewed quarterly by the Board of Trustees. Risks are evaluated based on severity and likelihood, which are combined to provide an overall score together with actions to mitigate where appropriate. Our current major risks are identified as staffing, safeguarding, diversification of income and premises uncertainty. Aligned with the risk register is an action plan detailing smart targets and accountability for mitigating risks.

Our Chair of the Board is leading on the production of an organisational plan, which when finished will inform our priority areas of work going forward. Following the year-end, we have acquired a building to facilitate the expansion of our ESOL delivery and provide income generation. We intend to proceed in Q4 of 2023 with immediate occupation.

Trustees vacancies are advertised via our website and social media platforms with a detailed role description. Applicants are asked to submit a copy of their CV with a covering letter, which is then reviewed by the Board of Trustees. If applicants are deemed suitable for the role, they are invited to interview for the role. The interview panel is made up of Trustees and Senior Management and a set of pre-agreed interview questions are used to establish experience and qualifications relevant to the role. Following the interview a recommendation is made to the Board of Trustees, who are then asked to vote on the appointment. Successful applicants are informed, asked to complete the Trustee induction pack and invited to attend the next quarterly Board meeting.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

Structure, governance and management

Ipswich Community Media and Learning is a Charitable Incorporated Organisation, registered with and regulated by the Charity Commission. The charity is governed by its Constitution, dated 30th October 2019.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs G Desai	(Resigned 28 April 2023)
Ms S Raychaudhuri	(Resigned 22 July 2023)
Mr D Young	
Mr M Banceanu	
Ms L Hood	
Ms V Shoesmith	
Mrs G Kayembe	
Mr D Betts	
Mrs M Patel	(Appointed 29 April 2023)
Mr E Philbert	(Appointed 15 September 2023)
Ms M Sheppard	(Appointed 13 October 2023)

ICM is governed by a Board of Trustees. We currently have 9 Trustees, which includes a Chair of Trustees, a HR Trustee and a Safeguarding Trustee. Trustees meet every quarter for a full Board meeting and are kept apprised of activities via a written monthly update across key areas of activity as well as more frequent communication via a WhatsApp group. Decisions are made at quarterly board meetings and where necessary at EGMs and in writing by majority voting.

The charity receives support from Ipswich Community Media CIC a limited company registered in England and Wales with Company No: 9657892. During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 22/23 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

All Trustees are provided with a comprehensive induction pack when appointed to the board, this includes:

- Charity Constitution
- Organisational chart – outlining the main structure and roles
- Mission Statement, Objectives and Values
- Marketing brochure
- Bios and contact details of our Board of Trustees
- Equality and Diversity Policy
- 12-month planner
- Funding Planner
- Fundraising outline
- Risk Register Summary
- Financial accounts
- Board Meetings minutes

All Trustees are required to provide proof of identity and address and complete the following:

- Register of Interests
- Charity Commission Eligibility form
- Trustee Code of Conduct
- Skills Audit
- Trustee Agreement

Furthermore, all Trustees are required to undertake a DBS check and attend training in Safeguarding, Financial Management and Board Governance.

The pay and remuneration of the Senior Management team is overseen by the Chair of Trustees and our HR Trustee.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

The charity is registered with the following banking and professional services:

Unity Trust Bank
POBox 7193
Planetary Road
Willenhall
WV1 9DG

Kerseys Solicitors LLP
32 Lloyds Avenue
Ipswich
Suffolk
IP1 3HD

Keyte
10 Middle Street
Taunton
Somerset, TA11SH
United Kingdom

The Co-operative Bank - Business
Business Customer Services
PO Box 250
Skelmersdale
WN8 6WT

Reference and administrative details

Day to day management is delegated to the Senior Management team, which is made up of the Executive Director, the Integration Team Director and the Operations Director

The Trustees' report was approved by the Board of Trustees.


D Betts (Aug 28, 2024 18:43 GMT+1)

Mr D Betts
Trustee

Date: 28/08/2024

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF IPSWICH COMMUNITY MEDIA AND LEARNING CIO

I report to the trustees on my examination of the financial statements of Ipswich Community Media and Learning CIO (the charity) for the year ended 31 October 2023.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 ICAEW, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Helen Rumsey
Ensors Accountants LLP
Connexions
159 Princes Street
Ipswich

IP1 1QJ *Helen Rumsey*
Helen Rumsey (Aug 29, 2024 08:48 GMT+1)

Dated: 29/08/2024

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
Income and endowments from:									
Donations and legacies	3	27,417	5,988	249,925	283,330	72,407	-	497,475	569,882
Charitable activities	4	-	226,693	-	226,693	-	214,617	-	214,617
Investments	5	-	6,889	-	6,889	134	-	-	134
Other income	6	7,705	-	-	7,705	649	-	-	649
Total income and endowments		<u>35,122</u>	<u>239,570</u>	<u>249,925</u>	<u>524,617</u>	<u>73,190</u>	<u>214,617</u>	<u>497,475</u>	<u>785,282</u>
Expenditure on:									
Raising funds		2,103	3,713	3,829	9,645	3,165	309	1,118	4,592
Charitable activities	7	37,912	311,529	-	349,441	77,867	153,491	-	231,358
Total expenditure		<u>40,015</u>	<u>315,242</u>	<u>3,829</u>	<u>359,086</u>	<u>81,032</u>	<u>153,800</u>	<u>1,118</u>	<u>235,950</u>
Net gains/(losses) on investments	13	<u>-</u>	<u>-</u>	<u>16,079</u>	<u>16,079</u>	<u>-</u>	<u>-</u>	<u>(25,769)</u>	<u>(25,769)</u>
Net income/(expenditure)		(4,893)	(75,672)	262,175	181,610	(7,842)	60,817	470,588	523,563

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
Net income/(expenditure)		(4,893)	(75,672)	262,175	181,610	(7,842)	60,817	470,588	523,563
Transfers between funds		(420)	115,620	(115,200)	-	10,703	(10,703)	-	-
Net movement in funds	10	(5,313)	39,948	146,975	181,610	2,861	50,114	470,588	523,563
Reconciliation of funds:									
Fund balances at 1 November 2022		37,091	121,428	470,588	629,107	34,230	71,314	-	105,544
Fund balances at 31 October 2023		<u>31,778</u>	<u>161,376</u>	<u>617,563</u>	<u>810,717</u>	<u>37,091</u>	<u>121,428</u>	<u>470,588</u>	<u>629,107</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

BALANCE SHEET

AS AT 31 OCTOBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	15		20,793		7,363
Investments	16		606,553		470,722
			<u>627,346</u>		<u>478,085</u>
Current assets					
Debtors	18	36,665		12,585	
Cash at bank and in hand		179,067		146,725	
		<u>215,732</u>		<u>159,310</u>	
Creditors: amounts falling due within one year	19	(32,361)		(8,288)	
Net current assets			<u>183,371</u>		<u>151,022</u>
Total assets less current liabilities			<u>810,717</u>		<u>629,107</u>
Capital funds					
Expendable endowment		617,563		470,588	
	22		617,563		470,588
Income funds					
Restricted funds	23		161,376		121,428
Unrestricted funds			31,778		37,091
			<u>810,717</u>		<u>629,107</u>

The financial statements were approved by the Trustees on 28/08/2024

D Betts
D Betts (Aug 28, 2024 18:43 GMT+1)

Mr D Betts
Trustee

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	28		(86,687)		25,325
Investing activities					
Purchase of tangible fixed assets		(18,033)		(717)	
Purchase of investments		-		(490,535)	
Cash in investment portfolio		(481,741)		(9,463)	
Proceeds from disposal of investments		611,914		500,982	
Investment income received		6,889		134	
Net cash generated from investing activities			119,029		401
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			32,342		25,726
Cash and cash equivalents at beginning of year			146,725		120,999
Cash and cash equivalents at end of year			179,067		146,725

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

Charity information

Ipswich Community Media and Learning CIO is a Charitable Incorporated Organisation first registered with the Charity Commission on 30 October 2019 .

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

The Expendable Endowment fund represents a gift of investments provided from one of the Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from donations or grants is recognised when there is evidence of entitlement to the monies, the receipt is probable and its amount can be measured reliably.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

(Continued)

Income from contracts for the supply of services is recognised when the service has been delivered. This income is classified within restricted funds as there is a requirement for these monies to be spent for a specific purpose.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is classified under the cost to which it relates.

Expenditure on raising funds includes the costs of all fundraising activities, events, managing investments and non-charitable trading activities.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity.

All costs are allocated to expenditure categories reflecting the use of the resource.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	-
Fixtures and fittings	3-5 years
Computers	3-5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

3 Income from donations and legacies

	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
Donations and gifts	27,417	5,988	249,925	283,330	72,407	-	497,475	569,882

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

4 Income from charitable activities

	Restricted funds 2023 £	Restricted funds 2022 £
Adult community services		
Grant income	109,657	140,637
Services provided under contract	117,036	73,980
	<u>226,693</u>	<u>214,617</u>

5 Investments

	2023 £	2022 £
Interest on cash deposits	6,582	94
Income from listed investments	307	40
	<u>6,889</u>	<u>134</u>

All investment income has been generated from the Donal Young expendable endowment fund.

Investment income is accounted for in the period in which the charity is entitled to receipt.

6 Other income

	2023 £	2022 £
Other income	<u>7,705</u>	<u>649</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

7 Expenditure on charitable activities

	Adult community services 2023 £	Strategic initiatives - D Young 2023 £	Total 2023 £	Adult community services 2022 £
Direct costs				
Staff costs	154,017	16,969	170,986	78,096
Depreciation and impairment	4,603	-	4,603	4,603
Legal and professional fees	-	2,680	2,680	-
Other direct activity costs	90,337	31,640	121,977	55,855
Community support expenses	7,000	-	7,000	16,875
Other unrestricted costs	-	-	-	43
	<u>255,957</u>	<u>51,289</u>	<u>307,246</u>	<u>155,472</u>
Grant funding of activities (see note 8)	10,000	-	10,000	16,000
Share of support and governance costs (see note 9)				
Support	26,309	-	26,309	55,692
Governance	5,386	500	5,886	4,194
	<u>297,652</u>	<u>51,789</u>	<u>349,441</u>	<u>231,358</u>
Analysis by fund				
Unrestricted funds	37,912	-	37,912	77,867
Restricted funds	259,740	51,789	311,529	153,491
	<u>297,652</u>	<u>51,789</u>	<u>349,441</u>	<u>231,358</u>

8 Grants payable

	Adult community services 2023 £	Adult community services 2022 £
Grants to individuals	<u>10,000</u>	<u>16,000</u>

During the year the charity has been provided with a grant from the Suffolk Hardship Fund, funded by Suffolk Community Foundation.

Payments from this fund are made to provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

There are no future commitments with respect to this fund.

A grant of £10,000 provided by the Suffolk Hardship Fund (2022: £16,000), has been paid in full to 115 recipients throughout the year to 31 October 2023.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

9 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Staff costs	22,391	-	22,391	38,663	38,663
Computer and software	-	-	-	354	354
Insurance	-	-	-	580	580
Training costs	210	-	210	120	120
Subcontract labour	1,560	-	1,560	615	615
Membership and license fees	-	-	-	184	184
Venue hire	370	-	370	59	59
Professional fees	700	-	700	9,373	9,373
Other costs	1,078	-	1,078	5,744	5,744
Accountancy	-	5,886	5,886	-	4,194
	<u>26,309</u>	<u>5,886</u>	<u>32,195</u>	<u>55,692</u>	<u>59,886</u>
Analysed between Charitable activities	<u>26,309</u>	<u>5,886</u>	<u>32,195</u>	<u>55,692</u>	<u>59,886</u>

Governance costs includes payments of £5,886 (2022: £4,194) for the independent examination fees and accountancy assistance.

10 Net movement in funds

2023
£

2022
£

The net movement in funds is stated after charging/(crediting):

Depreciation of owned tangible fixed assets

4,603

4,603

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during either year.

12 Employees

The average monthly number of employees during the year was:

2023
Number

2022
Number

11

13

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

12 Employees

(Continued)

Employment costs	2023 £	2022 £
Wages and salaries	181,612	115,157
Social security costs	8,295	-
Other pension costs	3,470	1,602
	<u>193,377</u>	<u>116,759</u>

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel was as follows:

Operations Director:

- Salary: £31,800 (2022: £31,800)
- Benefits: £767 (2022: £7670)
- Ers NI: £3,133 (2022: £3,313)

Integration Director:

- Salary: £12,800 (2022: £10,370)
- Benefits: £170 (2022: £132)
- Ers NI: £511 (2022: £277)

Chief Executive:

- Payments made: £25,240 (2022: £16,710)

13 Net gains/(losses) on investments

	2023 £	2022 £
Revaluation of investments	980	(29,276)
Gain/(loss) on sale of investments	15,099	3,507
	<u>16,079</u>	<u>(25,769)</u>

14 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

15 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Computers £	Total £
Cost				
At 1 November 2022	-	257	16,134	16,391
Additions	18,033	-	-	18,033
	<u>18,033</u>	<u>257</u>	<u>16,134</u>	<u>34,424</u>
At 31 October 2023	18,033	257	16,134	34,424
Depreciation and impairment				
At 1 November 2022	-	86	8,942	9,028
Depreciation charged in the year	-	86	4,517	4,603
	<u>-</u>	<u>86</u>	<u>4,517</u>	<u>4,603</u>
At 31 October 2023	-	172	13,459	13,631
Carrying amount				
At 31 October 2023	18,033	85	2,675	20,793
	<u>18,033</u>	<u>85</u>	<u>2,675</u>	<u>20,793</u>
At 31 October 2022	-	171	7,192	7,363
	<u>-</u>	<u>171</u>	<u>7,192</u>	<u>7,363</u>

16 Fixed asset investments

	Unlisted investments £	Cash in portfolio	Total £
Cost or valuation			
At 1 November 2022	461,259	9,463	470,722
Additions	249,925	611,914	861,839
Valuation changes	980	-	980
Investment income	-	6,889	6,889
Fees	-	(3,829)	(3,829)
Disposals	(596,815)	(133,233)	(730,048)
	<u>115,349</u>	<u>491,204</u>	<u>606,553</u>
At 31 October 2023	115,349	491,204	606,553
Carrying amount			
At 31 October 2023	115,349	491,204	606,553
	<u>115,349</u>	<u>491,204</u>	<u>606,553</u>
At 31 October 2022	461,259	9,463	470,722
	<u>461,259</u>	<u>9,463</u>	<u>470,722</u>

The fair value at the balance sheet date of material investments, defined as those with fair values greater than 10% of the entire portfolio, can be found below:

CT Responsible Sterling Bond Fund Class 2 (Acc)	£17,416
Dimensional Global Short Dated Bond (Acc)	£23,283
iShares Corporate Bond Index D (Acc)	£17,502

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

16 Fixed asset investments (Continued)

Fixed asset investments revalued

Investments in quoted shares and traded bonds have been initially measured at cost and subsequently revalued at the balance sheet date using the bid price.

17 Financial instruments

	2023 £	2022 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	115,349	461,259

18 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	28,844	8,473
Other debtors	2,118	2,682
Prepayments and accrued income	5,703	1,430
	36,665	12,585

19 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		1,653	1,667
Deferred income	20	19,030	-
Trade creditors		5,855	1,403
Other creditors		1,203	1,024
Accruals and deferred income		4,620	4,194
		32,361	8,288

20 Deferred income

	2023 £	2022 £
Other deferred income	19,030	-

Deferred income is included in the financial statements as follows:

	2023 £	2022 £
Deferred income is included within:		
Current liabilities	19,030	-

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

20	Deferred income		(Continued)
	Movements in the year:		
	Deferred income at 1 November 2022	-	20,000
	Released from previous periods	-	(20,000)
	Resources deferred in the year	19,030	-
		<u>19,030</u>	<u>-</u>
	Deferred income at 31 October 2023	<u>19,030</u>	<u>-</u>

Deferred income carried forward relates to the HK Learners Fund (£5,100), Diversionary Project (£1,380) and Suffolk Police and Crime Commissioners Fund (£12,550), which commence in the year to 31 October 2024.

21	Retirement benefit schemes	2023	2022
		£	£
	Defined contribution schemes		
	Charge to profit or loss in respect of defined contribution schemes	3,470	1,602
		<u>3,470</u>	<u>1,602</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

22 Endowment funds

The Expendable Endowment fund represents a gift of investments provided from one of the Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities. These activities comprise:

Business Partnerships
Research & market development
Business expansion (including capital expenditure)
Reduce financial risk
Use of funds in a financial crisis or emergency

Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as restricted income. Any capital gains or losses arising on the assets form part of the fund.

	At 1 November 2022	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 October 2023
	£	£	£	£	£	£
Expendable endowments						
Donal Young fund	470,588	249,925	(3,829)	(115,200)	16,079	617,563
	<u>470,588</u>	<u>249,925</u>	<u>(3,829)</u>	<u>(115,200)</u>	<u>16,079</u>	<u>617,563</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

22 Endowment funds (Continued)

Previous year:	At 1 November 2021	Incoming resources	Resources expended	Transfers	Gains and losses	At 31 October 2022
	£	£	£	£	£	£
Expendable endowments						
Donal Young fund	-	497,475	(1,118)	-	(25,769)	470,588
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

FOR THE YEAR ENDED 31 OCTOBER 2023

	Movement in funds				Movement in funds				
	Balance at 1 November 2021	Incoming resources	Resources expended	Transfers	Balance at 1 November 2022	Incoming resources	Resources expended	Transfers	Balance at 31 October 2023
	£	£	£	£	£	£	£	£	£
SCC - ESOL	25,029	73,980	(58,648)	-	40,361	105,840	(121,787)	-	24,414
The Barrow Cadbury Trust	19,177	-	(8,474)	(10,703)	-	-	-	-	-
SCF - MLM	2,252	-	(2,234)	-	18	-	(18)	-	-
SCF - PCC Fund 2021	-	20,000	(18,000)	-	2,000	-	(2,000)	-	-
SCF - Realising Ambitions 21-22	14,446	-	(13,413)	-	1,033	-	(1,033)	-	-
SCF - Walk & Talk 2021	1,800	-	(1,800)	-	-	-	-	-	-
SCC - Activities Unlimited 2021-2022	3,343	-	(3,343)	-	-	-	-	-	-
IBC - Restart Fund 2021	2,261	-	(486)	-	1,775	-	(1,775)	-	-
IBC - Reviving Community Foundation	3,006	-	(3,006)	-	-	-	-	-	-
SCF - Aspire-SCC/Euro	-	4,365	(2,089)	-	2,276	8,086	(7,792)	-	2,570
SCF - SCC Hardship Fund 2022	-	10,000	(10,000)	-	-	-	-	-	-
SCF - SCC Hardship Fund 2021	-	6,000	(6,000)	-	-	-	-	-	-
SCF - Realising Ambitions 22-23	-	5,610	(2,475)	-	3,135	-	(3,135)	-	-
SCF - Locality	-	2,500	0	-	2,500	-	(2,500)	-	-
Equity in Mind	-	22,090	0	-	22,090	-	(22,090)	-	-
Peoples Health Trust	-	11,396	(387)	-	11,009	9,497	(20,350)	-	156
Maternity Inequalities Programme 2021-2022	-	58,676	(23,445)	-	35,231	-	(35,231)	-	-
SCC Hardship Fund 2023						10,000	(10,000)	-	-
Maternity inequalities programme 2022-2023						50,000	(16,314)	-	33,686
Activities Unlimited 23-24						5,610	(158)	-	5,452
Community Resilience Fund						2,500	(2,500)	-	-
Cost of Living Surviving Winter Fund 4/2023						2,000	(2,000)	-	-
Crane Fund WC						5,988	(3,978)	-	2,010
Making Waves- Awards for All						10,000	(2,176)	-	7,824
Pear Tree Fund						3,910	(3,910)	-	-
Suffolk Giving Fund						1,000	(270)	-	730
Suffolk Police & Crime Commissioner's 2023-25						18,250	(4,436)	-	13,814
Strategic initiatives - Donal Young						6,889.00	(51,789)	115,620	70,720
	<u>71,314</u>	<u>214,617</u>	<u>(153,800)</u>	<u>(10,703)</u>	<u>121,428</u>	<u>239,570</u>	<u>(315,242)</u>	<u>115,620</u>	<u>161,376</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

23 Restricted funds

(Continued)

Suffolk County Council - ESOL

Consisting of:

ESOL:- For the provision of programmes and projects to support those with English as an additional language and support those into accredited learning.

Connect Through Skills:- For the provision of projects to support unemployed adults to develop Digital Skills and/or Maths, English or ESOL through a shared activity, to help make positive progress towards accredited learning, volunteering or work.

Suffolk Community Foundation -MLM

Match funding to support the organisations work in the rehabilitation of young offenders.

Suffolk Police & Crime Commissioner's Fund

To support the work of voluntary and community groups, charities, social enterprises and community interest companies that are delivering services that help support victims of crime and reduce crime and disorder.

Suffolk Community Foundation - Realising Ambitions 2021-2022

Initiative brings together primary care, social services and the voluntary sector to improve health services identified by the three local alliances (East Suffolk, West Suffolk and North East Essex).

Suffolk Community Foundation - Suffolk Hardship Fund 2023

To provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs. Support for our most in need and disadvantaged participants to help them through the cost of living crisis.

Suffolk County Council - Activities Unlimited 2023-2024

One to one support for young people with Learning Difficulties to engage with digital media and learn new skills.

Community Resilience Fund

Support for small local charities that have been struggling with increased core costs because of the cost of living crisis.

NCS Targeted Community Experiences

Social action projects – including learning and volunteering in local communities for young people aged 16- 17.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

23 Restricted funds

(Continued)

Pear Tree Fund

Supporting young people in the Maple Park deprived area of the town to engage in music making and song writing as a way to improve mental well-being.

Crane Fund-WC

Funding to support young people from our diverse local communities to engage in learning and music and media activity.

Making Waves - Awards for All

Funding to support young people at risk of entering the criminal justice system. Encouraging them to engage in music and media production as an alternative to engaging in offending behaviour.

Suffolk Giving Fund

Funding to work with young offenders and those at risk of offending by engaging them in creative activity that will build confidence and self-esteem.

Ipswich Borough Council - Restart Fund 2021

The aim of the fund is to enable voluntary, community and social enterprise organisations to restart previous activities safely and/or to support them to switch to new ways of working.

Aspire-SCC/Euro

This project delivered 6-weeks of group activities at South Street Studios in Ipswich for young people identified as being at risk of gang involvement. The main purpose of the project was to work with local schools and the county council to support young people to find alternative pathways to gang activity

Locality

The locality funding went towards funding one-to-one educational and engagement sessions for young offenders in our area as an intervention activity to reduce Anti Social behaviour.

Equity In Mind mental Health project

The EIM project works to support people with SMI (Serious Mental Health Illness) to promote wellbeing, tackle social isolation, develop a supportive community responsive to needs as well as promoting pathways to volunteering.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

23 Restricted funds

(Continued)

Peoples Health Trust

The project delivers weekly creative and mental health workshops for young people in the deprived Maple Park area of central Ipswich. Regular social engagement forms the basis of the project which includes the following range of activities: Arts, film, photography, drama, dance, radio, music, etc.

Maternity inequalities programme

The project works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim is to build trust amongst migrant women in maternity and health services and increase connection, communication, and engagement with sources of support, therefore improving health outcomes for parents and babies.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

24 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used.

	At 1 November 2022	Incoming resources	Resources expended	Transfers	At 31 October 2023
	£	£	£	£	£
General funds	37,091	35,122	(40,015)	(420)	31,778
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 November 2021	Incoming resources	Resources expended	Transfers	At 31 October 2022
	£	£	£	£	£
General funds	34,230	73,190	(81,032)	10,703	37,091
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

25 Analysis of net assets between funds

	Unrestricted funds 2023	Restricted funds 2023	Endowment funds 2023	Total 2023
	£	£	£	£
At 31 October 2023:				
Tangible assets	2,760	-	18,033	20,793
Investments	134	6,889	599,530	606,553
Current assets/(liabilities)	28,884	154,487	-	183,371
	<u>31,778</u>	<u>161,376</u>	<u>617,563</u>	<u>810,717</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
	Unrestricted funds 2022	Restricted funds 2022	Endowment funds 2022	Total 2022
	£	£	£	£
At 31 October 2022:				
Tangible assets	7,363	-	-	7,363
Investments	134	-	470,588	470,722
Current assets/(liabilities)	29,594	121,428	-	151,022
	<u>37,091</u>	<u>121,428</u>	<u>470,588</u>	<u>629,107</u>
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2023

26 Post Balance Sheet Events (Non-Adjusting)

Following the year-end, on 23 January 2024 the charity completed on the purchase of a new premises for the purchase price of £485,000. The building has three floors; ground, first, and second. The ground floor has two shops that are currently rented out commercially, whilst the first and second floors are available office spaces for the charity. As the contract was entered into following year-end, no capital commitment has been disclosed.

27 Related party transactions

Transactions with related parties

During the year the charity received £24,500 (2022: £57,500) in donations from the Trustees. No conditions were attached to the donations.

The charity has also been gifted shares from a Trustee at a market value of £249,925 (2022: £497,475). The gift will be used solely for the purpose of 'business development' to further the charity's objects and has been treated as an expendable endowment fund.

Expenses totalling £Nil have been reimbursed to one trustee in relation to training provided (2022: £80).

The charity receives support from Ipswich Community Media (ICM) CIC a limited company registered in England and Wales with Company No: 9657892

ICM CIC is deemed a related party as a Director of the CIC is also a member of key management personnel of the charity.

During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 22/23 (2022:Nil) although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

For the year to 31 October 2023, ICM CIC recharged costs of £3,485 (2022:£14,580) to ICM&L CIO. The expenditure was recharged at cost, with no mark-up applied.

At the year-end, ICM&L CIO owed ICM CIC £12 (2022:£Nil).

At the year-end, ICM CIC owed ICM&L CIO £2,118 (2022: £57).

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2023

28	Cash generated from operations	2023 £	2022 £
	Surplus for the year	181,610	523,563
	Adjustments for:		
	Investment income recognised in statement of financial activities	(6,889)	(134)
	Gain on disposal of investments	(15,099)	(3,507)
	Fair value gains and losses on investments	(980)	29,276
	Depreciation and impairment of tangible fixed assets	4,603	4,603
	Donation of investments	(249,925)	(497,475)
	Movements in working capital:		
	(Increase)/decrease in debtors	(24,080)	542
	Increase/(decrease) in creditors	5,043	(11,543)
	Increase/(decrease) in deferred income	19,030	(20,000)
	Cash (absorbed by)/generated from operations	(86,687)	25,325
29	Analysis of changes in net funds		

The charity had no material debt during the year.

Accounts

Charity registration number 1186056

**IPSWICH COMMUNITY MEDIA AND LEARNING CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2022**

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs G Desai Ms S Raychaudhuri Mr D Young Mr M Banceanu Ms L Hood Ms V Shoesmith Mrs G Kayembe	(Appointed 29 January 2022)
	Mr D Betts	
Charity number	1186056	
Principal address	International House 6 South Street Ipswich IP1 3NU	
Independent examiner	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich IP1 1QJ	
Bankers	Unity Trust Bank plc 9 Brindley Place Birmingham B1 2HB	
Solicitors	Kerseys Solicitors 32 Lloyds Avenue Ipswich IP1 3HD	

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

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IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 OCTOBER 2022

The trustees present their annual report and financial statements for the year ended 31 October 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The charity's objects are:

1. The advancement of education:

- To advance the education of the public in communication skills through subjects such as Media, music, ESOL and IT.

2. Community capacity building:

- To develop the capacity and skills of the members of the socially and economically disadvantaged communities of the East of England in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

3. The advancement of (or promotion of) equality and diversity by:

- Advancing education and raising awareness of equality and diversity.
- Promoting activities to foster the understanding between people of diverse backgrounds.
- Cultivating a sentiment in favour of equality and diversity.

During 2021-22 the trustees have always paid regard to the guidance on public benefit issued by the Charity Commission. The guidance from the Charity Commission has assisted the trustees in ensuring the objects of the charity meet the public benefit stipulation. The guidance has also been taken into consideration when planning and delivering activity designed to meet the charity's objects.

The charity first registered with the Charity Commission on 30 October 2019.

2021/22 was a difficult year with the COVID 19 pandemic continuing to affect activity across the year, although by the autumn of 2022 the charity had returned to predominantly face to face engagement. The pandemic therefore continued to have an impact on operations but the charity staff rose magnificently to the challenge and we feel we have made good progress in delivering on our main objects.

The Advancement of Education

For the 2021/22 Academic year we were successful in securing another learning contract with Suffolk County Council. This was to deliver learning programmes for disadvantaged people aged 19+ from the most deprived and diverse wards of central Ipswich.

Throughout 2021/22 we worked with 237 learners, thereby exceeding our targets for the year.

We were the only Suffolk provider that exceeded their targets during this pandemic year. This was for the delivery of a wide range of ESOL courses, IT and Digital Media.

At the beginning of the year courses were mainly delivered online but as the pandemic receded we moved to face to face delivery. Staff performed magnificently throughout the year to deal with the pandemic and the changes to our delivery models. We learned so much during the pandemic and this has helped us to be extremely flexible in our current hybrid model of delivery.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

We also work hard to promote informal education through our youth projects, which are delivered from South St Studios in partnership with Out Loud Music, Punch Studios, Future Female Society and others. Over the year we worked with 173 children and young people to support their mental health, boost their confidence and help them to progress onto further learning, volunteering and employment.

The main youth projects we delivered over the year in conjunction with our partners were as follows:

South Street Kids:

SSK delivers weekly music, media, creative and social sessions for local young people from the deprived Maple Park (formerly Jubilee Park) area of IP1. It is our longest running project and is now delivered at Eastern Angles, where there is a large area for the young people to engage in a wide range of music, media and creative activity.

New Gen:

New Gen delivers weekly music and social sessions for local young people requiring tuition and mentoring that supports their development and life goals.

Making Waves:

The Making Waves project works with young people referred to us by Suffolk Youth Offending Service and Raedwald Trust who are at risk of being attracted into criminal activity and a possible gang lifestyle. Also includes a group of Unaccompanied Asylum-Seeking Children who are vulnerable and need support. We provide one to one music and media tuition as well as pastoral support to young people in the criminal justice system who often have quite complex needs.

Community Capacity Building

From November 2021 – October 2022 we engaged with over 30 volunteers who supported our work with ESOL learners and our delivery for disadvantaged young people.

Volunteers and Community Champions are recruited from the community and the courses we deliver. They are promoting the voice of the most disadvantaged in our community.

In addition, they provided community services such as translations for the NHS; signposting for advice, volunteering in surgeries and dealing with an increasing number of requests for help and support – including help with bridging the digital divide.

We were also fortunate to attract Hardship funding from the Suffolk Community Foundation, which allowed us to support some of our most vulnerable families with food parcels, food vouchers, IT support and help with paying essential bills, which saved many of our people from penury during the pandemic and its aftermath.

The Advancement of (or promotion of) Equality and Diversity

We continued to make progress in helping to bridge the Digital Divide, which was so cruelly exposed by the pandemic in our most disadvantaged communities.

We attracted additional funding to buy laptops and tablets, which were lent out to some of our most deprived families who were struggling during the pandemic to access services and support online.

Because of the success of our Community Champions in supporting women from migrant communities in Maternity Services we were successful in attracting funding to expand this work.

Our Maternity Inequality Project started in May 2022 and works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim is to build trust amongst migrant women in maternity and health services and increase connection, communication and engagement with sources of support, therefore improving health outcomes for parents and babies.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

Achievements and performance

Adult Learning:

Over the 21/22 year ICM delivered a range of courses co-produced in partnership with our participants, volunteers, staff and other community partners. The aim was to teach English to those migrant communities that are most vulnerable and disengaged. To support them to improve their employment prospects and give them the knowledge and skills to more effectively engage with local services and integrate with the local community. The focus was on those not currently in the labour market, in paid employment, education or training.

We used our knowledge and lessons learned during the pandemic to offer a new hybrid service of predominantly face to face delivery but supplemented by online delivery for those with chaotic family circumstances or supporting different work patterns and giving everyone a chance to effectively engage.

The courses we delivered for 21/ 22 were as follows:

- English for Health
- Conversational ESOL
- English for Work
- IT and Digital media courses

We were lucky enough to secure additional funding in the spring of 2022 to deliver an additional complement of courses in the summer term.

These were as follows:

- Exam Preparation Course: An exam prep class for reading exams which can then lead to writing and speaking / listening exams (Face to face course)
- Course for Pre-Entry learners (Online evening course)
- Course for Ukrainian learners (Pre-Entry Face to face course)
- A pilot for Driving Test Vocabulary course. (Online morning course)
- Skills for Life Entry Level 3 Level 1 (Face to face courses)

All courses exceeded targets and learners achieved great success as outlined below.

For the delivery of our courses we worked in the most deprived and diverse wards in Ipswich with local migrants. We engaged specifically with Pre-entry, Entry 1, Entry 2 and Entry 3 Learners that were either in low paid employment, or not working and not eligible for benefits.

Some of our Roma and refugee migrants are illiterate in their own language. Learners included Syrians, Kurdish, Afghani, Bangladeshi and Iraqi, plus Portuguese. Mostly they had no English at all when they started with us and many were only semi-literate in their own language, having had their schooling disrupted by wars. They are very vulnerable, having been through extremely traumatic experiences which can affect their ability to learn, engage and integrate into the local community. They often have severe physical and mental health issues and also have many domestic problems to sort out – issues around appointments with schools, hospitals etc.

Our courses proved popular with learners being flexible and responsive to learner needs - over 100% of learners would recommend our courses to friends and family.

We achieved really good rates for retention (89%) achievement (100%) and a pass rate of 100%.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

The progression rate for our learners moving onto employment, volunteering or further learning came out at 93% which was very pleasing in this most difficult of years.

Staff are professional and deliver a good service. Good feedback from learners; 99% of learners are happy with the tutor support they receive.

Learners are happy and exhibit good personal development; 99% of learners say that their overall experience is either good or outstanding.

Children and Young People

Sessions Delivered:

Number of one to one session delivered: 162

Number of group sessions delivered: 124 (including trips and holiday activities)

Our young people tell us that our project is a place where they feel safe and provide relief from the stresses of lockdown and isolation. Almost 90% of participants who responded with feedback have said their confidence has increased as a result of involvement in our projects. This is in spite of the increase in young people presenting with anxiety and mental health issues.

In addition, the same percentage of participants sampled tell us they have made friends at ICM and increased their social circle, again increasing social links and ties with stronger connections between people. As a result, we are seeing an increase in young peoples' well-being.

From our monitoring we can say that 90% of young people engaged will have improved their knowledge of IT and digital music and media skills and or other creative skills to some degree as every project has learning embedded in its planning and delivery. In addition, we have seen improvements across the board in team working skills and communication skills.

We have examples of young people securing employment with partner arts organisations and many young people going onto volunteer in creative settings. Many of our younger participants have progressed into further learning and additional extra-curricular activities once they have built up their initial confidence.

Positive Progression at the year-end stood at 57% We are seeing our young people continue to work through the projects and embarking on new opportunities.

The young people we work with have told us they feel they have a say in what we do at ICM and feel they are a part of the decision making and planning, highlighting that our projects are shaped by our young people with their voice at the heart of all decisions, planning and delivery. The Youth Steering Group is particularly vibrant and the young people are always full of ideas, which are carried through to fruition.

82% of young people on the projects have involved themselves in community events and activities over the year. As a result they tell us they have been feeling connected to their community and closer to people since joining the project, ultimately increasing social links and ties and getting involved in community activities.

We have been able to track the young people who engage on our Making Waves, youth offending program. We have a very close working relationship with SYOS (Suffolk Youth Offending Service), which is able to provide us with empirical, independent data on the young people we work with.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

The project helps them to move away from offending behaviour through raising aspirations through music and media production and the results are again very pleasing:

89% of young people have shown a decrease in the gravity of their offending
89% of young people have shown a decrease in the frequency of their offending
79% of young people have ceased their offending behaviour

Volunteering:

Embedded community learning was supported by a diverse group of volunteers that responds to the needs of the community we serve. We have a large cohort of volunteers many of whom are bilingual from diverse backgrounds – volunteers come from 12 different nationalities and students come from 26 different nationalities

Learners go on to volunteer in the community and in ESOL lessons. Some go on to become Community Champions in their respective communities and volunteering in a number of settings – e.g. Barack Lane Surgery and Suffolk Refugee Support. Providing translations for Burlington Road Surgery. Contributing to county wide 'What are we Missing?' sessions.

Financial review

The principal source of income is grants and donations. All income is recognised only when the charity has entitlement to the income. During the year we received a significant donation of £497,475 in the form of stocks, from our valued donor Mr Donal Young. The trustees have the power to spend or retain both capital and income and so the fund is classed as a restricted expendable endowment fund. Donal Young has also made unrestricted donations of £57,500, this year. At the end of our financial year, unrestricted reserves totalled £37,091. All restricted income deferred and not recognised until either their conditions are fully met.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months' unrestricted running costs to ensure the financial stability of the charity.

The Board regularly (every 6 months) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.

Having a reserves policy helps inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach.

A reserves policy will assist ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

Without a reserves policy, the Board cannot be confident that their reserves level matches the charity's needs at the time. The charity could be holding reserves that are too high or too low for its needs.

The charity's principal sources of income are from Donations, Gift Aid and grants from Trusts and Foundations. Expenditure on staffing, training and administration has supported the charity in meeting its public interest objectives.

The charity has performed better than expected during a very difficult year due to the pandemic. We have been very lucky to attract significant income from donations which meant that, even during this unprecedented year we generated a small unrestricted surplus, which was not budgeted for. Funds have mainly been spent on the delivery of training courses and community capacity building, with staff costs accounting for the majority of the spend.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

ICMaL is committed to investing in ethical pension providers that do not support the following industries:

- Fossil Fuels extraction, processing, development
- Tobacco
- Arms companies
- Pornography
- Animal Testing
- Gambling
- Agrochemicals

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

We manage risk through a Risk Register, which is reviewed and updated monthly by the Senior Management Team and reviewed quarterly by the Board of Trustees. Risks are evaluated based on severity and likelihood, which are combined to provide an overall score together with actions to mitigate where appropriate. Our current major risks are identified as staffing, safeguarding, diversification of income and premises uncertainty. Aligned with the risk register is an action plan detailing smart targets and accountability for mitigating risks.

Our Chair of the Board is leading on the production of an organisational plan, which when finished will inform our priority areas of work going forward. We are in the process of acquiring a new building to facilitate the expansion of our ESOL delivery and provide income generation. If successful the purchase is expected to proceed in Q4 of 2023 with immediate occupation.

Trustees vacancies are advertised via our website and social media platforms with a detailed role description. Applicants are asked to submit a copy of their CV with a covering letter, which is then reviewed by the Board of Trustees. If applicants are deemed suitable for the role, they are invited to interview for the role. The interview panel is made up of Trustees and Senior Management and a set of pre-agreed interview questions are used to establish experience and qualifications relevant to the role. Following the interview a recommendation is made to the Board of Trustees, who are then asked to vote on the appointment. Successful applicants are informed, asked to complete the Trustee induction pack and invited to attend the next quarterly Board meeting.

Structure, governance and management

Ipswich Community Media and Learning is a Charitable Incorporated Organisation, registered with and regulated by the Charity Commission. The charity is governed by its Constitution, dated 30th October 2019.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs G Desai

Ms S Raychaudhuri

Mr D Young

Mr M Banceanu

Ms L Hood

Ms V Shoesmith

Mrs G Kayembe

(Appointed 29 January 2022)

Mr D Betts

Mr Curtis Blanc

(Resigned 19 October 2022)

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

ICM is governed by a Board of Trustees. We currently have 8 Trustees, which includes a Chair of Trustees, a HR Trustee and a Safeguarding Trustee. Trustees meet every quarter for a full Board meeting and are kept apprised of activities via a written monthly update across key areas of activity as well as more frequent communication via a Whatsapp group. Decisions are made at quarterly board meetings and where necessary at EGMs and in writing by majority voting.

The charity receives support from Ipswich Community Media CIC a limited company registered in England and Wales with Company No: 9657892. During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 21/22 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

All Trustees are provided with a comprehensive induction pack when appointed to the board, this includes:

- Charity Constitution
- Organisational chart – outlining the main structure and roles
- Mission Statement, Objectives and Values
- Marketing brochure
- Bios and contact details of our Board of Trustees
- Equality and Diversity Policy
- 12-month planner
- Funding Planner
- Fundraising outline
- Risk Register Summary
- Financial accounts
- Board Meetings minutes

All Trustees are required to provide proof of identity and address and complete the following:

- Register of Interests
- Charity Commission Eligibility form
- Trustee Code of Conduct
- Skills Audit
- Trustee Agreement

Furthermore, all Trustees are required to undertake a DBS check and attend training in Safeguarding, Financial Management and Board Governance.

The pay and remuneration of the Senior Management team is overseen by the Chair of Trustees and our HR Trustee.

The charity is registered with the following banking and professional services:

Unity Trust Bank
POBox 7193
Planetary Road
Willenhall
WV1 9DG

Kerseys Solicitors LLP
32 Lloyds Avenue
Ipswich
Suffolk
IP1 3HD

Keyte
10 Middle Street
Taunton
Somerset, TA1 1SH
United Kingdom

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

The Trustees' report was approved by the Board of Trustees.

V.A. Shoesmith
Virginia Ann Shoesmith (Aug 25, 2023 10:15 GMT+1)

Ms V Shoesmith
Trustee

Date: 24/08/2023

Gulshan Kayembe
Gulshan Kayembe (Aug 24, 2023 12:09 GMT+1)

Mrs G Kayembe
Trustee

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF IPSWICH COMMUNITY MEDIA AND LEARNING CIO

I report to the trustees on my examination of the financial statements of Ipswich Community Media and Learning CIO (the charity) for the year ended 31 October 2022.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 ICAEW, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Helen Rumsey
Ensors Accountants LLP
Connexions
159 Princes Street
Ipswich
IP1 1QJ


Helen Rumsey (Aug 29, 2023 16:02 GMT+1)

Dated: 29/08/2023

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
<u>Income and endowments from:</u>								
Donations and legacies	3	72,407	-	497,475	569,882	66,850	-	66,850
Charitable activities	4	-	214,617	-	214,617	-	115,664	115,664
Investments	5	134	-	-	134	-	-	-
Other income	6	649	-	-	649	4,172	-	4,172
Total income and endowments		73,190	214,617	497,475	785,282	71,022	115,664	186,686
<u>Expenditure on:</u>								
Raising funds		3,165	309	1,118	4,592	12,375	-	12,375
Charitable activities	7	77,867	153,491	-	231,358	58,137	74,339	132,476
Total expenditure		81,032	153,800	1,118	235,950	70,512	74,339	144,851
Net gains/(losses) on investments	12	-	-	(25,769)	(25,769)	-	-	-
Net (outgoing)/incoming resources before transfers		(7,842)	60,817	470,588	523,563	510	41,325	41,835

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £
Notes							
Net (outgoing)/incoming resources before transfers	(7,842)	60,817	470,588	523,563	510	41,325	41,835
Gross transfers between funds	10,703	(10,703)	-	-	-	-	-
Net movement in funds	2,861	50,114	470,588	523,563	510	41,325	41,835
Fund balances at 1 November 2021	34,230	71,314	-	105,544	33,720	29,989	63,709
Fund balances at 31 October 2022	<u>37,091</u>	<u>121,428</u>	<u>470,588</u>	<u>629,107</u>	<u>34,230</u>	<u>71,314</u>	<u>105,544</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

BALANCE SHEET

AS AT 31 OCTOBER 2022

	Notes	2022 £	£	2021 £	£
Fixed assets					
Tangible assets	14		7,363		11,249
Investments	15		470,722		-
			<u>478,085</u>		<u>11,249</u>
Current assets					
Debtors	17	12,585		13,127	
Cash at bank and in hand		146,725		120,999	
		<u>159,310</u>		<u>134,126</u>	
Creditors: amounts falling due within one year	18	(8,288)		(39,831)	
Net current assets			151,022		94,295
Total assets less current liabilities			<u>629,107</u>		<u>105,544</u>
Capital funds					
Expendable endowment		470,588		-	
	21		470,588		-
Income funds					
Restricted funds	22		121,428		71,314
Unrestricted funds			37,091		34,230
			<u>629,107</u>		<u>105,544</u>

The financial statements were approved by the Trustees on 24/08/2023

V.A. Shoemith
Virginia Ann Shoemith (Aug 25, 2023 10:15 GMT+1)

Ms V Shoemith
Trustee

Gulshan Kayembe
Gulshan Kayembe (Aug 24, 2023 12:09 GMT+1)

Mrs G Kayembe
Chair

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 OCTOBER 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	25		25,325		74,345
Investing activities					
Purchase of tangible fixed assets		(717)		(15,674)	
Purchase of investments		(490,535)		-	
Cash in investment portfolio		(9,463)			
Proceeds from disposal of investments		500,982		-	
Investment income received		134		-	
Net cash generated from/(used in) investing activities			401		(15,674)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			25,726		58,671
Cash and cash equivalents at beginning of year			120,999		62,328
Cash and cash equivalents at end of year			146,725		120,999

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

Charity information

Ipswich Community Media and Learning CIO is a Charitable Incorporated Organisation first registered with the Charity Commission on 30 October 2019 .

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

The Expendable Endowment fund represents a gift of investments provided from one of Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from donations or grants is recognised when there is evidence of entitlement to the monies, the receipt is probable and its amount can be measured reliably.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

(Continued)

Income from contracts for the supply of services is recognised when the service has been delivered. This income is classified within restricted funds as there is a requirement for these monies to be spent for a specific purpose.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is classified under the cost to which it relates.

Expenditure on raising funds includes the costs of all fundraising activities, events, managing investments and non-charitable trading activities.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity.

All costs are allocated to expenditure categories reflecting the use of the resource.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures and fittings	3-5 years
Computers	3-5 years

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Endowment funds	Total Unrestricted funds	
	2022 £	2022 £	2022 £	2021 £
Donations and gifts	72,407	497,475	569,882	66,850

4 Charitable activities

	2022 £	2021 £
Grant income	140,637	63,500
Services provided under contract	73,980	52,164
	214,617	115,664

5 Investments

	2022 £	2021 £
Interest on cash deposits and commission rebates	94	-
Income from listed investments	40	-
	134	-

All investment income has been generated from the Donal Young expendable endowment fund.

Investment income is accounted for in the period in which the charity is entitled to receipt.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

6 Other income

	2022 £	2021 £
Other income	649	4,172

7 Charitable activities

	2022 £	2021 £
Staff costs	78,096	36,031
Depreciation and impairment	4,603	4,425
Other direct activity costs	55,855	30,883
Community support expenses	16,875	-
Other unrestricted costs	43	-
	155,472	71,339
Grant funding of activities (see note 8)	16,000	3,000
Share of support costs (see note 9)	55,692	54,597
Share of governance costs (see note 9)	4,194	3,540
	231,358	132,476
Analysis by fund		
Unrestricted funds	77,867	58,137
Restricted funds	153,491	74,339
	231,358	132,476

8 Grants payable

	2022 £	2021 £
Grants to institutions:		
Grants to individuals (60 grants)	16,000	3,000
	16,000	3,000

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

8 Grants payable

(Continued)

During the year the charity has been provided with a grant from the Suffolk Hardship Fund, funded by Suffolk Community Foundation.

Payments from this fund are made to provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

There are no future commitments with respect to this fund.

Grants of £6,000 and £10,000 provided by the 2021 & 2022 Suffolk Hardship Fund, have been paid in full to recipients throughout the year to 31 October 2022.

9 Support costs

	Support costs	Governance costs	2022 Support costs	Governance costs	2021
	£	£	£	£	£
Staff costs	38,663	-	38,663	40,160	40,160
Computer and software	354	-	354	319	319
Insurance	580	-	580	704	704
Training costs	120	-	120	402	402
Subcontract labour	615	-	615	3,504	3,504
Bank charges	-	-	-	111	111
Membership and license fees	184	-	184	553	553
Venue hire	59	-	59	478	478
Professional fees	9,373	-	9,373	7,235	7,235
Other costs	5,744	-	5,744	1,131	1,131
Accountancy	-	4,194	4,194	-	3,540
	<u>55,692</u>	<u>4,194</u>	<u>59,886</u>	<u>54,597</u>	<u>58,137</u>
Analysed between					
Charitable activities	<u>55,692</u>	<u>4,194</u>	<u>59,886</u>	<u>54,597</u>	<u>58,137</u>

Governance costs includes payments of £4,194 (2021: £3,540) for the independent examination fees and accountancy assistance.

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during either year.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

11 Employees

The average monthly number of employees during the year was:

2022 Number	2021 Number
13	10
<u>13</u>	<u>10</u>

Employment costs

	2022 £	2021 £
Wages and salaries	115,157	75,321
Other pension costs	1,602	870
	<u>116,759</u>	<u>76,191</u>

There were no employees whose annual remuneration was more than £60,000.

12 Net gains/(losses) on investments

	2022 £	2021 £
Revaluation of investments	(29,276)	-
Gain/(loss) on sale of investments	3,507	-
	<u>(25,769)</u>	<u>-</u>

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

14 Tangible fixed assets

	Fixtures and fittings	Computers	Total
	£	£	£
Cost			
At 1 November 2021	-	15,674	15,674
Additions	257	460	717
At 31 October 2022	257	16,134	16,391
Depreciation and impairment			
At 1 November 2021	-	4,425	4,425
Depreciation charged in the year	86	4,517	4,603
At 31 October 2022	86	8,942	9,028
Carrying amount			
At 31 October 2022	171	7,192	7,363
At 31 October 2021	-	11,249	11,249

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

15 Fixed asset investments

	Listed investments £	Cash in portfolio	Total £
Cost or valuation			
At 1 November 2021	-	-	-
Additions	988,010	500,981	1,488,991
Valuation changes	(29,276)	-	(29,276)
Investment income	-	135	135
Fees	-	(1,118)	(1,118)
Disposals	(497,475)	(490,535)	(988,010)
At 31 October 2022	461,259	9,463	470,722
Carrying amount			
At 31 October 2022	461,259	9,463	470,722
At 31 October 2021	-	-	-

During the year, the charity has been donated an investment portfolio by a trustee. At the time of the donation, the market value of the donation was £497,475.

This portfolio of investments was subsequently disposed of at a value of £500,981 and reinvested into 11 listed investments funds. The historical cost these investments is £490,535.

The fair value at the balance sheet date of material investments, defined as those with fair values greater than 10% of the entire portfolio, can be found below:

Dimensional Global Short Dated Bond (acc)	£90,284
CT Responsible Sterling Bond Fund Class 2 (Acc)	£65,914
iShares Corporate Bond Index D (Acc)	£66,425

Fixed asset investments revalued

Investments in quoted shares and traded bonds have been initially measured at cost and subsequently revalued at the balance sheet date using the bid price.

16 Financial instruments

	2022 £	2021 £
Carrying amount of financial assets		
Instruments measured at fair value through profit or loss	461,259	-

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

17 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	8,473	6,262
Other debtors	2,682	6,285
Prepayments and accrued income	1,430	580
	<u>12,585</u>	<u>13,127</u>

18 Creditors: amounts falling due within one year

	Notes	2022 £	2021 £
Other taxation and social security		1,667	705
Deferred income	19	-	20,000
Trade creditors		1,403	12,420
Other creditors		1,024	466
Accruals and deferred income		4,194	6,240
		<u>8,288</u>	<u>39,831</u>

19 Deferred income

	2022 £	2021 £
Other deferred income	-	20,000

Deferred income is included in the financial statements as follows:

	2022 £	2021 £
Deferred income is included within:		
Current liabilities	-	20,000
Movements in the year:		
Deferred income at 1 November 2021	20,000	-
Released from previous periods	(20,000)	-
Resources deferred in the year	-	20,000
Deferred income at 31 October 2022	<u>-</u>	<u>20,000</u>

Deferred income released relates to the Suffolk Police & Crime Commissioner's Fund for costs to support the 'Making Waves' project in Ipswich, which commenced in the year to 31 October 2022.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

20 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £1,602 (2021 - £870).

21 Endowment funds

The Expendable Endowment fund represents a gift of investments provided from one of Charity Trustees, Donal Young. The trustees can exercise power to spend or apply the capital of the expendable endowment, but this must be towards the charity's objects, namely through business development activities. These activities comprise:

Business Partnerships
Research & market development
Business expansion (including capital expenditure)
Reduce financial risk
Use of funds in a financial crisis or emergency

Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the assets form part of the fund.

	Movement in funds		Movement in funds			
	Incoming resources	Balance at 1 November 2021	Incoming resources	Resources expended	Revaluations gains and losses	Balance at 31 October 2022
	£	£	£	£	£	£
Expendable endowments						
Donal Young fund	-	-	497,475	(1,118)	(25,769)	470,588
	<u>-</u>	<u>-</u>	<u>497,475</u>	<u>(1,118)</u>	<u>(25,769)</u>	<u>470,588</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

22 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of contracts, donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds				
	Balance at 1 November 2020	Incoming resources	Resources expended	Balance at 1 November 2021	Incoming resources	Resources expended	Transfers	Balance at 31 October 2022
	£	£	£	£	£	£	£	£
SCC - ESOL	11,589	52,164	(38,724)	25,029	73,980	(58,648)	-	40,361
The Barrow Cadbury Trust	18,400	18,500	(17,723)	19,177	-	(8,474)	(10,703)	-
SCF - MLM	-	2,252	-	2,252	-	(2,234)	-	18
SCF - PCC Fund 2021	-	-	-	-	20,000	(18,000)	-	2,000
SCF - Realising Ambitions 21-22	-	16,000	(1,554)	14,446	-	(13,413)	-	1,033
SCF - Suffolk Hardship Fund 2021	-	3,000	(3,000)	-	-	-	-	-
SCF - Walk & Talk 2021	-	2,000	(200)	1,800	-	(1,800)	-	-
SCC - Activities Unlimited 2021-2022	-	5,610	(2,267)	3,343	-	(3,343)	-	-
IBC - Restart Fund 2021	-	2,500	(239)	2,261	-	(486)	-	1,775
IBC - Reviving Community Foundation	-	13,638	(10,632)	3,006	-	(3,006)	-	-
SCF - Aspire-SCC/Euro	-	-	-	-	4,365	(2,089)	-	2,276
SCF - SCC Hardship Fund 2022	-	-	-	-	10,000	(10,000)	-	-
SCF - SCC Hardship Fund 2021	-	-	-	-	6,000	(6,000)	-	-
SCF - Realising Ambitions 22-23	-	-	-	-	5,610	(2,475)	-	3,135
SCF - Locality	-	-	-	-	2,500	-	-	2,500
Equity in Mind	-	-	-	-	22,090	-	-	22,090
Peoples Health Trust	-	-	-	-	11,396	(387)	-	11,009
Maternity Inequalities Programme	-	-	-	-	58,676	(23,445)	-	35,231
	<u>29,989</u>	<u>115,664</u>	<u>(74,339)</u>	<u>71,314</u>	<u>214,617</u>	<u>(153,800)</u>	<u>(10,703)</u>	<u>121,428</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

22 Restricted funds

(Continued)

Suffolk County Council - ESOL

Consisting of:

ESOL 2020/21:- For the provision of programmes and projects to support those with English as an additional language and support those into accredited learning.

Connect Through Skills:- For the provision of projects to support unemployed adults to develop Digital Skills and/or Maths, English or ESOL through a shared activity, to help make positive progress towards accredited learning, volunteering or work.

The Barrow Cadbury Trust

To provide ESOL, health advocacy, employability and IT training, as well as advice and signposting for refugees and asylum seekers living in the Westgate area of Ipswich.

Following cessation of the project, fixed asset restrictions were lifted and the assets were transferred to the restricted fund at net book value.

Suffolk Community Foundation -MLM

Match funding to support the organisations work in the rehabilitation of young offenders.

Suffolk Police & Crime Commissioner's Fund

To support the work of voluntary and community groups, charities, social enterprises and community interest companies that are delivering services that help support victims of crime and reduce crime and disorder.

Suffolk Community Foundation - Realising Ambitions 2021-2022

Initiative brings together primary care, social services and the voluntary sector to improve health services identified by the three local alliances (East Suffolk, West Suffolk and North East Essex).

Suffolk Community Foundation - Suffolk Hardship Fund 2021

To provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

Suffolk Community Foundation -Walk and Talk 2021

Supporting local people to improve physical health and promote tolerance and understanding between diverse communities

Suffolk County Council - Activities Unlimited 2021-2022

One to one support for young people with Learning Difficulties to engage with digital media and learn new skills.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

22 Restricted funds

(Continued)

Ipswich Borough Council - Restart Fund 2021

The aim of the fund is to enable voluntary, community and social enterprise organisations to restart previous activities safely and/or to support them to switch to new ways of working.

Ipswich Borough Council - Reviving Community Fund

Support for small charities and social enterprises to tackle Covid related issues affecting the organisation and support re-engagement with the public.

Aspire-SCC/Euro

This project delivered 6-weeks of group activities at South Street Studios in Ipswich for young people identified as being at risk of gang involvement. The main purpose of the project was to work with local schools and the county council to support young people to find alternative pathways to gang activity

Locality

The locality funding went towards funding one-to-one educational and engagement sessions for young offenders in our area as an intervention activity to reduce Anti Social behaviour.

Equity In Mind mental Health project

The EIM project works to support people with SMI (Serious Mental Health Illness) to promote wellbeing, tackle social isolation, develop a supportive community responsive to needs as well as promoting pathways to volunteering.

Peoples Health Trust

The project delivers weekly creative and mental health workshops for young people in the deprived Maple Park area of central Ipswich. Regular social engagement forms the basis of the project which includes the following range of activities: Arts, film, photography, drama, dance, radio, music, etc.

Maternity inequalities programme

The project works with a diverse group of migrant women from the Westgate Ward area of Ipswich – the most diverse ward in Suffolk and one of the most deprived wards in the country.

The aim is to build trust amongst migrant women in maternity and health services and increase connection, communication, and engagement with sources of support, therefore improving health outcomes for parents and babies.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

23 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total Unrestricted funds 2022 £	Restricted funds 2021 £	Total 2021 £
Fund balances at 31 October 2022 are represented by:						
Tangible assets	7,363	-	-	7,363	-	11,249
Investments	134	-	470,588	470,722	-	-
Current assets/(liabilities)	29,594	121,428	-	151,022	34,230	94,295
	<u>37,091</u>	<u>121,428</u>	<u>470,588</u>	<u>629,107</u>	<u>34,230</u>	<u>105,544</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2022

24 Related party transactions

Transactions with related parties

During the year the charity received £57,500 (2021: £52,000) in donations from the Trustees. No conditions were attached to the donations.

The charity has also been gifted shares from a Trustee at a market value of £497,475. The gift will be used solely for the purpose of 'business development' to further the charity's objects and has been treated as an expendable endowment fund.

Expenses totalling £80 have been reimbursed to one trustee in relation to training provided (2021: £Nil).

The charity receives support from Ipswich Community Media (ICM) CIC a limited company registered in England and Wales with Company No: 9657892

ICM CIC is deemed a related party as a Director of the CIC is also a member of key management personnel of the charity.

During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 21/22 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

For the year to 31 October 2022, ICM CIC recharged costs of £14,580 (2021:£18,281) to ICM&L CIO. The expenditure was recharged at cost, with no mark-up applied.

At the year-end, ICM&L CIO owed ICM CIC £Nil (2021:£8,116).

At the year-end, ICM CIC owed ICM&L CIO £57 (2021: £Nil).

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2022

25	Cash generated from operations	2022 £	2021 £
	Surplus for the year	523,563	41,835
	Adjustments for:		
	Investment income recognised in statement of financial activities	(134)	-
	Gain on disposal of investments	(3,507)	-
	Fair value gains and losses on investments	29,276	-
	Depreciation and impairment of tangible fixed assets	4,603	4,425
	Donation of investments	(497,475)	-
	Movements in working capital:		
	Decrease/(increase) in debtors	542	(7,983)
	(Decrease)/increase in creditors	(11,543)	16,068
	(Decrease)/increase in deferred income	(20,000)	20,000
	Cash generated from operations	25,325	74,345
26	Analysis of changes in net funds		
	The charity had no debt during the year.		

Accounts

Charity registration number 1186056

**IPSWICH COMMUNITY MEDIA AND LEARNING CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 OCTOBER 2021**

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs G Desai Ms S Raychaudhuri Mr D Young Mr M Banceanu Mr C Blanc Ms L Hood Ms V Shoesmith	(Appointed 3 March 2021) (Appointed 8 August 2021) (Appointed 31 October 2021)
Charity number	1186056	
Principal address	International House 6 South Street Ipswich IP1 3NU	
Independent examiner	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich IP1 1QJ	
Bankers	Unity Trust Bank plc 9 Brindley Place Birmingham B1 2HB	

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

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IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 OCTOBER 2021

The trustees present their annual report and financial statements for the year ended 31 October 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The charity's objects are:

1. The advancement of education:

- To advance the education of the public in communication skills through subjects such as Media, music, ESOL and IT.

2. Community capacity building:

- To develop the capacity and skills of the members of the socially and economically disadvantaged communities of the East of England in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

3. The advancement of (or promotion of) equality and diversity by:

- Advancing education and raising awareness of equality and diversity.
- Promoting activities to foster the understanding between people of diverse backgrounds.
- Cultivating a sentiment in favour of equality and diversity.

During 2020-21 the trustees have always paid regard to the guidance on public benefit issued by the Charity Commission. The guidance from the Charity Commission has assisted the trustees in ensuring the objects of the charity meet the public benefit stipulation. The guidance has also been taken into consideration when planning and delivering activity designed to meet the charity's objects.

The charity first registered with the Charity Commission on 30 October 2019.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

2020/21 was an extremely difficult year with the COVID 19 pandemic affecting activity across the whole twelve months. This obviously had an impact on operations but the charity staff rose magnificently to the challenge and we feel we have made good progress in delivering on our main objects in the most difficult of years.

The Advancement of Education

For the 2020 – 2021 Academic year we were successful in securing another learning contract with Suffolk County Council. This was to deliver learning programmes for disadvantaged people aged 19+ from the most deprived and diverse wards of central Ipswich.

We started the financial year with 61 learners carried over from the previous year. Throughout 2020/21 we added a further 100 learners and completed the academic year with a total of 161 learners exceeding our target by 7%.

We were the only Suffolk provider that exceeded their targets during this pandemic year. This was for the delivery of a wide range of ESOL courses IT and Digital Media for the academic year 20/21.

The courses were mainly delivered online throughout the year because of the pandemic although as restrictions eased we were also able to deliver a limited number face to face. Staff performed magnificently throughout the year.

We introduced IT and digital media courses for the 20/21 year in response to learner needs and feedback (in particular the digital divide exposed by the pandemic) and these were popular courses.

Community Capacity Building

From November 2020 – October 2021 we engaged with around 30 volunteers who supported our work with ESOL learners and our delivery for disadvantaged young people.

Volunteers and Community Champions are recruited from the community and the courses we deliver. They are promoting the voice of the most disadvantaged in our community through:

- Regular meetings with the Chief Executive of East Suffolk and North Essex NHS Foundation Trust (ESNEFT) and his representatives.
- Suffolk Solidarity - ISCRE and Healthwatch –Contributing to the 'What are we Missing' sessions
- BAME Health inequalities Group. – for Maternity Services

In addition they are providing community services such as translations for the NHS; signposting for advice, volunteering in surgeries (prior to lockdown) and dealing with an increasing number of requests for help and support – including help with bridging the digital divide.

We were also fortunate to attract Hardship funding from the Suffolk Community Foundation, which allowed us to support some of our most vulnerable families with food parcels, food vouchers, IT support and help with paying essential bills, which saved many of our people from penury during the pandemic.

The Advancement of (or promotion of) Equality and Diversity

We made significant progress in helping to bridge the Digital Divide, which was so cruelly exposed by the pandemic in our most disadvantaged communities.

We attracted additional funding to buy laptops and tablets, which were lent out to some of our most deprived families who were struggling during the pandemic to access services and support as so much activity was moved online.

Following the inequalities exposed by the pandemic in our diverse communities we continued to make our work on Equality & Diversity an organisational priority.

We worked with our sister organisation ICM CIC to engage a Diversity and Outreach Co-ordinator.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

Autumn 2020

- Supported local black youth who attended Ipswich Black Lives Matter protest to evolve into organised group – creation of Suffolk Black Youth Collective
- Black History Month 2020 Social Media Takeover – curation of 31 diverse Black voices for 31 days
- Black History Month event at Hollesley Bay prison in collaboration with ISCRE and ArtEat including a film screening, food cooked by residents, drumming workshop and talks by prominent local black professionals. Published a blog piece with reflections on Black History Month

Winter 2020 - 2021

- Launched an internal audit to find out how diverse ICM staff and volunteers and our South Street partners are
- Community Spotlight session on Suffolk BME Support group to learn more about their work at internal E&D meeting
- Community Spotlight session with Ipswich project to learn more about their work to use music to raise awareness around mental health and suicide
- Developed ICM Events calendar to incorporate broad range of cultural and religious events and celebrations and invited staff and volunteers to share what's important to them and how they celebrate key events
- Internal discussions as part of E&D meeting to define Racial Justice, Safe Spaces....
- Proposal to Suffolk and North Essex Clinical Commissioning Group (CCG) to engage ICM Community Champions in health outreach to diverse communities
- Reviewed and updated ICMaL's recruitment process to make job vacancies more accessible to all and actively encourage applications from Black, Asian and Minority Ethnic candidates
- Targeted recruitment of minority candidates for Trustees

Spring/Summer 2021

- Census project – Supported as many of our beneficiaries from marginalised communities to learn about and participate in the census – recruited local volunteers to record audio translations of key information in multiple languages including French, Hebrew, Urdu, Spanish and Polish. Held an internal workshop for 30+ staff & volunteers
- Created a regular 'Safe Space' for women to meet and talk
- Promoted local organisations and projects working on LGBTQ rights
- Positively encouraged and supported members of Black, Asian, Minority Ethnic Communities to receive Covid19 vaccines by co-ordinating appointments at dedicated slots and positive promotion through social media.
- Support for local black owned businesses through joint working
- Support of black youth podcast with Suffolk Black Community Forum e.g. offering expertise with technology
- Production of podcast by Aspire Black Suffolk programme for forthcoming Power of Stories exhibition
- Presentation at E&D from House of Guramayle about her platform of activists for the Ethiopian LGBTQ+ community and their online campaign to amplify the ongoing crisis in Tigray.
- Contributed to a joint project with Dance East for the forthcoming 'Power of Stories' exhibition at Ipswich Museum
- Supported action on social media for International Women's Day and highlighted several local organisations working to support women and girls
- Supported Suffolk archives Pride in Suffolk's Past exhibition at The Hold
- Integrated Community Champions contributions into E&D work and Health comms
- We teamed up with Roma Support Group to encourage people to register for the EU Settlement Scheme before the deadline, with an extra version featuring subtitles in Roma

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

Achievements and performance

The Charity organized and delivered a wide range of ESOL, IT and Digital media courses throughout the 20/21 year

Outcomes from learning:

Our courses proved popular with learners being flexible and responsive to learner needs - over 99% of learners would recommend our courses to friends and family.

We achieved really good rates for retention (93%) achievement (92%) and a pass rate of 99%.

The progression rate for our learners moving onto employment, volunteering or further learning came out at 84% which was very pleasing in this most difficult of years.

Staff are professional and deliver a good service. Good feedback from learners; 100% of learners are happy with the tutor support they receive.

Learners are happy and exhibit good personal development; 99% of learners say that their overall experience is either good or outstanding.

Volunteering:

Embedded community learning was supported by a diverse group of volunteers that responds to the needs of the community we serve. We have a large cohort of volunteers many of whom are bilingual from diverse backgrounds – volunteers come from 12 different nationalities and students come from 26 different nationalities.

Learners go on to volunteer in the community and in ESOL lessons. Some go on to become Community Champions in their respective communities and volunteering in a number of settings – e.g. Barack Lane Surgery and Suffolk Refugee Support.

Providing translations for Burlington Road Surgery. Contributing to county-wide 'What are we Missing?' sessions.

Equality and Diversity:

The charity has supported the establishment of the Suffolk Black Youth Collective which works with around 20 young people of colour to give them a voice and input into the work of the charity and our partners. Several of the young people have gone on to volunteer in their local communities.

Financial review

At the end of our financial year, unrestricted reserves totalled £34,230.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months unrestricted running costs to ensure the financial stability of the charity.

The Board regularly (every 6 months) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.

Having a reserves policy helps inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach.

A reserves policy will assist ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

Without a reserves policy, the Board cannot be confident that their reserves level matches the charity's needs at the time. The charity could be holding reserves that are too high or too low for its needs.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

The charity's principal sources of income are from Donations, Gift Aid and grants from Trusts and Foundations. Expenditure on staffing, training and administration has supported the charity in meeting its public interest objectives.

The charity has performed better than expected during a very difficult year due to the pandemic. We have been very lucky to attract significant income from donations which meant that, even during this unprecedented year we generated an unrestricted surplus, which was not budgeted for. Funds have mainly been spent on the delivery of training courses and community capacity building, with staff costs accounting for the majority of the spend.

ICMaL is committed to investing in ethical pension providers that do not support the following industries:

- Fossil Fuels extraction, processing, development
- Tobacco
- Arms companies
- Pornography
- Animal Testing
- Gambling
- Agrochemicals

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

Ipswich Community Media and Learning is a Charitable Incorporated Organisation, registered with and regulated by the Charity Commission. The charity is governed by its Constitution, dated 30th October 2019.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mrs C Young	(Resigned 2 October 2021)
Mrs G Desai	
Ms S Raychaudhuri	
Mr D Young	
Mr M Banceanu	
Mr C Blanc	(Appointed 3 March 2021)
Ms L Hood	(Appointed 8 August 2021)
Ms V Shoesmith	(Appointed 31 October 2021)

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

We have an induction and training process in place for all newly appointed trustees.

The charity is governed by a board of trustees, which is supported by a complement of part time staff and volunteers. We partner several local organisations in the delivery of our activities, which benefit the public.

The charity receives support from Ipswich Community Media CIC a limited company registered in England and Wales with Company No: 9657892. During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 20/21 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

With the support of staff, the Trustees have compiled a Risk Register, which is regularly reviewed.

The charity regularly advertises for new Trustees with the skills, knowledge and experience required for effective administration of the CIO. A sub-group is formed and a prospective Trustee will be extensively interviewed. A recommendation is then made to the full board and a decision made to appoint or otherwise is made at a properly convened meeting of existing Trustees. Discussions and decisions are properly recorded in the minutes.

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future subject to the continued impact that the COVID 19 pandemic might have on the charity. Thus the Trustees consider the Charity a going concern.

The Trustees' report was approved by the Board of Trustees.

Mr D Young
Trustee

Ms V Shoesmith
Trustee

30 August 2022

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF IPSWICH COMMUNITY MEDIA AND LEARNING CIO

I report to the trustees on my examination of the financial statements of Ipswich Community Media and Learning CIO (the charity) for the year ended 31 October 2021.

Responsibilities and basis of report

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

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

Independent examiner's statement

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Helen Rumsey
Ensors Accountants LLP
Connexions
159 Princes Street
Ipswich
IP1 1QJ

Dated: 30 August 2022

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 OCTOBER 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<u>Income and endowments from:</u>							
Donations and legacies	3	66,850	-	66,850	53,250	-	53,250
Charitable activities	4	-	115,664	115,664	-	34,816	34,816
Other income	5	4,172	-	4,172	-	-	-
Total income		71,022	115,664	186,686	53,250	34,816	88,066
<u>Expenditure on:</u>							
Raising funds	6	12,375	-	12,375	-	-	-
Charitable activities	7	58,137	74,339	132,476	19,530	4,827	24,357
Total expenditure		70,512	74,339	144,851	19,530	4,827	24,357
Net income for the year/ Net movement in funds		510	41,325	41,835	33,720	29,989	63,709
Fund balances at 1 November 2020		33,720	29,989	63,709	-	-	-
Fund balances at 31 October 2021		34,230	71,314	105,544	33,720	29,989	63,709

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

BALANCE SHEET

AS AT 31 OCTOBER 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	12		11,249		-
Current assets					
Debtors	13	13,127		5,144	
Cash at bank and in hand		120,999		62,328	
		<u>134,126</u>		<u>67,472</u>	
Creditors: amounts falling due within one year	14	<u>(39,831)</u>		<u>(3,763)</u>	
Net current assets			94,295		63,709
Total assets less current liabilities			<u>105,544</u>		<u>63,709</u>
Income funds					
Restricted funds	17		71,314		29,989
Unrestricted funds			34,230		33,720
			<u>105,544</u>		<u>63,709</u>

The financial statements were approved by the Trustees on 30 August 2022

Mr D Young
Trustee

Ms V Shoesmith
Trustee

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

Charity information

Ipswich Community Media and Learning CIO is a Charitable Incorporated Organisation first registered with the Charity Commission on 30 October 2019 .

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 not to prepare a Statement of Cash Flows.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from donations or grants is recognised when there is evidence of entitlement to the monies, the receipt is probable and its amount can be measured reliably.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

(Continued)

Income from contracts for the supply of services is recognised when the service has been delivered. This income is classified within restricted funds as there is a requirement for these monies to be spent for a specific purpose and the contracts prohibit a surplus being generated.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is classified under the cost to which it relates.

Expenditure on raising funds includes the costs of all fundraising activities, events and non-charitable trading activities.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity.

All costs are allocated to expenditure categories reflecting the use of the resource.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	3-5years
-----------	----------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

1 Accounting policies

(Continued)

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	66,850	53,250

4 Charitable activities

	Charitable Income	Charitable Income
	2021	2020
	£	£
Grant income	63,500	18,400
Suffolk adult and community services	52,164	16,416
	115,664	34,816

5 Other income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Other income	4,172	-

6 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Seeking donations, grants and legacies	12,375	-
	12,375	-

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

7 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Staff costs	36,031	4,683
Depreciation and impairment	4,425	-
Community support and learning	-	90
Other direct activity costs	30,883	-
	<u>71,339</u>	<u>4,773</u>
Grant funding of activities (see note 8)	3,000	-
Share of support costs (see note 9)	54,597	16,884
Share of governance costs (see note 9)	3,540	2,700
	<u>132,476</u>	<u>24,357</u>
Analysis by fund		
Unrestricted funds	58,137	19,530
Restricted funds	74,339	4,827
	<u>132,476</u>	<u>24,357</u>

8 Grants payable

	Charitable Expenditure 2021 £	Charitable Expenditure 2020 £
Grants to individuals (12 grants)	3,000	-
	<u>3,000</u>	<u>-</u>

During the year the charity has been provided with a grant from the Suffolk Hardship Fund, funded by Suffolk Community Foundation. Payments from this fund are made to provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

There are no future commitments with respect to this fund. The £3,000 provided by Suffolk Hardship Fund, has been paid in full to recipients throughout the year to 31 October 2021.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

9 Support costs

	Support costs	Governance costs	2021 Support costs	Governance costs	2020
	£	£	£	£	£
Staff costs	40,160	-	40,160	15,885	15,885
Computer and software	319	-	319	50	50
Insurance	704	-	704	176	176
Training costs	402	-	402	591	591
Subcontract labour	3,504	-	3,504	-	-
Bank charges	111	-	111	38	38
Membership and license fees	553	-	553	144	144
Venue hire	478	-	478	-	-
Professional fees	7,235	-	7,235	-	-
Other costs	1,131	-	1,131	-	-
Accountancy	-	3,540	3,540	-	2,700
	<u>54,597</u>	<u>3,540</u>	<u>58,137</u>	<u>16,884</u>	<u>19,584</u>
Analysed between					
Charitable activities	<u>54,597</u>	<u>3,540</u>	<u>58,137</u>	<u>16,884</u>	<u>19,584</u>

Governance costs includes payments of £3,540 (2020: £2,700) for the independent examination fees and accountancy assistance.

10 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during either year.

11 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	<u>10</u>	<u>5</u>
Employment costs	2021 £	2020 £
Wages and salaries	75,321	20,568
Other pension costs	870	-
	<u>76,191</u>	<u>20,568</u>

There were no employees whose annual remuneration was more than £60,000.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

12 Tangible fixed assets

	Computers £
Cost	
Additions	15,674
At 31 October 2021	<u>15,674</u>
Depreciation and impairment	
Depreciation charged in the year	4,425
At 31 October 2021	<u>4,425</u>
Carrying amount	
At 31 October 2021	<u><u>11,249</u></u>

13 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	6,262	4,616
Other debtors	6,285	-
Prepayments and accrued income	580	528
	<u>13,127</u>	<u>5,144</u>

14 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		1,171	673
Deferred income	15	20,000	-
Trade creditors		12,420	390
Accruals and deferred income		6,240	2,700
		<u>39,831</u>	<u>3,763</u>

15 Deferred income

	2021 £	2020 £
Other deferred income	20,000	-

Deferred income is included in the financial statements as follows:

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 OCTOBER 2021

15	Deferred income	(Continued)	
		2021 £	2020 £
	Deferred income is included within:		
	Current liabilities	20,000	-
		<u> </u>	<u> </u>
	Movements in the year:		
	Deferred income at 1 November 2020	-	-
	Resources deferred in the year	20,000	-
		<u> </u>	<u> </u>
	Deferred income at 31 October 2021	20,000	-
		<u> </u>	<u> </u>

Deferred income relates to the Suffolk Police & Crime Commissioner's Fund for costs to support the 'Making Waves' project in Ipswich. The grant has performance conditions attached, and the project itself commenced following the year-end. The receipt has therefore been deferred.

16 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £870 (2020 - £-).

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

17 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of contracts, donations and grants held on trust for specific purposes:

	Incoming resources	Resources expended	Balance at 1 November 2020	Movement in funds		
				Incoming resources	Resources expended	Balance at 31 October 2021
			£	£	£	£
SCC - ESOL 2020-2021	16,416	(4,827)	11,589	39,744	(33,386)	17,947
The Barrow Cadbury Trust	18,400	-	18,400	18,500	(17,723)	19,177
SCF - MLM	-	-	-	2,252	-	2,252
SCF - Realising Ambitions 2021-2022	-	-	-	16,000	(1,554)	14,446
SCF - Suffolk Hardship Fund 2021	-	-	-	3,000	(3,000)	-
SCF - Walk & Talk 2021	-	-	-	2,000	(200)	1,800
SCC - Activities Unlimited 2021-2022	-	-	-	5,610	(2,267)	3,343
SCC - ESOL 2021-2022	-	-	-	12,420	(5,338)	7,082
IBC - Restart Fund 2021	-	-	-	2,500	(239)	2,261
IBC - Reviving Community Foundation	-	-	-	13,638	(10,632)	3,006
	<u>34,816</u>	<u>(4,827)</u>	<u>29,989</u>	<u>115,664</u>	<u>(74,339)</u>	<u>71,314</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

17 Restricted funds

(Continued)

Suffolk County Council - ESOL 2020-21

Consisting of:

ESOL 2020/21:- For the provision of programmes and projects to support those with English as an additional language and support those into accredited learning.

Connect Through Skills:- For the provision of projects to support unemployed adults to develop Digital Skills and/or Maths, English or ESOL through a shared activity, to help make positive progress towards accredited learning, volunteering or work.

The Barrow Cadbury Trust

To provide ESOL, health advocacy, employability and IT training, as well as advice and signposting for refugees and asylum seekers living in the Westgate area of Ipswich.

Suffolk Community Foundation -MLM

Match funding to support the organisations work in the rehabilitation of young offenders.

Suffolk Police & Crime Commissioner's Fund

To support the work of voluntary and community groups, charities, social enterprises and community interest companies that are delivering services that help support victims of crime and reduce crime and disorder.

Suffolk Community Foundation - Realising Ambitions 2021-2022

Initiative brings together primary care, social services and the voluntary sector to improve health services identified by the three local alliances (East Suffolk, West Suffolk and North East Essex).

Suffolk Community Foundation - Suffolk Hardship Fund 2021

To provide help and support to alleviate hardship for families and individuals. Grants awarded may be used towards the costs of food, energy, water and other essential living needs.

Suffolk Community Foundation -Walk and Talk 2021

Supporting local people to improve physical health and promote tolerance and understanding between diverse communities

Suffolk County Council - Activities Unlimited 2021-2022

One to one support for young people with Learning Difficulties to engage with digital media and learn new skills.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

17 Restricted funds

(Continued)

Ipswich Borough Council - Restart Fund 2021

The aim of the fund is to enable voluntary, community and social enterprise organisations to restart previous activities safely and/or to support them to switch to new ways of working.

Ipswich Borough Council - Reviving Community Fund

Support for small charities and social enterprises to tackle Covid related issues affecting the organisation and support re-engagement with the public.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

18 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 October 2021 are represented by:						
Tangible assets	-	11,249	11,249	-	-	-
Current assets/(liabilities)	34,230	60,065	94,295	33,720	29,989	63,709
	<u>34,230</u>	<u>71,314</u>	<u>105,544</u>	<u>33,720</u>	<u>29,989</u>	<u>63,709</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 OCTOBER 2021

19 Related party transactions

Transactions with related parties

During the year the charity received £52,000 (2020: £44,000) in donations from the Trustees. No conditions were attached to the donations.

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity in either year. No expenses have been claimed by trustees in either year.

The charity receives support from Ipswich Community Media (ICM) CIC a limited company registered in England and Wales with Company No: 9657892

ICM CIC is deemed a related party as a Director of the CIC is also a member of key management personnel of the charity.

During the year ICM CIC provided access to premises, volunteers and staff support. No cash donations were made in 20/21 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

For the year to 31 October 2021, ICM CIC recharged costs of £18,281 to ICM&L CIO. The expenditure was recharged at cost, with no mark-up applied.

At the year-end, ICM&L CIO owed ICM CIC £8,116.

Accounts

Charity Registration No. 1186056

**IPSWICH COMMUNITY MEDIA AND LEARNING CIO
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 OCTOBER 2020**

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs C Young	(Appointed 30 October 2019)
	Mrs G Desai	(Appointed 30 October 2019)
	Ms S Raychaudhuri	(Appointed 30 October 2019)
	Mr D Young	(Appointed 30 June 2020)
	Mr M Banceanu	(Appointed 30 October 2019)
Charity number	1186056	
Principal address	International House 6 South Street Ipswich Suffolk IP1 3NU	
Independent examiner	Helen Rumsey Ensors Accountants LLP Connexions 159 Princes Street Ipswich Suffolk IP1 1QJ	
Bankers	Unity Trust Bank plc 9 Brindley Place Birmingham B1 2HB	

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

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IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT

FOR THE PERIOD ENDED 31 OCTOBER 2020

The trustees present their annual report and financial statements for the period ended 31 October 2020.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Charities Act 2011 and "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

The charity's objects are:

1. The advancement of education:

- To advance the education of the public in communication skills through subjects such as Media, music, ESOL and IT.

2. Community capacity building:

- To develop the capacity and skills of the members of the socially and economically disadvantaged communities of the East of England in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

3. The advancement of (or promotion of) equality and diversity by:

- Advancing education and raising awareness of equality and diversity.
- Promoting activities to foster the understanding between people of diverse backgrounds.
- Cultivating a sentiment in favour of equality and diversity.

During the establishment of the charity and during its first year of operation the trustees have always paid regard to the guidance on public benefit issued by the Charity Commission. The guidance from the Charity Commission has assisted the trustees in ensuring the objects of the charity meet the public benefit stipulation. The guidance has also been taken into consideration when planning and delivering activity designed to meet the charity's objects.

The charity first registered with the Charity Commission on 30 October 2019.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

The 2019 /20 year was a year like no other, with the COVID 19 pandemic in full swing by March 2020. This obviously had an impact on operations and the charity took longer to get started with activity on the ground than expected. Nevertheless, we feel we have made good progress in delivering on our main objects in the most challenging of years.

The Advancement of Education

In the initial year of operation our first contract was secured with Suffolk County Council. This was to deliver learning programmes for disadvantaged people aged 19+ from the most deprived and diverse wards of central Ipswich. We started the delivery of a wide range of ESOL courses, IT and Digital Media for the academic year 20/21

In September 2020 we recruited 61 learners, which was slightly above target and of those learners that completed, their results were excellent – see section below on achievement.

The full range of outcomes achieved for the academic year will appear in our next Annual Review for 2020/21.

Community Capacity Building

From June 2020 – October 2020 we engaged with around 20 volunteers who supported our work with ESOL learners and our delivery for disadvantaged young people.

Volunteers and Community Champions are recruited from the community and the courses we deliver. They are promoting the voice of the most disadvantaged in our community through:

- Regular meetings with the Chief Exec of East Suffolk and North Essex NHS Foundation Trust (ESNEFT) and his representatives.
- Suffolk Solidarity - ISCRE and Healthwatch –Contributing to the 'What are we Missing' sessions
- BAME Health inequalities Group. – for Maternity Services

In addition they are providing community services such as translations for the NHS; signposting for advice, volunteering in surgeries (prior to lockdown) and dealing with an increasing number of requests for help and support – including help with bridging the digital divide.

The Advancement of (or promotion of) Equality and Diversity

In response to the death of George Floyd in the summer of 2020 and the inequality exposed by the pandemic, we took a decision to make our work on Equality & Diversity an organisational priority.

In practice this meant agreeing clear aims and objectives to improve both our internal and external work on equality and diversity, allocating resource to this work and meeting regularly to discuss issues, take action and review progress.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

Summer 2020

- Sent out Message of Intent to all staff and volunteers in response to diversity agenda.
- Drafted aims and objectives for our Equality & Diversity work.
- Open invitation to staff, volunteers and partners to join E&D group.
- Staff informally shared resources/reading lists on topics related to racism, privilege, intersectionality.
- Organised a workshop entitled 'Check your Privilege, Use your Power' for Staff and volunteers to look at issues of racism, privilege and power.
- Supported Art Eat's Black Panther inspired mural on Ipswich Waterfront.

Autumn 2020

- Supported local black youth who attended Ipswich Black Lives Matter protest to evolve into organised group – creation of Suffolk Black Youth Collective.
- Black History Month 2020 Social Media Takeover – curation of 31 diverse Black voices for 31 days.
- Black History Month event at Hollesley Bay prison in collaboration with ISCRE and ArtEat including a film screening, food cooked by residents, drumming workshop and talks by prominent local black professionals. Published a blog piece with reflections on Black History Month.

Achievements and performance

The Charity organised and delivered 6 courses of ESOL, IT and Digital media which commenced in September 2020. We recruited 61 students from a range of migrant backgrounds all aged 19.

Outcomes from learning:

Our courses proved popular with learners, being flexible and responsive to learner needs; 100% of learners would recommend our courses to friends and family. Students learn, achieve and progress; 70% of learners progress onto further learning, volunteering and or employment.

Staff are professional and deliver a good service. Good feedback from learners; 100% of learners are happy with the tutor support they receive.

Learners are happy and exhibit good personal development; 95% of learners say that their overall experience is either good or outstanding.

Volunteering:

Embedded community learning was supported by a diverse group of volunteers that responds to the needs of the community we serve. We have a large cohort of volunteers many of whom are bilingual from diverse backgrounds – volunteers come from 11 different nationalities and students come from 25 different nationalities

Learners go on to volunteer in the community and in ESOL lessons. Some go on to become Community Champions in their respective communities and to volunteer in a number of settings – e.g. Barack Lane Surgery and Suffolk Refugee Support.

Providing translations for Burlington Road Surgery. Contributing to county wide 'What are we Missing?' sessions.

Equality and Diversity:

The charity has supported the establishment of the Suffolk Black Youth Collective which works with around 20 young people of colour to give them a voice and input into the work of the charity and our partners. Several of the young people have gone on to volunteer in their local communities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

Financial review

At the end of our financial year, unrestricted reserves totalled £33,720.

The reserves that we have set aside provide financial stability and the means for the development of our principal activity. We intend to maintain our reserves at a level which is at least equivalent to 6 months unrestricted running costs to ensure the financial stability of the charity.

The Board regularly (every 6 months) reviews the amount of reserves that are required to ensure that they are adequate to fulfil our continuing obligations.

Having a reserves policy helps inform the way in which ICMaL manages its cash, liquid assets and debt, that is, its treasury management approach.

A reserves policy will assist ICMaL when planning and explaining its approach to stakeholders. It contributes significantly to the Board's ability to balance the needs of current and future beneficiaries, to provide stakeholders with assurances that the charity is well managed and that it has, where appropriate, a strategy for building up reserves.

Without a reserves policy, the Board cannot be confident that their reserves level matches the charity's needs at the time. The charity could be holding reserves that are too high or too low for its needs.

The charity's principal sources of income are from Donations, Gift Aid and grants from Trusts and Foundations. Expenditure on staffing, training and administration has supported the charity in meeting its public interest objectives.

The charity has performed better than expected during a very difficult year due to the pandemic. We have been very lucky to attract significant income from donations which meant that, even during this unprecedented year we generated an unrestricted surplus, which was not budgeted for. Funds have mainly been spent on the delivery of training courses and community capacity building, with staff costs accounting for the majority of the spend.

ICMaL is committed to investing in ethical pension providers that do not support the following industries:

- Fossil Fuels extraction, processing, development
- Tobacco
- Arms companies
- Pornography
- Animal Testing
- Gambling
- Agrochemicals

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

Structure, governance and management

Ipswich Community Media and Learning is a Charitable Incorporated Organisation, registered with and regulated by the Charity Commission. The charity is governed by its Constitution, dated 30th October 2019.

The trustees who served during the period and up to the date of signature of the financial statements were:

Mrs C Young	(Appointed 30 October 2019)
Mrs G Desai	(Appointed 30 October 2019)
Ms S Raychaudhuri	(Appointed 30 October 2019)
Mr D Young	(Appointed 30 June 2020)
Mr M Banceanu	(Appointed 30 October 2019)

We have an induction and training process in place for all newly appointed trustees.

The charity is governed by a board of trustees, which is supported by a complement of part time staff and volunteers. We partner several local organisations in the delivery of our activities, which benefit the public.

The charity receives support from Ipswich Community Media CIC a limited company registered in England and Wales with Company No: 9657892. During the year ICM CIC provided free access to premises, volunteers and staff support. No cash donations were made in 19/20 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

With the support of staff, the Trustees have compiled a Risk Register, which is regularly reviewed.

The charity regularly advertises for new Trustees with the skills, knowledge and experience required for effective administration of the CIO. A sub-group is formed and a prospective Trustee will be extensively interviewed. A recommendation is then made to the full board and a decision made to appoint or otherwise is made at a properly convened meeting of existing Trustees. Discussions and decisions are properly recorded in the minutes.

The Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future subject to the continued impact that the COVID 19 pandemic might have on the charity. Thus the Trustees consider the Charity a going concern.

The Trustees' report was approved by the Board of Trustees.

Ms S Raychaudhuri
Trustee

Mr D Young
Trustee

15 November 2021

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF IPSWICH COMMUNITY MEDIA AND LEARNING CIO

I report to the trustees on my examination of the financial statements of Ipswich Community Media and Learning CIO (the charity) for the period ended 31 October 2020.

Responsibilities and basis of report

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

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

Independent examiner's statement

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements to be reached.

Helen Rumsey
Ensors Accountants LLP
Connexions
159 Princes Street
Ipswich
Suffolk
IP1 1QJ

Dated: 15 November 2021

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31 OCTOBER 2020

	Notes	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<u>Income from:</u>				
Donations and legacies	3	53,250	-	53,250
Charitable activities	4	-	34,816	34,816
Total income		53,250	34,816	88,066
<u>Expenditure on:</u>				
Charitable activities	5	19,530	4,827	24,357
Net income for the period/ Net movement in funds		33,720	29,989	63,709
Fund balances at 30 October 2019		-	-	-
Fund balances at 31 October 2020		33,720	29,989	63,709

The statement of financial activities includes all gains and losses recognised in the period.

All income and expenditure derive from continuing activities.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

BALANCE SHEET

AS AT 31 OCTOBER 2020

	Notes	2020 £	£
Current assets			
Debtors	9	5,144	
Cash at bank and in hand		62,328	
		67,472	
Creditors: amounts falling due within one year	10	(3,763)	
Net current assets			63,709
Income funds			
Restricted funds	11		29,989
Unrestricted funds			33,720
			63,709

The financial statements were approved by the Trustees on 15 November 2021

Ms S Raychaudhuri
Trustee

Mr D Young
Chair

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 OCTOBER 2020

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011 and "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)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 not to prepare a Statement of Cash Flows.

The financial statements 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 the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future subject to the continued impact that the COVID 19 pandemic might have on the charity. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Income from donations or grants is recognised when there is evidence of entitlement to the monies, the receipt is probable and its amount can be measured reliably.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

1 Accounting policies

(Continued)

Income from contracts for the supply of services is recognised when the service has been delivered. This income is classified within restricted funds as there is a requirement for these monies to be spent for a specific purpose and the contracts prohibit a surplus being generated.

1.5 Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is classified under the cost to which it relates.

Expenditure on charitable activities includes all costs incurred by the charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity.

All costs are allocated to expenditure categories reflecting the use of the resource.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds
	2020 £
Donations and gifts	53,250
	<u> </u>
Donations and gifts	
Donations	53,250
	<u> </u>
	53,250
	<u> </u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 OCTOBER 2020

4 Charitable activities

	Charitable Income 2020 £
The Barrow Cadbury Trust - Covid 19 support fund	18,400
Suffolk adult and community services	16,416
	34,816

5 Charitable activities

	Charitable Expenditure 2020 £
Staff costs	4,683
Community support and learning	90
	4,773
Share of support costs (see note 6)	16,884
Share of governance costs (see note 6)	2,700
	24,357
Analysis by fund	
Unrestricted funds	19,530
Restricted funds	4,827
	24,357

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

6 Support costs

	Support costs £	Governance costs £	2020 £
Staff costs	15,885	-	15,885
Computer and software	50	-	50
Insurance	176	-	176
Training costs	591	-	591
Bank charges	38	-	38
Membership and license fees	144	-	144
Accountancy	-	2,700	2,700
	<u>16,884</u>	<u>2,700</u>	<u>19,584</u>
Analysed between			
Charitable activities	<u>16,884</u>	<u>2,700</u>	<u>19,584</u>

Governance costs includes payments of £2,700 for the independent examination fees and accountancy assistance.

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the period.

8 Employees

The average monthly number of employees during the period was:

	2020 Number
	<u>5</u>
Employment costs	2020 £
Wages and salaries	<u>20,568</u>

There were no employees whose annual remuneration was more than £60,000.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 OCTOBER 2020

9 Debtors

	2020 £
Amounts falling due within one year:	
Trade debtors	4,616
Prepayments and accrued income	528
	5,144

10 Creditors: amounts falling due within one year

	2020 £
Other taxation and social security	673
Trade creditors	390
Accruals and deferred income	2,700
	3,763

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

11 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of contracts, donations and grants held on trust for specific purposes:

	Movement in funds			Balance at 31 October 2020 £
	Balance at 30 October 2019 £	Incoming resources £	Resources expended £	
Suffolk County Council - ESOL 2020-21	-	16,416	(4,827)	11,589
The Barrow Cadbury Trust	-	18,400	-	18,400
	<u>-</u>	<u>34,816</u>	<u>(4,827)</u>	<u>29,989</u>

Suffolk County Council - ESOL 2020-21

Consisting of:

ESOL 2020/21:- For the provision of programmes and projects to support those with English as an additional language and support those into accredited learning.

Connect Through Skills:- For the provision of projects to support unemployed adults to develop Digital Skills and/or Maths, English or ESOL through a shared activity, to help make positive progress towards accredited learning, volunteering or work.

The Barrow Cadbury Trust

To provide ESOL, health advocacy, employability and IT training, as well as advice and signposting for refugees and asylum seekers living in the Westgate area of Ipswich.

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE PERIOD ENDED 31 OCTOBER 2020

12 Analysis of net assets between funds

	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 October 2020 are represented by:			
Current assets/(liabilities)	33,720	29,989	63,709
	<u>33,720</u>	<u>29,989</u>	<u>63,709</u>

IPSWICH COMMUNITY MEDIA AND LEARNING CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE PERIOD ENDED 31 OCTOBER 2020

13 Related party transactions

Transactions with related parties

During the year the charity received £44,000 in donations from the Trustees. No conditions were attached to the donations.

The charity receives support from Ipswich Community Media (ICM) CIC a limited company registered in England and Wales with Company No: 9657892

During the year ICM CIC provided free access to premises, volunteers and staff support. No cash donations were made in 19/20 although this may transpire in subsequent years. Policies and procedures are in place to ensure that the charity always operates independently of the CIC.

At the year-end, ICM&L CIO owed ICM CIC £390.25 in relation to the provision of a support session.