

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						
Income and endowments from:							
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
Expenditure on:							
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
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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
	10	5
	<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	15,674
Depreciation and impairment	
Depreciation charged in the year	4,425
At 31 October 2021	4,425
Carrying amount	
At 31 October 2021	11,249

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
	13,127	5,144

14 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	1,171	673
Deferred income	20,000	-
Trade creditors	12,420	390
Accruals and deferred income	6,240	2,700
	39,831	3,763

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:

	Movement in funds					
	Incoming resources	Resources expended	Balance at 1 November 2020	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.