

MOOR TIME

England & Wales · Charity number 1201026

Details

Status Registered

Legal form CIO

Registered 2022-11-16

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

Contact

Address Darton
Clifford Road
Ilkley
LS29 0AL

Phone 07938 641700

Email hello@moortime.org.uk

Website moortime.org.uk

Activities

Objects: TO RELIEVE THE NEEDS OF CHILDREN AND YOUNG PEOPLE AGED UP TO 25 WITH DISABILITIES IN BRADFORD AND NEIGHBOURING LOCAL AUTHORITIES BY PROVIDING SHORT BREAK CARE AND STAFF-SUPPORTED RECREATIONAL ACTIVITIES.

Activities: TO RELIEVE THE NEEDS OF CHILDREN AND ADULTS WITH DISABILITIES IN BRADFORD AND NEIGHBOURING LOCAL AUTHORITIES BY PROVIDING SHORT BREAK CARE AND STAFF-SUPPORTED RECREATIONAL ACTIVITIES.

Classification

- **How:** Provides Services
- **What:** Disability
- **Who:** People With Disabilities

Geography

- Bradford City

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-04-30 | £173,138 | £126,870 | - | - |
| 2024-04-30 | £141,034 | £150,064 | - | - |

Trustees

| Name | Role | Appointed |
|------------------------|-------|------------|
| Jane Elliott | Chair | 2022-04-26 |
| Aishah Mahmood | | 2025-06-08 |
| Christine Henney | | 2023-03-08 |
| David George Archibald | | 2025-06-08 |
| Ella Sanderson | | 2023-03-08 |
| Gail Rushton | | 2023-03-08 |
| Jane Connop | | 2023-03-08 |
| Judith Susannah Bell | | 2025-06-08 |
| Karen Goodman Picken | | 2022-04-26 |
| Nicholas Henry Moxon | | 2025-06-08 |
| Shain Lisa Wells | | 2023-03-08 |
| Tanya Young | | 2022-04-26 |
| VICTORIA STREET | | 2023-03-08 |

MOOR TIME

England & Wales - Charity number 1201026

Accounts

MOOR TIME
UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2025

MOOR TIME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Jane Elliott
Karen Goodman Picken
Tanya Young
Victoria Street
Ella Sanderson
Christine Henney
Shain Lisa Wells
Jane Connop
Gail Rushton

Charity number

1201026

Principal address

Darton
Clifford Road
ILKLEY
LS29 0AL

Independent examiner

Jody Kendall ACA

MOOR TIME

CONTENTS

| | |
|------------------------------------------|--------------|
| Trustees Report | 4-7 |
| Independent Examiners Report | 8 |
| Statement of Financial Activities | 9 |
| Balance Sheet | 10 |
| Notes to the Accounts | 11-14 |



Charity Trustees' Annual Report

Charity name: Moor Time

Charity registration number: 1201026

Charity's principal address: Darton, Clifford Rd, Ilkley, LS29 0AL

From 30th April 2024 - 30th April 2025

Objectives and Activities

Moor Time's objectives (as set out in our governing document)

TO RELIEVE THE NEEDS OF CHILDREN AND ADULTS WITH DISABILITIES IN BRADFORD AND NEIGHBOURING LOCAL AUTHORITIES BY PROVIDING SHORT BREAK CARE AND STAFF-SUPPORTED RECREATIONAL ACTIVITIES.

Summary of Moor Time's main activities

Moor Time provides staffed recreational activities for young people with additional needs in the Ilkley and Keighley area of West Yorkshire. Our emphasis is on meeting the leisure and support needs of young people with high level needs, and providing family carers with respite. Specifically we offer:

- A **holiday club** for young people of compulsory school age (aged 5 in Year 1, to 18), five days per week across eight weeks of the major school holidays (Christmas, Easter and Summer). Providing specialist support and adapted and accessible activities so young people with high level needs can take part.
- A **Saturday club** in term time for young people of compulsory school age. Also providing specialist support and adapted and accessible activities to be fully inclusive.
- A **reception-age and under group**. This runs as a holiday stay and play for children of reception age and under, and a limited number of their siblings. Providing sensory play, support and signposting in a fully accessible environment.
- A **supported volunteering scheme** for 18-25 year olds with additional needs, allowing the volunteers to gain skills and experience and providing peer to peer support.

Public benefit statement

As trustees we have read and understood the Charity Commission's guidance on public benefit. This informs all our planning and objectives as a charity, and we are confident that we are acting in accordance with the guidance.

Achievements and Performance – April '24 – April '25

- **Saturday club sessions** – from April '24 to April '25, we ran 13 sessions of our term time holiday club at Beechcliffe Special School in Keighley. Beechcliffe is a fully accessible site with enclosed outside space, a sensory garden, gym, music room, kitchen for baking and food prep activities, and a sensory room. We regularly booked a bouncy castle for sessions, and brought in outside activity providers like live musicians and circus skills performers.
- **Holiday club** – throughout this period we ran our holiday club in Ben Rhydding at Christmas, Easter and in the summer. Fully accessible activities involved everything from music therapy sessions to DJing workshops to adapted sports tuition and animal experiences, with a sensory room, soft play activity space and a large field for outside play always available for anyone who needed a break from more structured activities. We also ran regular trips for our secondary-aged group – to the Science and Media Museum in Bradford, Skipton Town Hall Museum and park, Harrogate Valley Gardens and a recording studio for a New Year party.

In total we ran 39 full-day sessions of holiday club between April '24 and April '25, accommodating an average of 10 young people per session.

- **Under 5s sessions** – From April '24 to April '25 we ran 8 sessions of our under 5s group at Dan's Den, a fully accessible soft play in Ilkley. The group runs as a stay and play open to reception-age children and under with additional needs, as well as a limited number of non-disabled siblings. Alongside sensory play, songs and signing, stories and crafts, we welcomed visitors from a local Occupational Therapy company, Bradford Inclusive Disability Service (BIDS), Jessie's Fund for music therapy, and a Yoga studio for an adapted yoga session.

In October '24 we also had our first under 5s group trip, a pumpkin-picking expedition to Brookleigh Farm in Menston.

- **Supported volunteering and volunteering** – during this period we offered 6 individual sessions of supported volunteering for young adults aged 18-25 with additional needs, and 6 individual sessions of volunteering for young adults who are training in relevant areas. Our supported volunteers are encouraged to practice independence skills and act as role models to our younger attendees. We encourage them to follow their interests.

Our volunteers mainly come from Shipley College Health and Social Care department, who have an on-running relationship with Moor Time of sending students for internships. Moor Time project manager Jane Connop supported with a Shipley College Skills Week in January 2024 by giving a series of talks to students training in relevant fields.

- **Training successes** – Jane Connop completed a two-day Positive Behaviour Team Teach Training course in June 2024, with Positive Behaviour training for all staff following in February '25. She also completed Designated Safeguarding Lead training in October '24. All staff completed hoist training at Beechcliffe School in October '24
- **Historic England project** – in December '24, Moor Time received a grant from Historic England to produce a permanent place-marker about a lesser-known aspect of Bradford's history, as a part of the Bradford City of Culture 2025 celebrations. Moor Time young people commenced the project in February '25, working with staff and volunteers at the Shipley Glen Tramway in Baildon to create a multi-sensory, fully accessible panel telling the story of how the tramway fits into the history of leisure in the area. The project meant 5 additional sessions were offered to the secondary-age group in 2025.
- **Recruitment** – in April 2025 Moor Time recruited two new sessional managers, both with a strong background in special education and care. This added to the resilience and flexibility of the staff team.

- **Funding** – Moor Time was charity of the year for All Together Now choirs in 2024, who raised a fantastic £1500 in total for us throughout the year. Events included a very popular sing-along at Ilkley bandstand in the summer, where a collection raised another £332.28, and carol-singing at Tesco in Ilkley at Christmas, where we collected an additional £128.46.

Moor Time also received £4800 from Bradford Council's Short Breaks team towards activities and trips at our sessions. Day-to-day running costs continued to be covered by the National Lottery and the Holiday Activities and Food (HAF) scheme.

Financial review

Moor Time plans sessions around funding received. Sessions are booked in around 3 months in advance. The majority of Moor Time staff, with the exception of the part-time Project Manager and part-time Finance Officer are on zero hours contracts and therefore Moor Time has a degree of financial security due to low fixed overheads.

Reserves policy

The Trustees' policy is that the charity should have sufficient unrestricted reserves to enable it to meet its financial obligations as and when they fall due without prejudicing the ability of the Charity to raise funding and commit expenditure to its objectives.

The Trustees carefully considered the financial obligations of the charity and have determined a reserve policy that is aimed at protecting a minimum reserve whilst managing funds to ensure that they are appropriately used to support the charity's aims.

The reserves have been set at 6 months of overheads at any one time, currently £61,000.

Principal Funding Sources

The main income streams for the charity were comprised of grants from National Lottery and HAF Bradford Council. Other income was received from a Bradford Council Short Breaks grant, and local choirs' fundraising.

Main expenditure

The major expenditure of the charity is in relation to staff costs and room hire. We feel confident that there will always be a need for our services as our families will always need respite and whilst we have grant funding at the moment, many of our families receive direct payments support, so we continue to explore this and other ways to fund our services.

Investment Policy

Aside from retaining a prudent level of reserves each year, the charity's funds will be invested in activities to further the objects as set out in our Memorandum and Articles of Association. The Board is committed to reinvesting any surplus funds, and will on an annual basis review the charity's investment priorities and agree relevant investments to meet identified needs and opportunities aligned to our objects.

Risk Policy

The charity will implement a reserves policy, agreed by the Trustees with independent financial advice. The Trustees at its quarterly meetings will review any risk and issues raised, information around security and any updates on good governance and management. We will also ensure robust policies and procedures in place and address any gaps in provision.

Structure, Governance and Management

Type of governing document: constitution

How is the charity constituted? Charitable Incorporated Organisation (CIO)

Trustee selection methods: trustees have been recruited to bring a breadth of experience, skills and knowledge to Moor Time, and to represent our community of carers, service users and SEND professionals. Recruitment of new trustees is an open and public process, and done after resignations are made or a gap in skills or the diversity of the board is identified. All trustees are asked to consider potential conflicts of interest, and are subject to a DBS check.

Our trustees

Jane Elliott – Chair – marketing, fundraising, copywriting
 Vicki Street – Secretary – fundraising, management, HR recruitment
 Shain Wells – Treasurer – safeguarding, social policy, mental health care
 Jane Connop – project management, speech and language support
 Karen Goodman – occupational therapy, charity management, safeguarding
 Christine Henney – advocacy, charity management, safeguarding
 Gail Rushton – specialist teaching, specialist out of school care management
 Ella Sanderson – advocacy, childcare, volunteering
 Tanya Young – finance, book keeping, grant applications

Jane Connop and Tanya Young also have paid roles within Moor Time. Their positions were subject to an open and fair recruitment process. They do not take part in any trustee decision-making that could benefit them professionally, and they take no part in Moor Time's pay review sub-committee which is made up of Jane Elliott, Vicki Street and Shain Wells.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature:



Full name: Jane Elliott

Position: Chair

Date: 15/1/26

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the charity for the year ended 30 April 2025 which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

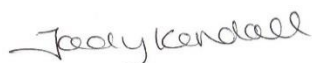
Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:-
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Dated: 4th February 2026

J Kendall ACA
8 Craiglands Park, Ilkley, LS29 8SX

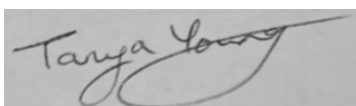
**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2025**

| | Notes | Unrestricted funds £ | Restricted funds £ | Total 2025 £ | Total 2024 £ |
|-----------------------------------------------------------|-------|----------------------------|--------------------------|--------------------|--------------------|
| Income | | | | | |
| Donations | | 3,049 | - | 3,049 | 2,343 |
| Grants | 2 | 151,287 | 8,508 | 159,795 | 98,772 |
| Fees | | 10,294 | - | 10,294 | 8,830 |
| Total incoming resources | | 164,630 | 8,508 | 173,138 | 109,945 |
| Expenditure | | | | | |
| Charitable activities | 3 | 121,046 | 5,824 | 126,870 | 104,361 |
| Total expenditure | | 121,046 | 5,824 | 126,870 | 104,361 |
| Net (expenditure)/income Net movement in funds | | 43,584 | 2,684 | 46,268 | 5,584 |
| Total funds brought forward | | 58,414 | 1,024 | 59,438 | 53,854 |
| Total funds carried forward | | 101,998 | 3,708 | 105,706 | 59,438 |

BALANCE SHEET
AS AT 30 APRIL 2025

| | Notes | Unrestricted funds £ | Restricted funds £ | Total funds 2025 £ | Total funds 2024 £ |
|-------------------------------------------------------|-------|----------------------------|--------------------------|--------------------------|--------------------------|
| Current assets | | | | | |
| Cash at bank | | 103,184 | 3,708 | 106,892 | 60,639 |
| Debtors and Prepayments | | - | - | - | - |
| Total current assets | | 103,184 | 3,708 | 106,892 | 60,639 |
| Total assets | | 103,184 | 3,708 | 106,892 | 60,639 |
| Creditors: amounts falling due within one year | | | | | |
| | | 1,186 | - | 1,186 | 1,201 |
| Total assets less current liabilities | | 101,998 | 3,708 | 105,706 | 59,438 |
| The funds of the charity | | | | | |
| Restricted funds | 5 | - | 3,708 | 3,708 | 1,024 |
| Unrestricted funds | | 101,998 | - | 101,998 | 58,414 |
| Total charity funds | | 101,998 | 3,708 | 105,706 | 59,438 |

The accounts were approved by the trustees on 4th February 2026



Tanya Young
(Treasurer)

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2025

1 Accounting policies

1.1 Basis of preparation

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

Having considered future planned activities and the reserves available to the charity, the trustees are satisfied that the financial statements should be prepared on the going concern basis.

Moor Time meets the definition of a public benefit entity under FRS 102.

1.2 Incoming resources

All income is recognised once the charity has entitlement to the income. It is probable that the income will be received and the amount of income receivable can be measured reliably.

Core funding revenue grants are credited to the income and expenditure account as and when receivable.

Revenue grants for specific project funding are credited to the income and expenditure account as and when receivable and unspent amounts are carried forward as part of the restricted funds in the balance sheet.

Donations and other income are credited to the income and expenditure account as and when receivable.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. These include governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories on the SOFA on a basis designed to reflect the use of the resource.

1.4 Accumulated funds

Unrestricted funds are available to be spent for any of the purposes of the charity. Restricted funds are subject to specific conditions by donors as to how they may be used.

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2025

| 2 | Voluntary income | Total | |
|----------|------------------------------------|----------------|---------------|
| | | 2025 £ | 2024 £ |
| | Grants receivable | | |
| | Restricted projects | | |
| | BMDC – Friendship Grant | - | 1,724 |
| | BMDC – Short Breaks Grant | 4,800 | 5,000 |
| | Historic England | 3,708 | - |
| | | <u>8,508</u> | <u>6,724</u> |
| | Unrestricted projects | | |
| | National Lottery | 80,191 | 29,222 |
| | BMDC - Healthy Activities and Food | 71,096 | 62,826 |
| | | <u>151,287</u> | <u>92,048</u> |
| | | | |
| 2 | Charitable activities | | |
| | Unrestricted Projects | 2025 | 2024 |
| | | £ | £ |
| | Staff and Freelance costs | 82,365 | 78,144 |
| | Rent | 17,252 | 7,664 |
| | Food | 819 | 310 |
| | Trips and activities | 10,994 | 10,760 |
| | Equipment | 6,208 | 2,228 |
| | Insurance | 1,213 | 360 |
| | Office expenses | 1,790 | 2,159 |
| | Volunteer costs | 160 | 30 |
| | Bank Charges | 165 | 286 |
| | Independent examination fee | 80 | 80 |
| | | <u>121,046</u> | <u>98,661</u> |

The Charity received Grant Funding from the National Lottery and BMDC -HAF, held in unrestricted reserves.

Both of these grants are considered to be unrestricted as they relate to the general purpose of the charity and not a specific activity or purpose within the charity.

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2025

3 Charitable activities (ctd)

| Restricted Projects | 2025 | 2024 |
|----------------------|--------------|--------------|
| | £ | £ |
| Rent | - | 600 |
| Equipment | - | - |
| Staff costs | - | 9,046 |
| Trips and activities | 5,824 | 550 |
| Food | - | - |
| Office | - | 150 |
| | <u>5,824</u> | <u>5,700</u> |

4 Staff Costs

| | 2025 | 2024 |
|-----------------------------------------|---------------|---------------|
| | £ | £ |
| Salaries and wages | 71,450 | 68,685 |
| Social Security costs | - | - |
| Employer contribution to pension scheme | 726 | 711 |
| Total | <u>72,176</u> | <u>69,396</u> |
| Other staff costs and expenses | 8,920 | 8,748 |
| Training | 1,268 | 1,120 |
| Total staff costs | <u>82,364</u> | <u>78,144</u> |
| Average number of staff | 14 | 20 |
| Average FTE's | 2.5 | 2.5 |

Highest paid employee is paid below £30,000

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2025

5 Restricted funds

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

| | Movement in funds | | | | |
|---------------------------|-----------------------------|-----------------------|-----------------------|-------------------------------|--------------------------------|
| | Balance at 30 April 2024 | Incoming Resources | Resources Expended | Transfers between funds | Balance at 30 April 2025 |
| | £ | £ | £ | £ | £ |
| BMDC – Friendship Grant | 1,024 | - | (1,024) | - | - |
| BMDC – Short Breaks Grant | - | 4,800 | (4,800) | - | - |
| Historic England | - | 3,708 | - | - | 3,708 |
| | 1,024 | 8,508 | (5,824) | - | 3,708 |

| | Movement in funds | | | | |
|---------------------------|--------------------------|-----------------------|-----------------------|-------------------------------|--------------------------------|
| | Balance at 1 May 2023 | Incoming Resources | Resources Expended | Transfers between funds | Balance at 30 April 2024 |
| | £ | £ | £ | £ | £ |
| BMDC – Friendship Grant | - | 1,724 | (700) | - | 1,024 |
| BMDC – Short Breaks Grant | - | 5,000 | (5,000) | - | - |
| | - | 6,724 | (5,700) | - | 1,024 |

6 Transactions with related parties

Trustees are employed within the Charity in non- Trustee related activities. No Trustee received any remuneration for Trustee activities.

MOOR TIME

England & Wales - Charity number 1201026

Accounts

ANNUAL REPORT

NOV 22-APRIL 24



CONTENTS

| | |
|---------------------------------|----|
| Welcome letter | 3 |
| All about Moor Time | 4 |
| Our mission statement | 6 |
| Case study: L's Story | 7 |
| Our first six months in numbers | 8 |
| Case study: P's Story | 9 |
| What families said about us | 10 |
| Case study: J's Story | 12 |
| How we use our funding | 13 |
| Case study: R's Story | 14 |
| Thank you to funders | 15 |
| Keep in touch | 16 |

MOOR TIME

Reg charity no: 1201026

Darton, Clifford Rd,
Ilkley, LS29 0AL

- moortime.org.uk
- fb.com/moortimecharity
- hello@moortime.org.uk
- 07938 641700



**Moor Time unaudited accounts
for the year ended April 2024**

WELCOME LETTER

Jane Elliott
Moor Time chair



Welcome to Moor Time's first Annual Report! It's been a whirlwind of activity for us recently, so this is an opportunity for us to reflect on how we are doing.

Moor Time launched as a Charitable Incorporated Organisation on November 16th 2022, but before that point we had been running for four years as LS29 Time, a specialist playscheme under the umbrella of another local charity, The LS29 Special Needs Support Group.

We amicably split from LS29 because it made sense for both sides administratively. We remain mutually supportive as two disability charities working in the same region, and we are forever grateful for the wisdom and enthusiasm LS29 shared with us when we were getting established.

With our services for young people with additional needs up and running already and staff, venues and activities remaining largely the same, we hope the transition from LS29 Time to Moor Time has felt fairly seamless for service users and their families. We have continued with our popular holiday clubs and term time Saturday Club sessions. For younger ones, we have offered a fortnightly term time playgroup for under 5s, that has more recently evolved into a holiday stay and play for reception age and younger children, after consultation with families. For our young adults, we offer a supported volunteering scheme for 18-25 year olds. It's great credit to our project manager Jane Connop that all these different services ran smoothly and with glowing feedback.

Her calmness, professionalism and skills at setting up a temporary sensory room in minutes are legendary! Jane C is backed up by a fantastic team of staff and volunteers, who are Moor Time's greatest asset.

None of our services would run at all of course, without our funders. So I would like to take the opportunity on behalf of the board of trustees to say a heartfelt thank you to the National Lottery Community Fund, and to Bradford Council and the Department for Education who fund Moor Time through the Holiday Activities and Food (HAF) scheme. Your support is greatly appreciated by us, and by all the families who use Moor Time.

We have also been busy with moving all our paperwork, marketing and branding over to Moor Time, and I'm personally very grateful to the trustees who helped with this and to Sausage Dog Design Agency for working for free on our new logo and look. All the venues we work from offer views and the chance to get out and enjoy the beautiful West Yorkshire moors, so we love the natural moorland colours and shapes the designers used.

So here's to our early days as Moor Time, and beyond - we're hoping for lots more time for fun, friendships and new experiences!

Jane E

ALL ABOUT MOOR TIME

We provide specialist care to young people aged 0 to 25 with additional needs in the Ilkley and Keighley area of the Bradford district. We give the young people fun, fulfilling, accessible activities to enjoy, while family carers get some respite. Our activities are tailored to young people with learning disability, autism and/or complex medical conditions. Between November '22 and April '24, we offered...

Holiday club

In the major school holidays, the club offered accessible activities and trips out with specialist support.



Saturday club

Our Saturday club ran fortnightly in term time, offering exciting activities that were inclusive of everyone.

Under 5s group

Our reception-age and under group gave little ones with additional needs and their grown ups a place to get together for accessible activities and support.



Supported volunteering

18-25 year olds with additional needs were offered the opportunity to learn new skills, gain training and be part of a working team on our supported volunteering scheme.

OUR MISSION STATEMENT

Moor Time aims to provide fun times for young people with additional needs and respite time for families within a warm and welcoming environment. The individuality of each young person in our care will be respected and nurtured. Our aims and objectives are...

- To offer an inclusive service, accessible to all young people in the community.
- To ensure each young person feels happy, safe and secure, allowing them to learn and develop and experience new adventures.
- To encourage young people to take responsibility for themselves and their actions.
- To encourage young people to develop positive attitudes and respect for themselves and others, in an environment free from bullying and discrimination.
- To provide a wide range of resources and equipment which can be used under safe and supervised conditions.
- To offer a programme of activities which meets the needs of each young person, promoting their physical, intellectual, emotional and social development, enabling them to become confident, independent and co-operative individuals.
- To work in partnership with family carers to provide high quality play and care.
- To review and evaluate our services to ensure that we continue to meet the needs of young people in our care and those of their family carers.
- To employ experienced, well trained staff and offer them appropriate support.
- To comply with the Children's Act 1989, the Childcare Act 2006, and all other relevant legislation.
- To work in partnership with Children's Social Care at Bradford Children and Families Trust (tel 0800 9530966) to ensure our young people, staff and volunteers are safe from harm.

L'S STORY

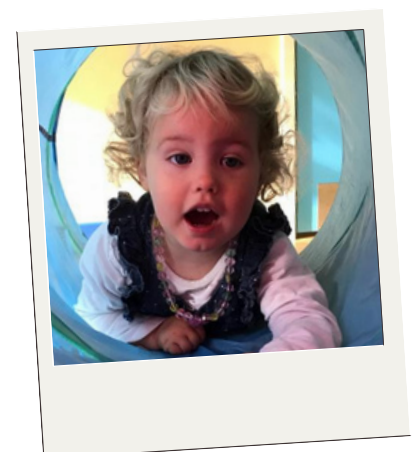
L and her family carers attended our under 5s group regularly. Here her mum tells us in her own words what she and L got out of attending the group...

"L enjoyed the sensory room the most, the dark tent and the big light box. She also liked the singing, music and messy play when there was some.

"It enabled her to spend time with other children and have activities and toys that met her level of understanding and ability in a safe and friendly environment with peers her own age.

"I benefited from being able to take L somewhere for her to play with other kids without being stared at or judged. To be able to talk about struggles with other families in similar circumstances. And to have somewhere inviting to ask questions, take and give advice, and have the opportunity to drink a whole cup of tea and eat a biscuit or cake without having to support L.

"We loved it and were genuinely upset when we could no longer attend."



MOOR TIME IN NUMBERS

From November 2022 to April 2024...

NUMBER OF HOLIDAY CLUB SESSIONS PROVIDED - **52**

NUMBER OF SATURDAY CLUB SESSIONS PROVIDED - **40**

NUMBER OF UNDER 5 GROUP SESSIONS - **38**

YOUNG PEOPLE SUPPORTED - **135**

FAMILY MEMBERS BENEFITTING FROM RESPITE TIME (APPROX) - **405**

HOURS OF CARE OFFERED IN TOTAL - **4416**

PERCENTAGE OF FAMILIES WHO RATED US 4/5 OR ABOVE
FOR CARE IN FEEDBACK SURVEYS - **100%**

P'S STORY

P is a regular at Moor Time's holiday club. Her mum explains what P likes the most about going...

"P thoroughly enjoys everything about Moor Time, especially the staff!"

"The range of activities is great and she is always eager to go to her sessions.

"She benefits greatly from the sessions as it's something to look forward to and she loves to see familiar faces. Boredom and loneliness in the holidays is a big deal to SEN children and the sessions help alleviate this.

"Having a little break especially in the holidays is wonderful and knowing my daughter is in safe hands and enjoying herself makes me feel relaxed."



WHAT FAMILIES SAID ABOUT US

Here is just some of the feedback we have received recently on the services we run...

"I felt confident that my son would be cared for competently and with kindness."

"My son received a lot of attention from caring staff. Consistent staff members mean there is a growing familiarity with his behaviours."

"She has a high level of need. And little communication skills. However, staff seemed to know what she was saying/needing to ensure she was happy and content! Throughout the booking process, talking on the phone I felt she was in good hands and the staff are well trained and use to dealing with children who have a variety of complex needs!"

"It's always excellent, cant fault it, ever."

"She said she wants to go every day."

"Happy with procedures such as nappy changing I felt safe."

"The fact that he is so excited about going to the sessions is testament to how well supported he feels!"

"Great staffing consistency."

"Felt totally at ease in your care."

"It's brilliant and we'd love it if there were more sessions though the holiday but we very much appreciate it as it is!"

"The staff always go above and beyond."

"The staff are amazing, so caring and intuitive."

"Very kind and put the children's needs first at all times"

"A brilliant provision. We're lucky to have a holiday club like this locally. Thank you."

J'S STORY

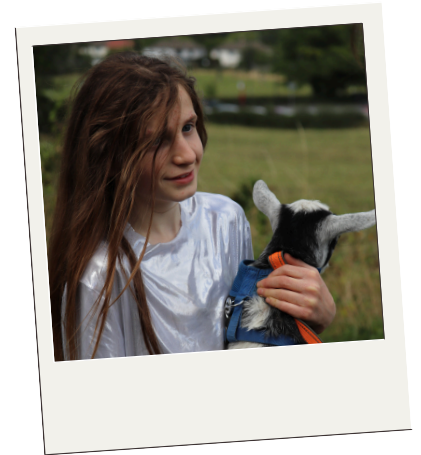
Moor Time regular J really enjoys coming to our Saturday club and holiday club. Along with his mum, he told us what he gets out of it...

J says: "I enjoyed it. I had fun and it was something new and exciting. I got to make friends and talk to people and I feel happy and relaxed there."

His mum says: "We think it's been great for J because he doesn't really have any other independence and this is the only thing he does away from either constant 1:1 school staff or us. It's also the only place he talks to other children because he feels comfortable and relaxed with them. (He rarely engages with other children at school).

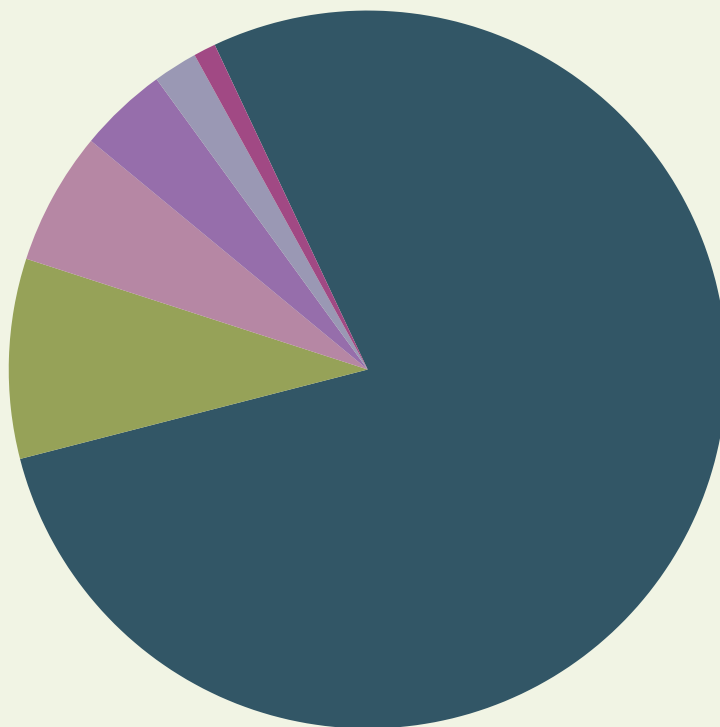
"It gives us and his sister a break and J something to look forward to, and he will cooperatively get up and ready on a Moor Time day, which he won't do the rest of the holidays! The days he's there are more relaxing for us than when he's at school because he's relaxed and happy so we know he won't get sent home because he's struggling with his emotions or come home dysregulated.

"The consistency of staffing he's had has been amazing, because, although he's getting better at it, he's not very good with trusting a new adult and his keyworker is brilliant with him, particularly knowing when to step back and when to step forwards."



HOW WE USED OUR FUNDING

Here's a breakdown of Moor Time's expenditure from November '22 to April '24...



78% - Staffing costs

Moor Time offers young people specialist 1:1 support from experienced SEND professionals. Our staff is our greatest asset as an organisation. This slice of the pie also covers training and DBS costs.



4% - Activities and trips

Moor Time provides activities and trips to suit all the different young people who come to our clubs, meeting their physical and sensory needs and offering the opportunity to get out into the community and practice independence skills.



9% - Rent

We hire venues for our sessions that are fully accessible, offering level access, safely enclosed outside space, sensory rooms and Changing Places facilities where possible.



2% - Equipment

Due to storage issues from not leasing our own venue exclusively, Moor Time owns and maintains just a small but essential stock of play, sensory and mobility equipment.



6% - Administration

Running our services safely means administering care and behavioural plans, medication records, permissions forms and more. This slice of the pie also covers insurance expenses and bank charges.



1% - Food and drink

We offer a selection of healthy snacks and drinks at our Saturday club sessions and under 5s group, and a full hot meal at lunchtime at our holiday club.

R'S STORY

R regularly attended Moor Time holiday club and after turning 18, helped out at sessions as a supported volunteer. She and her mum told us what she got out of the experience...

R said "I'm the best cooker, I like helping and getting confident. I got a uniform, I'm a worker."

Her mum said "Learning skills for work, in such a supportive environment has been really helpful for R. She's had to turn up on time, follow food hygiene rules and instructions. We are very proud of her and she's very proud of herself. Thank you"



THANK YOU!

Moor Time would like to thank the groups and public bodies below for their support during this period. Every donation, large and small, helps us to continue our work with young people with complex needs. The young people, their families and Moor Time staff and trustees greatly appreciate your generosity.



KEEP IN TOUCH

Write to us: Darton, Clifford Rd, Ilkley, LS29 0AL

Email us: hello@moortime.org.uk

Phone us: 07938 641700

Visit our website: moortime.org.uk

Follow us:

 fb.com/moortimecharity

 twitter.com/moortimecharity

 instagram.com/moortimecharity

 tobsky.com/moortimecharity

Charity Registration No. 1201026

MOOR TIME
UNAUDITED ACCOUNTS
FOR THE YEAR ENDED 30 APRIL 2024

MOOR TIME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Jane Elliott
Karen Goodman Picken
Tanya Young
Victoria Street (appointed 8/3/23)
Ella Sanderson (appointed 8/3/23)
Christine Henney (appointed 8/3/23)
Shain Lisa Wells (appointed 8/3/23)
Jane Connop (appointed 8/3/23)
Gail Rushton (appointed 8/3/23)

Charity number

1201026

Principal address

Darton
Clifford Road
ILKLEY
LS29 0AL

Independent examiner

Jody Kendall ACA

MOOR TIME

CONTENTS

| | |
|------------------------------------------|--------------|
| Trustees Report | 4-8 |
| Independent Examiners Report | 9 |
| Statement of Financial Activities | 10 |
| Balance Sheet | 11 |
| Notes to the Accounts | 12-15 |

Charity Trustees' Annual Report

From our launch on 16th November 2022
to 30th April 2024

Charity name: Moor Time

Charity registration number: 1201026

Charity's principal address: Darton, Clifford Rd, Ilkley, LS29 0AL

Objectives and Activities

Moor Time's objectives (as set out in our governing document)

TO RELIEVE THE NEEDS OF CHILDREN AND ADULTS WITH DISABILITIES IN BRADFORD AND NEIGHBOURING LOCAL AUTHORITIES BY PROVIDING SHORT BREAK CARE AND STAFF-SUPPORTED RECREATIONAL ACTIVITIES.

Summary of Moor Time's main activities

Moor Time provides staffed recreational activities for young people with additional needs in the Ilkley and Keighley area of West Yorkshire. Our emphasis is on meeting the leisure and support needs of young people with high level needs and providing family carers with respite. Specifically, we offer:

- A **holiday club** for young people of compulsory school age (aged 5 in Year 1, to 18), five days per week across eight weeks of the major school holidays (Christmas, Easter and Summer). Providing specialist support and adapted and accessible activities so young people with high level needs can take part.
- A **Saturday club** in term time for young people of compulsory school age. Also providing specialist support and adapted and accessible activities to be fully inclusive.
- A **reception-age and under group**. Formerly running as an Under 5s group in term time for little ones with additional needs, this is now a holiday stay and play for children of reception age and under, and a limited number of their siblings. Providing sensory play, support and signposting in a fully accessible environment.
- A **supported volunteering scheme** for 18-25 year olds with additional needs, allowing the volunteers to gain skills and experience and providing peer to peer support.

Public benefit statement

As trustees we have read and understood the Charity Commission's guidance on public benefit. This informs all our planning and objectives as a charity, and we are confident that we are acting in accordance with the guidance.

Achievements and Performance – November '22 – April '24

- **Saturday club sessions** – from November '22 to February '23, we ran five full days of term time Saturday club at the fully accessible Nell Bank Outdoor Activity Centre, split into 10 half-day sessions so we could accommodate a wide range of peer groups. The young people enjoyed new experiences outdoors that helped support sensory needs and motor skill development including woodland sensory play, orienteering, adventure playgrounds, pond dipping, mini bug hunting, and trikes and go carts. At one session for Secondary-age young people, we also welcomed the charity Groundwork to run a cook and eat workshop.

From June '23, Saturday club moved to a new venue, Beechcliffe Special School in Keighley. This had the advantage of meaning we could offer a regular fortnightly service in term-time, and full days - at Nell Bank we had struggled to do this because of other bookings conflicting. It also meant we widened the geographical area that Moor Time services cover into a new area of the Bradford district. Beechcliffe is a fully accessible site with enclosed outside space, a sensory garden, gym, music room, kitchen for baking and food prep activities, and a sensory room.

- **Holiday club** – throughout this period we ran our holiday club in Ben Rhydding at Christmas, Easter and in the summer. Fully accessible activities involved everything from a drumming workshop to disability ping pong tuition and circus skills classes, with a sensory room, soft play activity space and a large field for outside play always available for anyone who needed a break from more structured activities. We also ran regular trips for our secondary-aged group - to a recording studio, a bowling alley, a local park and café and other venues.

In summer 2023, we recognised that our most over-subscribed session was for young people aged 8-17 who are mobile, with severe to profound learning disabilities. This peer group need a high level of supervision and communication support, as most of them are non-verbal or minimally verbal. Many of them are autistic, with co-morbid learning disabilities, genetic conditions, epilepsy and mental health conditions. They benefit from sessions with a high level of staffing and a low number of attendees. For this reason, we added an extra session in the week to accommodate this peer group, which increased our overall holiday club offer from four days per week to five.

In total we ran 52 full-day sessions of holiday club between November '22 and April '24, accommodating an average of 10 young people per session.

- **Under 5s sessions** – From November '22 to March '24, we ran our under 5s playgroup fortnightly in term-time, giving little ones with additional needs and their grown-ups a safe and accessible venue to find information, mutual support and fun. The sessions involved visits from other local charities including SENSE and Bradford Inclusive Disability Service (BIDS), and Bradford Council teams including the Specialist Teaching and Support Service. We celebrated events and seasons throughout the year including lego therapy on National Lego Day, a make-and-eat pancake workshop for Pancake Day, and love heart themed sensory trays for Valentine's Day.

In September '23, we moved venue from the scout hut in Ben Rhydding to Dan's Den, a fully accessible soft play in Ilkley. This saved considerable effort and staff hours in setting up and tidying away play equipment for the group.

Achievements and Performance – November '22 – April '24 (ctd)

After consultation with our Under 5 group families, in March '24 we moved our term-time sessions to the school holidays, as the group evolved into being a stay and play that was open to reception-age children, as well as a limited number of non-disabled siblings. This arrangement works better for working family carers, and also means we are able to accommodate reception-age children who can't attend holiday club any more since we registered with Ofsted.

- **Supported volunteering and volunteering** – during this period we offered 11 individual sessions of supported volunteering for young adults aged 18-25 with additional needs, and 18 individual sessions of volunteering for young adults who are training in relevant areas. Our supported volunteers are encouraged to practice independence skills and act as role models to our younger attendees. We encourage them to follow their interests – for example, a supported volunteer who likes baking has been given the opportunity to do Level 1 Food Hygiene with us.

Our volunteers mainly come from Shipley College Health and Social Care department, who have an on-running relationship with Moor Time of sending students for internships.

- **World Autism Awareness Day (WAAD) event** – In March '23 and March '24 Moor Time had a stall at local Autism charity AWARE's WAAD event at Bradford City Football Ground. These were great opportunities for us to meet hundreds of new families and young people, and also for us to network with professionals and organisations who work in a similar field to Moor Time.
- **Training successes** – March '23 also saw Moor Time staff involved in training around behaviour that challenges. Our project manager Jane Connop qualified as a licensed Team Teach trainer, and 15 Moor Time staff did a day's training in de-escalation techniques. In October '23, we also did hoist training with 24/7 Nursing at Beechcliffe School.
- **Food Hygiene Certificate** – In August '23, Moor Time was inspected for the first time by Public Health, as we prepare food in the kitchen at holiday club to provide a hot lunch to young people. We received a five-star food hygiene certificate.
- **Live music project** – In October '23, we received a Local Friendship Grant from CNET Bradford, to reduce loneliness and encourage friendships in people with sensory impairments. We used the grant to provide a series of six live interactive music workshops at our nurse-led sessions for young people aged 5-17 with medical needs, many of whom are vision or hearing impaired.

We partnered up with local charity AIM (Accessible Inclusive Music) to run the majority of the workshops, with classically trained music students from Leeds University working as facilitators. Other workshops involved drumming with Keighley-based troupe Jamba Samba, and brass band music from Hot Aire.

The project was a great success and Moor Time has continued to work with AIM and other live music performers since the grant ended.

Achievements and Performance – November '22 – April '24 (ctd)

- **Ofsted registration** – in November '23 Moor Time officially registered with Ofsted on the Compulsory Childcare Register, this was the culmination of many months of preparation and administrative work. We received support from Bradford Council's Intelligence and Sufficiency Service to ensure that we were Ofsted-ready and fully compliant before we registered. Ofsted registration brought new opportunities for us in that it meant we were able to run more sessions, and that families had new sources of funding for sessions – for example Childcare Vouchers.

It did mean however we could no longer take reception-age children at holiday club and Saturday club sessions, as we could no longer apply for an Ofsted exemption certificate for this age group. Instead, we moved our Under 5s group to the school holidays and made it a stay and play that welcomed reception-age children as well as pre-schoolers.

- **National Lottery – three-year Reaching Community Grant** – February '24 saw Moor Time receive a new three-year grant from the National Lottery Reaching Communities Fund, continuing the National Lottery's support from a previous grant that had been awarded while we were part of the LS29 Special Needs Support Group, which was then transferred to Moor Time when we separated off.

Alongside funding from Bradford Council's HAF scheme and other funders, the grant ensures the continuation of Moor Time's services until 2027, and we are extremely grateful to the National Lottery and lottery players for their support.

Financial review

Moor Time plans sessions around funding received. Sessions are booked in around 3 months in advance. The majority of Moor Time staff, with the exception of the part-time Project Manager and part-time Finance Officer are on zero hours contracts and therefore Moor Time has a degree of financial security due to low fixed overheads.

Reserves policy

The Trustees' policy is that the charity should have sufficient unrestricted reserves to enable it to meet its financial obligations as and when they fall due without prejudicing the ability of the Charity to raise funding and commit expenditure to its objectives.

The Trustees carefully considered the financial obligations of the charity and have determined a reserve policy that is aimed at protecting a minimum reserve whilst managing funds to ensure that they are appropriately used to support the charity's aims.

The reserves have been set at 6 months of overheads at any one time, currently £22,500.

Principal Funding Sources

The main income streams for the charity were comprised of grants from National Lottery and HAF Bradford Council. Other income was received from a Bradford Council Cost of Living grant, a CNET Bradford grant, and a donation from a local business.

Main expenditure

The major expenditure of the charity is in relation to staff costs and room hire. We feel confident that there will always be a need for our services as our families will always need respite and whilst we have grant funding at the moment, many of our families receive direct payments support, so we continue to explore this and other ways to fund our services.

Investment Policy

Aside from retaining a prudent level of reserves each year, the charity's funds will be invested in activities to further the objects as set out in our Memorandum and Articles of Association. The Board is committed to reinvesting any surplus funds and will on an annual basis review the charity's investment priorities and agree relevant investments to meet identified needs and opportunities aligned to our objects.

Risk Policy

The charity will implement a reserves policy, agreed by the Trustees with independent financial advice. The Trustees at its quarterly meetings will review any risk and issues raised, information around security and any updates on good governance and management. We will also ensure robust policies and procedures in place and address any gaps in provision.

Structure, Governance and Management

Type of governing document: constitution

How is the charity constituted? Charitable Incorporated Organisation (CIO)

Trustee selection methods: trustees have been recruited to bring a breadth of experience, skills and knowledge to Moor Time, and to represent our community of carers, service users and SEND professionals. Recruitment of new trustees is an open and public process and done after resignations are made or a gap in skills or the diversity of the board is identified. All trustees are asked to consider potential conflicts of interest and are subject to a DBS check.

Our trustees

Jane Elliott – Chair – marketing, fundraising, copywriting

Vicki Street – Secretary – fundraising, management, HR recruitment

Shain Wells – Treasurer – safeguarding, social policy, mental health care

Jane Connop – project management, speech and language support

Karen Goodman – occupational therapy, charity management, safeguarding

Christine Henney – advocacy, charity management, safeguarding

Gail Rushton – specialist teaching, specialist out of school care management

Ella Sanderson – advocacy, childcare, volunteering

Tanya Young – finance, book keeping, grant applications

Jane Connop and Tanya Young also have paid roles within Moor Time. Their positions were subject to an open and fair recruitment process. They do not take part in any trustee decision-making that could benefit them professionally, and they take no part in Moor Time's pay review sub-committee which is made up of Jane Elliott, Vicki Street and Shain Wells.

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature:


Full name: Jane Elliott

Position: Chair

Date: 28/1/25

INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the charity for the year ended 30 April 2024 which are set out on pages 10 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.


Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:-
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Acthave not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Dated: 5th February 2025

J Kendall ACA


**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 APRIL 2024**

| | Notes | Unrestricted funds £ | Restricted funds £ | Total 2024 £ | Total 2023 £ |
|------------------------------------|-------|-------------------------|-----------------------|--------------------|--------------------|
| Income | | | | | |
| Donations | | 2,343 | - | 2,343 | 360 |
| Grants | 2 | 92,048 | 6,724 | 98,772 | 28,390 |
| Fees | | 8,830 | - | 8,830 | 2,339 |
| Total incoming resources | | 103,221 | 6,724 | 109,945 | 31,089 |
| Expenditure | | | | | |
| Charitable activities | 3 | 98,661 | 5,700 | 104,361 | 45,703 |
| Total expenditure | | 98,661 | 5,700 | 104,361 | 45,703 |
| Net (expenditure)/income | | | | | |
| Net movement in funds | | 4,560 | 1,024 | 5,584 | (14,614) |
| Total funds brought forward | | 53,854 | - | 53,854 | 53,854 |
| Total funds carried forward | | 58,414 | 1,024 | 59,438 | 53,854 |

BALANCE SHEET
AS AT 30 APRIL 2024

| | Notes | Unrestricted funds £ | Restricted funds £ | Total funds 2024 £ | Total funds 2023 £ |
|-------------------------------------------------------|-------|----------------------------|--------------------------|--------------------------|--------------------------|
| Current assets | | | | | |
| Cash at bank | | 59,615 | 1,024 | 60,639 | 30,282 |
| Debtors and Prepayments | | - | - | - | 25,000 |
| Total current assets | | 59,615 | 1,024 | 60,639 | 55,282 |
| Total assets | | 59,615 | 1,024 | 60,639 | 55,282 |
| Creditors: amounts falling due within one year | | | | | |
| | | 1,201 | - | 1,201 | 1,428 |
| Total assets less current liabilities | | 58,414 | 1,024 | 59,438 | 53,854 |
| The funds of the charity | | | | | |
| Restricted funds | 5 | - | 1,024 | 1,024 | - |
| Unrestricted funds | | 58,414 | - | 58,414 | 53,854 |
| Total charity funds | | 58,414 | 1,024 | 59,438 | 53,854 |

The accounts were approved by the trustees on 28th January 2025



Jane Elliott
(Chair)

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

1 Accounting policies

1.1 Basis of preparation

The accounts are prepared under the historical cost convention.

The accounts have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

Having considered future planned activities and the reserves available to the charity, the trustees are satisfied that the financial statements should be prepared on the going concern basis.

Moor Time meets the definition of a public benefit entity under FRS 102.

1.2 Incoming resources

All income is recognised once the charity has entitlement to the income. It is probable that the income will be received and the amount of income receivable can be measured reliably.

Core funding revenue grants are credited to the income and expenditure account as and when receivable.

Revenue grants for specific project funding are credited to the income and expenditure account as and when receivable and unspent amounts are carried forward as part of the restricted funds in the balance sheet.

Donations and other income are credited to the income and expenditure account as and when receivable.

1.3 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and is reported as part of the expenditure to which it relates.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for beneficiaries. These include governance costs which are those costs associated with meeting the constitutional and statutory requirements of the charity.

All costs are allocated between the expenditure categories on the SOFA on a basis designed to reflect the use of the resource.

1.4 Accumulated funds

Unrestricted funds are available to be spent for any of the purposes of the charity. Restricted funds are subject to specific conditions by donors as to how they may be used.

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

2 Voluntary income

| | Total | |
|------------------------------------|-----------|-----------|
| | 2024 £ | 2023 £ |
| Grants receivable | | |
| Restricted projects | | |
| BMDC – Friendship Grant | 1,724 | - |
| BMDC – Short Breaks Grant | 5,000 | - |
| BMDC – Cost of Living Grant | - | 2,000 |
| | 6,724 | 2,000 |
| Unrestricted projects | | |
| National Lottery | 29,222 | - |
| BMDC - Healthy Activities and Food | 62,826 | 26,390 |
| | 92,048 | 28,390 |

2 Charitable activities

| | 2024 £ | 2023 £ |
|------------------------------|-----------|-----------|
| Unrestricted Projects | | |
| Staff and Freelance costs | 78,144 | 34,903 |
| Rent | 7,664 | 3,052 |
| Food | 310 | 488 |
| Trips and activities | 10,760 | 1,697 |
| Equipment | 2,228 | 508 |
| Insurance | 360 | 540 |
| Office expenses | 2,159 | 1,798 |
| Volunteer costs | 30 | 15 |
| Bank Charges | 286 | 262 |
| Independent examination fee | 80 | 80 |
| | 98,661 | 43,343 |

The Charity received Grant Funding from the National Lottery and BMDC -HAF, held in unrestricted reserves.

Both of these grants are considered to be unrestricted as they relate to the general purpose of the charity and not a specific activity or purpose within the charity.

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

3 Charitable activities (ctd)

| Restricted Projects | 2024 | 2023 |
|----------------------|--------------|--------------|
| | £ | £ |
| Rent | 600 | 900 |
| Equipment | - | 360 |
| Staff costs | 9,046 | 960 |
| Trips and activities | 550 | 100 |
| Food | - | 40 |
| Office | 150 | |
| | <u>5,700</u> | <u>2,360</u> |

4 Staff Costs

| | 2024 | 2023 |
|-----------------------------------------|---------------|---------------|
| | £ | £ |
| Salaries and wages | 68,685 | 30,272 |
| Social Security costs | - | - |
| Employer contribution to pension scheme | 711 | 540 |
| Total | <u>69,396</u> | <u>30,812</u> |
| Other staff costs and expenses | 8,748 | 2,657 |
| Training | 1,120 | 2,394 |
| Total staff costs | <u>78,144</u> | <u>35,863</u> |
| Average number of staff | 20 | 18.4 |
| Average FTE's | 2.5 | 1.8 |

Highest paid employee is paid below £30,000

MOOR TIME

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 APRIL 2024

5 Restricted funds

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

Movement in funds

| | Balance at 1 May 2023 | Incoming Resources | Resources Expended | Transfers between funds | Balance at 30 April 2024 |
|---------------------------|--------------------------|-----------------------|-----------------------|-------------------------------|--------------------------------|
| | £ | £ | £ | £ | £ |
| BMDC – Friendship Grant | - | 1,724 | (700) | - | 1,024 |
| BMDC – Short Breaks Grant | | 5,000 | (5,000) | | |
| | - | 6,724 | (5,700) | - | 1,024 |

Movement in funds

| | Balance at 16 November 2022 | Incoming Resources | Resources Expended | Transfers between funds | Balance at 30 April 2023 |
|-----------------------|--------------------------------|-----------------------|-----------------------|-------------------------------|--------------------------------|
| | £ | £ | £ | £ | £ |
| BMDC – Cost of Living | - | 2,000 | 2,000 | - | - |
| Ghyll Royd Donation | | 360 | 360 | | |
| | - | 2,360 | 2,360 | - | - |

6 Transactions with related parties

Trustees are employed within the Charity in non- Trustee related activities. No Trustee received any remuneration for Trustee activities.

7 Transfer of Funds

Moor Time was registered as a charity on 16th November 2022. Prior to this time all activities were undertaken within the charity LS29 Special Needs Support Group (Registered Charity 1152732).

All assets and liabilities related to the Moor Time activities were transferred as at 16th November 2022.