

ONE TO ONE PROJECT

England & Wales · Charity number 299052

Details

Other names THE ONE TO ONE PROJECT

Status Registered

Legal form Other

Registered 1988-04-19

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

Contact

Address Nelson House
Bergen Way
North Lynn Industrial Estate
Kings Lynn
Norfolk
PE30 2JG

Phone 01553770770

Email onetoneproject@aol.com

Website www.onetoneproject.com

Activities

Objects: TO PROMOTE FOR THE PUBLIC BENEFIT THE PROTECTION AND PRESERVATION OF MENTAL AND EMOTIONAL HEALTH AND STABILITY AND THE RELIEF OF MENTAL AND EMOTIONAL ILLNESS OR DISORDER.

Activities: Counselling, Mentoring and Group Work with individuals experiencing mental health difficulties, including the parents and carers of adults and children suffering from mental health problems or emotional distress.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** People With Disabilities

Geography

- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£237,787	£175,402	-	-
2024-03-31	£216,366	£158,683	-	-
2023-03-31	£176,803	£157,155	-	-
2022-03-31	£191,585	£138,830	-	-
2021-03-31	£189,693	£131,079	-	-

Trustees

Name	Role	Appointed
Dalton Orchard		2023-01-27
Leslie May		2023-10-09
Matt Kalnins		2026-02-06
Simon Clarke		2015-09-17

ONE TO ONE PROJECT

England & Wales - Charity number 299052

Accounts

Trustees statement 2025

Over the past year, we have continued to see growing demand for our services, alongside the increasing complexity of the issues our clients face — a pattern that has steadily intensified since Covid. In response, our team has worked tirelessly to ensure that everyone who reaches out for support receives the help they need, when and how they need it.

Our blended approach — offering both face-to-face sessions and remote support via Zoom — has proved invaluable. It provides greater flexibility and choice, particularly for working clients, carers with young children, and those experiencing isolation across our county. This inclusive model continues to help us reach people who might otherwise find it difficult to access support.

Our demographic data shows that, once again, we are successfully reflecting the diversity of our community in both age and gender, maintaining a strong connection with younger clients while continuing to serve a wide range of individuals across all backgrounds.

The appointment of our Assistant Manager as Placement Lead has further strengthened our service. By streamlining the application process and deepening our relationships with local universities and colleges in Norfolk and Suffolk, we have enhanced our reputation as a welcoming, supportive, and ethical placement provider for trainee counselling practitioners.

We are pleased to have secured both OPCCN and RASAF funding through to 2026. However, the OPCCN funding has been reduced by 50%, and our current National Lottery grant will conclude in November 2025. We are preparing a new funding bid to ensure we can continue offering our essential services to those who rely on us.

Our data continues to highlight the consistently high demand for our work. The success of our hybrid model reflects our core belief in empowering clients and supporting autonomy in their recovery journeys.

The difference this makes to people's lives is profound. By offering flexible, accessible, and compassionate support, we enable individuals to take charge of their recovery and rebuild confidence and self-belief. None of this would be possible without the dedication and compassion of our staff and volunteers, whose commitment continues to be the heartbeat of our organisation. Their care, professionalism, and resilience ensure that we can adapt to changing needs and continue to serve our community with empathy and integrity.

ONE TO ONE PROJECT
Registered Charity no. 299052

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2025**



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**ONE TO ONE PROJECT
LEGAL AND ADMINISTRATIVE DETAILS
YEAR ENDED 31 MARCH 2025**

Registered Charity no. 299052

Address: Ground Floor Office Suite
Nelson House
Bergen Way
North Lynn Industrial Estate
King's Lynn
PE30 2JG

Trustees: S Clarke (Chair)
S Anderson (vice chair)
D Orchard
L May

Independent Examiner: Hayhow and Co
Chartered Certified Accountants & Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

**ONE TO ONE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2025**

The trustees present their annual report and financial statements of the charity for the year ended 31st March 2025. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES

The object of the charity is to promote for the public benefit the protection and preservation of mental and emotional health and stability, and the relief of mental and emotional illness or disorder.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its constitution, which was updated and adopted in May 2010. It was registered as a charity with the Charity Commission in 1984.

APPOINTMENT OF NEW TRUSTEES

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the first AGM following appointment.

TRUSTEES

The charity trustees during the year were as follows:

S Clarke (Chair)
S Anderson (vice chair)
D Orchard
L May

The senior official whom the day to day management of the charity is delegated to by the charity trustees is D Regan.

ACHIEVEMENT AND PERFORMANCE

MISSION STATEMENT

The One to One Projects fundamental aims continue to be:

- To provide long term support services to adults who are disadvantaged by mental ill-health, as well as the parent/carers of those suffering mental health problems that affect their everyday living and which place them or their families at risk of breakdown.
- To reach isolated individuals throughout rural West Norfolk by providing outreach services for Group Work, Counselling and Mentoring services in the home/community, empowering and enabling clients to reintegrate into their local communities

MAIN ACHIEVEMENTS OF THE CHARITY DURING THE YEAR

Over the past year, we have continued to see growing demand for our services, alongside the increasing complexity of the issues our clients face — a pattern that has steadily intensified since Covid. In response, our team has worked tirelessly to ensure that everyone who reaches out for support receives the help they need, when and how they need it.

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REVIEW OF THE FINANCIAL POSITION OF THE CHARITY AND RESERVES POLICY

Financially the charity remains healthy and although the projects are run on a tight budget, we still meet our objectives. The trustees have agreed a reserves policy in line with the organisations objectives and this gives the charity approximately three months running costs should funding be seriously compromised. The present level of reserves is in excess of this policy at £317,731.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to;

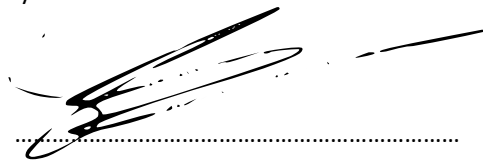
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on.....and signed on their behalf

S Clarke - CHAIRMAN:



**ONE TO ONE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2025**

	Notes	Restricted Fund 2025 £	Unrestricted Fund 2025 £	Total 2025 £	Total 2024 £
<u>INCOMING RESOURCES</u>					
Charitable activities		-	452	452	3,190
Grants and Funding		228,098		228,098	213,176
Donations		3,519	2,283	5,802	-
Investments		3,435	-	3,435	-
Total Income	3	235,052	2,735	237,787	216,365
<u>RESOURCES EXPENDED</u>					
Charitable activities	4	174,084	-	174,084	157,543
Governance costs	5	1,318	-	1,318	1,140
Total Expenditure		175,402	-	175,402	158,683
Net income/(expenditure)		59,650	2,735	62,385	57,683
Transfer between funds				-	-
Total funds brought forward		252,156	3,190	255,346	197,663
Total funds carried forward		311,806	5,925	317,731	255,346

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

The notes on pages 8 to 13 form part of these accounts

**ONE TO ONE PROJECT
BALANCE SHEET
YEAR ENDED 31 MARCH 2025**

	Notes	<u>2025</u>		<u>2024</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Equipment	6		1,439		1,229
<u>CURRENT ASSETS</u>					
Debtors	7	7,441		7,789	
Cash at bank		320,583		270,037	
		<u>328,024</u>		<u>277,826</u>	
<u>CURRENT LIABILITIES</u>					
Creditors	8	1,230		1,112	
Deferred income - unrestricted funds					
Deferred income - restricted funds		10,502		22,597	
		<u>11,732</u>		<u>23,709</u>	
<u>NET CURRENT ASSETS</u>			316,292		254,117
<u>NET ASSETS</u>			<u><u>317,731</u></u>		<u><u>255,346</u></u>
<u>FUNDS OF THE CHARITY</u>					
Unrestricted Reserves	12		5,925		3,190
Restricted Reserves	13		311,806		252,156
<u>TOTAL FUNDS</u>			<u><u>317,731</u></u>		<u><u>255,346</u></u>

Approved by the Trustees on..... and signed on their behalf

S Clarke - Chairman

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Investment income is recognised on a receivable basis. No income is shown net of expenditure.

2.2 Fund Accounting

The charity has a restricted income fund to account for situations where a donor or grant provider requires that a donation or grant must be spent on a particular purpose or where funds have been raised for a particular purpose.

All other funds are unrestricted income funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity.

2.3 Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services as supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of charitable activities are those costs incurred by the charity in meeting its charitable objectives

- Governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with the constitutional and statutory requirements.

2.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised at original cost of acquisition.

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:

- | | |
|-----------|------------------------------|
| Equipment | - 25% Reducing balance basis |
|-----------|------------------------------|

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

	Restricted 2025 £	Unrestricted 2025 £	Total 2025 £	Total 2024 £
3 Incoming Resources				
Charitable Activities				
Training		-	-	1,000
Workshops & Fundraising		172	172	62
Room rent		280	280	280
Grants and Funding				
Grants	228,098		228,098	213,176
Funding			-	-
Donations and Legacies	3,519	2,283	5,802	1,848
Donations			-	-
Compensation			-	-
Investments				
Interest	3,435		3,435	-
Total	235,052	2,735	237,787	216,365

	Restricted 2025 £	Unrestricted 2025 £	Total 2025 £	Total 2024 £
4 Charitable Activities				
Salaries and Expenses	102,688		102,688	84,367
Training and Supervision	13,373		13,373	15,260
Recruitment	147		147	1,512
Group Work	13,167		13,167	16,520
Travelling expenses	1,559		1,559	1,492
Rent, rates and service charges	20,035		20,035	16,784
Outreach venues	540		540	955
Light & Heat	2,321		2,321	2,321
Equipment & Leasing	3,014		3,014	3,184
Telephone and Internet	6,194		6,194	4,640
Insurance	1,841		1,841	1,824
Sundries	(1,581)		(1,581)	2,428
Postage and Stationery	1,633		1,633	2,061
Repairs & Maintenance	1,325		1,325	-
Depreciation	480		480	409
Subscriptions	352		352	2,902
Legal & Professional	2,640		2,640	239
Fundraising	2,333		2,333	464
Bank Charges	168		168	181
Computer costs	1,854		1,854	-
	174,084	-	174,084	157,544

5 Governance costs				
Accountancy	1,318	-	1,318	1,140

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

6 Fixed Assets	Equipment	Total
	£	£
Cost		
at 1 April 2024	8,309	8,309
Additions	690	690
At 31 March 2025	<u><u>8,999</u></u>	<u><u>8,999</u></u>
Depreciation		
at 1 April 2024	7,081	7,081
Charge for year	480	480
At 31 March 2025	<u><u>7,560</u></u>	<u><u>7,560</u></u>
 Net book value		
As 31 March 2024	<u><u>1,229</u></u>	<u><u>1,229</u></u>
 Net book value		
As 31 March 2025	<u><u>1,439</u></u>	<u><u>1,439</u></u>

7 Debtors	2025	2024
	£	£
Prepayments	6,337	6,144
Wages Control		1,645
Paye and Nic	1,104	-
	<u><u>7,441</u></u>	<u><u>7,789</u></u>

8 Creditors	2025	2024
	£	£
Trade creditors	-	-
Taxation and social security	-	-
Wages control		
Accruals	1,230	1,112
	<u><u>1,230</u></u>	<u><u>1,112</u></u>

**ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025**

9 Staff Costs	2025	2024
	£	£
Salaries	97,484	81,403
Social Security	3,719	1,199
Employer Pension	1,485	1,369
Subcontract	-	396
	<u>102,688</u>	<u>84,367</u>

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

Trustees are not remunerated. No expenses are reimbursed to Trustees.

10 Staff numbers

Manager	1	1
Administration	3	3
	<u>4</u>	<u>4</u>

11 Analysis of net assets between funds

	<u>Restricted</u>	<u>Unrestricted</u>	
	<u>Fund</u>	<u>Fund</u>	<u>Total</u>
Tangible fixed assets	1,439	-	1,439
Current assets	322,099	5,925	328,024
Current liabilities	(11,732)		(11,732)
	<u>311,806</u>	<u>5,925</u>	<u>317,731</u>

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2025

12 Unrestricted Funds

	Balance At 1.4.2024 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2025 £
General Fund	3,190	2,735	-		5,925
	3,190	2,735	-	0	5,925

13 Restricted Funds

	Balance At 1.4.2024 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2025 £
Big Lottery fund grant	252,156	133,983	146,766		239,373
Groundwork (UK)	-				-
OPCCN	-	75,872	10,393		65,479
Investment income	-	3,435			3,435
Sue Lambert Trust	-	18,243	18,243		-
Donations		3,519			3,519
	252,156	235,052	175,402	-	311,806
Total Funds	255,346	237,787	175,402	-	317,731

13a Purpose of restricted funds

Big Lottery fund:	To cover the costs of providing mental health counselling and services and the running costs of the charity
RASAF	To cover the costs of providing mental health counselling and services
OPCCN	To cover the costs of providing mental health counselling and services

13 Related party transactions

During the year the charity paid D Orchard, a trustee, £2,117 for IT services.

ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2025

I report on the accounts of the Trust for the year ended 31 March 2025, which are set out on pages 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- 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.

**ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2025**

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;
or
- the accounts did not accord with the accounting records; or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Julie Gladman FCCA
Hayhow & Co
Chartered Certified Accountants
19 King Street
King's Lynn
Norfolk
PE30 1HB**

Date:

Independent examination letter of representation

To: Julie Gladman Independent Examiner on behalf of Hayhow & Co

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the One To One Project financial statements for the year ended 31 March 2025. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

1. We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
- 2 We confirm that the charitable company qualifies as small in accordance with the conditions set out in chapter 1 of part 15 of the Companies Act 2006.
3. We confirm that the One To One Project was entitled to exemption under section 144 of the Charities Act 2011 the requirement to have its financial statements for the financial year ended 31 March 2025 audited.
4. We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter dated, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
5. All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
6. All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
7. The financial statements are free of material misstatements, including omissions.
8. The effects of uncorrected misstatements are immaterial both individually and in total.

Assets and liabilities

9. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
10. All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
11. We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

12. The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Legal claims

14. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

Laws and regulations

15. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

16. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Subsequent events

17. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

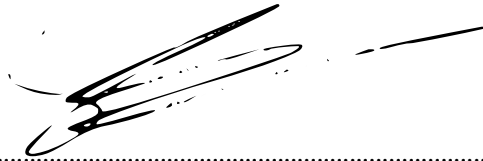
Going concern

18. We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

19. All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully



.....
Signed on behalf of the board of trustees

Date 13/11/25.....

ONE TO ONE PROJECT

England & Wales - Charity number 299052

Accounts

ONE TO ONE PROJECT
Registered Charity no. 299052

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2024**



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**ONE TO ONE PROJECT
LEGAL AND ADMINISTRATIVE DETAILS
YEAR ENDED 31 MARCH 2024**

Registered Charity no. 299052

Address: Ground Floor Office Suite
Nelson House
Bergen Way
North Lynn Industrial Estate
King's Lynn
PE30 2JG

Trustees: S Clarke (Chair)
N Steele resigned 17/10/2023
R Swinburn resigned 17/10/2023
Dalton Orchard
L May appointed 17/10/2023
S Anderson (vice chair)appointed 17/10/2023
R Wilson appointed 17/10/2023 resigned 4.12.2023

Independent Examiner: Hayhow and Co
Chartered Certified Accountants & Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

**ONE TO ONE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2024**

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The object of the charity is to promote for the public benefit the protection and preservation of mental and emotional health and stability, and the relief of mental and emotional illness or disorder.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its constitution, which was updated and adopted in May 2010. It was registered as a charity with the Charity Commission in 1984.

APPOINTMENT OF NEW TRUSTEES

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the first AGM following appointment.

TRUSTEES

The charity trustees during the year were as follows:

S Clarke (Chair)
N Steele resigned 17/10/2023
R Swinburn resigned 17/10/2023
Dalton Orchard
L May appointed 17/10/2023
S Anderson (vice chair)appointed 17/10/2023
R Wilson appointed 17/10/2023 resigned 4.12.2023

The senior official whom the day to day management of the charity is delegated to by the charity trustees is D Regan.

ACHIEVEMENT AND PERFORMANCE

MISSION STATEMENT

The One to One Projects fundamental aims continue to be:

- To provide long term support services to adults who are disadvantaged by mental ill-health, as well as the parent/carers of those suffering mental health problems that affect their everyday living and which place them or their families at risk of breakdown.
- To reach isolated individuals throughout rural West Norfolk by providing outreach services for Group Work, Counselling and Mentoring services in the home/community, empowering and enabling clients to reintegrate into their local communities

MAIN ACHIEVEMENTS OF THE CHARITY DURING THE YEAR

We continue to observe the ongoing impact of COVID-19, reflected in the increased demand for our services and the more complex issues presented by our clients. We have maintained our support for clients through both face-to-face interactions and remote sessions via Zoom. This dual approach offers greater flexibility and choice, accommodating working clients and carers with children, and helps address pockets of isolation within the county.

Our demographic data shows that we effectively mirror the community in terms of age and gender, which helps us maintain a younger client base. We currently have an outreach program in Fakenham and are exploring additional outreach locations to enhance accessibility in West Norfolk, King's Lynn, and North Norfolk, although sustaining these outreaches can be challenging.

We are also considering developing our allotment to offer mental health sessions and outdoor activities, particularly to encourage more males to access our services, especially in the context of sexual violence (SV).

With the appointment of our Assistant manager as placement lead, we have streamlined the application process and strengthened our relationships with educational institutions in Norfolk and Suffolk. This has enhanced our reputation as a supportive and ethical placement provider for students training to become counselling practitioners.

We are fortunate to have received another grant from the lottery, which will cover 50% of our running costs over the next three years, until 2025. Additionally, we have secured a contract with the OPCCN grant through to 2025.

Our current data continues to show the high demand for our services, supported by our hybrid provision. This approach allows us to offer more choices to our clients, aligning with our philosophical stance of empowering clients and promoting autonomy in their recovery plans.

The impact on our clients has been profound. By providing flexible and accessible support options, we have enabled many individuals to take control of their recovery journey, fostering a sense of empowerment and self-determination. Our commitment to delivering support, demonstrated by both staff and volunteers, has been pivotal in helping adults disadvantaged by mental health issues. This dedication underscores our project's flexibility and resilience, ensuring that we can meet the diverse needs of our community.

REVIEW OF THE FINANCIAL POSITION OF THE CHARITY AND RESERVES POLICY

Financially the charity remains healthy and although the projects are run on a tight budget, we still meet our objectives. The trustees have agreed a reserves policy in line with the organisations objectives and this gives the charity approximately three months running costs should funding be seriously compromised. The present level of reserves held is £255,346

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to;

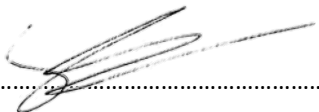
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on.....and signed on their behalf

S Clarke - CHAIRMAN:

.....

**ONE TO ONE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2024**


	Notes	Restricted Fund 2024 £	Unrestricted Fund 2024 £	Total 2024 £	Total 2023 £
<u>INCOMING RESOURCES</u>					
Charitable activities		-	3,190	3,190	1,045
Grants and Funding		213,176		213,176	167,335
Donations		-	-	-	8,424
Investments		-	-	-	-
Total Income	3	213,176	3,190	216,366	176,803
<u>RESOURCES EXPENDED</u>					
Charitable activities	4	144,543	13,000	157,543	156,015
Governance costs	5	1,140	-	1,140	1,140
Total Expenditure		145,683	13,000	158,683	157,155
Net income/(expenditure)		67,493	(9,810)	57,683	19,648
Transfer between funds				-	-
Total funds brought forward		184,663	13,000	197,663	178,015
Total funds carried forward		252,156	3,190	255,346	197,663

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

The notes on pages 8 to 13 form part of these accounts

**ONE TO ONE PROJECT
BALANCE SHEET
YEAR ENDED 31 MARCH 2024**

	Notes	<u>2024</u>		<u>2023</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Equipment	6		1,229		1,638
<u>CURRENT ASSETS</u>					
Debtors	7	7,789		31,256	
Cash at bank		<u>270,037</u>		<u>187,463</u>	
		277,826		218,720	
<u>CURRENT LIABILITIES</u>					
Creditors	8	1,112		1,112	
Deferred income - unrestricted funds				12,500	
Deferred income - restricted funds		<u>22,597</u>		<u>9,083</u>	
		23,709		22,695	
<u>NET CURRENT ASSETS</u>			254,117		196,025
<u>NET ASSETS</u>			<u><u>255,346</u></u>		<u><u>197,663</u></u>
<u>FUNDS OF THE CHARITY</u>					
Unrestricted Reserves	12		3,190		13,000
Restricted Reserves	13		252,156		184,663
<u>TOTAL FUNDS</u>			<u><u>255,346</u></u>		<u><u>197,663</u></u>

Approved by the Trustees on.......... and signed on their behalf

S Clarke - Chairman

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Investment income is recognised on a receivable basis. No income is shown net of expenditure.

2.2 Fund Accounting

The charity has a restricted income fund to account for situations where a donor or grant provider requires that a donation or grant must be spent on a particular purpose or where funds have been raised for a particular purpose.

All other funds are unrestricted income funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity.

2.3 Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services as supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of charitable activities are those costs incurred by the charity in meeting its charitable objectives

- Governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with the constitutional and statutory requirements.

2.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised at original cost of acquisition.

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:

- | | |
|-----------|------------------------------|
| Equipment | - 25% Reducing balance basis |
|-----------|------------------------------|

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

	Restricted 2024 £	Unrestricted 2024 £	Total 2024 £	Total 2023 £
3 Incoming Resources				
Charitable Activities				
Training		1,000	1,000	-
Workshops & Fundraising		62	62	765
Room rent		280	280	280
Grants and Funding				
Grants	213,176		213,176	167,335
Funding			-	-
Donations and Legacies		1,848	1,848	
Donations			-	8,424
Compensation			-	-
Investments			-	-
Interest			-	-
Total	213,176	3,190	216,366	176,803
	Restricted 2024 £	Unrestricted 2024 £	Total 2024 £	Total 2023 £
4 Charitable Activities				
Salaries and Expenses	84,367		84,367	62,798
Training and Supervision	15,260		15,260	17,366
Recruitment	1,512		1,512	992
Group Work	16,520		16,520	33,955
Travelling expenses	1,492		1,492	580
Rent, rates and service charges	3,784	13,000	16,784	16,875
Outreach venues	955		955	276
Light & Heat	2,321		2,321	2,321
Equipment & Leasing	3,184		3,184	3,978
Telephone and Internet	4,640		4,640	4,172
Insurance	1,824		1,824	2,583
Sundries	2,428		2,428	311
Postage and Stationery	2,061		2,061	2,165
Repairs & Maintenance			-	5,956
Depreciation	409		409	546
Subscriptions	2,902		2,902	325
Legal & Professional	239		239	323
Fundraising	464		464	358
Bank Charges	181		181	134
Bank Interest			-	-
	144,543	13,000	157,543	156,015
5 Governance costs				
Accountancy	1,140.00	-	1,140	1,140

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024

6 Fixed Assets	Equipment	Total
	£	£
Cost		
at 1 April 2023	8,309	8,309
Additions	-	-
At 31 March 2023	<u>8,309</u>	<u>8,309</u>
Depreciation		
at 1 April 2023	6,671	6,671
Charge for year	410	410
At 31 March 2022	<u>7,081</u>	<u>7,081</u>
 Net book value		
As 31 March 2022	<u>1,229</u>	<u>1,229</u>
 Net book value		
As 31 March 2024	<u>1,229</u>	<u>1,229</u>
 7 Debtors	2024	2023
	£	£
Prepayments	6,144	4,941
Taxation and social security	1,645	5,398
Debtors	-	20,917
	<u>7,789</u>	<u>31,256</u>
 8 Creditors	2024	2023
	£	£
Trade creditors	-	-
Taxation and social security	-	-
Wages control		
Accruals	1,112	1,112
	<u>1,112</u>	<u>1,112</u>

**ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2024**

9 Staff Costs	2024	2023
	£	£
Salaries	81,403	61,966
Social Security	1,199	33
Employer Pension	1,369	799
subcontract	396	
	<u>84,367</u>	<u>62,798</u>

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

Trustees are not remunerated. No expenses are reimbursed to Trustees.

10 Staff numbers

Manager	1	1
Administration	3	3
	<u>4</u>	<u>4</u>

11 Analysis of net assets between funds

	<u>Restricted</u>	<u>Unrestricted</u>	
	<u>Fund</u>	<u>Fund</u>	<u>Total</u>
Tangible fixed assets	1,229	-	1,229
Current assets	274,636	3,190	277,826
Current liabilities	(23,709)		(23,709)
	<u>252,156</u>	<u>3,190</u>	<u>255,346</u>

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

12 Unrestricted Funds

	Balance At 1.4.2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2024 £
General Fund	-	3,190			3,190
Lloyds Foundation	13,000		13,000	-	-
	13,000	3,190	13,000	0	3,190

13 Restricted Funds

	Balance At 1.4.2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2024 £
Big Lottery fund grant	158,746	125,147	31,737		252,156
Groundwork (UK)	1,000	-	1,000		-
OPCCN	20,917	75,872	96,789		-
NCC	4,000		4,000		-
Sue Lambert Trust		12,157	12,157		
	184,663	213,176	145,683	-	252,156
Total Funds	197,663	216,366	158,683	-	255,346

13a Purpose of restricted funds

Big Lottery fund:	To cover the costs of providing mental health counselling and services
Groundwork (UK)	To cover the costs of providing mental health counselling and services
OPCCN	is a pilot scheme for two years that funding is restricted to a programme from 01/04/2022 to 31/03/24
NCC	To cover the cost of providing mental health counselling and services

13 Related party transactions

During the year the charity paid D Orchard, a trustee, £1,894 for IT services.

ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2024

I report on the accounts of the Trust for the year ended 31 March 2024, which are set out on pages 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- 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.

**ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2024**

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;
or
- the accounts did not accord with the accounting records; or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Julie Gladman FCCA
Hayhow & Co
Chartered Certified Accountants
19 King Street
King's Lynn
Norfolk
PE30 1HB**

Date:

ONE TO ONE PROJECT

England & Wales - Charity number 299052

Accounts

ONE TO ONE PROJECT
Registered Charity no. 299052

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2023**



ONE TO ONE PROJECT
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YEAR ENDED 31 MARCH 2023

Legal and administrative information	1
Trustees' report	2-5
Statement of financial activities	6
Balance sheet	7
Notes to financial statements	8-13
Independent examiners report	14-15

**ONE TO ONE PROJECT
LEGAL AND ADMINISTRATIVE DETAILS
YEAR ENDED 31 MARCH 2023**

Registered Charity no. 299052

Address: Ground Floor Office Suite
Nelson House
Bergen Way
North Lynn Industrial Estate
King's Lynn
PE30 2JG

Trustees: C MacLeod (Chair) (Resigned 31/01/23)
S Clarke (Vice Chair) (Appointed Chair 31/01/23)
N Steele
R Swinburn
Dalton Orchard (Appointed 27/01/23)

Independent Examiner: Hayhow and Co
Chartered Certified Accountants & Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

**ONE TO ONE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2023**

The trustees present their annual report and financial statements of the charity for the year ended 31st March 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES

The object of the charity is to promote for the public benefit the protection and preservation of mental and emotional health and stability, and the relief of mental and emotional illness or disorder.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its constitution, which was updated and adopted in May 2010. It was registered as a charity with the Charity Commission in 1984.

APPOINTMENT OF NEW TRUSTEES

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the first AGM following appointment.

TRUSTEES

The charity trustees during the year were as follows:

C MacLeod (Chair) (Resigned 31/01/23)
S Clarke (Vice Chair) (Appointed Chair 31/01/23)
N Steele
J R Swinburn
D Orchard (Appointed 27/01/23)

The senior official whom the day to day management of the charity is delegated to by the charity trustees is D Regan.

ACHIEVEMENT AND PERFORMANCE

MISSION STATEMENT

The One to One Projects fundamental aims continue to be:

- To provide long term support services to adults who are disadvantaged by mental ill-health, as well as the parent/carers of those suffering mental health problems that affect their everyday living and which place them or their families at risk of breakdown.
- To reach isolated individuals throughout rural West Norfolk by providing outreach services for Group Work, Counselling and Mentoring services in the home/community, empowering and enabling clients to reintegrate into their local communities

MAIN ACHIEVEMENTS OF THE CHARITY DURING THE YEAR

Although it has been three years since the pandemic, we are still seeing the impact of that experience on mental health which is evidenced in the demand for services, in addition to clients presenting with much more complex issues.

We continue to support clients both face to face and remotely (online supported by Zoom) offering a wider choice for clients, but also, our aim is to address pockets of isolation within the county.

In terms of demographics, we mirror the community in terms of age and gender and continue to see a younger demographic in the service since we now deliver within a hybrid provision. We monitor access to services within the project and currently have only an outreach at Fakenham but will be looking at other potential outreach areas to increase accessibility within west Norfolk, Kings Lynn, and North Norfolk.

We have fostered good relationships with education providers within both Norfolk and Suffolk for students studying to become counselling practitioners and continue to offer placements. These facilities gain us, as a placement provider, a reputation for being a supportive and ethical placement where students can complete their training hours.

We were lucky to receive another grant from the lottery which funds 50% of our running costs over the next 3 years (until 2025) and we are waiting confirmation of the OPCCN grant and its extension to 2025.

Again, within our current data, we continue to evidence the demand on our services through our hybrid provision meaning the project is able to offer more choice. This embeds the projects philosophical stance of empowerment and autonomy for the client maximising the choice into their own recovery plan. We as a service, (staff and volunteers included) continued to demonstrate a commitment to deliver support to the community, with adults disadvantaged by mental health, proving our flexibility and resilience as a project.

REVIEW OF THE FINANCIAL POSITION OF THE CHARITY AND RESERVES POLICY

Financially the charity remains healthy and although the projects are run on a tight budget, we still meet our objectives. The trustees have agreed a reserves policy in line with the organisations objectives and this gives the charity approximately three months running costs should funding be seriously compromised. The present level of reserves held is £197,663.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to;

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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on.....and signed on their behalf

S Clarke - CHAIRMAN: 

**ONE TO ONE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2023**

	Notes	Restricted Fund 2023 £	Unrestricted Fund 2023 £	Total 2023 £	Total 2022 £
<u>INCOMING RESOURCES</u>					
Charitable activities		-	1,045	1,045	3,319
Grants and Funding		140,085	27,250	167,335	185,649
Donations		-	8,424	8,424	2,617
Investments		-	-	-	-
Total Income	3	140,085	36,718	176,803	191,585
<u>RESOURCES EXPENDED</u>					
Charitable activities	4	141,765	14,250	156,015	137,774
Governance costs	5	1,140	-	1,140	1,056
Total Expenditure		142,905	14,250	157,155	138,830
Net income/(expenditure)		(2,820)	22,468	19,648	52,755
Transfer between funds		9,468	(9,468)	-	-
Total funds brought forward		178,015	-	178,015	125,260
Total funds carried forward		184,663	13,000	197,663	178,015

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

The notes on pages 8 to 13 form part of these accounts

**ONE TO ONE PROJECT
BALANCE SHEET
YEAR ENDED 31 MARCH 2023**

	Notes	<u>2023</u>		<u>2022</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Equipment	6		1,638		33
<u>CURRENT ASSETS</u>					
Debtors	7	31,256		47,610	
Cash at bank		187,463		143,952	
		<u>218,720</u>		<u>191,562</u>	
<u>CURRENT LIABILITIES</u>					
Creditors	8	1,112		1,080	
Deferred income - unrestricted funds		12,500		12,500	
Deferred income - restricted funds		9,083			
		<u>22,695</u>		<u>13,580</u>	
<u>NET CURRENT ASSETS</u>			196,025		177,982
<u>NET ASSETS</u>			<u><u>197,663</u></u>		<u><u>178,015</u></u>
<u>FUNDS OF THE CHARITY</u>					
Unrestricted Reserves	12		13,000		-
Restricted Reserves	13		184,663		178,015
<u>TOTAL FUNDS</u>			<u><u>197,663</u></u>		<u><u>178,015</u></u>

Approved by the Trustees on.......... and signed on their behalf

S Clarke - Chairman

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Investment income is recognised on a receivable basis. No income is shown net of expenditure.

2.2 Fund Accounting

The charity has a restricted income fund to account for situations where a donor or grant provider requires that a donation or grant must be spent on a particular purpose or where funds have been raised for a particular purpose.

All other funds are unrestricted income funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity.

2.3 Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services as supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of charitable activities are those costs incurred by the charity in meeting its charitable objectives

- Governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with the constitutional and statutory requirements.

2.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised at original cost of acquisition.

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:

- | | |
|-----------|------------------------------|
| Equipment | - 25% Reducing balance basis |
|-----------|------------------------------|

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

	Restricted 2023 £	Unrestricted 2023 £	Total 2023 £	Total 2022 £
3 Incoming Resources				
Charitable Activities				
Training			-	-
Workshops & Fundraising		765	765	2,638
Room rent		280	280	681
Grants and Funding				
Grants	140,085	27,250	167,335	185,649
Funding			-	-
Donations and Legacies				
Donations		8,424	8,424	2,577
Compensation			-	40
Investments				
Interest			-	-
Total	140,085	36,718	176,803	191,585
	Restricted 2023 £	Unrestricted 2023 £	Total 2023 £	Total 2022 £
4 Charitable Activities				
Salaries and Expenses	62,798		62,798	58,241
Training and Supervision	17,366		17,366	14,772
Recruitment	992		992	581
Group Work	33,955		33,955	31,757
Travelling expenses	580		580	-
Rent, rates and service charges	2,625	14,250	16,875	16,875
Outreach venues	276		276	-
Light & Heat	2,321		2,321	2,321
Equipment & Leasing	3,978		3,978	4,460
Telephone and Internet	4,172		4,172	3,433
Insurance	2,583		2,583	2,546
Sundries	311		311	31
Postage and Stationery	2,165		2,165	2,196
Repairs & Maintenance	5,956		5,956	-
Depreciation	546		546	11
Subscriptions	325		325	535
Legal & Professional	323		323	-
Fundraising	358		358	-
Bank Charges	134		134	15
Bank Interest			-	-
	141,765	14,250	156,015	137,774
5 Governance costs				
Accountancy	1,140.00	-	1,140	1,056

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

6 Fixed Assets	Equipment	Total
	£	£
Cost		
at 1 April 2022	6,158	6,158
Additions	2,151	2,151
At 31 March 2023	<u><u>8,309</u></u>	<u><u>8,309</u></u>
Depreciation		
at 1 April 2022	6,125	6,125
Charge for year	546	546
At 31 March 2022	<u><u>6,671</u></u>	<u><u>6,671</u></u>
 Net book value		
As 31 March 2022	<u><u>33</u></u>	<u><u>33</u></u>
 Net book value		
As 31 March 2023	<u><u>1,638</u></u>	<u><u>1,638</u></u>
 7 Debtors	2023	2022
	£	£
Prepayments	4,941	4,941
Taxation and social security	5,398	3,002
Debtors	20,917	39,667
	<u><u>31,256</u></u>	<u><u>47,610</u></u>
 8 Creditors	2023	2022
	£	£
Trade creditors	-	-
Taxation and social security	-	-
Wages control		
Accruals	1,112	1,080
	<u><u>1,112</u></u>	<u><u>1,080</u></u>

**ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023**

9 Staff Costs	2023	2022
	£	£
Salaries	61,966	57,122
Social Security	33	232
Employer Pension	799	887
	<u>62,798</u>	<u>58,241</u>

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

Trustees are not remunerated. No expenses are reimbursed to Trustees.

10 Staff numbers

Manager	1	1
Administration	3	2
	<u>4</u>	<u>3</u>

11 Analysis of net assets between funds

	<u>Restricted</u>	<u>Unrestricted</u>	
	<u>Fund</u>	<u>Fund</u>	<u>Total</u>
Tangible fixed assets	1,638	-	1,638
Current assets	193,220	25,500	218,720
Current liabilities	(10,195)	(12,500)	(22,695)
	<u>184,663</u>	<u>13,000</u>	<u>197,663</u>

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2023

12 Unrestricted Funds

	Balance At 1.4.2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2023 £
General Fund	-	9,468		9,468	-
Lloyds Foundation	-	27,250	14,250	-	13,000
	-	36,718	14,250	9,468	13,000

13 Restricted Funds

	Balance At 1.4.2022 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2023 £
Big Lottery fund grant	119,835	45,416	15,973	9,468	158,746
Groundwork (UK)	1,000	-			1,000
OPCCN	57,180	90,669	126,932		20,917
NCC	-	4,000			4,000
	178,015	140,085	142,905	9,468	184,663

Total Funds	178,015	176,803	157,155	18,936	197,663
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13a Purpose of restricted funds

Big Lottery fund:	To cover the costs of providing mental health counselling and services
Groundwork (UK)	To cover the costs of providing mental health counselling and services
OPCCN	is a pilot scheme for two years that funding is restricted to a programme from 01/04/2021 to 31/03/23
NCC	To cover the cost of providing mental health counselling and services

13 Related party transactions

During the year the charity paid D Orchard, a trustee, £2,763 for IT services. This comprised £2,663 paid prior to his appointment on 27 January 2023, and £100 thereafter.

ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2023

I report on the accounts of the Trust for the year ended 31 March 2023, which are set out on pages 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act); and
- 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.

**ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2023**

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;
or
- the accounts did not accord with the accounting records; or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Julie Gladman FCCA
Hayhow & Co
Chartered Certified Accountants
19 King Street
King's Lynn
Norfolk
PE30 1HB**

Date: 5th Sept 2023



ONE TO ONE PROJECT

England & Wales - Charity number 299052

Accounts

ONE TO ONE PROJECT
Registered Charity no. 299052

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2022**



**ONE TO ONE PROJECT
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YEAR ENDED 31 MARCH 2022**

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Trustees' report	2-5
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Balance sheet	7
Notes to financial statements	8-13
Independent examiners report	14-15

**ONE TO ONE PROJECT
LEGAL AND ADMINISTRATIVE DETAILS
YEAR ENDED 31 MARCH 2022**

Registered Charity no.

299052

Address:

Ground Floor Office Suite
Nelson House
Bergen Way
North Lynn Industrial Estate
King's Lynn
PE30 2JG

Trustees:

C MacLeod (Chair)
S Clarke (Vice Chair)
N Steele
R Swinburn

Independent Examiner:

Hayhow and Co
Chartered Certified Accountants & Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

**ONE TO ONE PROJECT
TRUSTEES REPORT
YEAR ENDED 31 MARCH 2022**

The trustees present their annual report and financial statements of the charity for the year ended 31st March 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES

The object of the charity is to promote for the public benefit the protection and preservation of mental and emotional health and stability, and the relief of mental and emotional illness or disorder.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its constitution, which was updated and adopted in May 2010. It was registered as a charity with the Charity Commission in 1984.

APPOINTMENT OF NEW TRUSTEES

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the first AGM following appointment.

TRUSTEES

The charity trustees during the year were as follows:

C MacLeod (Chair)
S Clarke (Vice Chair)
N Steele
J R Swinburn

The senior official whom the day to day management of the charity is delegated to by the charity trustees is D Regan.

ACHIEVEMENT AND PERFORMANCE

MISSION STATEMENT

The One to One Projects fundamental aims continue to be:

- To provide long term support services to adults who are disadvantaged by mental ill-health, as well as the parent/carers of those suffering mental health problems that affect their everyday living and which place them or their families at risk of breakdown.
- To reach isolated individuals throughout rural West Norfolk by providing outreach services for Group Work, Counselling and Mentoring services in the home/community, empowering and enabling clients to reintegrate into their local communities

MAIN ACHIEVEMENTS OF THE CHARITY DURING THE YEAR

Again we have seen a particularly challenging year in terms of demand for services, demonstrating the real impact of covid on mental health wellbeing in the community.

During this time we have converted the service into hybrid services delivering both a remote and face to face provision. Initially we saw 1/3 clients wanting face to face support whereas, the remainder of clients were happy to be supported remotely, however we are seeing this slowly rise again as the environment has become more conducive. We are still engaging a lower age demographic, as before, the majority of this age group remaining happy to be supported within our remote provision which enables us to reach isolated individuals throughout rural Norfolk.

The project remains a viable support placement provision for local educational institutes, maintaining a good reputation within the community. Many students remain in the service once qualified, and having specialised commissioned work in the project, practitioners are happy to upskill in this area as a continual personal and professional development of their vocation.

We continue to be led by our community feedback, although in terms of demographics, the project is currently mirroring the community and, therefore a remote provision is vital to continue that support within the community with a continual review in terms of being fit for purpose.

We have evidenced, over the last few years, the resilience of the project, in terms of our adaptability to deliver, current demand and continuation of support delivered through a hybrid provision. Moreover, we have demonstrated, as a project, the commitment of all staff and volunteers, to continue to deliver support to the community, to adults who are disadvantaged by mental health, as well as parent/carers of those suffering mental health problems.

REVIEW OF THE FINANCIAL POSITION OF THE CHARITY AND RESERVES POLICY

Financially the charity remains healthy and although the projects are run on a tight budget, we still meet our objectives. The trustees have agreed a reserves policy in line with the organisations objectives and this gives the charity approximately three months running costs should funding be seriously compromised. The present level of reserves held is £178,015.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to;

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

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations.

They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 30/11/22and signed on their behalf

C MacLeod - CHAIRMAN: 

**ONE TO ONE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2022**

	Notes	Restricted Fund 2022 £	Unrestricted Fund 2022 £	Total 2022 £	Total 2021 £
<u>INCOMING RESOURCES</u>					
Charitable activities		-	3,319	3,319	1,591
Grants and Funding		159,669	25,980	185,649	179,425
Donations		-	2,617	2,617	8,677
Investments		-	-	-	-
Total Income	3	<u>159,669</u>	<u>31,916</u>	<u>191,585</u>	<u>189,693</u>
<u>RESOURCES EXPENDED</u>					
Charitable activities	4	106,914	30,860	137,774	129,975
Governance costs	5	-	1,056	1,056	1,104
Total Expenditure		<u>106,914</u>	<u>31,916</u>	<u>138,830</u>	<u>131,079</u>
Net income/(expenditure)		52,755	0	52,755	58,614
Transfer between funds		-	-	-	-
Total funds brought forward		125,260	-	125,260	66,646
Total funds carried forward		<u>178,015</u>	<u>-</u>	<u>178,015</u>	<u>125,260</u>


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

The notes on pages 8 to 13 form part of these accounts

ONE TO ONE PROJECT
BALANCE SHEET
YEAR ENDED 31 MARCH 2022

	Notes	<u>2022</u>		<u>2021</u>	
		£	£	£	£
<u>FIXED ASSETS</u>					
Equipment	6		33		44
<u>CURRENT ASSETS</u>					
Debtors	7	47,610		25,706	
Cash at bank		<u>143,952</u>		<u>114,094</u>	
		191,562		139,800	
<u>CURRENT LIABILITIES</u>					
Creditors	8	1,080		1,104	
Deferred income - unrestricted funds		<u>12,500</u>		<u>13,480</u>	
		13,580		14,584	
<u>NET CURRENT ASSETS</u>			177,982		125,216
<u>NET ASSETS</u>			<u><u>178,015</u></u>		<u><u>125,260</u></u>
<u>FUNDS OF THE CHARITY</u>					
Unrestricted Reserves	12		-		-
Restricted Reserves	13		178,015		125,260
<u>TOTAL FUNDS</u>			<u><u>178,015</u></u>		<u><u>125,260</u></u>

Approved by the Trustees on 30/11/22 and signed on their behalf

C MacLeod - CHAIRMAN: 

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Investment income is recognised on a receivable basis. No income is shown net of expenditure.

2.2 Fund Accounting

The charity has a restricted income fund to account for situations where a donor or grant provider requires that a donation or grant must be spent on a particular purpose or where funds have been raised for a particular purpose.

All other funds are unrestricted income funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity.

2.3 Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services as supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of charitable activities are those costs incurred by the charity in meeting its charitable objectives

- Governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with the constitutional and statutory requirements.

2.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised at original cost of acquisition.

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:

- Equipment - 25% Reducing balance basis

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

	Restricted 2022 £	Unrestricted 2022 £	Total 2022 £	Total 2021 £
3 Incoming Resources				
Charitable Activities				
Training	-	-	-	-
Workshops & Fundraising	-	2,638	2,638	1,460
Room rent	-	681	681	131
Grants and Funding				
Grants	159,669	25,980	185,649	179,425
Funding	-	-	-	-
Donations and Legacies				
Donations	-	2,577	2,577	8,602
Compensation	-	40	40	75
Investments				
Interest	-	-	-	-
Total	159,669	31,916	191,585	189,693

	Restricted 2022 £	Unrestricted 2022 £	Total 2022 £	Total 2021 £
4 Charitable Activities				
Salaries and Expenses	58,241	-	58,241	64,210
Training and Supervision	14,772	-	14,772	8,238
Recruitment	581	-	581	769
Group Work	22,877	8,880	31,757	21,299
Travelling expenses	-	-	-	-
Rent, rates and service charges	-	16,875	16,875	16,875
Outreach venues	-	-	-	28
Light & Heat	2,096	225	2,321	2,321
Equipment & Leasing	3,937	523	4,460	6,308
Telephone and Internet	1,442	1,991	3,433	2,711
Insurance	1,273	1,273	2,546	2,396
Sundries	-	31	31	90
Postage and Stationery	1,427	769	2,196	3,520
Depreciation	-	11	11	15
Subscriptions	268	267	535	575
Legal & Professional	-	-	-	620
Fundraising	-	-	-	-
Bank Charges	-	15	15	-
Bank Interest	-	-	-	-
	106,914	30,860	137,774	129,975

5 Governance costs

Accountancy	-	1,056	1,056	1,260
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ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022

6 Fixed Assets	Equipment £	Total £
Cost		
at 1 April 2021	6,158	6,158
Additions	-	-
At 31 March 2022	<u>6,158</u>	<u>6,158</u>
Depreciation		
at 1 April 2021	6,114	6,114
Charge for year	11	11
At 31 March 2022	<u>6,125</u>	<u>6,125</u>
Net book value		
As 31 March 2021	<u>44</u>	<u>44</u>
Net book value		
As 31 March 2022	<u>33</u>	<u>33</u>

7 Debtors	2022 £	2021 £
Prepayments	4,941	5,186
Taxation and social security	3,002	1,770
Debtors	39,667	18,750
	<u>47,610</u>	<u>25,706</u>

8 Creditors	2022 £	2021 £
Trade creditors	-	-
Taxation and social security	-	-
Accruals	1,080	1,104
	<u>1,080</u>	<u>1,104</u>

**ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2022**

9 Staff Costs	2022	2021
	£	£
Salaries	57,122	61,364
Social Security	232	1,831
Employer Pension	887	1,015
	<u>58,241</u>	<u>64,210</u>

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

Trustees are not remunerated. No expenses are reimbursed to Trustees.

10 Staff numbers

Manager	1	1
Administration	2	2
	<u>3</u>	<u>3</u>

11 Analysis of net assets between funds

	<u>Restricted</u>	<u>Unrestricted</u>	<u>Total</u>
	<u>Fund</u>	<u>Fund</u>	
Tangible fixed assets	33	-	33
Current assets	179,062	12,500	191,562
Current liabilities	(1,080)	(12,500)	(13,580)
	<u>178,015</u>	<u>-</u>	<u>178,015</u>

**ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021**

12 Unrestricted Funds

	Balance At 1.4.2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2022 £
General Fund	-	31,916	31,916	-	-
	-	31,916	31,916	0	-

13 Restricted Funds

	Balance At 1.4.2021 £	Incoming Resources £	Outgoing Resources £	Transfers £	Balance at 31.03.2022 £
Big Lottery fund grant	44,835	75,000			119,835
White Cube Limited	52,000		52,000		-
Groundwork (UK)	-	1,000			1,000
OPCCN	28,425	83,669	54,914		57,180
Lloyds Foundation	-	-			-
	125,260	159,669	106,914	-	178,015
Total Funds	125,260	191,585	138,830	-	178,015

13a Purpose of restricted funds

Big Lottery fund:	to cover the costs of providing mental health counselling and services
Groundwork (UK)	
OPCCN	is a pilot scheme for two years that funding is restricted to a programme from 01/04/2021 to 31/03/23
Lloyds Foundation	Two year project from October 2021 to October 2023.

13 Related party transactions

There are no related party transactions to report.

**ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2022**

I report on the accounts of the Trust for the year ended 31 March 2022, which are set out on pages 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- 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.

**ONE TO ONE PROJECT
INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE ONE TO ONE PROJECT
YEAR ENDED 31 MARCH 2022**

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act;
or
- the accounts did not accord with the accounting records; or
- the accounts did 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 come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

**Julie Gladman FCCA
Hayhow & Co
Chartered Certified Accountants
19 King Street
King's Lynn
Norfolk
PE30 1HB**

Date:

Independent examination letter of representation

To: Julie Gladman Independent Examiner on behalf of Hayhow & Co

The following representations are made on the basis of enquiries of management and staff with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the One To One Project financial statements for the year ended 31 March 2022. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

1. We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.
2. We confirm that the charitable company qualifies as small in accordance with the conditions set out in chapter 1 of part 15 of the Companies Act 2006.
3. We confirm that the One To One Project was entitled to exemption under section 144 of the Charities Act 2011 the requirement to have its financial statements for the financial year ended 31 March 2022 audited.
4. We have fulfilled our responsibilities as trustees as set out in the terms of your engagement letter dated, under the Charities Act 2011 for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.
5. All the transactions undertaken by the charity have been properly reflected and recorded in the accounting records.
6. All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charity, and with all other records and related information requested, including minutes of all management and trustee meetings and correspondence with The Charity Commission.
7. The financial statements are free of material misstatements, including omissions.
8. The effects of uncorrected misstatements are immaterial both individually and in total.

Assets and liabilities

9. The charity has satisfactory title to all assets and there are no liens or encumbrances on the charity's assets, except for those that are disclosed in the notes to the financial statements.
10. All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.
11. We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

12. The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Legal claims

14. We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

Laws and regulations

15. We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

16. Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Subsequent events

17. All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

18. We believe that the charity's financial statements should be prepared on a going concern basis on the grounds that current and future sources of funding or support will be more than adequate for the charity's needs. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charity's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

19. All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Yours faithfully



.....
Signed on behalf of the board of trustees

Date 30/4/22

ONE TO ONE PROJECT

England & Wales - Charity number 299052

Accounts



**TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST MARCH 2021**

ONE TO ONE PROJECT
Registered Charity no. 299052

1	Legal and administrative information
2-5	Trustees' report
6	Statement of financial activities
7	Balance sheet
8-13	Notes to financial statements
14-15	Independent examiners report

Registered Charity no.

299052

Address:

Ground Floor Office Suite
Nelson House
Bergen Way
North Lynn Industrial Estate
King's Lynn
PE30 2JG

Trustees:

C Macleod (Chair)
S Clarke (Vice Chair)
J Wrout
N Steele
R Swinburn

Independent Examiner:

Hayhow and Co
Chartered Certified Accountants & Business Advisers
19 King Street
King's Lynn
Norfolk
PE30 1HB

The trustees present their annual report and financial statements of the charity for the year ended 31st March 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's constitution, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

OBJECTIVES

The object of the charity is to promote for the public benefit the protection and preservation of mental and emotional health and stability, and the relief of mental and emotional illness or disorder.

STRUCTURE, GOVERNANCE AND MANAGEMENT

GOVERNING DOCUMENT

The charity is governed by its constitution, which was updated and adopted in May 2010. It was registered as a charity with the Charity Commission in 1984.

APPOINTMENT OF NEW TRUSTEES

All members are invited to nominate Trustees, together with nominations from the management team and the existing Trustees. Those nominated and appointed are elected at the first AGM following appointment.

TRUSTEES

The charity trustees during the year were as follows:

C MacLeod (Chair)
S Clarke (Vice Chair)
J Wrot
N Steele
J R Swinburn

The senior official whom the day to day management of the charity is delegated to by the charity trustees is D Regan.

The last two years have shown not only the resilience of the Project but also the commitment of all staff and volunteers to continue to deliver support to the community. In terms of demographics the Project is currently mirroring the community and since 2020 have engaged a much younger demographic, therefore vital the remote provision is continually reviewed.

The Project remains a viable support provision for local educational institutes, maintaining a good reputation within the community. Having received additional commissioned work this year student counsellors, after qualifying, are remaining with the Project to work on the commissioned services which has allowed a wide skills base to be retained. A clear focus on support for all volunteers in the service has been maintained, being particularly prevalent in the environment during the Project is now looking at piloting further platforms enabling programmes for the younger service user. Whilst continuing to review the services originally provided the referrals received have doubled, but we continue to support the community by remote services - Again we have seen a challenging year, having to rely on Government guidelines to direct our service delivery and witness the impact of the pandemic on mental health. During this time the number of referrals received have doubled, but we continue to support the community by remote services -

MAIN ACHIEVEMENTS OF THE CHARITY DURING THE YEAR

- To reach isolated individuals throughout rural West Norfolk by providing outreach services for Group Work, Counselling and Mentoring services in the home/community, empowering and enabling clients to reintegrate into their local communities
- To provide long term support services to adults who are disadvantaged by mental ill-health, as well as the parent/carers of those suffering mental health problems that affect their everyday living and which place them or their families at risk of breakdown.

The One to One Projects fundamental aims continue to be:

MISSION STATEMENT

ACHIEVEMENT AND PERFORMANCE

REVIEW OF THE FINANCIAL POSITION OF THE CHARITY AND RESERVES POLICY

Financially the charity remains healthy and although the projects are run on a tight budget, we still meet our objectives. The trustees have agreed a reserves policy in line with the organisations objectives and this gives the charity approximately three months running costs should funding be seriously compromised. The present level of reserves held is £125,260.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to;

- select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements, and

- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

This report was approved by the Trustees on 18/12/21 and signed on their behalf

CS



C MacLeod - CHAIRMAN:

**ONE TO ONE PROJECT
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 31 MARCH 2021**

	Notes	£	£	£	£
		Restricted	Unrestricted	Total	Total
		Fund 2021	Fund 2021	2021	2020
		£	£	£	£
INCOMING RESOURCES					
Charitable activities		-	1,591	1,591	2,916
Grants and Funding		179,425	-	179,425	103,184
Donations		1,117	7,560	8,677	25,479
Investments		-	-	-	93
Total Income	3	180,542	9,151	189,693	131,672
RESOURCES EXPENDED					
Charitable activities	4	67,380	62,595	129,975	138,663
Governance costs	5	-	1,104	1,104	1,260
Total Expenditure		67,380	63,699	131,079	139,923
Net income/(expenditure)		113,162	(54,548)	58,614	(8,251)
Transfer between funds		-	0.00	-	-
Total funds brought forward		12,098	54,548	66,646	74,897
Total funds carried forward		125,260	-	125,260	66,646

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

The notes on pages 8 to 13 form part of these accounts

**ONE TO ONE PROJECT
BALANCE SHEET
YEAR ENDED 31 MARCH 2021**

	Notes	2021	2020
		£	£
FIXED ASSETS			
Equipment	6	44	59
CURRENT ASSETS			
Debtors	7	25,706	29,803
Cash at bank		114,094	51,392
CURRENT LIABILITIES			
Creditors	8	1,104	1,128
Deferred income - restricted funds		13,480	13,480
		14,584	14,608
NET CURRENT ASSETS		125,216	66,587
NET ASSETS		125,260	66,646
FUNDS OF THE CHARITY			
Unrestricted Reserves	12	-	54,548
Restricted Reserves	13	125,260	12,098
TOTAL FUNDS		125,260	66,646

Approved by the Trustees on 18/11/21 and signed on their behalf



C Macleod - CHAIRMAN:

1. Principal Accounting Policies

1.1 Basis of Preparation

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

The accounts have been prepared in accordance with:

- the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).
- and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

1.2 Change in basis of accounting

There has been no change to the accounting policies since last year.

1.3 Changes to previous accounts

No changes have been made to accounts for previous years.

2. Accounting Policies

2.1 Incoming Resources

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Investment income is recognised on a receivable basis. No income is shown net of expenditure.

2.2 Fund Accounting

The charity has a restricted income fund to account for situations where a donor or grant provider requires that a donation or grant must be spent on a particular purpose or where funds have been raised for a particular purpose.

All other funds are unrestricted income funds which are available for use at the discretion of the trustees in furtherance of general objectives of the charity.

2.3 Resources Expended

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services as supplied. Other grant payments are recognised when a constructive obligation arises that results in the payment being unavoidable.

- Costs of charitable activities are those costs incurred by the charity in meeting its charitable objectives

Governance costs include those incurred in the governance of the charity and its assets, and are primarily associated with the constitutional and statutory requirements.

2.4 Tangible Fixed Assets and Depreciation

Tangible fixed assets are capitalised at original cost of acquisition.

Depreciation is calculated to write off the costs of each asset over its estimated useful life at the following rates:

Equipment - 25% Reducing balance basis

ONE TO ONE PROJECT
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 31 MARCH 2021

	3 Incoming Resources		4 Charitable Activities		5 Governance costs	
	Restricted	Unrestricted	Restricted	Unrestricted	Restricted	Unrestricted
	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£
Charitable Activities						
Training	976	-				
Workshops & Fundraising	1,775	1,460	1,460	1,460		
Room rent	165	131		131		
Grants and Funding						
Grants	179,425	-				
Funding	85,296	179,425				
Donations and Legacies						
Donations	1,117	7,485				
Compensation	-	75				
Investments						
Interest	-	-				
Total	180,542	9,151	180,542	9,151	189,693	131,672
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£
Salaries and Expenses	13,746	50,464	13,746	50,464	64,210	64,930
Training and Supervision	1,782	6,456	1,782	6,456	8,238	13,847
Recruitment	769	-	769	-	769	1,767
Group Work	21,299	-	21,299	-	21,299	12,623
Travelling expenses	-	-	-	-	-	10,645
Rent, rates and service charges	16,875	-	16,875	-	16,875	16,875
Outreach venues	28	-	28	-	28	1,020
Light & Heat	2,321	-	2,321	-	2,321	2,321
Equipment & Leasing	5,046	1,262	5,046	1,262	6,308	6,483
Telephone and Internet	1,120	1,591	1,120	1,591	2,711	1,340
Insurance	1,198	1,198	1,198	1,198	2,396	2,323
Sundries	-	90	-	90	90	185
Postage and Stationery	2,288	1,232	2,288	1,232	3,520	2,858
Depreciation	-	15	-	15	15	20
Subscriptions	288	287	288	287	575	584
Legal & Professional	620	-	620	-	620	-
Fundraising	-	-	-	-	-	586
Bank Charges	-	-	-	-	-	250
Bank Interest	-	-	-	-	-	6
Total	67,380	62,595	67,380	62,595	129,975	138,663
	Restricted	Unrestricted	Restricted	Unrestricted	Total	Total
	2021	2021	2021	2021	2021	2020
	£	£	£	£	£	£
Accountancy	-	1,104	-	1,104	1,104	1,260

ONE TO ONE PROJECT
 NOTES TO THE FINANCIAL STATEMENTS
 YEAR ENDED 31 MARCH 2021

6 Fixed Assets		Equipment		Total	
Cost	at 1 April 2020	at 1 April 2020	6,158	6,158	6,158
Additions	At 31 March 2021	-	6,158	-	6,158
Depreciation	at 1 April 2020	6,099	6,099	6,099	6,099
Charge for year	At 31 March 2021	15	6,114	15	6,114
Net book value	As 31 March 2020	59	59	59	59
Net book value	As 31 March 2021	44	44	44	44
7 Debtors					
Prepayments	5,186	5,186	5,234	1,060	23,509
Taxation and social security	1,770	1,770	1,060	23,509	29,803
Debtors	18,750	18,750	23,509	29,803	29,803
8 Creditors					
Trade Creditors	-	-	48	-	48
Taxation and social security	-	-	-	-	-
Accruals	1,104	1,104	1,080	1,080	1,080
	1,104	1,104	1,128	1,080	1,128

	2021	2020
9 Staff Costs	£ 64,210	£ 64,930
Salaries	61,364	62,366
Social Security	1,831	1,763
Employer Pension	1,015	801

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

Trustees are not remunerated. No expenses are reimbursed to Trustees.

10 Staff numbers

Manager	1	1
Administration	2	2
	<u>3</u>	<u>3</u>

11 Analysis of net assets between funds

	Restricted Fund	Unrestricted Fund	Total
Tangible fixed assets	44	-	44
Current assets	139,800	-	139,800
Current liabilities	(14,584)	0	(14,584)
	<u>125,260</u>	<u>-</u>	<u>125,260</u>

I report on the accounts of the Trust for the year ended 31 March 2021, which are set out on pages 1 to 11.

This report is made solely to the charity's trustees, as a body, in accordance with section 154 of the Charities Act. My independent examiner's work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity, the charity's members as a body and the charity's trustees as a body for my independent examiner's work, for this report, or for the opinions I have formed.

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 of the Charities Act 2011 ('the Charities Act') and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act; and
- 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.

Date:

Julie Gladman FCCA
Hayhow & Co
Chartered Certified Accountants
19 King Street
King's Lynn
Norfolk
PE30 1HB

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

the accounts did 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.

- the accounts did not accord with the accounting records; or
- the accounting records were not kept in accordance with section 130 of the Charities Act;
or

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

Independent examiner's statement

