

Damask Community Outreach

Northern Ireland · Charity number 102073

Details

Known as	Damask
Status	Overdue
Registered	2015-06-30
Register	View on the Charity Commission for Northern Ireland register

Contact

Address	Lisburn Methodist Church Seymour Street Lisburn County Antrim BT27 4xg BT27 4XG
Phone	07808909192
Email	info@damasklisburn.org
Website	damasklisburn.org

Activities

Purposes: The company's objects are specifically restricted to the prevention and relief of poverty, and the promotion of the benefit of the inhabitants (hereinafter called the "beneficiaries") of the East Lisburn area and its surrounding environs ("hereinafter called the "area of benefit") by associating the churches, statutory and local authorities, and voluntary organisations in a common effort to advance education, and provide facilities in the interests of social welfare for recreation or other leisure-time occupation, with the object of improving the conditions of life for the said inhabitants and in particular: (a) to advance the education and promote the wellbeing of children, young people and their parents / carers through the provision of educational and recreational activities; (b) to provide free confidential advice, guidance and counsel for those in need, or distress within the area of benefit and to alleviate hardship through the provision of food parcels and other goods either directly or through charity partners approved by the directors; (c) to promote the benefit of the elderly through the provision of recreational activities, and a befriending service; (d) to undertake the above objects in accordance with the company's ethos as outlined in Appendix 1; (e) to advance any other exclusively charitable purpose as the directors may from time to time, decide in accordance with the law of charity.

What the charity does: The prevention or relief of poverty, The advancement of education, The advancement of citizenship or community development, The relief of those in need by reason of youth, age, ill-health, disability, financial hardship or other disadvantage

How the charity works:

Advice/advocacy/information, Counselling/support, Education/training, Playgroup/after schools, Relief of poverty, Sport/recreation, Volunteer development, Youth development

Who the charity helps: Children (5-13 year olds), Community safety/crime prevention, General public, Older people, Parents, Preschool (0-5 year olds), Unemployed/low income, Voluntary and community sector, Volunteers, Youth (14-25 year olds)

Finances

Period end	Income	Expenditure	Assets	Employees
2024-03-31	£26,359	£27,734	£0	1

Trustees

Name	Role	Appointed
Adrienne Stewart		
Catherine Millar		
Don Kinghan		
Gillian Colligan		
Harold Baird		
Jim Irwin		
Michelle Baird		
Mr Eric Rainey Cvo Mbe DI		
Ms Anne Maxwell		
Nigel Fitton		
Rev David Turtle		
Shirley Carrington		

Accounts

Company Registration Number: NI608313
Charity Number: 102073

Damask Community Outreach
(A company limited by guarantee, not having a share capital)

Annual Report and Unaudited Financial Statements
for the financial year ended 31 March 2024

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
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Damask Community Outreach
(A company limited by guarantee, not having a share capital)
TRUSTEES' AND OTHER INFORMATION

Trustees

Mr James Edward Irwin
Rev David Lee Turtle
Miss Jennifer Michelle Baird
Mr John Harold Baird
Mrs Shirley Anne Carrington
Mr William Donald Kinghan
Ms Anne Teresa Maxwell
Mr William Eric Rainey
Mrs Janet Adrienne Stewart
Dr David Lindsay Easson (Resigned 27 June 2023)

Chairperson

Mr John Harold Baird

Charity Number in Northern Ireland

102073

Company Registration Number

NI608313

Principal Address

16 Adlon Crescent
Lisburn
Co. Antrim
BT28 2EG

Independent Examiner

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Principal Bankers

Danske Bank
PO Box 183
Donegall Square West
Belfast
BT1 6JS

Solicitors

Carson McDowell
Murray House
4 Murray Street
Belfast
Co Antrim
BT1 6DN

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
TRUSTEES' ANNUAL REPORT
for the financial year ended 31 March 2024

The trustees present their Trustees' Annual Report, combining the Directors' Report and Trustees' Report, and the unaudited financial statements for the financial year ended 31 March 2024.

The financial statements are prepared in accordance with the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Trustees' Report contains the information required to be provided in the Trustees' Annual Report under the Statement of Recommended Practice (SORP) guidelines. The trustees of the charity are also charity trustees for the purpose of charity law and under the charity's constitution are known as members of the board of trustees.

In this report the trustees of Damask Community Outreach present a summary of its purpose, governance, activities, achievements and finances for the financial year 31 March 2024.

The charity is a registered charity and hence the report and results are presented in a form which complies with the requirements of the Companies Act 2006 and, although not obliged to comply with the Statement of Recommended Practice applicable in the UK and Republic of Ireland FRS 102, the organisation has implemented its recommendations where relevant in these financial statements.

Mission, Objectives and Strategy

Mission Statement

Objectives and aims

Damask Community Outreach was formed in July 2011 to work primarily in the community of East Lisburn. The mission statement of Damask Community Outreach is "Dedicated to providing safe, inclusive and challenging opportunities that are changing lives and building futures in our community." The key purpose and services provided by Damask were established in response to an audit carried out in the community. The public benefit delivered by Damask provides support for older people, parents and carers and young people through a range of activities and programmes, together with advice services and support to those experiencing health problems, loneliness, unemployment, age related problems, poverty and financial difficulties.

Damask Community Outreach is a Christian faith-based organisation, working in partnership with Seymour Street Methodist Church, but is open to all and committed to equality of opportunity for all people, regardless of religious belief, political opinion, race, age, marital status, sexual orientation, gender, disability or dependency. Damask is committed to building partnerships in the community with statutory agencies and with other relevant groups and organisations to ensure that it can offer a wide range of services that match the needs of the community and help with the personal development of individuals.

Ensuring the work delivers the aims of the company

The aims, objectives and activities are reviewed throughout the year at Damask Board Management meetings held bi-monthly. These meetings review what has been achieved and the outcomes of the work. The effect of each key programme and service and the benefits they have brought to the community and the groups are reviewed systematically. This process helps ensure that aims, objectives, programmes and services remain focused on the stated purposes. The Board refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives, and in planning its programmes and services.

Overview of activities

The Advice Service operated throughout the year until February 2024. Counselling support has continued to be provided by Ricky Keag.

The youth programme continued to run until the end of January 2024, led by Rebecca Wills and the Seymour Street Youth Pastor, Ashleigh O'Sullivan. The youth work was supported with grants from Victoria Homes and Policing and Community Safety Partnership.

The Damask Wellbeing Programme has successfully continued to run a Tuesday morning programme with a well-attended Pilates Class and indoor bowls followed by a social time with tea and coffee. Local Councillor Gary Hynds attends the social time providing an opportunity to discuss housing problems and any local issues. From February 2024 this year the programme was expanded to include a variety of activities organised fortnightly. The activities were funded by a grant from Lisburn and Castlereagh City Council Hardship Fund.

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TRUSTEES' ANNUAL REPORT

for the financial year ended 31 March 2024

A Coronation Party was organised in May 2023 funded by Lisburn and Castlereagh City Council.

The Toddlers group continued its weekly meeting.

Fund raising through regular Car Boot Sales carried on throughout the year. Although they could not be held every month, they still made an important contribution to Damask funds. Damask with help from Seymour Street Methodist Church continue to gather food donations for the Lisburn Food Bank.

Volunteers

Volunteers continue to provide a vital backbone to our activities. The Damask Board, which is made up of voluntary members continued to provide management and administration via meetings. We held seven car boot sales during the financial year which depends on voluntary support, as does the Toddlers. The Wellbeing group has voluntary leadership as does the Advice Service, and the youth programme depends on young volunteers who have come up through the group.

The below shows the volunteering hours from April 2023 to March 2024 with Damask Community Outreach:

Youth Projects	756
Advice Service	160
Wellbeing Group	250
Toddlers Group	576
Management & admin	290
Car Boot Sale	343
Food Bank collection	50

Total	2425
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Paid Staff and Sessional Workers

At the end of March 2024 Damask had no contracted staff or sessional workers.

Grant applications and donations

The Damask programme over 2023/24 has been supported by a range of funding bodies and we are grateful to these bodies for their grants. These include Lisburn and Castlereagh City Council, The Education Authority, Lisburn and Castlereagh Policing and Community Safety Partnership and Victoria Homes. We have received donations from Seymour Street Methodist Church as well as private individuals. The Wellbeing programme is also funded through weekly donations from those attending and the toddlers group is funded through a small weekly subscription by those attending.

Objectives for 2023/24

The main objectives for 2023/24 were to continue the Advice Service particularly with regard to supporting victims of Domestic Violence as we received PCSP funding for this aspect of the work and to build on the successful Wellbeing Programme. We also aimed to continue the after-schools club and an evening drop in for a girls group.

Structure, Governance and Management

Structure

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Damask Community Outreach is a charitable company limited by guarantee, incorporated on 22 July 2011 and registered as a Charity by the Charity Commission Northern Ireland NIC102073 on 6 March 2015. It is recognised by HMRC as a charity for tax purpose. The company was established under a Memorandum of Association, which established the objects and powers of Damask as a charitable company, and it is governed under its Articles of Association.

The Articles of Association were amended by a Special Resolution of the Company at a Special General Meeting held on 31 October 2013.

Damask Community Outreach
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TRUSTEES' ANNUAL REPORT
for the financial year ended 31 March 2024

Organisational Structure

The Damask Community Outreach Board of Directors, who met every 6 to 8 weeks during the year, is responsible for the strategic direction and policy of the charity.

A scheme of delegation through an established management structure is in place.

Induction and training of new trustees

Trustees are encouraged to familiarise themselves with the obligations of membership of the Board of Directors. They are also encouraged to be aware of charity legislation, to attend training relevant to their position and be aware of the current financial position, resourcing, future plans, objectives, policies and procedures of the company.

Review of Activities, Achievements and Performance

The Damask Response to the needs of the Community during 2023/24

Advice Service

Maya Lazarenko ran the Advice Service from April to June 2023 and continued to offer support to Ukrainian refugees in the Lisburn area in addition to our usual local clientele, which we felt was very much in line with the aims of Damask Community Outreach.

Febbie Francis returned as the advisor from July 2023 to the end of February 2024. Support was provided for welfare benefits, and we continued to receive PCSP funding to enable us to support clients who were victims of Domestic Violence.

The Advice Service was open 26 hours each week. The Friday appointments were held in the Lisburn Foodbank. Approximately 40 clients were helped on a monthly basis.

Due to Febbie leaving Damask for a full time position, the Board took the decision to close the Advice Service and to develop the Wellbeing Programme looking for new ways to support the local community.

Youth Programme

The main programme during 2023/24 was the after-schools programme for 10 to 14 year olds called Fusion with up to 40 children attending on Tuesday and Thursday afternoons. The after schools clubs closed at the end of January 2024.

An evening group for older girls aged 13 to 18 ran to June 2023,

The youth work was supported with grants from Victoria Homes and Policing and Community Safety Partnership

With the support of the Policing and Community Safety Partnership grant, Damask Youth Summer Scheme ran the last week in July and the first week in August 2023.

On average 40-45 attended each day. They were made up of church children, children from the local area and some new children also joined who had not previously attended Fusion or Evolve. There was a varied programme including games, crafts, workshops and free time. The highlights of the scheme were the two day trips. One was to Portrush when 52 kids attended, and the other trip was to Black Mountain.

The leaders worked very hard to provide an interesting programme.

Queen Elizabeth II, 70th Platinum Jubilee Coronation Celebration Event

Damask Community Outreach applied for, and were successful in gaining, a grant of £500 from Lisburn and Castlereagh City Council in order to mark the celebration of the 70th Platinum Jubilee coronation of Queen Elizabeth II.

Damask held the event in Seymour Street Methodist Church Halls on Thursday 11th May 2023.

The event involved young people from the local community coming together for the celebration. Included in the afternoon programme – a BBQ, bouncy castles and a talk about the Coronation in 1952 by a local historian. The young people were also given a commemorative mug to remind them of this historic event.

Around 40 young people attended as did local councillors and those with community connections.

The event helped those present to really appreciate the place of the monarchy in our society and better understand the immense achievement of 70 years in this role.

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for the financial year ended 31 March 2024
Toddlers Group

Our Toddlers Group runs on Wednesday mornings from 10.00 am – 11.30 am and is open to all pre-school children and their carers.

On an average morning 25-30 children and 20 adults attend.

Our programme is usually a time of free play, a craft, followed by snack time for the children and then the adults. We finish off with song time.

We have a team of four volunteer helpers who give up not only their Wednesday mornings, but also preparation time for crafts and baking/shopping for snacks. Everyone would spend on average 3-4 hours per week.

Toddler Group is enjoyed by everyone - children, carers and volunteers!

Wellbeing Programme

On a Tuesday morning the Wellbeing Programme continued to run with the Pilates Class. Sessions ran from April to June 2023, September to December 2023 and January to March 2024 with a regular attendance of 15 to 20. We also had short mat bowls in the main hall with an average of 6 bowlers. This was followed by a coffee time.

We used the Autumn months to plan extra events for health and wellbeing to expand and grow our Wellbeing Group and from February to March 2024 we had five extra additions to our programme of which all included refreshments. This was supported by the Hardship Grant from Lisburn City Council.

The workshops ran every other week and covered Indian Food, pancake Tuesday, a book swap and a health talk and healthy snacks with a nutritionist giving a talk about food intolerance and how to make healthy treats. These events brought approximately 25 to 35 people to each session.

Local Councillor Gary Hynds from Lisburn Council also joined us from October 2023 for an hour each week during the coffee time and he encouraged the local community to "drop in" for advice and help that he could provide through the council. From getting a household bin replaced, to street lights getting fixed, pot holes fixed, local housing shortages, graveyards not being cared for and dog bins being provided. Gary spoke to at least one or two people each week on these matters.

The overall programme has become a well-supported and valued addition to the Damask activities bringing together a wide mix of people from the local community and church and has the potential to be further developed with a wider range of day-time activities.

Walks for Wellbeing

We held three Walks for Wellbeing during the summer months, and these were attended by 15 to 20 people.

Damask Board and other aspects of Damask

The Damask Board continued to meet approximately bi-monthly.

The Car Boot sales continued to be an important fundraising event, and community activity of Damask generally raising £400 per sale, and £125 to £150 from refreshments. Most donations are coming from Church members and their support in this way is greatly appreciated.

Damask has continued to support the Lisburn Food Bank by collecting donations from Church members and others and passing them on.

Financial Review

The results for the financial year are set out on page 11 and additional notes are provided showing income and expenditure in greater detail.

Financial Results

At the end of the financial year the charity has assets of £45,193 (2023 - £40,223) and liabilities of £7,936 (2023 - £1,591). The net assets of the charity have decreased by £(1,375).

Principal Risks and Uncertainties

The Board continue to review the major risks to which the charity is exposed and they endeavour to maintain control procedures and systems to mitigate those risks

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TRUSTEES' ANNUAL REPORT
for the financial year ended 31 March 2024

FUTURE PLANS

The Board are researching the operation of a Community Fridge with a planned start date of November 2024.
The Wellbeing Programme will continue to run the Pilates, bowls and coffee time weekly with a planned programme of speakers/activities twice a month and Wellbeing Walks in the Summer months.
The Youth Programme is under review with a summer scheme to be run in August 2024.
The Toddlers Group will continue to run on a Wednesday,

Trustees

The trustees who served throughout the financial year, except as noted, were as follows:

Mr James Edward Irwin
Rev David Lee Turtle
Miss Jennifer Michelle Baird
Mr John Harold Baird
Mrs Shirley Anne Carrington
Mr William Donald Kinghan
Ms Anne Teresa Maxwell
Mr William Eric Rainey
Mrs Janet Adrienne Stewart
Dr David Lindsay Easson (Resigned 27 June 2023)

Compliance with Sector-Wide Legislation and Standards

The charity engages pro-actively with legislation, standards and codes which are developed for the sector. Damask Community Outreach subscribes to and is compliant with the following:

- The Companies Act 2006
- The Charities SORP (FRS 102)

APPRECIATION

The Damask Board wish to place on record our deep appreciation and thanks to all our Volunteers who give of their time so freely; to the staff who provided the Damask Advice and Counselling, the Community activities and leading the youth programme and to those who give donations regularly and generously to support the work of Damask Community Outreach.

Approved by the Board of Trustees on 22 October 2024 and signed on its behalf by:



Mr John Harold Baird
Trustee



Miss Jennifer Michelle Baird
Trustee

Damask Community Outreach

(A company limited by guarantee, not having a share capital)

STATEMENT OF TRUSTEES' RESPONSIBILITIES

for the financial year ended 31 March 2024

The trustees, who are also directors of Damask Community Outreach for the purposes of company law, are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the trustees as the directors to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law) including FRS102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland". Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the net income or expenditure of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the relevant financial reporting framework, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees confirm that they have complied with the above requirements in preparing the financial statements.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 Companies Act 2006. 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.

Approved by the Board of Trustees on 22 October 2024 and signed on its behalf by:



Mr John Harold Baird
Trustee



Miss Jennifer Michelle Baird
Trustee

Damask Community Outreach

(A company limited by guarantee, not having a share capital)

INDEPENDENT EXAMINER'S REPORT TO THE BOARD OF TRUSTEES OF DAMASK COMMUNITY OUTREACH

I have examined the financial statements of the charity for the financial year ended 31 March 2024, which comprise the Statement of Financial Activities (incorporating an Income and Expenditure Account), the Balance Sheet and the related notes.

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. My work has been undertaken so that I might compile the financial statements that I have been engaged to compile, report to the Board of Trustees that I have done so, and state those matters that I have agreed to state to them in this 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 and the charity's members, as a body, for my work, or for this report.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006. The charity's trustees consider that an audit is not required for this financial year under Chapter 3 of Part 16 of the Companies Act 2006 and that an independent examination is required.

It is my responsibility to:

- examine the financial statements under section 65 of the Charities Act;
- follow the procedures laid down by the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

I have examined your charity financial statements as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. An examination includes a review of the accounting records kept by the charity and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements and seeking explanations from the 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.

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

- accounting records were not kept in accordance with section 386 of the Companies Act 2006
- the financial statements do not accord with those accounting records
- the financial statements have not been prepared in accordance with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102)
- there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

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



John McCleary FCA
MCCLEARY & COMPANY LTD
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Date: 22 October 2024

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
for the financial year ended 31 March 2024

	Notes	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £
Income							
Donations and legacies	3.1	9,006	11,690	20,696	11,495	32,661	44,156
Other trading activities	3.2	4,565	-	4,565	6,087	-	6,087
Other income	3.3	-	1,098	1,098	-	907	907
Total income		13,571	12,788	26,359	17,582	33,568	51,150
Expenditure							
Charitable activities	4.1	12,971	14,763	27,734	18,374	23,778	42,152
Net income/(expenditure)		600	(1,975)	(1,375)	(792)	9,790	8,998
Transfers between funds		-	-	-	6,709	(6,709)	-
Net movement in funds for the financial year		600	(1,975)	(1,375)	5,917	3,081	8,998
Reconciliation of funds:							
Total funds beginning of the year	12	34,361	4,271	38,632	28,444	1,190	29,634
Total funds at the end of the year		34,961	2,296	37,257	34,361	4,271	38,632

The Statement of Financial Activities includes all gains and losses recognised in the financial year.
All income and expenditure relate to continuing activities.

Damask Community Outreach

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Company Number: NI608313

BALANCE SHEET

as at 31 March 2024

	Notes	2024 £	2023 £
Current Assets			
Debtors	9	16,950	8,250
Cash at bank and in hand		28,243	31,973
		<u>45,193</u>	<u>40,223</u>
Creditors: Amounts falling due within one year	10	<u>(7,936)</u>	<u>(1,591)</u>
Net Current Assets		<u>37,257</u>	<u>38,632</u>
Total Assets less Current Liabilities		<u>37,257</u>	<u>38,632</u>
Funds			
Restricted trust funds		2,296	4,271
General fund (unrestricted)		34,961	34,361
Total funds	12	<u>37,257</u>	<u>38,632</u>

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

For the financial year ended 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006; and no notice has been deposited under section 476.

The trustees confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in question in accordance with section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 and for preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and of its profit and loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charity.

Approved by the Board of Trustees and authorised for issue on 22 October 2024 and signed on its behalf by



Mr John Harold Baird
Trustee



Miss Jennifer Michelle Baird
Trustee

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
NOTES TO THE FINANCIAL STATEMENTS
for the financial year ended 31 March 2024

1. GENERAL INFORMATION

Damask Community Outreach is a company limited by guarantee incorporated in Northern Ireland. The registered office of the charity is which is also the principal place of business of the charity. The financial statements have been presented in Pound (£) which is also the functional currency of the charity.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the charity's financial statements.

Basis of preparation

The financial statements have been prepared on the going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "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".

As permitted by the Companies Act 2006, the charity has varied the standard formats in that act for the Statement of Financial Activities and the Balance Sheet. Departures from the standard formats are to comply with the requirements of the Charities SORP and are in compliance with section 4.7, 10.6 and 15.2 of that SORP.

Statement of compliance

The financial statements of the charity for the financial year ended 31 December 2017 have been prepared on the going concern basis and in accordance with the Statement of Recommended Practice (SORP) "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".

Cash flow statement

The charity has availed of the exemption in FRS 102 from the requirement to produce a cash flow statement because it is classified as a small charity.

Fund accounting

The following are the categories of funds maintained:

Restricted funds

Restricted funds represent income received which can only be used for particular purposes, as specified by the donors. Such purposes are within the overall objectives of the charity.

Unrestricted funds

Unrestricted funds consist of General and Designated funds.

- General funds represent amounts which are expendable at the discretion of the board, in furtherance of the objectives of the charity.

- Designated funds comprise unrestricted funds that the board has, at its discretion, set aside for particular purposes. These designations have an administrative purpose only, and do not legally restrict the board's discretion to apply the fund.

Income

Income is recognised by inclusion in the Statement of Financial Activities only when the charity is legally entitled to the income, performance conditions attached to the item(s) of income have been met, the amounts involved can be measured with sufficient reliability and it is probable that the income will be received by the charity.

Income from charitable activities

Income from charitable activities include income earned from the supply of services under contractual arrangements and from performance related grants which have conditions that specify the provision of particular services to be provided by the charity. Income from government and other co-funders is recognised when the charity is legally entitled to the income because it is fulfilling the conditions contained in the related funding agreements. Where a grant is received in advance, its recognition is deferred and included in creditors. Where entitlement occurs before income is received, it is accrued in debtors.

Grants from governments and other co-funders typically include one of the following types of conditions:

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NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2024

■ Performance based conditions: whereby the charity is contractually entitled to funding only to the extent that the core objectives of the grant agreement are achieved. Where the charity is meeting the core objectives of a grant agreement, it recognises the related expenditure, to the extent that it is reimbursable by the donor, as income.

■ Time based conditions: whereby the charity is contractually entitled to funding on the condition that it is utilised in a particular period. In these cases the charity recognises the income to the extent it is utilised within the period specified in the agreement.

In the absence of such conditions, assuming that receipt is probable and the amount can be reliably measured, grant income is recognised once the charity is notified of entitlement.

Grants received towards capital expenditure are credited to the Statement of Financial Activities when received or receivable, whichever is earlier.

Expenditure

Expenditure is analysed between costs of charitable activities and raising funds. The costs of each activity are separately accumulated and disclosed, and analysed according to their major components. Expenditure is recognised when a legal or constructive obligation exists as a result of a past event, a transfer of economic benefits is required in settlement and the amount of the obligation can be reliably measured. Support costs are those functions that assist the work of the charity but cannot be attributed to one activity. Such costs are allocated to activities in proportion to staff time spent or other suitable measure for each activity.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Fixtures, fittings and equipment - 10% Straight line

Debtors

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Income recognised by the charity from government agencies and other co-funders, but not yet received at financial year end, is included in debtors.

Cash at bank and in hand

Cash at bank and in hand comprises cash on deposit at banks requiring less than three months notice of withdrawal.

Taxation and deferred taxation

No current or deferred taxation arises as the charity has been granted charitable exemption. Irrecoverable valued added tax is expensed as incurred.

3. INCOME**3.1 DONATIONS AND LEGACIES**

	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
Donations and legacies	9,006	11,690	20,696	44,156

3.2 OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
Other trading activities	4,565	-	4,565	6,087

3.3 OTHER INCOME

	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
Other income	-	1,098	1,098	907

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
NOTES TO THE FINANCIAL STATEMENTS
for the financial year ended 31 March 2024

continued

4. EXPENDITURE

4.1 CHARITABLE ACTIVITIES

	Direct Costs £	Other Costs £	Support Costs £	2024 £	2023 £
Expenditure on charitable activities	24,515	1,254	1,965	27,734	42,152

4.2 SUPPORT COSTS

	Charitable Activities £	2024 £	2023 £
Support	1,965	1,965	2,540

5. ANALYSIS OF SUPPORT COSTS

	2024 £	2023 £
Support	1,965	2,540

6. NET INCOME

Net Income is stated after charging/(crediting):
Depreciation of tangible assets

	2024 £	2023 £
	-	133

7. EMPLOYEES AND REMUNERATION

The staff costs comprise:

Wages and salaries
Pension costs

	2024 £	2023 £
Wages and salaries	8,465	15,963
Pension costs	64	175
	8,529	16,138

No employees received emoluments in excess of £60,000.

8. TANGIBLE FIXED ASSETS

	Fixtures, fittings and equipment £	Total £
Cost		
At 31 March 2024	1,355	1,355
Depreciation		
At 31 March 2024	1,355	1,355
Net book value		
At 31 March 2024	-	-

Damask Community Outreach

(A company limited by guarantee, not having a share capital)

NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 March 2024

9. DEBTORS

	2024 £	2023 £
Other debtors	16,950	8,250
	<u>16,950</u>	<u>8,250</u>

10. CREDITORS**Amounts falling due within one year**

	2024 £	2023 £
Accruals and deferred income	7,936	1,591
	<u>7,936</u>	<u>1,591</u>

11. RESERVES

	2024 £	2023 £
At the beginning of the year	38,632	29,634
(Deficit)/Surplus for the financial year	(1,375)	8,998
At the end of the year	<u>37,257</u>	<u>38,632</u>

12. FUNDS**12.1 RECONCILIATION OF MOVEMENT IN FUNDS**

	Unrestricted Funds £	Restricted Funds £	Total Funds £
At 1 April 2022	28,444	1,190	29,634
Movement during the financial year	5,917	3,081	8,998
At 31 March 2023	34,361	4,271	38,632
Movement during the financial year	600	(1,975)	(1,375)
At 31 March 2024	<u>34,961</u>	<u>2,296</u>	<u>37,257</u>

12.2 ANALYSIS OF MOVEMENTS ON FUNDS

	Balance 1 April 2023 £	Income £	Expenditure £	Transfers between funds £	Balance 31 March 2024 £
Restricted funds					
Education Authority	-	1,800	1,800	-	-
Policing and Community Safety	-	2,890	2,890	-	-
Partnership Youth Work	-				
Lisburn & Castlereagh City	-	2,000	793	-	1,207
Council	-				
Policing and Community Safety	-	5,000	5,000	-	-
Partnership Domestic Abuse	-				
Victoria Homes	3,600	-	3,600	-	-
Toddler Group	671	1,098	680	-	1,089
	<u>4,271</u>	<u>12,788</u>	<u>14,763</u>	<u>-</u>	<u>2,296</u>
Unrestricted funds					
Unrestricted General	34,361	13,571	12,971	-	34,961
Total funds	<u>38,632</u>	<u>26,359</u>	<u>27,734</u>	<u>-</u>	<u>37,257</u>

Damask Community Outreach
(A company limited by guarantee, not having a share capital)
NOTES TO THE FINANCIAL STATEMENTS
for the financial year ended 31 March 2024

continued

12.3 ANALYSIS OF NET ASSETS BY FUND

	Current assets	Current liabilities	Total
	£	£	£
Restricted trust funds	2,296	-	2,296
Unrestricted general funds	42,897	(7,936)	34,961
	45,193	(7,936)	37,257

13. STATUS

The charity is a company limited by guarantee not having a share capital.

14. TRUSTEES' REMUNERATION

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

15. POST-BALANCE SHEET EVENTS

There have been no significant events affecting the Charity since the financial year-end.

DAMASK COMMUNITY OUTREACH
(A company limited by guarantee, not having a share capital)

SUPPLEMENTARY INFORMATION

RELATING TO THE FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED 31 MARCH 2024

Damask Community Outreach

(A company limited by guarantee, not having a share capital)

SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS

Operating Statement

for the financial year ended 31 March 2024

	2024 £	2023 £
Income	26,359	51,150
Cost of generating funds		
Wages and salaries	8,465	15,963
Staff pension scheme costs	64	175
Venue Costs	6,600	6,600
Training	-	555
Programme costs	8,404	13,963
Fund raising and events	114	238
Toddler Group	732	730
Professional fees	30	30
Advertising and promotional costs	71	180
Travel Expenses	35	-
	24,515	38,434
Gross surplus	1,844	12,716
Expenses		
Insurance	1,572	1,993
Printing, postage and stationery	112	101
Telephone	117	178
Accountancy	1,254	1,178
Bank charges	96	88
General expenses	68	47
Depreciation	-	133
	3,219	3,718
Net (deficit)/surplus	(1,375)	8,998

Accounts

REGISTERED COMPANY NUMBER: NI608313 (Northern Ireland)
REGISTERED CHARITY NUMBER: 102073

Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2023
for
Damask Community Outreach
(A Company Limited by Guarantee)

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Damask Community Outreach

Contents of the Financial Statements for the Year Ended 31 March 2023

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Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Damask Community Outreach was formed in July 2011 to work primarily in the community of East Lisburn. The mission statement of Damask Community Outreach is "Dedicated to providing safe, inclusive and challenging opportunities that are changing lives and building futures in our community." The key purpose and services provided by Damask were established in response to an audit carried out in the community. The public benefit delivered by Damask provides support for older people, parents and carers and young people through a range of activities and programmes, together with advice services and support to those experiencing health problems, loneliness, unemployment, age related problems, poverty and financial difficulties.

Damask Community Outreach is a Christian faith-based organisation, working in partnership with Seymour Street Methodist Church, but is open to all and committed to equality of opportunity for all people, regardless of religious belief, political opinion, race, age, marital status, sexual orientation, gender, disability or dependency. Damask is committed to building partnerships in the community, with statutory agencies and with other relevant groups and organisations to ensure that it can offer a wide range of services that match the needs of the community and help with the personal development of individuals.

Ensuring the work delivers the aims of the company

The aims, objectives and activities are reviewed throughout the year at Damask Board Management meetings held monthly, looking at what has been achieved and the outcomes of the work. The effect of each key programme and service and the benefits they have brought to the community and the groups are reviewed systematically. This process helps ensure that aims, objectives, programmes and services remain focused on the stated purposes. The Board refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives, and in planning its programmes and services.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Overview of activities

The Advice Service continued to operate throughout the year, and when our Adviser took maternity leave at the end of December we were able to appoint a new temporary Adviser, Maya Lazarenko, to cover her period of leave. Counselling support has continued to be provided by Ricky Keag.

The youth programme in collaboration with Youth Initiatives, and partly funded by Children in Need, continued to run in that way until the end of December 2022. However it was becoming more difficult to combine the nature of the work YI wished to carry out with direction that Damask, with Seymour Street Methodist Church, wanted to see and so the Memorandum of Understanding was brought to close mutually. Damask is grateful to YI for the valuable work that Ryan Lilley and other leaders have led over the last five years or so. From January 2023 Damask appointed Rebecca Wills to lead the continuing Damask youth programme and to work with The Seymour Street Youth Pastor, Ashleigh O'Sullivan, in planning and running this programme.

The Damask Wellbeing Programme which was initiated during the time of COVID has developed into a continuing Tuesday Morning programme with a well-attended pilates class, followed by a social time with tea and coffee. During the year a small group also enjoyed indoor bowls and walks, craft groups and other activities were organised from time to time.

The Toddler group continued its weekly meeting and with the decline in COVID restrictions the requirement for advance booking was dropped. The monthly Tea Dances which were formerly run have not resumed. Fund raising through regular Car Boot Sales carried on throughout the year. Although they could not be held every month they still made an important contribution to Damask's funds. Damask with help from Seymour Street Methodist Church continues to gather food donations for the Lisburn Food Bank. We do not currently have any 'Befriending' taking place.

Volunteers

Volunteers continue to provide a vital backbone to our activities. The Damask Board, which is made up of voluntary members continued to provide management and administration via online meetings, and the time spent on administration remained high due to additional funding applications and the need to keep altering and re-developing our activities. In most months we have held a car boot sale which depends on voluntary support, as does the Toddlers. The Wellbeing group has voluntary leadership as does the Advice Service, and the youth programme depends on young volunteers who have come up through the group.

The below table showing year on year volunteering hours with Damask Community Outreach:

	2022/23	2021/22	2020/21
Youth Projects	1,800	2,000	1,020
Advice Service	320	200	400
Befriending Service	-	-	30
Wellbeing Group	120	120	-
Toddlers Group	480	360	-
Covid Food Box Deliveries	-	-	300
Management & Admin	936	1,400	1,400
Car Boot Sale	304	300	50
Food Bank Collection	50	50	50
Total	4,010	4,430	3,250

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Paid Staff and Session Workers

At the end of March 2023 Damask had two contracted staff, Maya Lazarenko, Temporary Adviser working 20 hours per week and Febbie Francis, Adviser (on maternity leave). Rebecca Wills, the sessional youth worker, works 6 hours per week on the Fusion Project (After-school Club). Session workers are employed where necessary to deliver specific programmes such as Pilates, the Wellbeing programme, craft activities, and youth outreach.

Grant applications and donations

The Damask programme over 2022/23 has been supported by a range of funding bodies and we are grateful to these bodies for their grants. These include Lisburn and Castlereagh City Council, The Education Authority, Children in Need, Lisburn and Castlereagh Policing and Community Safety Partnership and Youth Initiatives. In February 2023 we were awarded a grant from the Victoria Homes Trust which will be used to support the Fusion Project (after school club) in 2023/24, continuing from Children in Need. We have received donations from Seymour Street Methodist Church as well as private individuals. The Wellbeing programme is fully funded through weekly donations from those attending and the toddlers group is funded through a small weekly subscriptions by those attending.

Objectives for 2022/23

The main objectives for 2022/23 were to develop the Advice Service particularly with regard to supporting victims of domestic violence as we received PCSP funding for this aspect of the work and to build on the successful Wellbeing Programme. We aimed to secure new funding to provide continuing support to the after-school club at the conclusions of the Children in Need funding.

In addition the Damask Board aimed to maintain the 2022/23 balance sheet in credit as had been achieved in the previous three years.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

Programmes and Activities

The Damask Response to the needs of Community during 22/23

Advice Service

Febbie Francis was able to deal with the calls coming in to the advice service effectively and the new arrangement of having Friday morning sessions in the Lisburn Food Bank worked well. However some health issues meant there were periods when the service could not operate. Once we became aware that a period of maternity leave would be required we again had no success finding a qualified Adviser. However Maya Lazarenko, a refugee from Ukraine, applied and was offered the post from January 2023 following a period of online training and work experience in November and December 2022. This appointment opened the door for Damask to offer support to Ukrainian refugees in the Lisburn area in addition to our usual local clientele, which we felt was a very much in line with the aims of Damask Community Outreach.

We continued to receive PCSP funding to enable us to support clients who are victims of Domestic Violence. Due to our change of staff and periods of closure, we were not able to develop the domestic violence aspects of the work as hoped. However we intend to remain focussed on this issue which is still widespread in the community. We did, however, refer a number of clients with domestic violence issue to Ricky Keag for counselling.

Youth Programme

The main programme during 2022/23 was the Children in Need 'Go' project with up to 50 young teens attending after school on Tuesday and Thursday afternoons. This was under the management of Ryan Lilley from YI, but led by Rebecca Wills. Early in 2022 it became apparent that the detached youth work with older teens at weekends was no longer finding groups of young people on the streets in Lisburn and the focus with older teens moved to working within Forthill College providing informal counselling during lunch and break times.

An evening group for older girls was established but a boys group did not attract support.

From January Damask took over management of the youth programme from YI with Rebecca Wills continuing as Leader of the after-school programme, now called Fusion, and Rebecca Ringland ran the group for older girls. The Fusion programme is now becoming more integrated with the work of Seymour Street Methodist Church and has the assistance of Ashleigh O'Sullivan, the Youth Pastor.

With the support of the PCSP grant several weeks of summer Holiday Clubs were run.

Toddlers Group

With the decline in concern over COVID the Toddlers group was able to operate without a requirement for pre-registration. There is a team of about six voluntary leaders and the group is largely self-funding through a small weekly subscription.

Community Wellbeing Projects

Walks for Wellbeing:- From Easter 2022 to the summer, fortnightly Walks for Wellbeing were organised, but there were declining numbers. This programme did not restart after the summer.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

Community Wellbeing :-

The popular Pilates class had sessions running from April to June 22, September to December 22 and January to March 23 with a regular attendance of 14 to 20. Weekly donations from those attending more than covered the costs of running this programme and the coffee time afterwards. While the Pilates group was predominately women, a small group of men enjoyed the short mat bowls in the main hall. The overall programme has become a well-supported and valued addition to the Damask activities bringing together a wide mix of people from the local community and church and has the potential to be further developed with a wider range of day-time activities.

Damask Board and other aspects of Damask

The Damask Board continued to meet approximately monthly, mostly but not entirely online via Zoom throughout 2022/23.

The Car Boot sales continued to be an important fundraising, and community activity of Damask generally raising £700 to £800 per sale, including £125 to £150 from refreshments. In the absence of an alternative the stage in the main hall is the main area where donated items are stored. Most donations are coming from Church members and their support in this way is appreciated. After each sale a significant amount of unsold material is disposed of at the dump!

Damask has continued to support the **Lisburn Food Bank** by gathering food donations from Church members and others and passing them on.

Future Plans

With the Youth Programme now being managed directly by Damask our aim, particularly with the younger teens, is to have a more regular Christian input into the programme and to develop opportunities for church young people to be involved as members or youth leaders. However we do want to maintain the link with Forthill College and identify and support for older young people who might otherwise drop out of education and also to continue the evening group of older girls.

As we expect opportunities for grant funding to become more difficult in Northern Ireland we will need to look at new potential sources of funding particularly for the Advice/Counselling work. While Maya Lazarenko will finish when Febbie Francis returns to work the possibility of Damask working with Maya to provide additional support to the local refugee population could be a new area of work for Damask if appropriate funding could be found.

Appreciation

The Damask Board wish to place on record our deep appreciation and thanks to all our Volunteers who give of their time so freely, to the staff providing the Damask Advice and Counselling, the Community activities and leading the youth programme and to those who give donations regularly and generously to support the work of Damask Community Outreach.

At this stage Damask would also like to thank Ryan Lilley who was employed by Youth Initiatives to lead the Damask youth programme over the last four/five years. Over much of this time there was a strong element of detached youth outreach in Lisburn and YI/Damask were providing a stabilising influence at a time when the PSNI were finding it difficult to keep tabs on the groups of young people in Lisburn. Ryan provided well organised and prepared leadership and maintained the required applications, paperwork and reports to satisfy our funders. Damask also appreciates the commitment from the CEO and Board of YI to support this work with Damask with staff and finance.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

FINANCIAL REVIEW

Financial Review and Reserves Policy

In partnership with our principal funders as detailed in the notes to the financial statements we delivered an agreed programme. The amount directly expended on charitable activities in the 12 months to 31 March 2023 amounted to £42,152 (£42,935 31 March 2022)

We maintained tight control over our finances and are seeking to establish a reserves policy, which will maintain the financial stability of the charity.

We will continue to keep our Principal Funders fully informed through briefing and progress reports to agreed timetables.

Finances

The Statement of Financial Activities reflects a general reserve increase of £5,917, from £28,444 at 31 March 2022 to £34,361 at 31 March 2023.

The Restricted Funds carried forward at 31 March 2023 increased by £3,081 from £1,190 at 31 March 2022 to £4,271 at 31 March 2023.

Risk Management

The Board continue to review the major risks to which the charity is exposed and they endeavour to maintain control procedures and systems to mitigate those risks.

Responsibilities of the Board of Directors

Company Law requires the Board to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and applications of resources, including income and expenditure, for the financial year. In preparing those financial statements the Board follows best practice and selects suitable accounting policies, makes judgements and estimates that are reasonable and prudent and prepares financial statements on the going concern basis, unless it is not appropriate to assume that the company will continue on that basis.

The Board of Directors is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with all legal obligations. The Board of Directors is also responsible for safeguarding the assets of the charitable company and therefore for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Damask Community Outreach is a charitable company limited by guarantee, incorporated on 22 July 2011 and registered as a Charity by the Charity Commission Northern Ireland NIC102073 on 6 March 2015. It is recognised by HMRC as a charity for tax purposes. The company was established under a Memorandum of Association, which established the objects and powers of Damask as a charitable company, and is governed under its Articles of Association.

The Articles of Association were amended by a Special Resolution of the Company at a Special General Meeting held on 21 October 2013.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Directors of the company are also known as charity trustees and under the Company's Articles are known as the Board. Members of the Board are elected by the decision of the Directors, or by an ordinary resolution. All members of the Board of Directors give their time voluntarily and receive no benefits from the charity. At present there are ten Board members who have served during this past year who are listed on page 8. The Board seeks to ensure that there is an appropriate mix of skills within the trustee body and that it adequately reflects the nature and diversity of the work of the company.

Organisational structure

The Damask Community Outreach Board of Directors, who met every 6 to 8 weeks during the year, is responsible for the strategic direction and policy of the charity.

A scheme of delegation through an established management structure is in place. During the period of this report the Advice Service was managed by Jim Irwin, the Youth Programme by Dr Lindsay Easson, the Befriending Service by Harold Baird and the Toddlers, and Tea Dance by Shirley Carrington. Each of these Board Members reported to the Board on these areas at each Board meeting.

Induction and training of new trustees

Trustees are encouraged to familiarise themselves with the obligations of membership of the Board of Directors. They are also encouraged to be aware of charity legislation, to attend training relevant to their position and be aware of the current financial position, resourcing, future plans, objectives, policies and procedures of the company.

Risk management

The Board continue to review the major risks to which the charity is exposed and they endeavour to maintain control procedures and systems to mitigate those risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI608313 (Northern Ireland)

Registered Charity number

102073

Registered office

16 Adlon Crescent
Lisburn
Co. Antrim
BT28 2EG

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

Trustees

Dr David Lindsay Easson Retired
Rev David Lee Turtle Minister
Miss Jennifer Michelle Baird Certified Chartered Accountant
Mr John Harold Baird Chartered Management Accountant
Mrs Shirley Anne Carrington Director
Mr James Edward Irwin Retired
Mr William Donald Kinghan Engineer
Ms Anne Teresa Maxwell Retired Librarian
Mr William Eric Rainey Retired
Mrs Janet Adrienne Stewart

Independent Examiner

John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Bankers

Danske Bank
PO Box 183
Donegall Square West
Belfast
BT1 6JS

Solicitors

Carson McDowell
Murray House
4 Murray St.
Belfast
BT1 6DN

Chairperson

Dr David Lindsay Easson - appointed 31 January 2019

Approved by order of the board of trustees on 27 June 2023 and signed on its behalf by:

A handwritten signature in black ink, reading 'D. Lindsay Easson', with a long horizontal line extending from the end of the signature.

Dr David Lindsay Easson - Trustee

**Independent Examiner's Report to the Trustees of
Damask Community Outreach**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages ten to twenty.

Respective responsibilities of charity trustees and examiner

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under Section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with Section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



John McCleary FCA

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

27 June 2023

Damask Community Outreach

Statement of Financial Activities for the Year Ended 31 March 2023

		Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM	Notes				
Donations and legacies	2	11,495	32,660	44,155	34,993
Other trading activities	3	6,087	-	6,087	5,651
Investment income	4	-	-	-	18
Other income		-	908	908	312
Total		<u>17,582</u>	<u>33,568</u>	<u>51,150</u>	<u>40,974</u>
EXPENDITURE ON					
Charitable activities					
Support costs		1,047	1,493	2,540	3,410
Direct costs		16,149	22,285	38,434	38,399
Governance costs		1,178	-	1,178	1,126
Total		<u>18,374</u>	<u>23,778</u>	<u>42,152</u>	<u>42,935</u>
NET INCOME/(EXPENDITURE)		(792)	9,790	8,998	(1,961)
Transfers between funds	12	<u>6,709</u>	<u>(6,709)</u>	<u>-</u>	<u>-</u>
Net movement in funds		5,917	3,081	8,998	(1,961)
RECONCILIATION OF FUNDS					
Total funds brought forward		28,444	1,190	29,634	31,595
TOTAL FUNDS CARRIED FORWARD		<u><u>34,361</u></u>	<u><u>4,271</u></u>	<u><u>38,632</u></u>	<u><u>29,634</u></u>

The notes form part of these financial statements

Damask Community Outreach

Balance Sheet 31 March 2023

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	9	-	-	-	133
CURRENT ASSETS					
Debtors	10	8,250	-	8,250	3,250
Cash at bank		27,702	4,271	31,973	27,456
		<u>35,952</u>	<u>4,271</u>	<u>40,223</u>	<u>30,706</u>
CREDITORS					
Amounts falling due within one year	11	(1,591)	-	(1,591)	(1,205)
NET CURRENT ASSETS		<u>34,361</u>	<u>4,271</u>	<u>38,632</u>	<u>29,501</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>34,361</u>	<u>4,271</u>	<u>38,632</u>	<u>29,634</u>
NET ASSETS		<u>34,361</u>	<u>4,271</u>	<u>38,632</u>	<u>29,634</u>
FUNDS	12				
Unrestricted funds				34,361	28,444
Restricted funds				4,271	1,190
TOTAL FUNDS				<u>38,632</u>	<u>29,634</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Damask Community Outreach

**Balance Sheet - continued
31 March 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27 June 2023 and were signed on its behalf by:

A handwritten signature in black ink, reading "D. Lindsay Easson", written over a horizontal line.

Dr David Lindsay Easson - Trustee

A handwritten signature in black ink, reading "Michelle Baird", written in a cursive style.

Miss Jennifer Michelle Baird - Trustee

Damask Community Outreach

Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment - 10% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Seymour Street Methodist Church	3,250	3,765
Donations	7,571	9,131
Gift aid	673	742
Grants	32,661	21,355
	<u>44,155</u>	<u>34,993</u>

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
Education Authority	2,200	1,400
Lisburn & Castlereagh City Council	3,740	3,740
Policing and Community Safety Partnership - Domestic Abuse	5,000	5,000
Policing and Community Safety Partnership - Youth Work	10,000	-
Halifax Foundation	3,600	4,720
Children in Need	8,000	-
Housing Executive	-	1,500
E A Summer Scheme	(379)	4,995
Jubilee party	500	-
	<u>32,661</u>	<u>21,355</u>

3. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Car boot sale	6,087	5,651
	<u>6,087</u>	<u>5,651</u>

4. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	-	18
	<u>-</u>	<u>18</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	133	136
	<u> </u>	<u> </u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Project staff	2	1
	<u> </u>	<u> </u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	13,639	21,354	34,993
Other trading activities	5,651	-	5,651
Investment income	18	-	18
Other income	-	312	312
	<u> </u>	<u> </u>	<u> </u>
Total	19,308	21,666	40,974
	<u> </u>	<u> </u>	<u> </u>
EXPENDITURE ON			
Charitable activities			
Support costs	1,082	2,328	3,410
Direct costs	9,713	28,686	38,399
Governance costs	1,126	-	1,126
	<u> </u>	<u> </u>	<u> </u>
Total	11,921	31,014	42,935
	<u> </u>	<u> </u>	<u> </u>

Damask Community Outreach

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME/(EXPENDITURE)	7,387	(9,348)	(1,961)
Transfers between funds	(3,240)	3,240	-
Net movement in funds	4,147	(6,108)	(1,961)
RECONCILIATION OF FUNDS			
Total funds brought forward	24,297	7,298	31,595
TOTAL FUNDS CARRIED FORWARD	<u>28,444</u>	<u>1,190</u>	<u>29,634</u>

9. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2022 and 31 March 2023	<u>1,355</u>
DEPRECIATION	
At 1 April 2022	1,222
Charge for year	<u>133</u>
At 31 March 2023	<u>1,355</u>
NET BOOK VALUE	
At 31 March 2023	<u>-</u>
At 31 March 2022	<u>133</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Other debtors	<u>8,250</u>	<u>3,250</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23	31.3.22
	£	£
Accrued expenses	1,591	1,205
	<u> </u>	<u> </u>

12. MOVEMENT IN FUNDS

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General	28,444	(792)	6,709	34,361
Restricted funds				
Toddler Group	88	583	-	671
Policing and Community Safety				
Partnership Youth Work	-	4,280	(4,280)	-
Children in Need	-	2,808	(2,808)	-
Halifax	1,102	(1,102)	-	-
EA Summer Scheme	-	(379)	379	-
Victoria Homes	-	3,600	-	3,600
	<u>1,190</u>	<u>9,790</u>	<u>(6,709)</u>	<u>4,271</u>
TOTAL FUNDS	<u>29,634</u>	<u>8,998</u>	<u>-</u>	<u>38,632</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	17,582	(18,374)	(792)
Restricted funds			
Toddler Group	907	(324)	583
Education Authority	2,200	(2,200)	-
Policing and Community Safety			
Partnership Youth Work	10,000	(5,720)	4,280
Lisburn & Castlereagh City Council	3,740	(3,740)	-
Children in Need	8,000	(5,192)	2,808
Policing and Community Safety			
Partnership Domestic Abuse	5,000	(5,000)	-
Halifax	-	(1,102)	(1,102)
EA Summer Scheme	(379)	-	(379)
Victoria Homes	3,600	-	3,600
LCCC Jubilee Party	500	(500)	-
	<u>33,568</u>	<u>(23,778)</u>	<u>9,790</u>
TOTAL FUNDS	<u>51,150</u>	<u>(42,152)</u>	<u>8,998</u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	24,297	7,387	(3,240)	28,444
Restricted funds				
Toddler Group	6	(185)	267	88
Children in Need	7,292	(9,866)	2,574	-
Policing and Community Safety				
Partnership Domestic Abuse	-	(49)	49	-
Halifax	-	1,102	-	1,102
Housing Executive	-	(350)	350	-
	<u>7,298</u>	<u>(9,348)</u>	<u>3,240</u>	<u>1,190</u>
TOTAL FUNDS	<u>31,595</u>	<u>(1,961)</u>	<u>-</u>	<u>29,634</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	19,308	(11,921)	7,387
Restricted funds			
Toddler Group	311	(496)	(185)
Education Authority	1,400	(1,400)	-
Lisburn & Castlereagh City Council	3,740	(3,740)	-
Children in Need	-	(9,866)	(9,866)
Policing and Community Safety			
Partnership Domestic Abuse	5,000	(5,049)	(49)
Halifax	4,720	(3,618)	1,102
EA Summer Scheme	4,995	(4,995)	-
Housing Executive	1,500	(1,850)	(350)
	<u>21,666</u>	<u>(31,014)</u>	<u>(9,348)</u>
TOTAL FUNDS	<u>40,974</u>	<u>(42,935)</u>	<u>(1,961)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General	24,297	6,595	3,469	34,361
Restricted funds				
Toddler Group	6	398	267	671
Policing and Community Safety				
Partnership Youth Work	-	4,280	(4,280)	-
Children in Need	7,292	(7,058)	(234)	-
Policing and Community Safety				
Partnership Domestic Abuse	-	(49)	49	-
EA Summer Scheme	-	(379)	379	-
Housing Executive	-	(350)	350	-
Victoria Homes	-	3,600	-	3,600
	<u>7,298</u>	<u>442</u>	<u>(3,469)</u>	<u>4,271</u>
TOTAL FUNDS	<u>31,595</u>	<u>7,037</u>	<u>-</u>	<u>38,632</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2023

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	36,890	(30,295)	6,595
Restricted funds			
Toddler Group	1,218	(820)	398
Education Authority	3,600	(3,600)	-
Policing and Community Safety			
Partnership Youth Work	10,000	(5,720)	4,280
Lisburn & Castlereagh City Council	7,480	(7,480)	-
Children in Need	8,000	(15,058)	(7,058)
Policing and Community Safety			
Partnership Domestic Abuse	10,000	(10,049)	(49)
Halifax	4,720	(4,720)	-
EA Summer Scheme	4,616	(4,995)	(379)
Housing Executive	1,500	(1,850)	(350)
Victoria Homes	3,600	-	3,600
LCCC Jubilee Party	500	(500)	-
	<u>55,234</u>	<u>(54,792)</u>	<u>442</u>
TOTAL FUNDS	<u>92,124</u>	<u>(85,087)</u>	<u>7,037</u>

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2023.

Damask Community Outreach

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Seymour Street Methodist Church	3,250	3,765
Donations	7,571	9,131
Gift aid	673	742
Grants	32,661	21,355
	44,155	34,993
Other trading activities		
Car boot sale	6,087	5,651
Investment income		
Deposit account interest	-	18
Other income		
Toddler Group	908	312
Total incoming resources	51,150	40,974
EXPENDITURE		
Charitable activities		
Wages	15,963	9,410
Pensions	175	95
Venue costs	6,600	6,020
Training	555	525
Programme costs	13,963	20,854
Fund raising and events	238	147
Travel costs	-	54
Toddler group	730	496
Professional fees	30	30
Advertising and promotional costs	180	768
	38,434	38,399
Support costs		
Finance		
Bank charges	88	186
Other		
Insurance	1,993	2,328
Carried forward	1,993	2,328

This page does not form part of the statutory financial statements

Damask Community Outreach

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23	31.3.22
	£	£
Other		
Brought forward	1,993	2,328
Telephone	178	178
Office expenses and stationary	101	196
Sundries	47	120
Computer expenses	-	266
Computer equipment	133	136
	2,452	3,224
Governance costs		
Accountancy and legal fees	1,178	1,126
	42,152	42,935
Total resources expended		
	8,998	(1,961)
Net income/(expenditure)		

This page does not form part of the statutory financial statements

Damask Community Outreach

Northern Ireland - Charity number 102073

Annual report

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Damask Community Outreach was formed in July 2011 to work primarily in the community of East Lisburn. The mission statement of Damask Community Outreach is "Dedicated to providing safe, inclusive and challenging opportunities that are changing lives and building futures in our community." The key purpose and services provided by Damask were established in response to an audit carried out in the community. The public benefit delivered by Damask provides support for older people, parents and carers and young people through a range of activities and programmes, together with advice services and support to those experiencing health problems, loneliness, unemployment, age related problems, poverty and financial difficulties.

Damask Community Outreach is a Christian faith-based organisation, working in partnership with Seymour Street Methodist Church, but is open to all and committed to equality of opportunity for all people, regardless of religious belief, political opinion, race, age, marital status, sexual orientation, gender, disability or dependency. Damask is committed to building partnerships in the community, with statutory agencies and with other relevant groups and organisations to ensure that it can offer a wide range of services that match the needs of the community and help with the personal development of individuals.

Ensuring the work delivers the aims of the company

The aims, objectives and activities are reviewed throughout the year at Damask Board Management meetings held monthly, looking at what has been achieved and the outcomes of the work. The effect of each key programme and service and the benefits they have brought to the community and the groups are reviewed systematically. This process helps ensure that aims, objectives, programmes and services remain focused on the stated purposes. The Board refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives, and in planning its programmes and services.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Overview of activities

The Advice Service continued to operate throughout the year, and when our Adviser took maternity leave at the end of December we were able to appoint a new temporary Adviser, Maya Lazarenko, to cover her period of leave. Counselling support has continued to be provided by Ricky Keag.

The youth programme in collaboration with Youth Initiatives, and partly funded by Children in Need, continued to run in that way until the end of December 2022. However it was becoming more difficult to combine the nature of the work YI wished to carry out with direction that Damask, with Seymour Street Methodist Church, wanted to see and so the Memorandum of Understanding was brought to close mutually. Damask is grateful to YI for the valuable work that Ryan Lilley and other leaders have led over the last five years or so. From January 2023 Damask appointed Rebecca Wills to lead the continuing Damask youth programme and to work with The Seymour Street Youth Pastor, Ashleigh O'Sullivan, in planning and running this programme.

The Damask Wellbeing Programme which was initiated during the time of COVID has developed into a continuing Tuesday Morning programme with a well-attended pilates class, followed by a social time with tea and coffee. During the year a small group also enjoyed indoor bowls and walks, craft groups and other activities were organised from time to time.

The Toddler group continued its weekly meeting and with the decline in COVID restrictions the requirement for advance booking was dropped. The monthly Tea Dances which were formerly run have not resumed. Fund raising through regular Car Boot Sales carried on throughout the year. Although they could not be held every month they still made an important contribution to Damask's funds. Damask with help from Seymour Street Methodist Church continues to gather food donations for the Lisburn Food Bank. We do not currently have any 'Befriending' taking place.

Volunteers

Volunteers continue to provide a vital backbone to our activities. The Damask Board, which is made up of voluntary members continued to provide management and administration via online meetings, and the time spent on administration remained high due to additional funding applications and the need to keep altering and re-developing our activities. In most months we have held a car boot sale which depends on voluntary support, as does the Toddlers. The Wellbeing group has voluntary leadership as does the Advice Service, and the youth programme depends on young volunteers who have come up through the group.

The below table showing year on year volunteering hours with Damask Community Outreach:

	2022/23	2021/22	2020/21
Youth Projects	1,800	2,000	1,020
Advice Service	320	200	400
Befriending Service	-	-	30
Wellbeing Group	120	120	-
Toddlers Group	480	360	-
Covid Food Box Deliveries	-	-	300
Management & Admin	936	1,400	1,400
Car Boot Sale	304	300	50
Food Bank Collection	50	50	50
Total	4,010	4,430	3,250

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Paid Staff and Session Workers

At the end of March 2023 Damask had two contracted staff, Maya Lazarenko, Temporary Adviser working 20 hours per week and Febbie Francis, Adviser (on maternity leave). Rebecca Wills, the sessional youth worker, works 6 hours per week on the Fusion Project (After-school Club). Session workers are employed where necessary to deliver specific programmes such as Pilates, the Wellbeing programme, craft activities, and youth outreach.

Grant applications and donations

The Damask programme over 2022/23 has been supported by a range of funding bodies and we are grateful to these bodies for their grants. These include Lisburn and Castlereagh City Council, The Education Authority, Children in Need, Lisburn and Castlereagh Policing and Community Safety Partnership and Youth Initiatives. In February 2023 we were awarded a grant from the Victoria Homes Trust which will be used to support the Fusion Project (after school club) in 2023/24, continuing from Children in Need. We have received donations from Seymour Street Methodist Church as well as private individuals. The Wellbeing programme is fully funded through weekly donations from those attending and the toddlers group is funded through a small weekly subscriptions by those attending.

Objectives for 2022/23

The main objectives for 2022/23 were to develop the Advice Service particularly with regard to supporting victims of domestic violence as we received PCSP funding for this aspect of the work and to build on the successful Wellbeing Programme. We aimed to secure new funding to provide continuing support to the after-school club at the conclusions of the Children in Need funding.

In addition the Damask Board aimed to maintain the 2022/23 balance sheet in credit as had been achieved in the previous three years.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

ACHIEVEMENT AND PERFORMANCE

Programmes and Activities

The Damask Response to the needs of Community during 22/23

Advice Service

Febbie Francis was able to deal with the calls coming in to the advice service effectively and the new arrangement of having Friday morning sessions in the Lisburn Food Bank worked well. However some health issues meant there were periods when the service could not operate. Once we became aware that a period of maternity leave would be required we again had no success finding a qualified Adviser. However Maya Lazarenko, a refugee from Ukraine, applied and was offered the post from January 2023 following a period of online training and work experience in November and December 2022. This appointment opened the door for Damask to offer support to Ukrainian refugees in the Lisburn area in addition to our usual local clientele, which we felt was a very much in line with the aims of Damask Community Outreach.

We continued to receive PCSP funding to enable us to support clients who are victims of Domestic Violence. Due to our change of staff and periods of closure, we were not able to develop the domestic violence aspects of the work as hoped. However we intend to remain focussed on this issue which is still widespread in the community. We did, however, refer a number of clients with domestic violence issue to Ricky Keag for counselling.

Youth Programme

The main programme during 2022/23 was the Children in Need 'Go' project with up to 50 young teens attending after school on Tuesday and Thursday afternoons. This was under the management of Ryan Lilley from YI, but led by Rebecca Wills. Early in 2022 it became apparent that the detached youth work with older teens at weekends was no longer finding groups of young people on the streets in Lisburn and the focus with older teens moved to working within Forthill College providing informal counselling during lunch and break times.

An evening group for older girls was established but a boys group did not attract support.

From January Damask took over management of the youth programme from YI with Rebecca Wills continuing as Leader of the after-school programme, now called Fusion, and Rebecca Ringland ran the group for older girls. The Fusion programme is now becoming more integrated with the work of Seymour Street Methodist Church and has the assistance of Ashleigh O'Sullivan, the Youth Pastor.

With the support of the PCSP grant several weeks of summer Holiday Clubs were run.

Toddlers Group

With the decline in concern over COVID the Toddlers group was able to operate without a requirement for pre-registration. There is a team of about six voluntary leaders and the group is largely self-funding through a small weekly subscription.

Community Wellbeing Projects

Walks for Wellbeing:- From Easter 2022 to the summer, fortnightly Walks for Wellbeing were organised, but there were declining numbers. This programme did not restart after the summer.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

Community Wellbeing :-

The popular Pilates class had sessions running from April to June 22, September to December 22 and January to March 23 with a regular attendance of 14 to 20. Weekly donations from those attending more than covered the costs of running this programme and the coffee time afterwards. While the Pilates group was predominately women, a small group of men enjoyed the short mat bowls in the main hall. The overall programme has become a well-supported and valued addition to the Damask activities bringing together a wide mix of people from the local community and church and has the potential to be further developed with a wider range of day-time activities.

Damask Board and other aspects of Damask

The Damask Board continued to meet approximately monthly, mostly but not entirely online via Zoom throughout 2022/23.

The Car Boot sales continued to be an important fundraising, and community activity of Damask generally raising £700 to £800 per sale, including £125 to £150 from refreshments. In the absence of an alternative the stage in the main hall is the main area where donated items are stored. Most donations are coming from Church members and their support in this way is appreciated. After each sale a significant amount of unsold material is disposed of at the dump!

Damask has continued to support the **Lisburn Food Bank** by gathering food donations from Church members and others and passing them on.

Future Plans

With the Youth Programme now being managed directly by Damask our aim, particularly with the younger teens, is to have a more regular Christian input into the programme and to develop opportunities for church young people to be involved as members or youth leaders. However we do want to maintain the link with Forthill College and identify and support for older young people who might otherwise drop out of education and also to continue the evening group of older girls.

As we expect opportunities for grant funding to become more difficult in Northern Ireland we will need to look at new potential sources of funding particularly for the Advice/Counselling work. While Maya Lazarenko will finish when Febbie Francis returns to work the possibility of Damask working with Maya to provide additional support to the local refugee population could be a new area of work for Damask if appropriate funding could be found.

Appreciation

The Damask Board wish to place on record our deep appreciation and thanks to all our Volunteers who give of their time so freely, to the staff providing the Damask Advice and Counselling, the Community activities and leading the youth programme and to those who give donations regularly and generously to support the work of Damask Community Outreach.

At this stage Damask would also like to thank Ryan Lilley who was employed by Youth Initiatives to lead the Damask youth programme over the last four/five years. Over much of this time there was a strong element of detached youth outreach in Lisburn and YI/Damask were providing a stabilising influence at a time when the PSNI were finding it difficult to keep tabs on the groups of young people in Lisburn. Ryan provided well organised and prepared leadership and maintained the required applications, paperwork and reports to satisfy our funders. Damask also appreciates the commitment from the CEO and Board of YI to support this work with Damask with staff and finance.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

FINANCIAL REVIEW

Financial Review and Reserves Policy

In partnership with our principal funders as detailed in the notes to the financial statements we delivered an agreed programme. The amount directly expended on charitable activities in the 12 months to 31 March 2023 amounted to £42,152 (£42,935 31 March 2022)

We maintained tight control over our finances and are seeking to establish a reserves policy, which will maintain the financial stability of the charity.

We will continue to keep our Principal Funders fully informed through briefing and progress reports to agreed timetables.

Finances

The Statement of Financial Activities reflects a general reserve increase of £5,917, from £28,444 at 31 March 2022 to £34,361 at 31 March 2023.

The Restricted Funds carried forward at 31 March 2023 increased by £3,081 from £1,190 at 31 March 2022 to £4,271 at 31 March 2023.

Risk Management

The Board continue to review the major risks to which the charity is exposed and they endeavour to maintain control procedures and systems to mitigate those risks.

Responsibilities of the Board of Directors

Company Law requires the Board to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and applications of resources, including income and expenditure, for the financial year. In preparing those financial statements the Board follows best practice and selects suitable accounting policies, makes judgements and estimates that are reasonable and prudent and prepares financial statements on the going concern basis, unless it is not appropriate to assume that the company will continue on that basis.

The Board of Directors is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with all legal obligations. The Board of Directors is also responsible for safeguarding the assets of the charitable company and therefore for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Damask Community Outreach is a charitable company limited by guarantee, incorporated on 22 July 2011 and registered as a Charity by the Charity Commission Northern Ireland NIC102073 on 6 March 2015. It is recognised by HMRC as a charity for tax purposes. The company was established under a Memorandum of Association, which established the objects and powers of Damask as a charitable company, and is governed under its Articles of Association.

The Articles of Association were amended by a Special Resolution of the Company at a Special General Meeting held on 21 October 2013.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The Directors of the company are also known as charity trustees and under the Company's Articles are known as the Board. Members of the Board are elected by the decision of the Directors, or by an ordinary resolution. All members of the Board of Directors give their time voluntarily and receive no benefits from the charity. At present there are ten Board members who have served during this past year who are listed on page 8. The Board seeks to ensure that there is an appropriate mix of skills within the trustee body and that it adequately reflects the nature and diversity of the work of the company.

Organisational structure

The Damask Community Outreach Board of Directors, who met every 6 to 8 weeks during the year, is responsible for the strategic direction and policy of the charity.

A scheme of delegation through an established management structure is in place. During the period of this report the Advice Service was managed by Jim Irwin, the Youth Programme by Dr Lindsay Easson, the Befriending Service by Harold Baird and the Toddlers, and Tea Dance by Shirley Carrington. Each of these Board Members reported to the Board on these areas at each Board meeting.

Induction and training of new trustees

Trustees are encouraged to familiarise themselves with the obligations of membership of the Board of Directors. They are also encouraged to be aware of charity legislation, to attend training relevant to their position and be aware of the current financial position, resourcing, future plans, objectives, policies and procedures of the company.

Risk management

The Board continue to review the major risks to which the charity is exposed and they endeavour to maintain control procedures and systems to mitigate those risks.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI608313 (Northern Ireland)

Registered Charity number

102073

Registered office

16 Adlon Crescent
Lisburn
Co. Antrim
BT28 2EG

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2023

Trustees

Dr David Lindsay Easson Retired
Rev David Lee Turtle Minister
Miss Jennifer Michelle Baird Certified Chartered Accountant
Mr John Harold Baird Chartered Management Accountant
Mrs Shirley Anne Carrington Director
Mr James Edward Irwin Retired
Mr William Donald Kinghan Engineer
Ms Anne Teresa Maxwell Retired Librarian
Mr William Eric Rainey Retired
Mrs Janet Adrienne Stewart

Independent Examiner

John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Bankers

Danske Bank
PO Box 183
Donegall Square West
Belfast
BT1 6JS

Solicitors

Carson McDowell
Murray House
4 Murray St.
Belfast
BT1 6DN

Chairperson

Dr David Lindsay Easson - appointed 31 January 2019

Approved by order of the board of trustees on 27 June 2023 and signed on its behalf by:

A handwritten signature in black ink, reading 'D. Lindsay Easson', with a horizontal line underneath.

Dr David Lindsay Easson - Trustee

Damask Community Outreach

Northern Ireland - Charity number 102073

Annual return

**Independent Examiner's Report to the Trustees of
Damask Community Outreach**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages ten to twenty.

Respective responsibilities of charity trustees and examiner

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under Section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with Section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



John McCleary FCA

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

27 June 2023

Accounts

REGISTERED COMPANY NUMBER: NI608313 (Northern Ireland)
REGISTERED CHARITY NUMBER: 102073

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2022
for
Damask Community Outreach
(A Company Limited by Guarantee)**

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Damask Community Outreach

Contents of the Financial Statements for the Year Ended 31 March 2022

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Notes to the Financial Statements	12 to 19
Detailed Statement of Financial Activities	20 to 21

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Damask Community Outreach was formed in July 2011 to work primarily in the community of East Lisburn. The mission statement of Damask Community Outreach is "Dedicated to providing safe, inclusive and challenging opportunities that are changing lives and building futures in our community." The key purpose and services provided by Damask were established in response to an audit carried out in the community. The public benefit delivered by Damask provides support for older people, parents and carers and young people through a range of activities and programmes, together with advice services and support to those experiencing health problems, loneliness, unemployment, age related problems, poverty, and financial difficulties.

Damask Community Outreach is a Christian faith-based organisation, working in partnership with Seymour Street Methodist Church, but is open to all and committed to equality of opportunity for all people, regardless of religious belief, political opinion, race, age, marital status, sexual orientation, gender, disability, or dependency. Damask is committed to building partnerships in the community, with statutory agencies and with other relevant groups and organisations to ensure that it can offer a wide range of services that match the needs of the community and help with the personal development of individuals.

Ensuring the Work Delivers the Aims of the Company

The aims, objectives and activities are reviewed throughout the year at Damask Board Management meetings held monthly, looking at what has been achieved and the outcomes of the work. The effect of each key programme and service and the benefits they have brought to the community and the groups are reviewed systematically. This process helps ensure that aims, objectives, programmes, and services remain focused on the stated purposes. The Board refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives, and in planning its programmes and services.

Coronavirus -19

During the period of this report the COVID restrictions were gradually lifted. The Advice Service resumed face to face interviews, the youth programme resumed indoor activities and in January 2022 the Mothers and Toddlers group resumed. The Tea Dances have not resumed but a new Community Wellbeing Programme has been developed to help people emerge from the restrictions of COVID and return to enjoying healthy activities with friends.

The Advice Service while still dealing with enquiries via the telephone helpline started to conduct face-to-face interviews where appropriate utilizing a larger room allowing social distancing to be observed along with other COVID precautions and also with a separate entrance. However, Therese Milligan resigned her post from the end of April to move to a new full-time job, and Damask is grateful to Therese for the 7 years of service she gave to our local community. As it was not possible to get short term cover the Advice Service was closed until we were able to appoint a new Adviser in September 2021. This took two rounds of advertising and the decision to appoint someone who first required additional Welfare Benefits training. Febbie Francis, who has qualifications in Human Resources Management and worked in the NHS has now been fully in post for several months and is doing well.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

Volunteers

Volunteers continue to provide a vital backbone to our activities. The Damask Board, which is made up of voluntary members, continued to provide management and administration via online meetings, and the time spent on administration remained high due to additional funding applications and the need to keep altering and re-developing our activities. In most months we have held a car boot sale which depends on voluntary support, as does the Mothers and Toddlers group which resumed in January 2022. The new Wellbeing group has voluntary leadership as does the Advice Service, and the youth programme depends on young volunteers who have come up through the group.

The below table showing year on year volunteering hours with Damask Community Outreach:

	2021/22	2020/21	2019/20
Youth Projects	2,000	1,020	2,160
Advice Service	200	400	750
Befriending Service	-	30	80
Community Services *	364	-	567
Covid Food box deliveries	-	300	-
Management & admin	1,400	1,400	1,008
Car Boot Sale	300	50	400
Food Bank collection	50	50	150
Total	4,314	3,250	5,115

(* Including Mothers & toddlers and the Wellbeing Programme)

Paid Staff and Session Workers

At the end of March 2022 Damask had one contracted staff member, Febbie Francis, Advice Service Adviser, working 16 hours per week and one contracted sessional worker Rebecca Wills, Youth Worker, working 10 hours per week on the Go Project (Children in Need). Session workers are also employed where necessary and funding is available, to deliver specific programmes such as Pilates, the Wellbeing programme, craft activities, and youth outreach.

Grant applications and donations

The Damask programme over 2021/22 has been supported by a range of funding bodies and we are grateful to these bodies for their grants. These include Lisburn and Castlereagh City Council, The Education Authority, The Halifax Foundation, The Housing Executive, Lisburn and Castlereagh Policing and Community Safety Partnership and Youth Initiatives. As well as private individuals we have received donations from Seymour Street Methodist Church, Youth Initiatives and the 'Love Lisburn' project'.

Objectives for 2021/22

The main objectives for 2021/22 have continued to relate primarily to supporting families including older people, parents and carers and young people, those experiencing health problems, loneliness, unemployment, age related problems, poverty, and financial difficulties. All the charitable activities focus exclusively on meeting needs and providing support in the local community and are undertaken to further our charitable purposes for the public benefit and within the criteria that defines public benefit outlined in the statutory guidance. As we saw the COVID restrictions being reduced, a primary focus was to encourage those in our community back into activities that would improve their physical and mental wellbeing.

In addition, the Damask Board aimed to maintain the 2021/22 balance sheet in credit as had been achieved in 2019/20 and 2020/21.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

2022 Programmes and Activities

The Damask Response to the needs of Community during 21/22.

Advice Service

When Therese Milligan left our employment two rounds of adverts failed to result in a qualified applicant coming forward. However, we did eventually find a suitable candidate, but she required 3 months training in welfare benefits. Thus it was not possible for us to restart the Advice service until the beginning of September.

With support from the Halifax Foundation, we were aiming to start new Advice Clinic Sessions in the Low Road area to reach more clients, but it proved difficult to find a suitable location. Instead, we formed a partnership with the Lisburn Food Bank. From November 2021 we started a clinic each week at the Food Bank, and they referred to us clients needing help with welfare benefits. This has been very successful with the Food Bank reporting that their clients have been greatly helped, while from Damask's perspective we are reaching a wider range of local clients.

We continued to receive PCSP funding to enable us to support clients who are victims of Domestic Violence. Due to our change of staff and period of closure, together with the reduced face to face interactions resulting from COVID we have had fewer such victims coming forward compared with previous years. However, we intend to remain focussed on this issue which is still widespread in the community.

Youth Programme

The main programme led by Youth Initiatives for 15's to 18's was Peace 4 Transform which concluded at the end of the 2021 calendar year. This Damask/Youth Initiatives partnership had a strong cross community element and like the programme at other Transform groups, helped several cohorts of young people realise their own abilities and gain valuable qualifications. From January 2022 Youth Initiatives has maintained a programme of evening groups for 15's to 18's and is now looking for support funding for this programme.

Go Project: Our BBC Children In Need funded GO Project (After School, two afternoons per week), working with 10-14s and young volunteers has continued throughout the year. With Education Authority funding a joint Damask and Seymour Street Methodist Church Summer programme was run for a week and there was excellent collaboration between the leaders of the Go Project with Church leaders during this.

Outreach: Youth Initiatives maintained weekly engagement with young people on the streets of Lisburn at the weekends with support funding from the PCSP.

Mother's and Toddlers

Due to concerns over the transmissibility for COVID among young children and families the M&T group had to restrict the numbers attending the weekly sessions when they restarted. This was done by asking members to book their places each week online. Thus a manageable system has been developed which achieves the maximum possible COVID safety in the circumstances.

Community Wellbeing Projects

Walks for Wellbeing: - During August 2021 a series of weekly evening Walks for Wellbeing from the Church car park were held and proved very popular, encouraging the community to come out, socialise in a safe outdoor environment, and take exercise. From September onwards, fortnightly afternoon walks have been held with the same purpose and a regular walking group has now been developed.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

Community Wellbeing: - With funding support from the Housing Executive a 20-week programme was initiated from October 2021 to March 2022 with a weekly programme on Tuesdays including Pilates (with a professional coach), informal coffee and chat, carpet bowls, craft sessions, healthy eating and cookery sessions. This has been linked with the Walks for Wellbeing. This whole programme has attracted a very regular group of about 20 attending the Pilates and about 50 overall including the walking group. A survey of the clients showed that they all indicated improvements in their physical and mental health from attending the programme, and they were keen for the Wellbeing group to continue meeting.

Damask Board and other aspects of Damask

The Damask Board continued to meet approximately monthly online via Zoom throughout 2021/22. The **Befriender Service** had very little activity during 2021/22 but could be revived if it was felt there was sufficient demand.

During the summer of 2021 two outdoor **Car Boot Sales** were held in the Church car Park. They were successful and attracted a good level of support. Between September and March 2022 four Car Boot sales were held indoors, although the number of traders setting up stalls was fewer than before. Nevertheless, they have still been a valuable source of fundraising for Damask mainly from the continued sale of items donated by Church members and others and the efforts of the catering team selling hot dogs and refreshments.

Damask has continued to support the **Lisburn Food Bank** by gathering food donations from Church members and others and passing them on.

FUTURE PLANS

With the one-year grant from the Halifax Foundation now drawing to a close, and the 3-year Children in Need grant finishing at the end of 2022 a priority for Damask is to secure continued funding for its youth programme and Advice Service. We hope to continue our partnership with the Housing Executive in the Wellbeing Programme and will continue to seek support from the LCCC and PCSP through annual applications. Damask fortunately has sufficient reserves to see it through any difficulties in securing funding but with the very successful outcomes of our programme we are hopeful that new funding sources can be found.

APPRECIATION

The Damask Board wish to place on record our deep appreciation and thanks to all our Volunteers who give of their time so freely, to the staff providing the Damask Advice and Counselling, the Community activities and leading the youth programme and to those who give donations regularly and generously to support the work of Damask Community Outreach.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

FINANCIAL REVIEW

Financial Review and Reserves Policy

In partnership with our principal funders as detailed in the notes to the financial statements we delivered an agreed programme. The amount directly expended on charitable activities in the 12 months to 31 March 2022 amounted to £42,935 (£50,664 March 2021)

We maintained tight control over our finances and are seeking to establish a reserves policy, which will maintain the financial stability of the charity.

We will continue to keep our Principal Funders fully informed through briefing and progress reports to agreed timetables.

Finances

The Statement of Financial Activities reflects a general reserve increase of £4,147, from £24,297 on 31 March 2021 to £28,444 on 31 March 2022.

The Restricted Funds carried forward on 31 March 2022 decreased by £6,108 from £7,298 on 31 March 2021 to £1,190 on 31 March 2022, due to restricted grants coming to an end.

Although the Statement of Financial Activities reflects an overall deficit of £1,961, of Resources Expended over Incoming Resources, the board maintained the general reserves in credit, as achieved in 2019/20 and 2020/21.

Risk Management

The Board continue to review the major risks to which the charity is exposed, and they endeavour to maintain control procedures and systems to mitigate those risks.

Responsibilities of the Board of Directors

Company Law requires the Board to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and applications of resources, including income and expenditure, for the financial year. In preparing those financial statements the Board follows best practice and selects suitable accounting policies, makes judgements, and estimates that are reasonable and prudent and prepares financial statements on the going concern basis, unless it is not appropriate to assume that the company will continue on that basis.

The Board of Directors is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with all legal obligations. The Board of Directors is also responsible for safeguarding the assets of the charitable company and therefore for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Damask Community Outreach is a charitable company limited by guarantee, incorporated on 22 July 2011 and registered as a Charity by the Charity Commission Northern Ireland NIC102073 on 6 March 2015. It is recognised by HMRC as a charity for tax purposes. The company was established under a Memorandum of Association, which established the objects and powers of Damask as a charitable company and is governed under its Articles of Association.

The Articles of Association were amended by a Special Resolution of the Company at a Special General Meeting held on 21 October 2013.

Recruitment and appointment of new trustees

The Directors of the company are also known as charity trustees and under the Company's Articles are known as the Board. Members of the Board are elected by the decision of the Directors, or by an ordinary resolution. All members of the Board of Directors give their time voluntarily and receive no benefits from the charity. At present there are ten Board members who have served during this past year who are listed on page 7. The Board seeks to ensure that there is an appropriate mix of skills within the trustee body and that it adequately reflects the nature and diversity of the work of the company.

Organisational structure

The Damask Community Outreach Board of Directors, who met every 6 to 8 weeks during the year, is responsible for the strategic direction and policy of the charity.

A scheme of delegation through an established management structure is in place. During the period of this report the Advice Service was managed by Jim Irwin, the Youth Programme by Dr Lindsay Easson, the Befriending Service by Harold Baird and the Toddlers, and Tea Dance by Shirley Carrington. Each of these Board Members reported to the Board on these areas at each Board meeting.

Induction and training of new trustees

Trustees are encouraged to familiarise themselves with the obligations of membership of the Board of Directors. They are also encouraged to be aware of charity legislation, to attend training relevant to their position and be aware of the current financial position, resourcing, future plans, objectives, policies and procedures of the company.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI608313 (Northern Ireland)

Registered Charity number

102073

Damask Community Outreach

**Report of the Trustees
for the Year Ended 31 March 2022**

Registered office

16 Adlon Crescent
Lisburn
Co. Antrim
BT28 2EG

Trustees

Dr David Lindsay Easson Retired
Rev David Lee Turtle Minister
Miss Jennifer Michelle Baird Certified Chartered Accountant
Mr John Harold Baird Chartered Management Accountant
Mrs Shirley Anne Carrington Director
Mr James Edward Irwin Retired
Mr William Donald Kinghan Engineer
Ms Anne Teresa Maxwell Retired Librarian
Mr William Eric Rainey Retired
Mrs Janet Adrienne Stewart (appointed 1.11.21)

Independent Examiner

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Bankers

Danske Bank
PO Box 183
Donegall Square West
Belfast
BT1 6JS

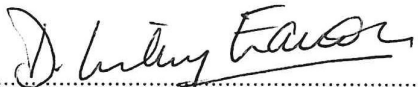
Solicitors

Carson McDowell
Murray House
4 Murray Street
Belfast
BT1 6DN

Chairperson

Dr David Lindsay Easson

Approved by order of the board of trustees on 10 June 2022 and signed on its behalf by:


.....
Dr David Lindsay Easson - Trustee

**Independent Examiner's Report to the Trustees of
Damask Community Outreach**

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages nine to nineteen.

Respective responsibilities of charity trustees and examiner

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Date: 10 June 2022

Damask Community Outreach

Statement of Financial Activities for the Year Ended 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	13,639	21,354	34,993	51,565
Other trading activities	3	5,651	-	5,651	1,100
Investment income	4	18	-	18	34
Other income		<u>-</u>	<u>312</u>	<u>312</u>	<u>-</u>
Total		19,308	21,666	40,974	52,699
EXPENDITURE ON					
Charitable activities					
Support costs		1,082	2,328	3,410	2,942
Direct costs		9,713	28,686	38,399	46,642
Governance costs		1,126	-	1,126	1,080
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total		11,921	31,014	42,935	50,664
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
NET INCOME/(EXPENDITURE)		7,387	(9,348)	(1,961)	2,035
Transfers between funds	12	<u>(3,240)</u>	<u>3,240</u>	<u>-</u>	<u>-</u>
Net movement in funds		4,147	(6,108)	(1,961)	2,035
RECONCILIATION OF FUNDS					
Total funds brought forward		24,297	7,298	31,595	29,560
		<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS CARRIED FORWARD		<u>28,444</u>	<u>1,190</u>	<u>29,634</u>	<u>31,595</u>

The notes form part of these financial statements

Damask Community Outreach

Balance Sheet 31 March 2022

	Notes	Unrestricted funds £	Restricted funds £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	9	133	-	133	269
CURRENT ASSETS					
Debtors	10	3,250	-	3,250	4,582
Cash at bank		<u>26,266</u>	<u>1,190</u>	<u>27,456</u>	<u>28,294</u>
		29,516	1,190	30,706	32,876
CREDITORS					
Amounts falling due within one year	11	(1,205)	-	(1,205)	(1,550)
NET CURRENT ASSETS		<u>28,311</u>	<u>1,190</u>	<u>29,501</u>	<u>31,326</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>28,444</u>	<u>1,190</u>	<u>29,634</u>	<u>31,595</u>
NET ASSETS		<u>28,444</u>	<u>1,190</u>	<u>29,634</u>	<u>31,595</u>
FUNDS	12				
Unrestricted funds				28,444	24,297
Restricted funds				<u>1,190</u>	<u>7,298</u>
TOTAL FUNDS				<u>29,634</u>	<u>31,595</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

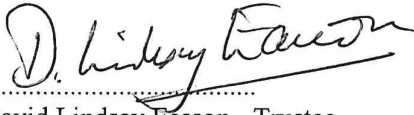
The notes form part of these financial statements

Damask Community Outreach

**Balance Sheet - continued
31 March 2022**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies' regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 10 June 2022 and were signed on its behalf by:



Dr David Lindsay Easson - Trustee



Miss Jennifer Michelle Baird - Trustee

Damask Community Outreach

Notes to the Financial Statements for the Year Ended 31 March 2022

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Equipment - 10% on cost

Taxation

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

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

2. DONATIONS AND LEGACIES

	31.3.22	31.3.21
	£	£
Seymour Street Methodist Church	3,765	2,736
Donations	9,131	6,859
Gift aid	742	473
Grants	<u>21,355</u>	<u>41,497</u>
	<u>34,993</u>	<u>51,565</u>

Grants received, included in the above, are as follows:

	31.3.22	31.3.21
	£	£
Education Authority	1,400	1,645
Lisburn & Castlereagh City Council	3,740	2,618
Policing and Community Safety Partnership	5,000	12,933
Halifax Foundation	4,720	10,000
Children in Need	-	8,000
Co-Operation Ireland Safe Return	-	3,801
Rural Community Network	-	2,500
Housing Executive	1,500	-
E A Summer Scheme	<u>4,995</u>	<u>-</u>
	<u>21,355</u>	<u>41,497</u>

3. OTHER TRADING ACTIVITIES

	31.3.22	31.3.21
	£	£
Car boot sale	<u>5,651</u>	<u>1,100</u>

4. INVESTMENT INCOME

	31.3.22	31.3.21
	£	£
Deposit account interest	<u>18</u>	<u>34</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

5. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	<u>136</u>	<u>136</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the year ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the year ended 31 March 2021.

7. STAFF COSTS

The average monthly number of employees during the year was as follows:

	31.3.22	31.3.21
Project staff	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	10,067	41,498	51,565
Other trading activities	1,100	-	1,100
Investment income	<u>34</u>	<u>-</u>	<u>34</u>
Total	11,201	41,498	52,699
EXPENDITURE ON			
Charitable activities			
Support costs	1,016	1,926	2,942
Direct costs	7,182	39,460	46,642
Governance costs	1,080	-	1,080
	<u> </u>	<u> </u>	<u> </u>
Total	<u>9,278</u>	<u>41,386</u>	<u>50,664</u>

Damask Community Outreach

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

8. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted funds £	Restricted funds £	Total funds £
NET INCOME	1,923	112	2,035
RECONCILIATION OF FUNDS			
Total funds brought forward	22,374	7,186	29,560
TOTAL FUNDS CARRIED FORWARD	<u>24,297</u>	<u>7,298</u>	<u>31,595</u>

9. TANGIBLE FIXED ASSETS

	Equipment £
COST	
At 1 April 2021 and 31 March 2022	<u>1,355</u>
DEPRECIATION	
At 1 April 2021	1,086
Charge for year	<u>136</u>
At 31 March 2022	<u>1,222</u>
NET BOOK VALUE	
At 31 March 2022	<u>133</u>
At 31 March 2021	<u>269</u>

10. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Other debtors	<u>3,250</u>	<u>4,582</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

11. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22	31.3.21
	£	£
Accrued expenses	<u>1,205</u>	<u>1,550</u>

12. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	24,297	7,387	(3,240)	28,444
Restricted funds				
Toddler Group	6	(185)	267	88
Children in Need	7,292	(9,866)	2,574	-
Policing and Community Safety				
Partnership Domestic Abuse	-	(49)	49	-
Halifax	-	1,102	-	1,102
Housing Executive	-	(350)	350	-
	<u>7,298</u>	<u>(9,348)</u>	<u>3,240</u>	<u>1,190</u>
TOTAL FUNDS	<u>31,595</u>	<u>(1,961)</u>	<u>-</u>	<u>29,634</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	19,308	(11,921)	7,387
Restricted funds			
Toddler Group	311	(496)	(185)
Education Authority	1,400	(1,400)	-
Lisburn & Castlereagh City Council	3,740	(3,740)	-
Children in Need	-	(9,866)	(9,866)
Policing and Community Safety			
Partnership Domestic Abuse	5,000	(5,049)	(49)
Halifax	4,720	(3,618)	1,102
EA Summer Scheme	4,995	(4,995)	-
Housing Executive	<u>1,500</u>	<u>(1,850)</u>	<u>(350)</u>
	<u>21,666</u>	<u>(31,014)</u>	<u>(9,348)</u>
TOTAL FUNDS	<u>40,974</u>	<u>(42,935)</u>	<u>(1,961)</u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

12. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.20 £	Net movement in funds £	At 31.3.21 £
Unrestricted funds			
General	22,374	1,923	24,297
Restricted funds			
Toddler Group	6	-	6
Children in Need	<u>7,180</u>	<u>112</u>	<u>7,292</u>
	<u>7,186</u>	<u>112</u>	<u>7,298</u>
TOTAL FUNDS	<u><u>29,560</u></u>	<u><u>2,035</u></u>	<u><u>31,595</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	11,201	(9,278)	1,923
Restricted funds			
Education Authority	1,645	(1,645)	-
Policing and Community Safety			
Partnership Youth Work	7,934	(7,934)	-
Lisburn & Castlereagh City Council	2,618	(2,618)	-
Children in Need	8,000	(7,888)	112
Policing and Community Safety			
Partnership Domestic Abuse	5,000	(5,000)	-
Co-Operation Ireland safe Return Fund	3,801	(3,801)	-
Halifax	10,000	(10,000)	-
Rural Community Network	<u>2,500</u>	<u>(2,500)</u>	<u>-</u>
	<u>41,498</u>	<u>(41,386)</u>	<u>112</u>
TOTAL FUNDS	<u><u>52,699</u></u>	<u><u>(50,664)</u></u>	<u><u>2,035</u></u>

Damask Community Outreach

Notes to the Financial Statements - continued for the Year Ended 31 March 2022

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General	22,374	9,310	(3,240)	28,444
Restricted funds				
Toddler Group	6	(185)	267	88
Children in Need	7,180	(9,754)	2,574	-
Policing and Community Safety				
Partnership Domestic Abuse	-	(49)	49	-
Halifax	-	1,102	-	1,102
Housing Executive	-	(350)	350	-
	<u>7,186</u>	<u>(9,236)</u>	<u>3,240</u>	<u>1,190</u>
TOTAL FUNDS	<u>29,560</u>	<u>74</u>	<u>-</u>	<u>29,634</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General	30,509	(21,199)	9,310
Restricted funds			
Toddler Group	311	(496)	(185)
Education Authority	3,045	(3,045)	-
Policing and Community Safety			
Partnership Youth Work	7,934	(7,934)	-
Lisburn & Castlereagh City Council	6,358	(6,358)	-
Children in Need	8,000	(17,754)	(9,754)
Policing and Community Safety			
Partnership Domestic Abuse	10,000	(10,049)	(49)
Co-Operation Ireland safe Return Fund	3,801	(3,801)	-
Halifax	14,720	(13,618)	1,102
Rural Community Network	2,500	(2,500)	-
EA Summer Scheme	4,995	(4,995)	-
Housing Executive	<u>1,500</u>	<u>(1,850)</u>	<u>(350)</u>
	<u>63,164</u>	<u>(72,400)</u>	<u>(9,236)</u>
TOTAL FUNDS	<u>93,673</u>	<u>(93,599)</u>	<u>74</u>

Damask Community Outreach

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2022**

13. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2022.

Damask Community Outreach
Detailed Statement of Financial Activities
for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Seymour Street Methodist Church	3,765	2,736
Donations	9,131	6,859
Gift aid	742	473
Grants	<u>21,355</u>	<u>41,497</u>
	34,993	51,565
Other trading activities		
Car boot sale	5,651	1,100
Investment income		
Deposit account interest	18	34
Other income		
Toddler Group	<u>312</u>	<u>-</u>
Total incoming resources	40,974	52,699
EXPENDITURE		
Charitable activities		
Wages	9,410	16,150
Pensions	95	297
Venue costs	6,020	5,470
Training	525	200
Programme costs	20,854	23,714
Fund raising and events	147	-
Travel costs	54	-
Toddler group	496	-
Professional fees	30	30
Advertising and promotional costs	<u>768</u>	<u>780</u>
	38,399	46,641
Support costs		
Finance		
Bank charges	186	45
Other		
Insurance	2,328	1,926
Carried forward	2,328	1,926

This page does not form part of the statutory financial statements

Damask Community Outreach

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	31.3.22 £	31.3.21 £
Other		
Brought forward	2,328	1,926
Telephone	178	187
Office expenses and stationery	196	101
Sundries	120	48
Computer expenses	266	500
Depreciation	<u>136</u>	<u>136</u>
	3,224	2,898
Governance costs		
Accountancy and legal fees	<u>1,126</u>	<u>1,080</u>
Total resources expended	<u>42,935</u>	<u>50,664</u>
Net (expenditure)/income	<u><u>(1,961)</u></u>	<u><u>2,035</u></u>

Damask Community Outreach

Northern Ireland - Charity number 102073

Annual report

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Damask Community Outreach was formed in July 2011 to work primarily in the community of East Lisburn. The mission statement of Damask Community Outreach is "Dedicated to providing safe, inclusive and challenging opportunities that are changing lives and building futures in our community." The key purpose and services provided by Damask were established in response to an audit carried out in the community. The public benefit delivered by Damask provides support for older people, parents and carers and young people through a range of activities and programmes, together with advice services and support to those experiencing health problems, loneliness, unemployment, age related problems, poverty, and financial difficulties.

Damask Community Outreach is a Christian faith-based organisation, working in partnership with Seymour Street Methodist Church, but is open to all and committed to equality of opportunity for all people, regardless of religious belief, political opinion, race, age, marital status, sexual orientation, gender, disability, or dependency. Damask is committed to building partnerships in the community, with statutory agencies and with other relevant groups and organisations to ensure that it can offer a wide range of services that match the needs of the community and help with the personal development of individuals.

Ensuring the Work Delivers the Aims of the Company

The aims, objectives and activities are reviewed throughout the year at Damask Board Management meetings held monthly, looking at what has been achieved and the outcomes of the work. The effect of each key programme and service and the benefits they have brought to the community and the groups are reviewed systematically. This process helps ensure that aims, objectives, programmes, and services remain focused on the stated purposes. The Board refers to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing its aims and objectives, and in planning its programmes and services.

Coronavirus -19

During the period of this report the COVID restrictions were gradually lifted. The Advice Service resumed face to face interviews, the youth programme resumed indoor activities and in January 2022 the Mothers and Toddlers group resumed. The Tea Dances have not resumed but a new Community Wellbeing Programme has been developed to help people emerge from the restrictions of COVID and return to enjoying healthy activities with friends.

The Advice Service while still dealing with enquiries via the telephone helpline started to conduct face-to-face interviews where appropriate utilizing a larger room allowing social distancing to be observed along with other COVID precautions and also with a separate entrance. However, Therese Milligan resigned her post from the end of April to move to a new full-time job, and Damask is grateful to Therese for the 7 years of service she gave to our local community. As it was not possible to get short term cover the Advice Service was closed until we were able to appoint a new Adviser in September 2021. This took two rounds of advertising and the decision to appoint someone who first required additional Welfare Benefits training. Febbie Francis, who has qualifications in Human Resources Management and worked in the NHS has now been fully in post for several months and is doing well.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

Volunteers

Volunteers continue to provide a vital backbone to our activities. The Damask Board, which is made up of voluntary members, continued to provide management and administration via online meetings, and the time spent on administration remained high due to additional funding applications and the need to keep altering and re-developing our activities. In most months we have held a car boot sale which depends on voluntary support, as does the Mothers and Toddlers group which resumed in January 2022. The new Wellbeing group has voluntary leadership as does the Advice Service, and the youth programme depends on young volunteers who have come up through the group.

The below table showing year on year volunteering hours with Damask Community Outreach:

	2021/22	2020/21	2019/20
Youth Projects	2,000	1,020	2,160
Advice Service	200	400	750
Befriending Service	-	30	80
Community Services *	364	-	567
Covid Food box deliveries	-	300	-
Management & admin	1,400	1,400	1,008
Car Boot Sale	300	50	400
Food Bank collection	50	50	150
Total	4,314	3,250	5,115

(* Including Mothers & toddlers and the Wellbeing Programme)

Paid Staff and Session Workers

At the end of March 2022 Damask had one contracted staff member, Febbie Francis, Advice Service Adviser, working 16 hours per week and one contracted sessional worker Rebecca Wills, Youth Worker, working 10 hours per week on the Go Project (Children in Need). Session workers are also employed where necessary and funding is available, to deliver specific programmes such as Pilates, the Wellbeing programme, craft activities, and youth outreach.

Grant applications and donations

The Damask programme over 2021/22 has been supported by a range of funding bodies and we are grateful to these bodies for their grants. These include Lisburn and Castlereagh City Council, The Education Authority, The Halifax Foundation, The Housing Executive, Lisburn and Castlereagh Policing and Community Safety Partnership and Youth Initiatives. As well as private individuals we have received donations from Seymour Street Methodist Church, Youth Initiatives and the 'Love Lisburn' project'.

Objectives for 2021/22

The main objectives for 2021/22 have continued to relate primarily to supporting families including older people, parents and carers and young people, those experiencing health problems, loneliness, unemployment, age related problems, poverty, and financial difficulties. All the charitable activities focus exclusively on meeting needs and providing support in the local community and are undertaken to further our charitable purposes for the public benefit and within the criteria that defines public benefit outlined in the statutory guidance. As we saw the COVID restrictions being reduced, a primary focus was to encourage those in our community back into activities that would improve their physical and mental wellbeing.

In addition, the Damask Board aimed to maintain the 2021/22 balance sheet in credit as had been achieved in 2019/20 and 2020/21.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

2022 Programmes and Activities

The Damask Response to the needs of Community during 21/22.

Advice Service

When Therese Milligan left our employment two rounds of adverts failed to result in a qualified applicant coming forward. However, we did eventually find a suitable candidate, but she required 3 months training in welfare benefits. Thus it was not possible for us to restart the Advice service until the beginning of September.

With support from the Halifax Foundation, we were aiming to start new Advice Clinic Sessions in the Low Road area to reach more clients, but it proved difficult to find a suitable location. Instead, we formed a partnership with the Lisburn Food Bank. From November 2021 we started a clinic each week at the Food Bank, and they referred to us clients needing help with welfare benefits. This has been very successful with the Food Bank reporting that their clients have been greatly helped, while from Damask's perspective we are reaching a wider range of local clients.

We continued to receive PCSP funding to enable us to support clients who are victims of Domestic Violence. Due to our change of staff and period of closure, together with the reduced face to face interactions resulting from COVID we have had fewer such victims coming forward compared with previous years. However, we intend to remain focussed on this issue which is still widespread in the community.

Youth Programme

The main programme led by Youth Initiatives for 15's to 18's was Peace 4 Transform which concluded at the end of the 2021 calendar year. This Damask/Youth Initiatives partnership had a strong cross community element and like the programme at other Transform groups, helped several cohorts of young people realise their own abilities and gain valuable qualifications. From January 2022 Youth Initiatives has maintained a programme of evening groups for 15's to 18's and is now looking for support funding for this programme.

Go Project: Our BBC Children In Need funded GO Project (After School, two afternoons per week), working with 10-14s and young volunteers has continued throughout the year. With Education Authority funding a joint Damask and Seymour Street Methodist Church Summer programme was run for a week and there was excellent collaboration between the leaders of the Go Project with Church leaders during this.

Outreach: Youth Initiatives maintained weekly engagement with young people on the streets of Lisburn at the weekends with support funding from the PCSP.

Mother's and Toddlers

Due to concerns over the transmissibility for COVID among young children and families the M&T group had to restrict the numbers attending the weekly sessions when they restarted. This was done by asking members to book their places each week online. Thus a manageable system has been developed which achieves the maximum possible COVID safety in the circumstances.

Community Wellbeing Projects

Walks for Wellbeing: - During August 2021 a series of weekly evening Walks for Wellbeing from the Church car park were held and proved very popular, encouraging the community to come out, socialise in a safe outdoor environment, and take exercise. From September onwards, fortnightly afternoon walks have been held with the same purpose and a regular walking group has now been developed.

Damask Community Outreach
Report of the Trustees
for the Year Ended 31 March 2022

Community Wellbeing: - With funding support from the Housing Executive a 20-week programme was initiated from October 2021 to March 2022 with a weekly programme on Tuesdays including Pilates (with a professional coach), informal coffee and chat, carpet bowls, craft sessions, healthy eating and cookery sessions. This has been linked with the Walks for Wellbeing. This whole programme has attracted a very regular group of about 20 attending the Pilates and about 50 overall including the walking group. A survey of the clients showed that they all indicated improvements in their physical and mental health from attending the programme, and they were keen for the Wellbeing group to continue meeting.

Damask Board and other aspects of Damask

The Damask Board continued to meet approximately monthly online via Zoom throughout 2021/22. The **Befriender Service** had very little activity during 2021/22 but could be revived if it was felt there was sufficient demand.

During the summer of 2021 two outdoor **Car Boot Sales** were held in the Church car Park. They were successful and attracted a good level of support. Between September and March 2022 four Car Boot sales were held indoors, although the number of traders setting up stalls was fewer than before. Nevertheless, they have still been a valuable source of fundraising for Damask mainly from the continued sale of items donated by Church members and others and the efforts of the catering team selling hot dogs and refreshments.

Damask has continued to support the **Lisburn Food Bank** by gathering food donations from Church members and others and passing them on.

FUTURE PLANS

With the one-year grant from the Halifax Foundation now drawing to a close, and the 3-year Children in Need grant finishing at the end of 2022 a priority for Damask is to secure continued funding for its youth programme and Advice Service. We hope to continue our partnership with the Housing Executive in the Wellbeing Programme and will continue to seek support from the LCCC and PCSP through annual applications. Damask fortunately has sufficient reserves to see it through any difficulties in securing funding but with the very successful outcomes of our programme we are hopeful that new funding sources can be found.

APPRECIATION

The Damask Board wish to place on record our deep appreciation and thanks to all our Volunteers who give of their time so freely, to the staff providing the Damask Advice and Counselling, the Community activities and leading the youth programme and to those who give donations regularly and generously to support the work of Damask Community Outreach.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

FINANCIAL REVIEW

Financial Review and Reserves Policy

In partnership with our principal funders as detailed in the notes to the financial statements we delivered an agreed programme. The amount directly expended on charitable activities in the 12 months to 31 March 2022 amounted to £42,935 (£50,664 March 2021)

We maintained tight control over our finances and are seeking to establish a reserves policy, which will maintain the financial stability of the charity.

We will continue to keep our Principal Funders fully informed through briefing and progress reports to agreed timetables.

Finances

The Statement of Financial Activities reflects a general reserve increase of £4,147, from £24,297 on 31 March 2021 to £28,444 on 31 March 2022.

The Restricted Funds carried forward on 31 March 2022 decreased by £6,108 from £7,298 on 31 March 2021 to £1,190 on 31 March 2022, due to restricted grants coming to an end.

Although the Statement of Financial Activities reflects an overall deficit of £1,961, of Resources Expended over Incoming Resources, the board maintained the general reserves in credit, as achieved in 2019/20 and 2020/21.

Risk Management

The Board continue to review the major risks to which the charity is exposed, and they endeavour to maintain control procedures and systems to mitigate those risks.

Responsibilities of the Board of Directors

Company Law requires the Board to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and applications of resources, including income and expenditure, for the financial year. In preparing those financial statements the Board follows best practice and selects suitable accounting policies, makes judgements, and estimates that are reasonable and prudent and prepares financial statements on the going concern basis, unless it is not appropriate to assume that the company will continue on that basis.

The Board of Directors is responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with all legal obligations. The Board of Directors is also responsible for safeguarding the assets of the charitable company and therefore for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Damask Community Outreach is a charitable company limited by guarantee, incorporated on 22 July 2011 and registered as a Charity by the Charity Commission Northern Ireland NIC102073 on 6 March 2015. It is recognised by HMRC as a charity for tax purposes. The company was established under a Memorandum of Association, which established the objects and powers of Damask as a charitable company and is governed under its Articles of Association.

The Articles of Association were amended by a Special Resolution of the Company at a Special General Meeting held on 21 October 2013.

Recruitment and appointment of new trustees

The Directors of the company are also known as charity trustees and under the Company's Articles are known as the Board. Members of the Board are elected by the decision of the Directors, or by an ordinary resolution. All members of the Board of Directors give their time voluntarily and receive no benefits from the charity. At present there are ten Board members who have served during this past year who are listed on page 7. The Board seeks to ensure that there is an appropriate mix of skills within the trustee body and that it adequately reflects the nature and diversity of the work of the company.

Organisational structure

The Damask Community Outreach Board of Directors, who met every 6 to 8 weeks during the year, is responsible for the strategic direction and policy of the charity.

A scheme of delegation through an established management structure is in place. During the period of this report the Advice Service was managed by Jim Irwin, the Youth Programme by Dr Lindsay Easson, the Befriending Service by Harold Baird and the Toddlers, and Tea Dance by Shirley Carrington. Each of these Board Members reported to the Board on these areas at each Board meeting.

Induction and training of new trustees

Trustees are encouraged to familiarise themselves with the obligations of membership of the Board of Directors. They are also encouraged to be aware of charity legislation, to attend training relevant to their position and be aware of the current financial position, resourcing, future plans, objectives, policies and procedures of the company.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI608313 (Northern Ireland)

Registered Charity number

102073

Damask Community Outreach

Report of the Trustees for the Year Ended 31 March 2022

Registered office

16 Adlon Crescent
Lisburn
Co. Antrim
BT28 2EG

Trustees

Dr David Lindsay Easson Retired
Rev David Lee Turtle Minister
Miss Jennifer Michelle Baird Certified Chartered Accountant
Mr John Harold Baird Chartered Management Accountant
Mrs Shirley Anne Carrington Director
Mr James Edward Irwin Retired
Mr William Donald Kinghan Engineer
Ms Anne Teresa Maxwell Retired Librarian
Mr William Eric Rainey Retired
Mrs Janet Adrienne Stewart (appointed 1.11.21)

Independent Examiner

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Bankers

Danske Bank
PO Box 183
Donegall Square West
Belfast
BT1 6JS

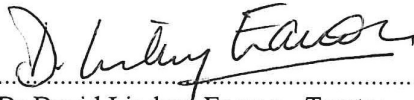
Solicitors

Carson McDowell
Murray House
4 Murray Street
Belfast
BT1 6DN

Chairperson

Dr David Lindsay Easson

Approved by order of the board of trustees on 10 June 2022 and signed on its behalf by:


.....
Dr David Lindsay Easson - Trustee

Damask Community Outreach

Northern Ireland - Charity number 102073

Annual return

**Independent Examiner's Report to the Trustees of
Damask Community Outreach**

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages nine to nineteen.

Respective responsibilities of charity trustees and examiner

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts and seeking explanations from you as charity trustees concerning any such matters.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Date: 10 June 2022