Appleby Careers Project Limited

Northern Ireland · Charity number 104598

Details

Status	Received
Company number	34554
Registered	2016-02-05
Register	View on the Charity Commission for Northern Ireland register

Contact

Address	The Appleby Trust 1 Abbey Street Armagh Bt61 7dx BT61 7DX
Phone	028 3751 8211
Website	www.applebyprintit.co.uk

Activities

Purposes: The Company's objects are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutary inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure time activities with the object of improving conditions of life for the people of the area in question.

What the charity does: 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: Education/training

Who the charity helps: Learning disabilities,Youth (14-25 year olds)

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£117,944	£129,563	£0	7

Downloaded from opencharities.uk/ni/104598

Trustees

Name	Role	Appointed
Mr Thomas O'hanlon		
Mrs Marie Doyle		
Ms Sarah Duffy		

Downloaded from opencharities.uk/ni/104598

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Accounts

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2025

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (Incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Marie Doyle Sarah Duffy
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2025. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1.	Thomas O'Hanlon	Chair
2.	Sylvia McRoberts (Resigned 09/01/26)	Vice Chair
3.	Heather Beggs (Resigned 09/01/26)	Hon Treasurer
4.	Elaine Leonard	Secretary
5.	Joanne McCracken (Resigned 22/07/24)	Safeguarding representative
6.	Marie Doyle (Appointed 26/06/24)	
7.	Sarah Duffy (Appointed 02/10/24)	

Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

Trustees' Annual Report (including Directors' Report) (continued)

CHAIRS REPORT

The company continues to deliver bespoke and meaningful services for people with disabilities, with a particular focus on Autism. Our provision this year has centred on two key facilities: the Gathering Rooms café at Vicars Hill, Armagh, and the Print Room based at the Mall. In addition, funding received from The National Lottery Awards for All has enabled us to continue offering our highly successful social afternoons and evenings for children and young people with Autism, as well as those awaiting diagnosis, and their families. These sessions have provided an extremely valuable opportunity for connection, leading to new friendships and the development and celebration of individual talents most notably through our well-attended open mic nights.

Our relationship with Autism services within the Trust remains strong. Through our specialised support, we have assisted 14 young people with ASD during the year, enabling progressions into further education, training, and employment. The café has worked hard to sustain itself through earned income, with minimal reliance on grant funding, which is increasingly difficult to obtain.

However, in the latter part of the year, the organisation experienced a downturn in earned income due to reduced footfall and lower customer spend per head. As a result, the company has relied more heavily on the support of its sister organisation to help maintain financial stability.

As part of our strategic review, the trustees have explored the potential relocation of the café to a more visible site within Armagh city centre, recognising the significant ongoing value this service provides to participants.

The printing social enterprise in Armagh continues to offer a vital service for participants with learning disabilities, providing opportunities to develop enhanced work and social skills. The core costs of this service remain largely supported by UKSPF and SHSCT; however, sales within the financial year have declined, reducing the enterprise's contribution to core organisational costs.

The Board will continue to monitor and review the performance of this service as part of its wider strategic and financial planning.

Thomas O'Hanlon

Thomas O'Hanlon **18/03/2026**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

ACHIEVEMENT AND PERFORMANCE

Print It Armagh
Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe
The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

FINANCIAL REVIEW

Funding
Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for UKSPF until April 2025, which supports the Print It Armagh activities, and will continue to seek further funding to ensure the activities of the company can continue.

The Deficit incurred during the year ended 31st Mach 2025 was £11,619.

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2025 the company has net current liabilities of £9,608 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), UKSPF and earned income we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report (including Directors' Report) (continued)

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:

Thomas O'Hanlon

Thomas O'Hanlon
Chairman

Date 18/03/2026

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2025 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Louise Silvey
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

18th March 2026

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2025

		Unrestricted Funds	Restricted Funds	**Total 2025**	Total 2024
Income		£	£	**£**	£
Activities for Generating Funds					
Sales		83,167	-	83,167	83,377
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	34,777	34,777	45,985
Government Grants		-	-	-	-
		83,167	34,777	117,944	129,362
Expenditure					
Cost of Generating Activities	**6**	27,411	-	27,411	29,192
Cost of Charitable Activities	**7**	28,137	72,947	101,084	111,727
Governance Costs	**8**	1,068	-	1,068	924
Total payments		56,616	72,947	129,563	141,843
Net income/(expenditure)					
Appleby Trust Income	**10**	-	-	-	-
(Deficit)/Surplus for the year		**26,551**	**(38,170)**	**(11,619)**	**(12,481)**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2025

	Note	2025 £	£	2024 £	£
Fixed assets					
Tangible assets	3	229		270	
			229		270
Current assets					
Stocks		5,000		5,500	
Debtors		7,411		6,175	
Bank and cash in hand	4	1,596		1,094	
		14,007		12,769	
Creditors: amounts falling due within one year	5	(23,844)		(11,028)	
Net current assets			(9,837)		1,741
Total assets less current liabilities			(9,608)		2,011
Net assets			(9,608)		2,011
Capital and reserves					
Restricted funds			(109,453)		(71,664)
Unrestricted funds			100,227		73,675
Total funds			(9,608)		2,011

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 18th March 2026.

Signed on behalf of the board of trustees:

Thomas O'Hanlon

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(I) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2024	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2025	5,205	5,205
Depreciation		
At 1 April 2024	4,935	4,935
Charge for the year	41	41
At 31 March 2025	4,976	4,976
Carrying amount		
At 31 March 2025	229	229
At 31 March 2024	270	270

4. Debtors

	2025	2024
	£	£
Trade debtors	3,036	1,800
Other debtors	4,375	4,375
	7,411	6,175

5. Creditors: amounts falling due within one year

	2025	2024
	£	£
Bank loans and overdrafts	9,972	5,836
Trade creditors	1,218	631
Other creditors	12,654	4,561
	23,844	11,028

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	27,411	-	27,411
	27,411	-	27,411

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	72,947	-	72,947
Management expenses	-	-	-
Rent	-	11,000	11,000
Rates and water	-	434	434
Repairs and maintenance	-	2,443	2,443
Light and heat	-	6,720	6,720
Telephone	-	3,161	3,161
Staff travelling	225	-	225
Hire of equipment	-	2,595	2,595
Bank charges	-	734	734
General expenses	-	373	373
Bank Interest	-	412	412
Depreciation	-	40	40
	73,172	27,912	101,084

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly	Support costs	Total
	£	£	£
Accountancy fees	-	1,068	1,068
	-	1,068	1,068

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2024: £Nil).

The trustees did not have any expenses reimbursed during the year (2024 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2024	Income	Expenditure	Appleby Trust	Balance at 31st March 2025
	£	£	£		£
Unrestricted	73,675	83,167	(56,616)	-	100,226
Restricted	(71,664)	34,777	(72,947)	-	(109,834)
	2,011	117,944	(129,563)	-	(9,608)

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Accounts

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2024

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (Incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	Safeguarding representative

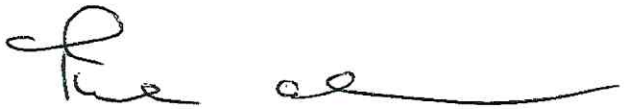
Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, in addition in this financial year through funding from the DOH we have delivered a bespoke social program for children with autism or those awaiting a diagnosis and their families- this has facilitated attendance by 399 individual at events from October to March and has proven to be a very valuable service.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 15 young people with Autism with work and social skills development which has enabled progression to further education, training and employment. With the end of the lottery grant and changes in funding we have made efficiencies across staffing to ensure only essential staff required to maintain the business and participants support remain on payroll. We have striven to use our reserves as well as earned income to progress and sustain our activities, we will continue to review the situation and with the core support of our sister company Appleby Trust and the support of the board in strategic review we will endeavour to continue to provide a valuable service

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and is supported through the UKSPF and the SHSCT to pay running costs and staffing ensuring that the service can continue.



Thomas O'Hanlon **09/01/2025**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

ACHIEVEMENT AND PERFORMANCE

Print It Armagh

Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe

The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

FINANCIAL REVIEW

Funding

Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for UKSPF until April 2025, which supports the Print It Armagh activities, and will continue to seek further funding to ensure the activities of the company can continue.

The Deficit incurred during the year ended 31st Mach 2024 was £12,481

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2024 the company has net current assets of £2,011 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), UKSPF and earned income we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

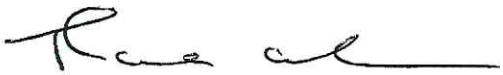
The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report (including Directors' Report) (continued)

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:



Thomas O'Hanlon
Chairman

Date 09/01/2025

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2024 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

9th January 2025

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2024

		Unrestricted Funds	Restricted Funds	**Total 2024**	Total 2023
Income		£	£	£	£
Activities for Generating Funds					
Sales		83,377	-	83,377	83,019
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	45,985	45,985	12,943
Government Grants		-	-	-	-
		83,377	45,985	129,362	95,962
Expenditure					
Cost of Generating Activities	6	29,192	-	29,192	34,935
Cost of Charitable Activities	7	32,030	79,697	111,727	203,124
Governance Costs	8	924	-	924	924
Total payments		62,146	79,697	141,843	238,983
Net income/(expenditure)					
Appleby Trust Income	10	-	-	-	112,575
(Deficit)/Surplus for the year		**21,231**	**(33,712)**	**(12,481)**	**(30,446)**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2024

	Note	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	3	270		317	
			270		317
Current assets					
Stocks		5,500		3,500	
Debtors		6,175		7,101	
Bank and cash in hand	4	1,094		17,326	
		12,769		27,927	
Creditors: amounts falling due within one year	5	(11,028)		(13,752)	
Net current assets			1,741		14,175
Total assets less current liabilities			2,011		14,175
Net assets			2,011		14,175
Capital and reserves					
Restricted funds			(71,664)		(37,952)
Unrestricted funds			73,675		52,444
Total funds			2,011		14,492

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 9th January 2025.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2023	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2024	5,205	5,205
Depreciation		
At 1 April 2023	4,888	4,888
Charge for the year	47	47
At 31 March 2024	4,935	4,935
Carrying amount		
At 31 March 2024	270	270
At 31 March 2023	317	317

4. Debtors

	2024	2023
	£	£
Trade debtors	1,800	2,726
Other debtors	4,375	4,375
	6,175	7,101

5. Creditors: amounts falling due within one year

	2024	2023
	£	£
Bank loans and overdrafts	5,836	9,272
Trade creditors	631	996
Other creditors	4,561	3,484
	11,028	13,752

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	29,192	-	29,192
	29,192	-	29,192

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	79,697	-	79,697
Management expenses	-	-	-
Rent	-	12,750	12,750
Rates and water	-	412	412
Repairs and maintenance	-	2,268	2,268
Light and heat	-	8,495	8,495
Telephone	-	2,053	2,053
Staff travelling	515	-	515
Hire of equipment	-	4,496	4,496
Bank charges	-	938	938
General expenses	-	55	55
Professional fees	-	-	-
Depreciation	-	48	48
	80,212	31,515	111,727

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly £	Support costs £	Total £
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2023: £Nil).

The trustees did not have any expenses reimbursed during the year (2023 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2023 £	Income £	Expenditure £	Appleby Trust	Balance at 31st March 2024 £
Unrestricted	52,444	83,377	(62,146)	-	73,675
Restricted	(37,952)	45,985	(79,697)	-	(71,664)
	14,492	129,362	(141,843)	-	2,011

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Annual report

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2024

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (Incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	Safeguarding representative

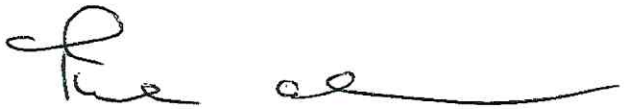
Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, in addition in this financial year through funding from the DOH we have delivered a bespoke social program for children with autism or those awaiting a diagnosis and their families- this has facilitated attendance by 399 individual at events from October to March and has proven to be a very valuable service.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 15 young people with Autism with work and social skills development which has enabled progression to further education, training and employment. With the end of the lottery grant and changes in funding we have made efficiencies across staffing to ensure only essential staff required to maintain the business and participants support remain on payroll. We have striven to use our reserves as well as earned income to progress and sustain our activities, we will continue to review the situation and with the core support of our sister company Appleby Trust and the support of the board in strategic review we will endeavour to continue to provide a valuable service

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and is supported through the UKSPF and the SHSCT to pay running costs and staffing ensuring that the service can continue.



Thomas O'Hanlon **09/01/2025**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

ACHIEVEMENT AND PERFORMANCE

Print It Armagh

Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe

The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

FINANCIAL REVIEW

Funding

Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for UKSPF until April 2025, which supports the Print It Armagh activities, and will continue to seek further funding to ensure the activities of the company can continue.

The Deficit incurred during the year ended 31st Mach 2024 was £12,481

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2024 the company has net current assets of £2,011 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), UKSPF and earned income we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

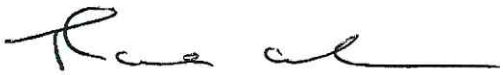
The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report (including Directors' Report) (continued)

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:



Thomas O'Hanlon
Chairman

Date 09/01/2025

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2024 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

9th January 2025

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2024

		Unrestricted Funds	Restricted Funds	**Total 2024**	Total 2023
Income		£	£	£	£
Activities for Generating Funds					
Sales		83,377	-	83,377	83,019
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	45,985	45,985	12,943
Government Grants		-	-	-	-
		83,377	45,985	129,362	95,962
Expenditure					
Cost of Generating Activities	6	29,192	-	29,192	34,935
Cost of Charitable Activities	7	32,030	79,697	111,727	203,124
Governance Costs	8	924	-	924	924
Total payments		62,146	79,697	141,843	238,983
Net income/(expenditure)					
Appleby Trust Income	10	-	-	-	112,575
(Deficit)/Surplus for the year		**21,231**	**(33,712)**	**(12,481)**	**(30,446)**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2024

	Note	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	3	270		317	
			270		317
Current assets					
Stocks		5,500		3,500	
Debtors		6,175		7,101	
Bank and cash in hand	4	1,094		17,326	
		12,769		27,927	
Creditors: amounts falling due within one year	5	(11,028)		(13,752)	
Net current assets			1,741		14,175
Total assets less current liabilities			2,011		14,175
Net assets			2,011		14,175
Capital and reserves					
Restricted funds			(71,664)		(37,952)
Unrestricted funds			73,675		52,444
Total funds			2,011		14,492

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 9th January 2025.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2023	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2024	5,205	5,205
Depreciation		
At 1 April 2023	4,888	4,888
Charge for the year	47	47
At 31 March 2024	4,935	4,935
Carrying amount		
At 31 March 2024	270	270
At 31 March 2023	317	317

4. Debtors

	2024	2023
	£	£
Trade debtors	1,800	2,726
Other debtors	4,375	4,375
	6,175	7,101

5. Creditors: amounts falling due within one year

	2024	2023
	£	£
Bank loans and overdrafts	5,836	9,272
Trade creditors	631	996
Other creditors	4,561	3,484
	11,028	13,752

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	29,192	-	29,192
	29,192	-	29,192

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	79,697	-	79,697
Management expenses	-	-	-
Rent	-	12,750	12,750
Rates and water	-	412	412
Repairs and maintenance	-	2,268	2,268
Light and heat	-	8,495	8,495
Telephone	-	2,053	2,053
Staff travelling	515	-	515
Hire of equipment	-	4,496	4,496
Bank charges	-	938	938
General expenses	-	55	55
Professional fees	-	-	-
Depreciation	-	48	48
	80,212	31,515	111,727

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly £	Support costs £	Total £
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2023: £Nil).

The trustees did not have any expenses reimbursed during the year (2023 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2023 £	Income £	Expenditure £	Appleby Trust	Balance at 31st March 2024 £
Unrestricted	52,444	83,377	(62,146)	-	73,675
Restricted	(37,952)	45,985	(79,697)	-	(71,664)
	14,492	129,362	(141,843)	-	2,011

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Annual return

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2024

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (Incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	Safeguarding representative

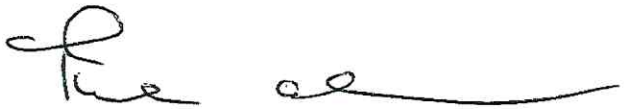
Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, in addition in this financial year through funding from the DOH we have delivered a bespoke social program for children with autism or those awaiting a diagnosis and their families- this has facilitated attendance by 399 individual at events from October to March and has proven to be a very valuable service.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 15 young people with Autism with work and social skills development which has enabled progression to further education, training and employment. With the end of the lottery grant and changes in funding we have made efficiencies across staffing to ensure only essential staff required to maintain the business and participants support remain on payroll. We have striven to use our reserves as well as earned income to progress and sustain our activities, we will continue to review the situation and with the core support of our sister company Appleby Trust and the support of the board in strategic review we will endeavour to continue to provide a valuable service

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and is supported through the UKSPF and the SHSCT to pay running costs and staffing ensuring that the service can continue.



Thomas O'Hanlon **09/01/2025**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory inheritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

ACHIEVEMENT AND PERFORMANCE

Print It Armagh

Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe

The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

FINANCIAL REVIEW

Funding

Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for UKSPF until April 2025, which supports the Print It Armagh activities, and will continue to seek further funding to ensure the activities of the company can continue.

The Deficit incurred during the year ended 31st Mach 2024 was £12,481

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2024 the company has net current assets of £2,011 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), UKSPF and earned income we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

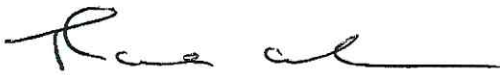
The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' Annual Report (including Directors' Report) (continued)

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:



Thomas O'Hanlon
Chairman

Date 09/01/2025

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2024 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

9th January 2025

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2024

		Unrestricted Funds	Restricted Funds	**Total 2024**	Total 2023
Income		£	£	£	£
Activities for Generating Funds					
Sales		83,377	-	83,377	83,019
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	45,985	45,985	12,943
Government Grants		-	-	-	-
		83,377	45,985	129,362	95,962
Expenditure					
Cost of Generating Activities	6	29,192	-	29,192	34,935
Cost of Charitable Activities	7	32,030	79,697	111,727	203,124
Governance Costs	8	924	-	924	924
Total payments		62,146	79,697	141,843	238,983
Net income/(expenditure)					
Appleby Trust Income	10	-	-	-	112,575
(Deficit)/Surplus for the year		**21,231**	**(33,712)**	**(12,481)**	**(30,446)**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2024

	Note	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	3	270		317	
			270		317
Current assets					
Stocks		5,500		3,500	
Debtors		6,175		7,101	
Bank and cash in hand	4	1,094		17,326	
		12,769		27,927	
Creditors: amounts falling due within one year	5	(11,028)		(13,752)	
Net current assets			1,741		14,175
Total assets less current liabilities			2,011		14,175
Net assets			2,011		14,175
Capital and reserves					
Restricted funds			(71,664)		(37,952)
Unrestricted funds			73,675		52,444
Total funds			2,011		14,492

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 9th January 2025.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2023	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2024	5,205	5,205
Depreciation		
At 1 April 2023	4,888	4,888
Charge for the year	47	47
At 31 March 2024	4,935	4,935
Carrying amount		
At 31 March 2024	270	270
At 31 March 2023	317	317

4. Debtors

	2024	2023
	£	£
Trade debtors	1,800	2,726
Other debtors	4,375	4,375
	6,175	7,101

5. Creditors: amounts falling due within one year

	2024	2023
	£	£
Bank loans and overdrafts	5,836	9,272
Trade creditors	631	996
Other creditors	4,561	3,484
	11,028	13,752

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	29,192	-	29,192
	29,192	-	29,192

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	79,697	-	79,697
Management expenses	-	-	-
Rent	-	12,750	12,750
Rates and water	-	412	412
Repairs and maintenance	-	2,268	2,268
Light and heat	-	8,495	8,495
Telephone	-	2,053	2,053
Staff travelling	515	-	515
Hire of equipment	-	4,496	4,496
Bank charges	-	938	938
General expenses	-	55	55
Professional fees	-	-	-
Depreciation	-	48	48
	80,212	31,515	111,727

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly £	Support costs £	Total £
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2023: £Nil).

The trustees did not have any expenses reimbursed during the year (2023 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2023 £	Income £	Expenditure £	Appleby Trust	Balance at 31st March 2024 £
Unrestricted	52,444	83,377	(62,146)	-	73,675
Restricted	(37,952)	45,985	(79,697)	-	(71,664)
	14,492	129,362	(141,843)	-	2,011

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Accounts

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2023

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	

Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, with the emergence from the pandemic the café has benefited from increased customer trade this in turn has led to increased visibility of our young people with ASD in the community. However, with the continued prevalence of the virus in the community there is still some reluctance evident from the older generation in socialising and in order to relieve their fears we have retained screens and social distancing measures within the café. The Board have taken the decision to continue to have screens in the café for the next period reviewing in the summer. The Print Room remains the most popular option for our young people with ASD as it appeals to their innate skills for IT and design.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 20 young people with Autism with work and social skills development which has enabled progression to further education, training, and employment. In the past year the café has striven to self fund using reserves accumulated during lottery funding through sales to continue to operate- we have managed this with the support of our sister organisation the Appleby Trust, however will need to look longer term towards additional funding to sustain the company long term

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and we continue to rebuild service levels up to pre pandemic leves. I ncome from sales has increased slowly with an uptick in weddings and weddings with larger numbers, however there is limited recovery in other areas such as business and appointment cards for the beauty industry which have moved online.

Thomas O'Hanlon **12/01/2024**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory in heritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

Trustees' Annual Report (including Directors' Report) (continued)

ACHIEVEMENT AND PERFORMANCE

Print It Armagh
Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe
The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

Education and Training Inspectorate (ETI)
The company has continued to provide the ETI with annual Quality Improvement Reports and to continually self-evaluate to ensure we provide the best service possible for our participants.

FINANCIAL REVIEW

Funding
Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for European Social Funding until April 2023, which supports the Print It Armagh activities, we have only short-term security with the successor for EU Funding UKSPF very unclear at this point. We await further clarity from the UK Government regarding the process of application.

The Deficit incurred during the year ended 31st Mach 2023 was £30,446.

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2023 the company has net current assets of £14,492 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), European Social fund (ESF) and Department for the Economy (DFE), we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

Additional funding for 2023-24 has been sought and agreed with UKSPF and SHSCT.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety, and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

Trustees' Annual Report (including Directors' Report) (continued)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:

Thomas O'Hanlon
Chairman

Date 12/01/2024

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2023 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

12th January 2024

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2023

		Unrestricted Funds	Restricted Funds	**Total 2023**	Total 2022
Income		£	£	**£**	£
Activities for Generating Funds					
Sales		83,019	-	83,019	83,643
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	12,943	12,943	156,080
Government Grants		-	-	-	16,172
		83,019	12,943	95,962	255,895
Expenditure					
Cost of Generating Activities	6	34,935	-	34,935	37,137
Cost of Charitable Activities	7	36,090	167,034	203,124	203,565
Governance Costs	8	924	-	924	840
Total payments		71,949	167,034	238,983	241,542
Net income/(expenditure)					
Appleby Trust Income	10	-	112,575	112,575	-
(Deficit)/Surplus for the year		**11,070**	**(41,516)**	**(30,446)**	**14,353**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2023

	Note	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	3	317		374	
			317		374
Current assets					
Stocks		3,500		3,350	
Debtors		7,101		6,406	
Bank and cash in hand	4	17,326		126,469	
		27,927		136,225	
Creditors: amounts falling due within one year	5	(13,752)		(91,661)	
Net current assets			14,175		44,564
Total assets less current liabilities			14,175		44,938
Net assets			14,492		44,938
Capital and reserves					
Restricted funds			(37,952)		3,564
Unrestricted funds			52,444		41,374
Total funds			14,492		44,938

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 12th January 2024.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2022	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2023	5,205	5,205
Depreciation		
At 1 April 2022	4,831	4,831
Charge for the year	57	57
At 31 March 2023	4,888	4,888
Carrying amount		
At 31 March 2023	317	317
At 31 March 2022	374	374

4. Debtors

	2023	2022
	£	£
Trade debtors	2,726	2,031
Other debtors	4,375	4,375
	7,101	6,406

Notes to Financial Statements (continued)

5. Creditors: amounts falling due within one year

	2023	2022
	£	£
Bank loans and overdrafts	9,272	-
Trade creditors	996	630
Other creditors	3,484	91,031
	13,752	91,661

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	34,935	-	34,935
	34,935	-	34,935

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	167,034	-	167,034
Management expenses	-	-	-
Rent	-	13,500	13,500
Rates and water	-	363	363
Repairs and maintenance	-	2,157	2,157
Light and heat	-	10,415	10,415
Printing, postage & stationery	-	-	-
Computer Costs	-	-	-
Telephone	-	2,000	2,000
Staff travelling	381	-	381
Hire of equipment	-	3,880	3,880
Bank charges	-	908	908
General expenses	-	330	330
Professional fees	-	2,100	2,100
Depreciation	-	56	56
	167,415	35,709	203,124

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly	Support costs	Total
	£	£	£
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022: £Nil).

The trustees did not have any expenses reimbursed during the year (2022 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2022	Income	Expenditure	Appleby Trust	Balance at 31st March 2023
	£	£	£		£
Unrestricted	41,374	83,019	(71,949)	-	52,444
Restricted	3,564	12,943	(167,034)	112,575	(37,952)
	44,938	95,962	(238,983)	112,575	14,492

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Annual report

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2023

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	

Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, with the emergence from the pandemic the café has benefited from increased customer trade this in turn has led to increased visibility of our young people with ASD in the community. However, with the continued prevalence of the virus in the community there is still some reluctance evident from the older generation in socialising and in order to relieve their fears we have retained screens and social distancing measures within the café. The Board have taken the decision to continue to have screens in the café for the next period reviewing in the summer. The Print Room remains the most popular option for our young people with ASD as it appeals to their innate skills for IT and design.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 20 young people with Autism with work and social skills development which has enabled progression to further education, training, and employment. In the past year the café has striven to self fund using reserves accumulated during lottery funding through sales to continue to operate- we have managed this with the support of our sister organisation the Appleby Trust, however will need to look longer term towards additional funding to sustain the company long term

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and we continue to rebuild service levels up to pre pandemic leves. I ncome from sales has increased slowly with an uptick in weddings and weddings with larger numbers, however there is limited recovery in other areas such as business and appointment cards for the beauty industry which have moved online.

Thomas O'Hanlon **12/01/2024**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory in heritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

Trustees' Annual Report (including Directors' Report) (continued)

ACHIEVEMENT AND PERFORMANCE

Print It Armagh
Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe
The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

Education and Training Inspectorate (ETI)
The company has continued to provide the ETI with annual Quality Improvement Reports and to continually self-evaluate to ensure we provide the best service possible for our participants.

FINANCIAL REVIEW

Funding
Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for European Social Funding until April 2023, which supports the Print It Armagh activities, we have only short-term security with the successor for EU Funding UKSPF very unclear at this point. We await further clarity from the UK Government regarding the process of application.

The Deficit incurred during the year ended 31st Mach 2023 was £30,446.

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2023 the company has net current assets of £14,492 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), European Social fund (ESF) and Department for the Economy (DFE), we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

Additional funding for 2023-24 has been sought and agreed with UKSPF and SHSCT.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety, and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

Trustees' Annual Report (including Directors' Report) (continued)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:

Thomas O'Hanlon
Chairman

Date 12/01/2024

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2023 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

12th January 2024

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2023

		Unrestricted Funds	Restricted Funds	**Total 2023**	Total 2022
Income		£	£	**£**	£
Activities for Generating Funds					
Sales		83,019	-	83,019	83,643
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	12,943	12,943	156,080
Government Grants		-	-	-	16,172
		83,019	12,943	95,962	255,895
Expenditure					
Cost of Generating Activities	6	34,935	-	34,935	37,137
Cost of Charitable Activities	7	36,090	167,034	203,124	203,565
Governance Costs	8	924	-	924	840
Total payments		71,949	167,034	238,983	241,542
Net income/(expenditure)					
Appleby Trust Income	10	-	112,575	112,575	-
(Deficit)/Surplus for the year		**11,070**	**(41,516)**	**(30,446)**	**14,353**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2023

	Note	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	3	317		374	
			317		374
Current assets					
Stocks		3,500		3,350	
Debtors		7,101		6,406	
Bank and cash in hand	4	17,326		126,469	
		27,927		136,225	
Creditors: amounts falling due within one year	5	(13,752)		(91,661)	
Net current assets			14,175		44,564
Total assets less current liabilities			14,175		44,938
Net assets			14,492		44,938
Capital and reserves					
Restricted funds			(37,952)		3,564
Unrestricted funds			52,444		41,374
Total funds			14,492		44,938

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 12th January 2024.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2022	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2023	5,205	5,205
Depreciation		
At 1 April 2022	4,831	4,831
Charge for the year	57	57
At 31 March 2023	4,888	4,888
Carrying amount		
At 31 March 2023	317	317
At 31 March 2022	374	374

4. Debtors

	2023	2022
	£	£
Trade debtors	2,726	2,031
Other debtors	4,375	4,375
	7,101	6,406

Notes to Financial Statements (continued)

5. Creditors: amounts falling due within one year

	2023	2022
	£	£
Bank loans and overdrafts	9,272	-
Trade creditors	996	630
Other creditors	3,484	91,031
	13,752	91,661

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	34,935	-	34,935
	34,935	-	34,935

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	167,034	-	167,034
Management expenses	-	-	-
Rent	-	13,500	13,500
Rates and water	-	363	363
Repairs and maintenance	-	2,157	2,157
Light and heat	-	10,415	10,415
Printing, postage & stationery	-	-	-
Computer Costs	-	-	-
Telephone	-	2,000	2,000
Staff travelling	381	-	381
Hire of equipment	-	3,880	3,880
Bank charges	-	908	908
General expenses	-	330	330
Professional fees	-	2,100	2,100
Depreciation	-	56	56
	167,415	35,709	203,124

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly	Support costs	Total
	£	£	£
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022: £Nil).

The trustees did not have any expenses reimbursed during the year (2022 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2022	Income	Expenditure	Appleby Trust	Balance at 31st March 2023
	£	£	£		£
Unrestricted	41,374	83,019	(71,949)	-	52,444
Restricted	3,564	12,943	(167,034)	112,575	(37,952)
	44,938	95,962	(238,983)	112,575	14,492

Appleby Careers Project Limited

Northern Ireland - Charity number 104598

Annual return

Company registration number: NI034554

Appleby Careers Project Limited
Trading as The Print Room
Company limited by guarantee

Unaudited financial statements

31 March 2023

Contents

	Page
Trustees and other information	1
Trustees' Annual Report (incl Directors report)	2 - 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Statement of Financial Position	9
Notes to the Financial Statements	10 - 14

Directors	Thomas O'Hanlon Sylvia McRoberts Heather Beggs Jeannie Minne Joanne McCracken
Secretary	Elaine Leonard
Company number	NI034554
Registered office	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Business address	1-2 Rokeby Green Armagh Co. Armagh BT61 9AT
Accountants	WHR Accountants Ltd Chartered Certified Accountants 56 English Street Armagh BT61 7LG
Bankers	First Trust Scotch Street Dungannon Co. Tyrone BT70 1AZ

Trustees' Annual Report (including Directors' Report)

The Trustees present their report and the financial statements of the charity for the year ended 31st March 2023. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2008 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16th July 2014 (as amended by Update Bulletin 1 published on 2nd February 2016).

General Information

The address of the charitable company's registered office is 1-2 Rokeby Green, Armagh, BT61 9AT.

DIRECTORS AND TRUSTEES

The directors of the company are its trustees for the purposes of charity law.

The trustees and officers serving during the year and since the end of the year were as follows:

1. Thomas O'Hanlon	Chair
2. Sylvia McRoberts	Vice Chair
3. Heather Beggs	Hon Treasurer
4. Jeannie Minne	
5. Elaine Leonard	Secretary
6. Joanne McCracken	

Appleby Careers Project Limited is a company based in Armagh and we provide day time opportunities for adults with disabilities through various services. During the period of this report we provided services in Armagh City for participants from throughout the Southern Health and Social Trust in their own communities.

CHAIRS REPORT

The company continues to provide bespoke services to people with disabilities in particular Autism through our print Room and Gathering Rooms Café facility based at Vicars Hill Armagh, with the emergence from the pandemic the café has benefited from increased customer trade this in turn has led to increased visibility of our young people with ASD in the community. However, with the continued prevalence of the virus in the community there is still some reluctance evident from the older generation in socialising and in order to relieve their fears we have retained screens and social distancing measures within the café. The Board have taken the decision to continue to have screens in the café for the next period reviewing in the summer. The Print Room remains the most popular option for our young people with ASD as it appeals to their innate skills for IT and design.

We continue to have a strong referral relationship with Autism Services within the Trust and have supported 20 young people with Autism with work and social skills development which has enabled progression to further education, training, and employment. In the past year the café has striven to self fund using reserves accumulated during lottery funding through sales to continue to operate- we have managed this with the support of our sister organisation the Appleby Trust, however will need to look longer term towards additional funding to sustain the company long term

Our printing social enterprise which supports adults with learning disabilities has operated successfully in the last 12 months and we continue to rebuild service levels up to pre pandemic leves. I ncome from sales has increased slowly with an uptick in weddings and weddings with larger numbers, however there is limited recovery in other areas such as business and appointment cards for the beauty industry which have moved online.

Thomas O'Hanlon **12/01/2024**

Chairman

PURPOSE AND ACTIVITIES

The purposes of the charity are to provide training facilities for the people of Northern Ireland with disabilities to include emotional and behavioural problems without distinction of age, sex, race, political or religious opinions by association with the authorities, voluntary groups, institutions, business and statutory in heritance in a common effort to advance care, treatment, education, training and to provide facilities in the interest of social welfare for health, recreation and leisure activities with the object of improving conditions of life for people in the area in question.

The trustees believe that our purpose to provide training facilities for the people of Northern Ireland, in particular those people who are disabled, by the provision of work and social skills training which will help to equip them for employment opportunities provides a public benefit. The direct benefits which flow from this purpose include improved work and social skills, improved self-confidence, and social inclusion in community workplaces. These benefits have been demonstrated through progress on training plans, progress on tracked assessments, placement in community workplaces, feedback from participants and their families at reviews and through results of satisfaction questionnaires carried out with participants.

Trustees' Annual Report (including Directors' Report) (continued)

ACHIEVEMENT AND PERFORMANCE

Print It Armagh
Print It Armagh has continued to provide necessary and essential service to adults with a learning disability from the Armagh locality, we continue to score highly with all relevant stakeholders with satisfaction ratings of 99% from participants and their families. Our relationship with the SHSCT remains overwhelmingly positive with a steady rate of referrals.

Print Room / Gathering Rooms Cafe
The Print Room continues to provide an innovative training environment for young people with a diagnosis of Autism. The use of specifically trained staff has enabled solid progression for our young people from the sheltered environment of the Print Room to supported work placements in the community and paid work. The project remains unique in the local area in solely supporting young people with Autism as opposed to within a mixed project which in turn equates to success. With the addition of the café as an alternative source of training especially for young people with ASD the company has continued to demonstrate innovation and responding to the needs of this group of young people particularly during the pandemic.

Education and Training Inspectorate (ETI)
The company has continued to provide the ETI with annual Quality Improvement Reports and to continually self-evaluate to ensure we provide the best service possible for our participants.

FINANCIAL REVIEW

Funding
Funding continues to be the main pressure on our organisation. We are pleased to note that the company has been successful in our bid for European Social Funding until April 2023, which supports the Print It Armagh activities, we have only short-term security with the successor for EU Funding UKSPF very unclear at this point. We await further clarity from the UK Government regarding the process of application.

The Deficit incurred during the year ended 31st Mach 2023 was £30,446.

The charity's working capital requirements have been maintained during the year to allow the various activities of the charity to continue uninterrupted.

At the 31st March 2023 the company has net current assets of £14,492 with all creditors payable within the due period in the case of taxes and for materials or services as agreed with commercial supplies.

With the support from our main funders the Southern Health and Social Care Trust (SHSCT), European Social fund (ESF) and Department for the Economy (DFE), we are confident that the services currently being provided will continue to improve the lives of those requiring support in the community.

Additional funding for 2023-24 has been sought and agreed with UKSPF and SHSCT.

GOING CONCERN

With the continued support from our funders confirmed for the next year the trustees are satisfied that the charity accounts should be prepared on a going concern basis.

RISK MANAGEMENT

While we continue to strengthen our relationship with the community via the various print-it projects the enhancement of these programmes are also the main risks to the enterprise in ensuring that costs are controlled and that the activities lead to increased revenues and thereby a greater contribution towards our overheads. The costs are closely monitored, and monthly reports are required by the trustees to ensure that the various programmes are run efficiently and remain within prepared budgets.

Attention is also focused on the non-financial risks arising from the health, safety, and protection of our vulnerable participants. These risks are managed by ensuring that we have robust policies and procedures in place, and regular awareness training for staff working in these operational areas, the trustees require reporting of any and all issues relating to health, safety and protection of our adults at risk on a formal basis each month at board meeting. The company ensures that it stays up to date with all legislation regarding safeguarding and have received the highest rating from ETI on our safeguarding practice. Staff continual professional development is taken very seriously, and staff have benefitted during the period from mental health first aid training, Assist suicide prevention training, epilepsy management, ASC training, first aid and diabetes awareness. We have a strong focus on fully meeting our participants needs and will undertake all necessary training to ensure that the persons experience is the best we can provide.

Potential harm and restrictions on public benefit

No harm arises from any of the Trust's purposes and no restrictions were applied to public benefit.

Statement of compliance

The trustees of Appleby Careers Project Limited, during the year, complied with their duty to have due regard to the guidance provided by the Charity Commission for Northern Ireland when exercising any powers or duties to which the guidance is relevant.

Trustees' responsibilities

The trustees (who are also directors of Appleby Careers Project Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

Trustees' Annual Report (including Directors' Report) (continued)

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Small company provisions

This report has been prepared in accordance with provisions applicable to companies entitled to the small companies exemption.

This report was approved by the board of trustees and signed on behalf of the board by:

Thomas O'Hanlon
Chairman

Date 12/01/2024

Charity registration number: NIC104598

Company registration number: NI034554

Independent Examiner's Report

I report on the accounts of the company for the year ended 31st March 2023 which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

As the charity trustees (and also the directors of the company 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; and
- state whether particular matters have come to my attention.

Basis of 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 includes 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.

Andrew Gilpin
WHR Accountants Ltd
Chartered Certified Accountants
56 English Street
Armagh
BT61 7LG

12th January 2024

Appleby Careers Project Limited

Statement of Financial Activities for the year ended 31st March 2023

		Unrestricted Funds	Restricted Funds	**Total 2023**	Total 2022
Income		£	£	**£**	£
Activities for Generating Funds					
Sales		83,019	-	83,019	83,643
Incoming Resources from Charitable Activities					
Placement income		-	-	-	-
Government Funding		-	12,943	12,943	156,080
Government Grants		-	-	-	16,172
		83,019	12,943	95,962	255,895
Expenditure					
Cost of Generating Activities	6	34,935	-	34,935	37,137
Cost of Charitable Activities	7	36,090	167,034	203,124	203,565
Governance Costs	8	924	-	924	840
Total payments		71,949	167,034	238,983	241,542
Net income/(expenditure)					
Appleby Trust Income	10	-	112,575	112,575	-
(Deficit)/Surplus for the year		**11,070**	**(41,516)**	**(30,446)**	**14,353**

Appleby Careers Project Limited

Statement of Financial Position as at 31st March 2023

	Note	2023 £	£	2022 £	£
Fixed assets					
Tangible assets	3	317		374	
			317		374
Current assets					
Stocks		3,500		3,350	
Debtors		7,101		6,406	
Bank and cash in hand	4	17,326		126,469	
		27,927		136,225	
Creditors: amounts falling due within one year	5	(13,752)		(91,661)	
Net current assets			14,175		44,564
Total assets less current liabilities			14,175		44,938
Net assets			14,492		44,938
Capital and reserves					
Restricted funds			(37,952)		3,564
Unrestricted funds			52,444		41,374
Total funds			14,492		44,938

The directors are satisfied that the company is entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of Companies Act 2006 with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the special provision in Part 15 of the Companies Act 2006 to companies subject to the small companies regime.

The financial statements were approved and authorised for issue by the Board on 12th January 2024.

Signed on behalf of the board of trustees:

Thomas O'Hanlon
Director

Company registration number: NI034554

Notes to Financial Statements

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Appleby Careers Project Limited is a company limited by guarantee in Northern Ireland. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The address of the registered office is given in the charity information of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16th July 2014 (as updated through Update Bulletin 1 published on 2nd February 2016), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2008, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1st January 2015.

The charity has applied Update Bulletin 1 as published on 2nd February 2016 and does not include a cash flow statement on the grounds that it is applying FRS 102 Section 1A.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Funds

In the Statement of Financial Activities, funds are classified as either restricted funds or unrestricted funds; defined as follows:

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.

(c) Income recognition

Income is recognised when the charitable company has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received, and the amount can be measured reliably.

(d) Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required, and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Expenditure on charitable activities includes production expenditure; and
- Other expenditure represents those items not falling into the category above.

(e) Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs and premises costs. They are incurred directly in support of expenditure on the objects of the charity.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

(f) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

(g) Taxation

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

(h) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(i) Judgements and key sources of estimation uncertainty

The trustees do not feel there any material judgements or key sources of estimation uncertainty in these accounts.

(j) Tangible assets

Tangible assets are initially recorded at cost, and are subsequently stated at cost less any accumulated depreciation and impairment losses.

(k) Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Fixtures, fittings & equipment – 15% reducing balance

If there is an indication that there has been a significant change in depreciation rate, useful life or residual value of tangible assets, the depreciation is revised prospectively to reflect the new estimates.

(l) Impairment

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.
When it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that are largely independent of the cash inflows from other assets or groups of assets.

2. Limited by guarantee

The company is limited by guarantee, and the liability of its members is limited to £1, in the event of the winding up or dissolution of the company.

3. Tangible fixed assets

	FF & Equipment	Total
	£	£
Cost		
At 1 April 2022	5,205	5,205
Additions	-	-
Grants Received	-	-
At 31 March 2023	5,205	5,205
Depreciation		
At 1 April 2022	4,831	4,831
Charge for the year	57	57
At 31 March 2023	4,888	4,888
Carrying amount		
At 31 March 2023	317	317
At 31 March 2022	374	374

4. Debtors

	2023	2022
	£	£
Trade debtors	2,726	2,031
Other debtors	4,375	4,375
	7,101	6,406

Notes to Financial Statements (continued)

5. Creditors: amounts falling due within one year

	2023	2022
	£	£
Bank loans and overdrafts	9,272	-
Trade creditors	996	630
Other creditors	3,484	91,031
	13,752	91,661

6. Analysis of expenditure on generating activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Purchases	34,935	-	34,935
	34,935	-	34,935

All costs were attributable to unrestricted funds.

7. Analysis of expenditure on charitable activities

	Activities undertaken directly	Support costs	Total
	£	£	£
Wages and salaries	167,034	-	167,034
Management expenses	-	-	-
Rent	-	13,500	13,500
Rates and water	-	363	363
Repairs and maintenance	-	2,157	2,157
Light and heat	-	10,415	10,415
Printing, postage & stationery	-	-	-
Computer Costs	-	-	-
Telephone	-	2,000	2,000
Staff travelling	381	-	381
Hire of equipment	-	3,880	3,880
Bank charges	-	908	908
General expenses	-	330	330
Professional fees	-	2,100	2,100
Depreciation	-	56	56
	167,415	35,709	203,124

Wages and management expenses were attributable to restricted costs.
All other costs were attributable to unrestricted funds.

8. Analysis of expenditure on governance costs

	Activities undertaken directly	Support costs	Total
	£	£	£
Accountancy fees	-	924	924
	-	924	924

All costs were attributable to unrestricted funds.

9. Trustees' and key management personnel remuneration and expenses

The trustees neither received nor waived any remuneration during the year (2022: £Nil).

The trustees did not have any expenses reimbursed during the year (2022 - £Nil).

10. Fund reconciliation

	Balance at 1st April 2022	Income	Expenditure	Appleby Trust	Balance at 31st March 2023
	£	£	£		£
Unrestricted	41,374	83,019	(71,949)	-	52,444
Restricted	3,564	12,943	(167,034)	112,575	(37,952)
	44,938	95,962	(238,983)	112,575	14,492