

DIVERSITY MATTERS NORTH WEST LTD

**FINANCIAL STATEMENTS FOR THE YEAR ENDED
31 MARCH 2020**

Registered Charity No. 1125544
Company Registration No. 06442869

DIVERSITY MATTERS NORTH WEST LTD

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DIVERSITY MATTERS NORTH WEST LTD

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st MARCH 2020

The trustees present their annual directors' report and financial statements of the charity for the year ended 31st March 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

Diversity Matters North West Ltd.'s Objectives are to:

- Tackle issues that impact on people's health and well-being.
- Provide targeted support for disadvantaged and excluded groups.
- Promote improved community cohesion.

Our Values:

- We try to empower the people we work with, individually and collectively, by encouraging them to build with confidence on the skills and knowledge that they already have.
- We share the ideas and agenda of the localism- don't do something for people they can do themselves.
- We Listen to the views of the people within the community we serve, being informed and led by their expressed needs.
- We are sensitive towards their faith and culture, although we will not normally undertake work that is faith specific.
- We strive to be honest and transparent about our intentions, so it is easier for the people we work with, and for our partner agencies, to know where they stand with us.
- We involve community members in decision making, volunteering, training and paid employment.

Our activities, policies, strategies, workforce development and recruitment are all underpinned by our values. It is the fabric that brings together all aspects of our work whether that is operational activities or external partnership working.

2019/20 has continued to see the organisation develop from strength to strength and seen it adapt to new challenges during the start of the COVID 19 pandemic in March 2020. The trustees confirm that they have referred to the Charity Commission's guidance on public benefit, planning future activities and setting the policies for the year. The charity furthers its charitable purposes for the public benefit through key achievements this year, including:

- Widening our reach and engagement amongst the diverse communities in Tameside.
- With focused work restarted with young girls from the BAMER community in Hyde,
- Focused worked delivered with refugees and asylum seekers communities.
- Seen the completion of our pilot work with men and mental health.
- Continued to deliver successful outcomes on funded and commissioned projects
- Strengthening local partnerships through multiagency bids
- Participated in Manchester Metropolitan University and Greater Manchester Health and Social Care Partnership, co-production research.

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- Participated in Manchester University researcher around mental health in South Asian communities.
- Participated in Sports England's research into active lives.
- Participated in a peer review of domestic abuse services in Tameside.

A review of our achievements and performance

The main achievements during the year were as above and in addition:

- Achieved Disability Confident Employer status
- Achieved Living Wage Employer status
- Seen our work with Manchester University and the Graphic Lives project impact on other communities across Greater Manchester and is now featured in an academic textbook 'Documenting Trauma in Comics' Traumatic Pasts, Embodied Histories and Graphic Reportage, Edited by Dominic Davies
- Our organisational learning of the work with women from the BAMER communities in Tameside case study has been featured in academic textbook 'Community Development for Change', released in March 2020.
- Successful completion and submission of the end of year report Pennine Care and the securing of a further 6months funding. This work referred 178 BAMER residents to access the Be Well Service and signposted 369 individuals to over 729 services across Greater Manchester. We engaged in over 100 events!
- Successful completion and submission of the end of project report to Greater Neighbourhoods where we engaged 267 BAMER residents, superseded target by 34%, and trained 12 individuals to cascade key messages around Domestic Abuse and Mental Health. The team worked on the Domestic Abuse Campaign with Tameside Council and Bridges and have gone into local primary schools talking to parents and raising awareness of Domestic Abuse.
- Successful completion and submission of the end of project report to Big Lottery where we surpassed our project target of engaging 300 women by over 50%.
- We are one of the very few organisations that have secured a third round of a 3-year funding from the National Lottery Community Fund.
- Successfully engaged over 25 young BAMER girls into sports activity within our pilot young girl's project.
- Secured representation within the local Mental Health Network.
- Trained all staff as Mental Health First Aiders.

Financial review

- Funds as at 31st March 2020 amounted to £229,076 of which £193,629 were restricted.
- Restricted funds held at the end of the year have been carried forward for the continuation of the specific projects.
- The charity secured funding for 2019-20 from Pennine Care NHS FT for the continuation of its partnership health program for a further 6 months to the value of £15,000.
- Successfully secured a third, 3– year funding from the National Lottery Community Fund for £279,293 to continue the delivery of our BAMER Basic Skills Training and Employment readiness work from April 2020 onwards.
- Successfully secured a further 6months extension of our Tameside Buddy project for £10,000, from April 2020 onwards.

Investment powers and policy

The trustees are in the process of developing an investment policy.

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Reserves policy and going concern

The balance held in reserves at 31st March 2020 was £24,924 of which all are free reserves after allowing for funds tied up in fixed assets.

General Reserve

The Charity will seek, where possible, to maintain a general reserve equivalent to its total running costs for a period of no less than three or no more than six months. Where the general reserve falls below this figure, the Board will consider ways to generate increased reserve funds. Where the general reserve rises above the higher figure, the Board will consider ways to spend the surplus funds in furtherance of the Charity's objects.

Designated Funds

The Charity will designate specific reserve funds only in the event of an imminent and quantifiable liability, such as anticipated redundancy of specific posts or repair and removal costs on expiry of lease.

The Charity's main source of income is grants and fees. The Trustees consider that it is appropriate to prepare the accounts on a going concern basis and, consequently, the accounts do not include any adjustments that would be necessary if these sources of income should cease.

Risk management

The Board has established systems to mitigate the risks the Charity faces. Internal control risks are minimised by the implementation of financial procedures. All major projects and funding applications are authorised at Board level. Procedures are in place to ensure compliance with health and safety of staff, volunteers and service users. All policies and procedures are periodically reviewed to ensure that they continue to meet the needs of the Charity and are in line with government guidelines.

Revised strategies, policies and procedures that were agreed covered the staff salary scales, Marketing Strategy, Criminal Records, Lone Working, Redundancy, Food, Adult and Children Safeguarding policy and procedure, Confidentiality, Prevention of Terrorism, Record Keeping Policy, Recruitment and Selection Procedures, Staff Induction Framework, Staff Handbook and staff written statement of employment particulars. New policies include a Disciplinary Policy and Procedure.

Plans for Future Periods

We will continue to work within government guidelines as we transition from a humanitarian approach to a 'new normal' with regards to living with Covid-19. Trustees will continue to support staff to work from home and when safe will allow work from the health living centre to once again commence.

We continue to be guided by our organisational strengths review report where we are continuing to establish the organisation across Tameside and Greater Manchester wide with residents, strategic bodies and partner organisations, working towards becoming a partner of choice. Our future plans focus around sustainability and diversifying our income streams. These include;

- Implementing the plan for a women's social enterprise which will, providing first steps into employment for women and a viable income generation for the Charity.

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- Developing our own bespoke training programmes to further assist with generating future income.
- Registering through the Department of Works & Pension's Dynamic Purchasing System to enable purchase of our training provisions in the local community
- Exploring community fundraising options.
- Focusing on funds and grants that allow for full cost recovery.
- Continue to run existing core projects and activities seeking funding to cover project costs.
- Continue to see strategic representation on Greater Manchester wide networks and platforms to share our learning, influence policies and decision making.

Structure, governance and management

Diversity Matters North West Ltd is a company limited by guarantee governed by its Memorandum and Articles of Association dated 23/11/2007 and subsequently updated Articles dated August 2020. It is registered as a charity with the Charity Commission and is constituted under a trust deed dated 03/12/2007.

Appointment of trustees

Under the requirements of the Memorandum and Articles of Association, members of the board are appointed for a 3 – year term and can serve up to a maximum of 10 years. The board is responsible for appointing the trustees.

Trustee induction and training

The directors of the company are also charity trustees for the purposes of charity law and, under the company's articles, are known as members of the Board. The Board give their time voluntarily and receive no benefits from the charity.

Although new members may be elected to the Board at the general meetings, the Board more commonly recruits new members through a process of recommendation, application, interview and co-option. Persons can only become trustees if approved by two thirds of the Board. The Board seeks to maintain a membership of between 6 and 10, with a balance of local residents and local workers, whilst ensuring as far as possible some specialist knowledge of the Charity's field of work and of generic issues such as finance, law and public service commissioning. The number of trustees cannot fall below 3 but has no maximum.

Organisation

The board of trustees administers the charity. The board normally meets every quarter. A Chief Executive Officer is appointed by the trustees to manage the day-to-day operations of the charity. From 2015 this position was taken up as a Job Share. They operate a human resources sub- committee and financial working group to review any such issues in depth and report back to the board for the final decision making. The role of Company Secretary has been taken up by one of the paid chief executives who reports to the board on an ongoing basis. Whilst Chief Officers are supervised by a member of the Board, all other staff are supervised by the Chief Officers or a Line Manager. Individual work plans are linked to the Charity's forward plans through a process of annual appraisal, supplemented by biannual reviews and ad-hoc supervisions.

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Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager with any service providers must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. In the current year no such related party transactions were reported.

Reference and administrative information

Charity Name: Diversity Matters North West Ltd

Charity Number: 1125544

Company Registration Number: 06442869

Directors and trustees

The directors of the charitable company (the Charity) are its trustees for the purpose of charity law. The trustees and officers serving during the year and since the year end were as follows:

Key management personnel: Trustees and Directors

Rehana Begum	Company Secretary	
Caroline Gregory	Chair of Trustees	
Anisha Aktar	Vice Chair	(resigned December 2019)
Penny Noel		
Johura Khatoon		
Rumena Sultana		(resigned September 2019)
James Fitzpatrick		
Daniel McLoughlin		
Garry Hall		
Hannah Begum		(resigned November 2019)
Oluwatosin Lanlehin		
Mohammed Khan		(appointed June 2020)

Chief Executive

Rehana Begum	(Job Share)
Gemma Gaskell	(Job Share)

Registered Office

20 Great Norbury Street
Hyde
Cheshire
SK14 1BR

Independent Examiners

Community Accountancy Service Limited
The Grange
Pilgrim Drive
Beswick
Manchester
M11 3TQ

DIVERSITY MATTERS NORTH WEST LTD**Bankers**

Unity Trust Bank plc
Nine Brindley Place
Birmingham
B1 2HB

Trustees responsibilities in relation to the financial statements

The charity trustees (who are also the directors of Diversity Matters North West Ltd for the purposes of company law) are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity trustees to prepare financial statements for each 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 the financial statements, the trustees are required to:

- Select suitable accounting principles and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgments and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements;
- Prepare the financial statements on a going concern basis unless it is appropriate to presume that the charity will continue in business.

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

By order of the board of trustees

Caroline Gregory

Chair

Date: 25th September 2020

Independent examiner's report to the trustees of DIVERSITY MATTERS NORTH WEST LTD

I report on the accounts of the company for the year ended 31st March 2020, which are set out on pages 8 to 18.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts and I am qualified to undertake the examination by being a qualified member of The Association of Chartered Certified Accountants.

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

Basis of independent examiner's report

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006, ; and
 - with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

AM King FCCA *A. M. King*
 Community Accountancy Service Ltd
 The Grange, Pilgrim Drive, Beswick, Manchester, M11 3TQ

Date: 25th September 2020

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED
31 MARCH 2020

	Further Details	Unrestricted Funds £	Restricted Funds £	Total Funds Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2019 £
Income from:					
Donations and legacies	(3)	33,806	28,581	62,387	87,165
Charitable Activities	(4)	1,266	165,048	166,314	158,216
Other Trading Activities	(5)	375	-	375	-
Total		35,447	193,629	229,076	245,381
Expenditure on:					
Raising Funds	(6)	-	13,379	13,379	1,855
Charitable Activities	(6)	-	231,541	231,541	220,051
Other	(6)	-	30	30	13
Total		-	244,950	244,950	221,919
Net income/(expenditure)		35,447	(51,321)	(15,874)	23,462
Transfers between funds	(17)	(1,297)	1,297	-	-
Net movement in funds		34,150	(50,024)	(15,874)	23,462
Reconciliation of funds					
Total funds brought forward	(17)	60,088	90,054	150,142	126,680
Total funds carried forward	(17)	94,238	40,030	134,268	150,142

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

The notes on pages 11 to 17 form part of these accounts.

BALANCE SHEET AS AT 31 MARCH 2020

	Notes	2020 £	2019 £
Fixed assets:			
Tangible assets	(11)	595	2,639
Total fixed assets		<u>595</u>	<u>2,639</u>
Current assets:			
Stocks	(12)	-	-
Debtors	(13)	5,454	826
Cash at Bank & in Hand		145,770	182,213
Total current assets		<u>151,224</u>	<u>183,039</u>
Liabilities:			
Creditors: Amounts falling due within one year	(15)	17,551	35,536
Net current assets or liabilities		<u>133,673</u>	<u>147,503</u>
Total assets less current liabilities		134,268	150,142
Creditors: Amounts falling due after more than one year	(16)	-	-
Provisions for liabilities		-	-
Total net assets or liabilities		<u>134,268</u>	<u>150,142</u>
The funds of the charity:			
Restricted income funds	(17)	40,030	90,054
Unrestricted income funds	(17)	94,238	60,088
Total charity funds		<u>134,268</u>	<u>150,142</u>

For the period in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006, and that no notice has been deposited under section 476 in relation to its accounts for the financial year; and the directors acknowledge their responsibilities for:

- complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

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

Approved by the trustees on 25th September 2020

Caroline Gregory Chair

The notes on pages 11 to 17 form part of these accounts.

Statement of Cash Flows for the year ending 31 March 2020

	Year Ended 31 March 2020 £	Year Ended 31 March 2019 £
Net cash used in operating activities	(36,443)	31,364
Cash flows from investment activities:		
Interest	-	-
Purchase of fixed assets	-	(1,786)
Net cash provided by investing activities	<u>-</u>	<u>(1,786)</u>
Increase/(decrease) in cash and cash equivalents during the year	(36,443)	29,578
Cash and cash equivalents brought forward	182,213	152,635
Cash and cash equivalents carried forward	<u>145,770</u>	<u>182,213</u>

Notes to the accounts

1. Accounting policies**(a) Basis of preparation and assessment of going concern**

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 1st January 2015 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

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

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

(b) Funds structure

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donor or trust deed. There are 10 restricted funds.

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Further details of each fund are disclosed in note 17.

(c) Income recognition

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

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

(d) Expenditure Recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. For more information on this attribution refer to note (g) below.

(e) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to independent examination and legal fees together with an apportionment of overhead and support costs.

Governance costs and support costs relating to charitable activities have been apportioned based on type of expense. The allocation of support and governance costs is analysed in note 8.

(g) Costs of raising funds

The costs of raising funds consists of room hire and publicity.

(h) Charitable Activities

Costs of charitable activities include governance costs and an apportionment of support costs as shown in note 7.

(i) Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised and valued at historical cost. Depreciation is charged on the following basis:

Computer Equipment 33.33% on cost

(j) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their varying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

(k) Pensions

The charity currently does not administer contributions to a pension scheme on behalf of individuals.

The trustees implemented an auto enrolment pension scheme from February 2017. The charity has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

(l) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(m) Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. Related party transactions and trustees' expenses and remuneration

The trustees all give freely their time and expertise without any form of remuneration or other benefit in cash or kind (2019: £nil). Expenses paid to the trustees in the year totalled £nil (2019: £183). The trustee expenses shown in these accounts is in respect of refreshments for trustee meetings.

Trustee Penny Noel was paid £750 for consultancy services during the year (2019: £750). This was in accordance with the Charity's governing document.

A relative of Johura Khatoon is employed by the Charity and received a salary of £12,322 and expenses of £363.

3. Donations and Legacies

	Unrestricted Year Ended 31 March 2020 £	Restricted Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2019 £
Donations	-	28,581	28,581	57,165
General grants:				
Action Together	250	-	250	-
Active Communities Network	2,248	-	2,248	-
Community Revival	180	-	180	-
Self Help Services	1,128	-	1,128	-
Pennine Care	30,000	-	30,000	30,000
	<u>33,806</u>	<u>28,581</u>	<u>62,387</u>	<u>87,165</u>
Previous reporting period	<u>30,004</u>	<u>57,161</u>	<u>87,165</u>	

4. Income from charitable activities

	Unrestricted Year Ended 31 March 2020 £	Restricted Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2019 £
Other Income	1,266	-	1,266	767
Restricted grants:				
Big Lottery Fund	-	30,627	30,627	118,836
Manchester MMU	-	-	-	220
Comic Relief	-	48,653	48,653	-
Tameside, Oldham & Glossop Mind	-	20,000	20,000	-
Action Together Volunteer Fund	-	445	445	-
Action Together Community Wellbeing	-	24,999	24,999	-
Action Together Sport England	-	40,324	40,324	-
Action Together	-	-	-	38,393
	<u>1,266</u>	<u>165,048</u>	<u>166,314</u>	<u>158,216</u>
Previous reporting period	<u>987</u>	<u>157,229</u>	<u>158,216</u>	

5. Income from other trading activities

	Unrestricted Year Ended 31 March 2020 £	Restricted Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2020 £	Total Funds Year Ended 31 March 2019 £
Rental income	375	-	375	-
	<u>375</u>	<u>-</u>	<u>375</u>	<u>-</u>
Previous reporting period	-	-	-	-

6. Expenditure

	Activities for the benefit of people living in Hyde and Tameside £	Year Ended 31 March 2020 £	Year Ended 31 March 2019 £
Expenditure on raising funds:			
Project Costs	1,190	1,190	1,402
Publicity	11,799	11,799	220
Room hire	390	390	233
	<u>13,379</u>	<u>13,379</u>	<u>1,855</u>
Expenditure on charitable activities:			
Employment Costs	200,194	200,194	190,098
Training	4,944	4,944	292
Beneficiary Travel	-	-	175
Beneficiary Training	1,439	1,439	2,426
Repairs and Maintenance	127	127	218
Childcare Costs	3,578	3,578	3,120
Volunteer Expenses	1,043	1,043	267
Refreshments	1,818	1,818	936
Minor Equipment	1,224	1,224	623
Staff Travel	1,072	1,072	1,339
Bank Charges	170	170	184
Subscriptions	69	69	-
IT Maintenance	2,737	2,737	5,505
Cleaning	232	232	199
Telephone	175	175	193
Insurance	1,138	1,138	980
Governance and Support Costs	5,220	5,220	6,776
Post, Printing & Stationery	4,317	4,317	4,029
Depreciation	2,044	2,044	2,691
	<u>231,541</u>	<u>231,541</u>	<u>220,051</u>
Other expenditure:			
Miscellaneous	30	30	13
	<u>30</u>	<u>30</u>	<u>13</u>
	<u>244,950</u>	<u>244,950</u>	<u>221,919</u>
Restricted funds		244,950	211,800
Unrestricted funds		-	10,119
		<u>244,950</u>	<u>221,919</u>

7. Analysis of expenditure on charitable activities

As per note 6.

8. Allocation of governance and support costs

The breakdown of support costs and how these were allocated between governance and other support costs is shown below:

	General Support	Governance	Total	Basis of apportionment
Accountancy Fees	-	920	920	type of expense
DBS Fees	122	-	122	type of expense
Consultancy	2,750	-	2,750	type of expense
Supervision	120	-	120	type of expense
Payroll Bureau Charges	865	-	865	type of expense
Other Financial Services	390	-	390	type of expense
Trustee Expenses	-	53	53	type of expense
	<u>4,247</u>	<u>973</u>	<u>5,220</u>	

9. Analysis of staff costs

	Year Ended 31 March 2020 £	Year Ended 31 March 2019 £
Wages and Salaries	184,671	176,317
Redundancy	-	-
Social Security Costs	11,640	10,926
Pension Costs	3,883	2,855
	<u>200,194</u>	<u>190,098</u>
Support costs	-	-
Charitable activities	200,194	190,098
	<u>200,194</u>	<u>190,098</u>

The average number of employees during the year was 11 (previous year: 7). FTE 9.4 (2019: 8.8)

The charity considers its key management personnel comprises the trustees and Chief Executive Officers. The total employment benefits, including employer pension contributions of the key management personnel were £33,459 (previous year: £29,609). No employee has benefits in excess of £60,000 (previous year: none).

Key management personnel are Gemma Gaskell and Rehana Begum. The figures above comprise 50% of each salary.

10. Independent Examiner Fees

	Year Ended 31 March 2020 £	Year Ended 31 March 2019 £
Independent examination fees	920	882
	<u>920</u>	<u>882</u>

11. Tangible Fixed Assets

	Computer Equipment	Total
	£	£
Cost		
At 1 April 2019	9,090	9,090
Additions	-	-
At 31 March 2020	<u>9,090</u>	<u>9,090</u>
Depreciation		
At 1 April 2019	6,451	6,451
Charge for Year	2,044	2,044
At 31 March 2020	<u>8,495</u>	<u>8,495</u>
NET BOOK VALUE		
At 31 March 2020	<u>595</u>	<u>595</u>
At 31 March 2019	<u>2,639</u>	<u>2,639</u>

12. Stocks

The organisation does not hold any stocks.

13. Analysis of debtors

	2020	2019
	£	£
Debtors	4,361	-
Prepayments	1,093	803
Other debtors	-	23
	<u>5,454</u>	<u>826</u>

Debtors and prepayments related to restricted funds £nil and unrestricted funds £5,454 (2018: £803/£23).

14. Creditors: amounts falling due within one year

	2020	2019
	£	£
Creditors	3,431	1,719
Short-term compensated absences (holiday pay)	3,418	4,276
Other creditors and accruals	972	960
Deferred income	9,730	28,581
	<u>17,551</u>	<u>35,536</u>

15. Deferred income

Deferred income comprises grants paid in advance.

Balance as at 1st April 2019	28,581
Amount released to income earned from charitable activities	(28,581)
Amount deferred in year	9,730
Balance at 31 March 2020	<u>9,730</u>

16. Creditors: amounts falling due after more than one year

	2020	2019
	£	£
Provisions for liabilities	-	-
	<u>-</u>	<u>-</u>

17. Analysis of charitable funds

Analysis of movements in unrestricted funds

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
General Fund	4,554	35,447	-	(15,077)	24,924
Designated Funds	55,534	-	-	13,780	69,314
	<u>60,088</u>	<u>35,447</u>	<u>-</u>	<u>(1,297)</u>	<u>94,238</u>

Previous reporting period

	Balance at 1 April 2018	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2019
	£	£	£	£	£
General Fund	41,293	30,991	(10,119)	(57,611)	4,554
Designated Funds	-	-	-	55,534	55,534
	<u>41,293</u>	<u>30,991</u>	<u>(10,119)</u>	<u>(2,077)</u>	<u>60,088</u>

Name of unrestricted fund:

General Fund

Designated Funds

Description, nature and purpose of the fund

The "free reserves" after allowing for all designated funds

For future redundancy and closure costs

Analysis of movements in restricted funds

	Balance at 1 April 2019	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2020
	£	£	£	£	£
Big Lottery Fund	25,700	30,627	(57,161)	834	-
Tameside, Oldham & Glossop Mind	-	20,000	(18,333)	-	1,667
NHS Tameside & Glossop CCG	13,388	-	-	-	13,388
Comic Relief	(244)	48,653	(46,495)	-	1,914
WISH	7,586	-	(3,922)	-	3,664
Action Together Volunteer Fund	-	445	(445)	-	-
Action Together Community Wellbeing	-	24,999	(18,098)	-	6,901
Action Together Sport England	12,594	40,324	(40,422)	-	12,496
Greater Neighbourhoods	31,030	28,581	(60,074)	463	-
	<u>90,054</u>	<u>193,629</u>	<u>(244,950)</u>	<u>1,297</u>	<u>40,030</u>

Previous reporting period

	Balance at 1 April 2018	Incoming Resources	Resources Expended	Transfers	Balance at 31 March 2019
	£	£	£	£	£
Big Lottery Fund	20,738	118,836	(115,942)	2,068	25,700
Manchester MMU	(7)	-	-	7	-
Big Lottery Fund Building Capabilities	44	-	(46)	2	-
NHS Tameside & Glossop CCG	19,728	-	(6,340)	-	13,388
Comic Relief	-	-	(244)	-	(244)
Salford CVS	1	-	(1)	-	-
Department of Health	1,941	-	(1,941)	-	-
WISH	18,705	-	(11,119)	-	7,586
Action Together	5,995	38,393	(31,794)	-	12,594
Greater Neighbourhoods	17,702	57,161	(43,833)	-	31,030
People's Health Trust	540	-	(540)	-	-
	<u>85,387</u>	<u>214,390</u>	<u>(211,800)</u>	<u>2,077</u>	<u>90,054</u>

Name of restricted fund:	Description, nature and purpose of the fund
Big Lottery Fund	for working across Tameside with women, particularly black, minority and ethnic (BME), experiencing social exclusion offering a programme of informal social and mutual support activities, learning opportunities and employment support and to provide a peer mentor programme to support BAME women in crisis
Tameside, Oldham & Glossop Mind	for a multi-agency Tameside Buddying project which works with residents across Tameside with long term conditions or with those who experience loneliness or social isolation and support them back into the community through providing one to one buddy support and handholding service
NHS Tameside & Glossop CCG	for supporting the costs of rent and running of the centre
Comic Relief	for a Peer support project working with trained volunteers from the South Asian community to offer culture and faith sensitive support to other Bengali, Indian and Pakistani women in crisis. Providing an opportunity for women to talk in confidence to someone who understands the cultural sensitivity around mental health and domestic abuse.
WISH	for Bengali Women's training programme
Action Together Volunteer Fund	to deliver a community volunteer celebration event.
Action Together Community Wellbeing	for a 12 month pilot project to deliver Tameside BAMER Cancer Awareness. The project works with local partners to train local bilingual Community Cancer Champions to cascade and raise awareness of cancer signs, symptoms, support services, tackling misconceptions, cultural stigmas by providing tailored, culturally sensitive and bilingual educational workshops in local BAMER communities
Action Together Sport England	using an asset-based approach, this project works with BAMER women across Tameside to develop a volunteer pathway that can be adapted to meet the needs and aspirations of our other potentially marginalised communities. The project aims to develop a coordinated pathway for quality and meaningful, accessible volunteering opportunities between partner organisations and to increase the number of social and physical activity sessions in the borough.
Greater Neighbourhoods	for delivering a BAMER Community Engagement and Health Project to Tameside's South Asian community. The project offers low level, early intervention and prevention through community engagement and focuses on two key areas to educate, raise awareness and understanding and provide access to mainstream support services for domestic abuse, Mental Health and Wellbeing.

18. Analysis of net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total 2020
	£	£	£	£
Tangible fixed assets	-	-	595	595
Cash at bank and in hand	(6,644)	69,314	83,100	145,770
Other net current assets/(liabilities)	18,360	-	(30,457)	(12,097)
Creditors of more than one year	13,208	-	(13,208)	-
Total	24,924	69,314	40,030	134,268

Previous reporting period

	Unrestricted funds	Designated funds	Restricted funds	Total 2019
	£	£	£	£
Tangible fixed assets	1	-	2,638	2,639
Cash at bank and in hand	8,806	55,534	117,873	182,213
Other net current assets/(liabilities)	(4,253)	-	(30,457)	(34,710)
Creditors of more than one year	-	-	-	-
Total	4,554	55,534	90,054	150,142

19. Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised on a transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at an amortised cost using the effective interest method.

20. Reconciliation of net movement in funds to net cash flow from operating activities

	Year Ended 31 March 2020	Year Ended 31 March 2019
	£	£
Net movement in funds	(15,874)	23,462
Add back depreciation	2,044	2,691
Deduct investment income	-	-
Decrease/(increase) in stocks	-	-
Decrease/(increase) in debtors	(4,628)	(182)
Increase/(decrease) in creditors	(17,985)	5,393
Net cash used in operating activities	(36,443)	31,364

21. Operating leases

The total of future minimum lease payments under non-cancellable operating leases are:

	Equipment Lea	Equipment Leases
	2020	2019
	£	£
Payable within one year	352	704
Payable between 2 and five years	-	352
	<u>352</u>	<u>1,056</u>

Income and Expenditure Account

	Year Ended 31 March 2020 £	Year Ended 31 March 2019 £
Income		
Donations	28,581	57,165
General grants:	-	-
Action Together	250	-
Active Communities Network	2,248	-
Community Revival	180	-
Self Help Services	1,128	-
Pennine Care	30,000	30,000
Other Income	1,266	767
Restricted grants:		
Big Lottery Fund	30,627	118,836
Manchester MMU	-	220
Comic Relief	48,653	-
Tameside, Oldham & Glossop Mind	20,000	-
Action Together Volunteer Fund	445	-
Action Together Community Wellbeing	24,999	-
Action Together Sport England	40,324	-
Action Together	-	38,393
Rental income	375	-
Total Income	229,076	245,381
Expenditure		
Project Costs	1,190	1,402
Publicity	11,799	220
Room hire	390	233
Employment Costs	200,194	190,098
Training	4,944	292
Beneficiary Travel	-	175
Beneficiary Training	1,439	2,426
Repairs and Maintenance	127	218
Childcare Costs	3,578	3,120
Volunteer Expenses	1,043	267
Refreshments	1,818	936
Minor Equipment	1,224	623
Staff Travel	1,072	1,339
Bank Charges	170	184
Subscriptions	69	-
IT Maintenance	2,737	5,505
Cleaning	232	199
Telephone	175	193
Insurance	1,138	980
Governance and Support Costs	5,220	6,776
Post, Printing & Stationery	4,317	4,029
Depreciation	2,044	2,691
Miscellaneous	30	13
Total Expenditure	244,950	221,919
Surplus/(deficit for year)	(15,874)	23,462