

Reference and administrative details

Registered charity name
The Wheels Project Limited

Charity registration number
1081236

Company registration number
02745215

Principal office
and registered office
31- 32 Bonville Road
Brislington
Bristol
BS4 5QH

The trustees
Mr N J Adams
Mr D V Smithen
Ms R Wheatley
Ms S Crew
Mr K Rundle
J Schofield
D Cousins

Company secretary
Mr D V Smithen

Auditor
Elliott Bunker Limited
Chartered accountants
& statutory auditor
61 Macrae Road
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Bristol
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the
Wheels
project
Bristol



**Driving Ambition
Through Re-engagement
Learning & Achievement**



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Annual Report 2020-21



the Wheels project

Executive Summary

The financial year to 31 March 21 saw three periods of national lock down in response to the devastating impact of Covid-19. With school closures and with no referrals being made between March and the summer of 2020, we decided to close the Project and furlough our staff until schools reopened in September. In the meantime, we used the time to develop safe working policies and practices to manage Covid-19 and arranged sufficient cover to monitor finances and premises.

Over the summer, we produced new Covid-secure procedures and restarted courses on 14th September with groups of no more than 4 and remained open throughout the next two lockdowns.

The impact of closure for five months and reduced groups sizes meant that we were only able to deliver 35 course units for 26 students compared to 70 and 122 respectively in 2019/20.

Triumph in Adversity!

Despite this challenging environment there have been many positives:

- Exceptional outcomes achieved with individuals who had previously struggled to engage with education or vocational activities – see more later in the report.
- Three new referrers specialising in working with vulnerable teenagers.
- A strong trend by students and their referrers to buy into our courses for a whole school year, without doubt a major factor in achieving better outcomes – see page 9 for examples.
- And, whilst reflecting work in prior years, a Queen’s Award for Voluntary Service for young people’s work on our flagship Community Vehicle Programmes.

As ever, we are particularly grateful to our staff who have shown extraordinary commitment and patience during a very challenging year; and the generosity of our donors and supporters that enable us to achieve so much for our young students.

Ms Sarah Crew
(Chair of Trustees)

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Aims and objectives

Our vision is to provide a creative and inspiring alternative education environment where disadvantaged young people who have disengaged from school can thrive, acquire new skills and re-engage with learning. Our value to referrers is improved attendance, behaviour and attainment. Our value to students is improved confidence, progression and achievement.

We aim to:

Engage

and motivate young people at risk and inspire them to achieve their potential.



Educate

young people in vehicle use, repair and maintenance, solve problems and experience success as they develop new skills for their future



Encourage positive behaviour

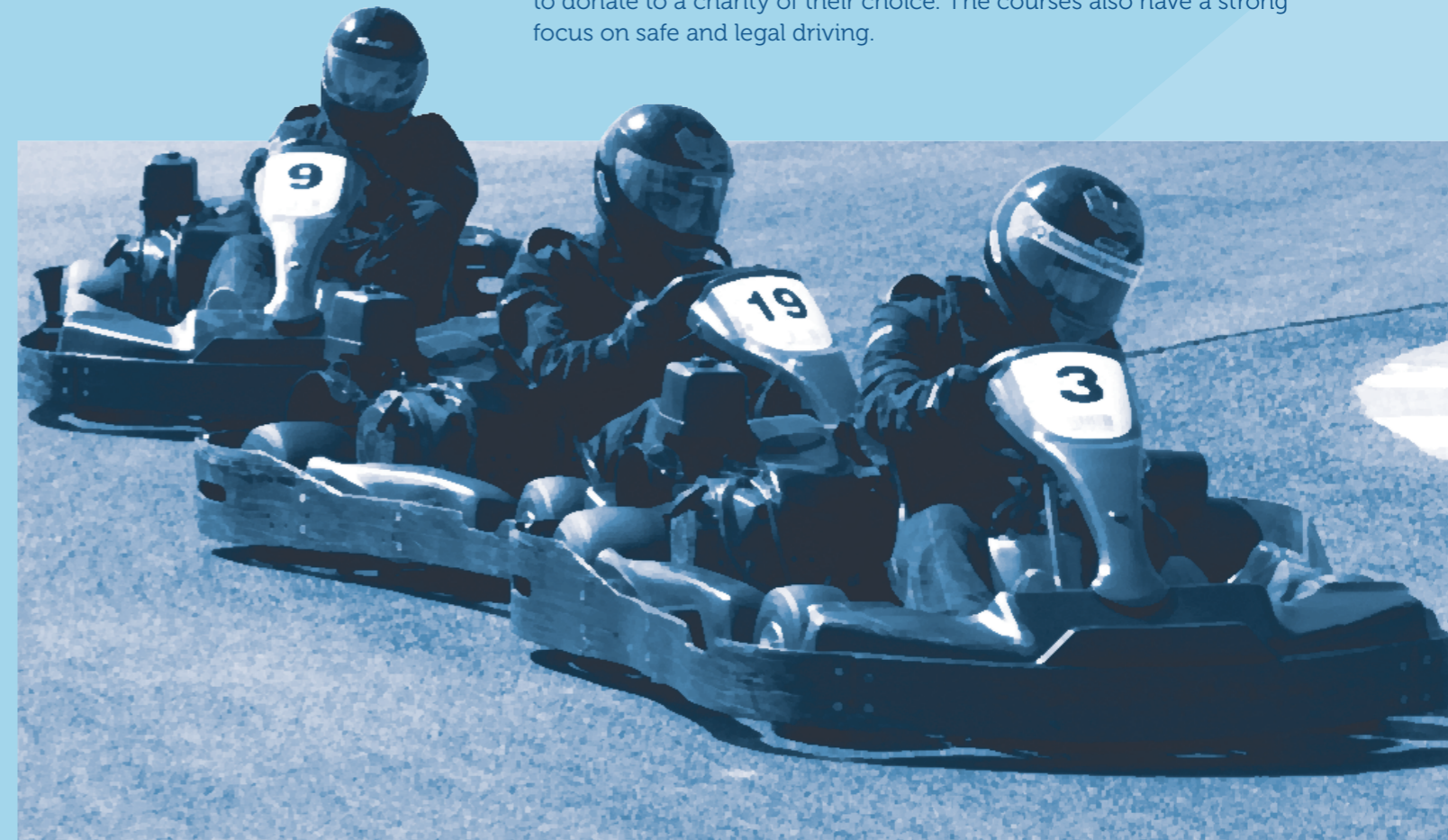
by building upon their sense of achievement and self-esteem so that they make better choices and contribute positively in their communities.



Activities

We run highly supervised practical courses in small groups of 4-6 (4 max post Covid) working on a range of vehicles starting with go-karts and progressing to mopeds, cars, vans and now bicycles. Students learn to drive, repair and service them.

All courses are designed to improve engagement, behaviour and attendance at the introductory level and work on social and employment skills at subsequent levels. All serve as preparatory courses for our Community Vehicle Project where students renovate a vehicle to donate to a charity of their choice. The courses also have a strong focus on safe and legal driving.



..... “
It was something to look forward to every week. I had lots of fun and enjoyed meeting new people and I can't wait to start the next course.
Student, Bath Connecting Families
..... ”

Level of Need 2020-21

Many of our students continue to experience poverty and deprivation with 90% living in the bottom third of the 2019 National Indices of Deprivation with consequent projections of poor life outcomes.

Food insecurity has risen during the Covid crisis. From April to September 2020, Trussell Trust food banks gave out 34,192 food parcels across the West of England, an 85% increase on the previous year, with low income being the main reason for referral. In Bristol, the number of parcels distributed to children rose almost 3-fold to 8,333 in the six months to end September 2020. It's hardly surprising that local Foodbanks are the most popular groups chosen by young people as beneficiaries of our Community Vehicle Programme.

Once again, full time Alternative Learning Providers made up 90% of referrals. To provide an effective service for many of the younger students we are running more courses in smaller groups some even 1-1 to manage behavioural and safeguarding issues.

We have worked with a higher proportion of students with special educational needs this year and each has positively benefited from being in smaller group sizes. As can be seen from the case histories, disengagement from school, poor or non-attendance and disruptive behaviour are primary reasons for referral to Wheels.



Evaluation

Our Monitoring and Evaluation is continual and we keep track on the progress of our students through regular contact with their referral bodies. The relationships we have built over the years have enabled us to develop good working practices and effective ways to measure and obtain feedback on our students' progress which form a vital part of our Theory of Change model.

Matching student need to our services and being flexible to their needs is a key factor in our successes. We use milestones to monitor progress and make adjustments to the level and pace of learning to keep students on top of their objectives. Targets include participation and attendance; improved behaviour and attitudes, self-esteem, confidence and communication; their performance on mechanical tasks and kart-racing; their improved relationships at school and at home; and their progression beyond Wheels.



*best part of my whole week;
I love how Jerry (supervisor) teaches me
new things and encourages me when I
mess up to learn from my mistakes.*

Learn @ Multi-Academy Trust.





Achievements for the year

Having experienced one of the most challenging years in our history, it's really encouraging to be able to outline the following achievements and heart-warming case histories.

.....
 Out of **26** students that started at Wheels in the academic term 20/21:




16 
 completed the Karts courses.

14 
 students completed two Community Vehicle Projects and handed over customised vans for the Panache Steel Band and Somer Valley Foodbank.


20 
 students returned to school after leaving Wheels with improved attendance and behaviours.

7 
 completed the Car Servicing courses.

 In the spring, we introduced a new Bicycle course designed initially with the needs of one individual at it's core.

6 
 students progressed to further education. 4 to study mechanics, 1 to study cycle mechanics and 1 to study tree surgery.

5 
 completed the Moped course, all were awarded a certificate.

3 
 passed their CBT (Compulsory Basic Training) certificates, a pre-requisite to getting a moped licence.

2 
 former students visited and said Wheels had helped them focus on their studies and both have since started apprenticeships, one in hairdressing and one in carpentry. (see case history)

Case histories

Having experienced one of the most challenging years in our history, it's really encouraging to be able to outline the following achievements and heart-warming case histories.

Phil and Terry*

Phil and Terry came to see us recently with two friends on new mopeds having passed their riding tests. When referred by their school in 2018, their behaviour had been deteriorating and they were disruptive and very uncooperative. They both completed a karts and servicing course and then a Community Vehicle Project for Bridgewater Foodbank. Their school attendance, behaviour and attainment improved dramatically and they transferred to IKB Academy, Keynsham to specialize in Engineering. Their activities with us helped them focus on school work and secure an apprenticeship, one in Hairdressing and one in Carpentry. It was so good to see their pride and smiles!

Will*

I've just seen Will fully engaged in a 3-hour health and safety talk after his first two days at Severn Plus (post-16) placement and mentoring and I realised there was hope for him. This could not have happened had it not been for Will's time spent at The Wheels Project learning how to strip and rebuild a Go Kart and then progress into the workshop learning all the aspects of the motor vehicle. Will has high functioning Autism and life has been a struggle for him – leading to many failed school placements, no formal

education and a lot of trauma for him and the family. All he wanted to do was go to school like the other children. He felt so different and often thought "what's the point to life". Wheels gave him hope. He learnt to listen to staff members, knowledge of tools and workshop, learning maths through the mechanics, and learning patience and perseverance. "I spent the whole session painting the van - it was boring but I knew I had to do it as it was my job!" If he had a bad day the staff were able to have a conversation with him to resolve the issues which for Will was a first!

The Wheels Project was a life saver. Will's attendance has directly helped him access post 16 provision to train as a Tree Surgeon and given him the confidence to grow in his life – and for that I want to say a massive Thank You. Will's Mum

Kieran*

Kieran joined us in January 21 and has some severe learning issues which are met by 1-1 supervision.

He was referred by Five Rivers Child Care Centre as part of his overall education package there. He has a very short concentration span and is very easily distracted. An hour with us each session is about as much as he could initially manage.

Megan: "Wheels seems a great place for Kieran to really develop his knowledge on mechanics. He has grown in confidence and self-esteem - he arrives full of enthusiasm, keen to work on the Go Karts / Cars. Jerry does a great job keeping Kieran engaged in the activities and has built a great relationship with him. Being surrounded by machinery and vehicles gives him the opportunity to grow his interests into transferable skills he can use in the future when thinking about career paths."

He has completed our Karts and introduction to Vehicle Servicing courses and now our Bicycles course, renovating one of the bicycles gifted by Avon & Somerset Constabulary, and now owning it as reward for all the hard work he has put in with us.

*All names changed



Plans for 2021-22

- Bookings for the new academic year are picking up well and we already have 46 course units confirmed and hope to reach 60 by year end. As the vaccine programme continues to be rolled out we remain cautiously optimistic that there will be no further lockdowns. If all goes well and we can increase group sizes to between 4 & 6, this will enable us to support more young people and increase fee income.
- Our new 6 week Bicycle repair course is being well received by students and referrers and we are very grateful to Avon & Somerset Constabulary who found a supporter to fund the start-up costs for this new initiative.
- We will continue to monitor the option to introduce electric vehicle courses, most likely for karts and mopeds initially.
- To increase our fundraising capacity we plan to work with external consultants to review our communications messaging and to research and apply for new funding opportunities.

Longer term outcomes

Whilst we have worked with far fewer students due to COVID-19, it has allowed us to develop stronger relationships with them and their Teachers and Key Workers and gain more feedback about their longer-term achievements, re-affirming the value of our courses and the way we work. It is so rewarding for us and our supporters to hear how our students are progressing elsewhere: improving their relationships, gaining college placements and improved prospects for employment.

Quality Assurance

We are an Approved Alternative Learning Provider for Bristol City Council and South Gloucestershire and scored 75% and 77% on good practice and statutory obligations in BCC's safeguarding audit. Our Health and Safety Standards are assessed and assured by independent specialists Citation plc.

We have had no safeguarding incidents or reportable accidents during the last three years.

Financial Summary 2020-21

To 31 March 2021 expenditure was £270,309, down £6,990 from last year; and income was up £10,273 at £290,625 generating a surplus of £20,316. This significant surplus resulted from a successful application to the Government's Youth Covid Support Fund for £61,886. The aim of the fund was to return applicants' year end reserves to their 30 November 2020 level to sustain service delivery in the face of continuing Covid disruption. Income was also sustained by £55,545 in payments via the Government's Furlough scheme. Regular charitable donations fell by £46,119 and course fees fell to just £28,130 due to closure and the impact of Covid on some trusts and foundations.

For 2021/22 we have set a planning budget of £295,000 for expenditure and have to date secured £190,000 leaving a shortfall of £105,000 to be raised by year end 2022. To address the shortfall we expect to receive a further £15,000 in course fees and are applying to both recent past funders as well as newly identified prospects for £115,000 collectively.

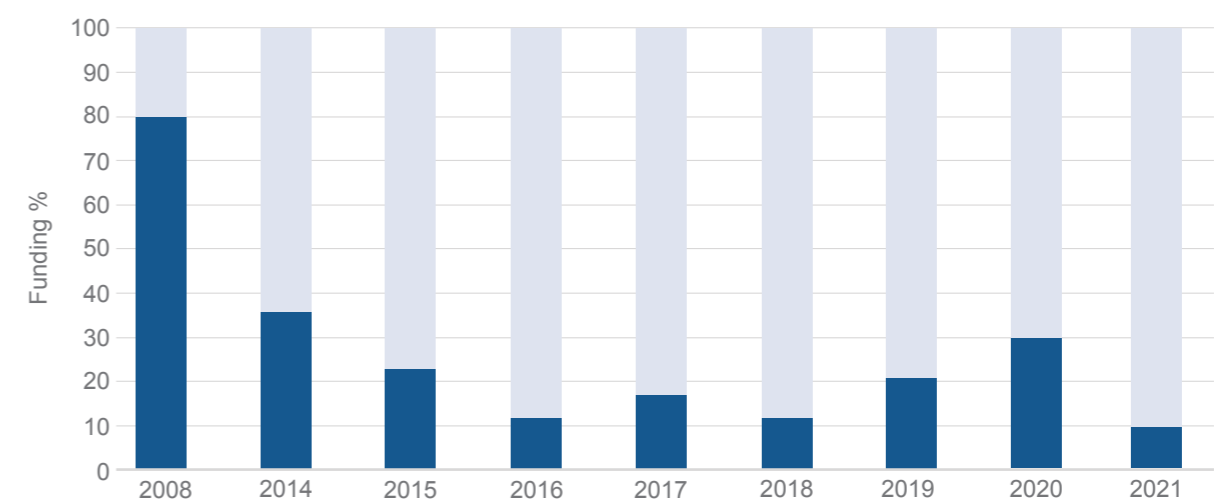
Financial Reserves Policy

Our Financial Policy, last reviewed in June 2020, states in section 1.10 that:

The Wheels Project maintains levels of income equivalent to 6 months expenditure as shown and maintained in our Forecast Budget in the financial year ahead.

Our year end reserves rose to £176,984 of which the Board of Trustees has designated a £75,000 contingency to cover redundancy liabilities and lease commitments reducing free reserves to £101,984 - equivalent to 4.5 months operating costs.

■ Funding from referrers as % of annual income



Financial Plans for 2021-22

Our strategic aim is to increase our capacity and capability to include for example the development of electric vehicle courses to reach more young people with courses increasingly relevant for their future. Our strategic plan 2019-2022 outlines a set of key objectives to achieve our ambitions which include:

- Introducing 2 new referral agencies each year.
- Achieve sustained levels of income from referrers at 25% of total income.
- A review of Board and staff skills and experience including succession planning.
- An increase in income of 15% over the next three years to invest in our development.
- Introduce 2 new multi-year funders.

Trustees' responsibilities statement

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 the incoming resources and application of resources, including the income and expenditure, 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 applicable Charities SORP.
- Make judgments and accounting estimates that are reasonable and prudent.

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

Auditor

Each of the persons who is a trustee at the date of approval of this report confirms that:

- So far as they are aware, there is no relevant audit information of which the charity's auditor is unaware; and
- They have taken all steps that they ought to have taken as a trustee to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

The auditor is deemed to have been re-appointed in accordance with section 487 of the Companies Act 2006.

Small company provisions

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

The trustees' annual report was approved on 02 December 2021 and signed on behalf of the board of trustees by:



Ms S Crew
Trustee



The Wheels Project Limited

Independent Auditor's Report to the Members of The Wheels Project Limited. Year ended 31 March 2021

Opinion

We have audited the financial statements of The Wheels Project Limited (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Key audit matters: our assessment of risks of material misstatement

Key audit matters are those matters that in our professional judgement were of most significance in the audit of the financial statements and include the most significant assessed risks of material misstatement (whether or not due to fraud) identified by us, including those which had the greatest effect on: the allocation of resources in the audit, and directing the efforts of the engagement team. There are no key areas identified as the audit is very low risk with normal audit procedures adequate in all audit areas.

We agreed to report to the board of trustees any corrected or uncorrected identified misstatements.

Whilst we were unable to perform site visit due to the restrictions imposed by the Coronavirus pandemic, we were able to obtain key audit evidence via email and telephone meetings.

Fraud and breaches of laws and regulations - ability to detect Identifying and reporting of risks of material misstatement due to fraud

To identify risks of material misstatement due to fraud we assessed events or conditions that could indicate an incentive or pressure to commit fraud or provide an opportunity to commit fraud. Our risk assessment procedures included:

- Enquiring of general manager and trustees and inspection of key papers provided to those charged with governance as to high level policies and procedures to prevent and detect fraud
- Reading board minutes

We communicated identified fraud risks throughout the audit team and remained alert to any indications of fraud throughout the audit.

As required by auditing standards, and taking into account possible pressures to meet targets and our overall knowledge of the control environment, we perform procedures to address the risks of management override of controls. To address the pervasive risk as it relates to management override, we identified journal entries to test to supporting documentation.

Identifying and responding to risks of material misstatement due to non-compliance with laws and regulations

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience and through discussion with the general manager and trustees. As the charity is regulated, our assessment of risks involved gaining an understanding of the control environment including the entity's procedures for complying with regulatory requirements.

We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit.

The potential effect of these laws and regulations on the financial statements varies considerably.

Firstly, the charity is subject to laws and regulations that directly affect the financial statements including financial reporting regulation (including related companies regulation), taxation legislation (payroll taxes) and pension legislation and we assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statements items.

Secondly, the charity is subject to many other laws and regulations where the consequence of non-compliance could have a material effect on amounts or disclosures in the financial statements, for instance through the imposition of fines or litigation. We identified the following areas as those most likely to have such an effect: Health and safety laws and laws relating to working with vulnerable young people. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of management and trustees and inspection of regulatory and legal correspondence, if any. Therefore, if any breach of operational regulations is not disclosed to us or evident from relevant correspondence, an audit will not detect that breach.

Context of the ability of the audit to detect fraud or breaches of law or regulation

Owing to the inherent limitation of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



02 December 2021

Nicolas Michael FCA (Senior Statutory Auditor)

For and on behalf of Elliott Bunker Limited, Chartered accountants & statutory auditor
61 Macrae Road, Ham Green, Bristol, BS20 0DD

Statement of Financial Activities. Year ended 31 March 2021
(including income and expenditure account)

Income and endowments				2021	2020
		Unrestricted funds	Restricted funds	Total funds	Total funds
	Note	£	£	£	£
Donations and legacies	5	251,295	11,000	262,295	194,515
Charitable activities	6	28,130	–	28,130	85,479
Investment income	7	200	–	200	358
Total income		279,625	11,000	290,625	280,352
Expenditure					
Expenditure on raising funds: Costs of raising donations and legacies	8	19,714	–	19,714	14,406
Expenditure on charitable activities	9	239,595	11,000	250,595	262,893
Total expenditure		259,309	11,000	270,309	277,299
Net income/ (expenditure) and net movement in funds		20,316	–	20,316	3,053
Reconciliation of funds Total funds brought forward		156,668	–	156,668	153,615
Total funds carried forward		176,984	–	176,984	156,668

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

Statement of Financial Position. Year ended 31 March 2021

		2021	2020
	Note	£	£
Fixed assets			
Tangible fixed assets	14	4,723	6,296
Current assets			
Debtors	15	74,747	21,160
Cash at bank and in hand		113,732	144,857
		188,479	166,017
Creditors: amounts falling due within one year	16	16,218	15,645
Net current assets		172,261	150,372
Total assets less current liabilities		176,984	156,668
Net assets		176,984	156,668
Funds of the charity			
Unrestricted funds		176,984	156,668
Total charity funds	19	176,984	156,668

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

These financial statements were approved by the board of trustees and authorised for issue on 02 December 2021, and are signed on behalf of the board by:



Ms S Crew
Trustee

Notes to the Financial Statements. Year ended 31 March 2021

1. General information	The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 31- 32, Bonville Road, Brislington, Bristol, BS4 5QH.
2. Statement of compliance	These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Companies Act 2006.
3. Accounting policies	
Basis of preparation	The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure. The financial statements are prepared in sterling, which is the functional currency of the entity.
Going concern	There are no material uncertainties about the charity's ability to continue.
Judgements and key sources of estimation uncertainty	The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. We can confirm that there are no such critical estimates and judgements.
Fund accounting	Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes. Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment. Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.
Incoming resources	All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income: <ul style="list-style-type: none"> ■ income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably. ■ legacy income is recognised when receipt is probable and entitlement is established. ■ income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers. ■ income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended	
Staff costs	Staff costs are allocated to activities on the basis of staff time spent on those activities.
Governance costs	Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.
Operating leases	Rental payments under operating leases are charged as expenditure as incurred over the term of the lease.
Tangible assets	All fixed assets are initially recorded at cost.
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: <ul style="list-style-type: none"> Fixtures and fittings - 25% reducing balance Motor vehicles - 25% reducing balance Tools and equipment - 25% reducing balance
Impairment of fixed assets	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. For the purposes of impairment testing, 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. For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.
Government grants	Grants received to finance the project are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Grants are carried forward as deferred income where preconditions exist relating to programmes delivered in the next accounting period.
Financial instruments	A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument. Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted. Debt instruments are subsequently measured at amortised cost.
Defined contribution plans	Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund. When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.
4. Limited by guarantee	There is no controlling party as the company is limited by guarantee. In the event of a winding up each trustee is limited to paying £1 each whilst a member or within one year of ceasing to be a member. At 31 March 2021 the number of trustees was 7 (2020: 7).

5. Donations and legacies

	Unrestricted Funds	Restricted Funds	Total Funds 2021
Donations	£	£	£
Donations	137,356	–	137,356
Grants			
Gosling Foundation	–	8,000	8,000
Henry Smith Charity	–	–	–
St. John's Foundation	–	–	–
Nisbet Trust	–	–	–
The Portishead Nautical Trust	–	3,000	3,000
Government grant income	55,545	–	55,545
Youth COVID grant	58,394	–	58,394
	251,295	11,000	262,295
	Unrestricted Funds	Restricted Funds	Total Funds 2020
Donations	£	£	£
Donations	121,415	–	121,415
Grants			
Gosling Foundation	–	–	–
Henry Smith Charity	–	35,100	35,100
St. John's Foundation	–	15,000	15,000
Nisbet Trust	–	20,000	20,000
The Portishead Nautical Trust	–	3,000	3,000
Government grant income	–	–	–
Youth COVID grant	–	–	–
	121,415	73,100	194,515

Other grants and donations received include the following of £1,000 or over:

The John James Bristol Foundation	£15,000
The Binks Trust	£5,000
The Spielman Charitable Trust	£15,000
The Stone Family Foundation	£25,000
The Burden Trust	£7,500
CHK Charities Ltd	£15,000
The Notgrove Trust	£5,000
The Van Nest	£8,000
Avon & Somerset Police Community Trust	£10,000
Mary and John Prior	£5,000
Garfield Weston Foundation	£25,000
Masonic Charitable Foundation	£4,000

The charity is grateful and appreciative of all donations.

6. Charitable activities

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Course fees	28,130	28,130	85,479	85,479

Course fees represents amounts receivable from public organisations in recognition of courses provided.

7. Investment income

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Bank interest receivable	200	200	358	358

8. Costs of raising donations and legacies

	Unrestricted Funds	Total Funds 2021	Unrestricted Funds	Total Funds 2020
	£	£	£	£
Costs of raising donations and legacies - Grants receivable	19,714	19,714	14,406	14,406

9. Expenditure on charitable activities by fund type

	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
Course costs	232,935	11,000	243,935
Support costs	6,660	–	6,660
	239,595	11,000	250,595

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Course costs	181,490	75,600	257,090
Support costs	5,803	–	5,803
	187,293	75,600	262,893

10. Analysis of support costs

	Activities undertaken directly	Total 2021	Total 2019
	£	£	£
Governance costs	6,660	6,660	5,803

11. Net income

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

	2021	2020
	£	£
Depreciation of tangible fixed assets	1,573	2,099
Fees payable for the audit of the financial statements	3,600	3,550

12. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2021	2020
	£	£
Wages and salaries	139,111	133,702
Social security costs	11,351	10,791
Employer contributions to pension plans	6,709	6,236
	157,171	150,729

The average head count of employees during the year was 4 (2020: 4).

The average number of full-time equivalent employees during the year is analysed as follows:

	2021 Numbers	2020 Numbers
Admin	2	2
Operational	2	2
	4	4

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

Key Management Personnel	
	Key management personnel include all persons that have authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation paid to key management personnel for services provided to the charity was £56,481 (2020: £55,392).

13. Trustee remuneration and expenses No remuneration or other benefits from employment with the charity or a related entity were received by the trustees;

No trustees received any reimbursed expenses during this financial year.

14. Tangible fixed assets

	Fixtures and fittings	Motor vehicles	Equipment	Total
	£	£	£	£
Cost				
At 1 Apr 2020 and 31 Mar 2021	82,444	27,846	142,785	253,075
Depreciation				
At 1 Apr 2020	80,764	26,948	139,067	246,779
Charge for the year	420	224	929	1,573
At 31 Mar 2021	81,184	27,172	139,996	248,352
Carrying amount				
At 31 Mar 2021	1,260	674	2,789	4,723
At 31 Mar 2020	1,680	898	3,718	6,296

15. Debtors

	2021	2020
	£	£
Trade debtors	2,380	10,670
Prepayments and accrued income	72,367	10,490
	74,747	21,160

16. Creditors: amounts falling due within one year

	2021	2020
	£	£
Trade creditors	1,425	2,995
Accruals and deferred income	9,443	7,723
Social security and other taxes	3,621	3,513
Other creditors	1,729	1,414
	16,218	15,645

17. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £6,709 (2020: £6,236).

18. Government grants

The amounts recognised in the financial statements for government grants are as follows:

Recognised in income from donations and legacies:

	2021	2020
	£	£
Government grants income	113,939	–
	113,939	–

Youth Covid-19 Support Fund

A grant of **£61,886** was awarded by the Youth Covid-19 Support Fund, the purpose of which was to fund eligible expenditure from 1st November 2020 to 31 March 2021. A net recognisable income of £58,394 is shown page 14, section 5 following a post audit adjustment of £3,492 which is potentially refundable. The donor has been contacted.

In our opinion, the grant was applied in accordance with the grant agreement.

19 Analysis of charitable funds

Unrestricted funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	156,668	279,625	(259,309)	176,984

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
General funds	151,115	207,252	(201,699)	156,668

Restricted funds

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
Henry Smith Charity	-	-	-	-
Gosling Foundation	-	8,000	(8,000)	-
Portishead Nautical Trust	-	3,000	(3,000)	-
St Johns Foundation	-	-	-	-
Newby Trust	-	-	-	-
Nisbet Trust	-	-	-	-
	-	11,000	(11,000)	-

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
Henry Smith Charity	-	35,100	(35,100)	-
Gosling Foundation	-	-	-	-
Portishead Nautical Trust	-	3,000	(3,000)	-
St Johns Foundation	-	15,000	(15,000)	-
Newby Trust	2,500	-	(2,500)	-
Nisbet Trust	-	20,000	(20,000)	-
	2,500	73,100	(75,600)	-

Analysis of charitable funds

The Henry Smith Charity

This fund was used to support the Community Vehicle Projects.

Gosling Foundation

These funds were used to support driving ambitions courses.

The Portishead Nautical Trust

These funds were used to support the Community Vehicle programme.

St. John's Foundation

These funds were all used to support Young People from the BANES area.

The Newby Trust

Funds of £10,000 were received primarily to research how electric vehicles may be used in the project. This activity continues into the next financial period.

The Nisbet Trust

These funds were used to support the Community Vehicle programme.

20. Analysis of net assets between funds	Unrestricted Funds	Total Funds 2021
	£	£
Tangible fixed assets	4,723	4,723
Current assets	188,479	188,479
Creditors less than 1 year	(16,218)	(16,218)
Net assets	176,984	176,984
	Unrestricted Funds	Total Funds 2020
	£	£
Tangible fixed assets	6,296	6,296
Current assets	166,017	166,017
Creditors less than 1 year	(15,645)	(15,645)
Net assets	156,668	156,668

21. Operating lease commitments

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

	2021	2020
	£	£
Not later than 1 year	31,250	31,250
Later than 1 year and not later than 5 years	31,250	62,500
	62,500	93,750

22. Related parties: There were no related party transactions in the year.