

Trustees Annual Report and Financial Statement for 2021/2022



**The Life Project (Bath)
Registered Charity: 1142459
Company number: 07573284**

Annual Report and Financial Statement for the Year Ended 31 March 2022

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Trustees' Report

The trustees present their report for the year to 31 March 2021. Due to the trustees' status as directors under the Companies Act 2006 this report constitutes a directors' report as required by section 415 of the Companies Act 2006.

1. STATEMENT FROM CHAIR OF TRUSTEES

The start of our 2021-22 year saw the Life project stable but facing a further year of change. As we emerged from a covid lockdown we ploughed much of our focus into supporting our Service Users and continuing to keep them safe. We Sadly said goodbye to Sue Snell as our Director of Operations as she retired in April and we welcomed Rich Blake Lobb as our first CEO for the Life Project in June. The Trustees held an Away Day with Rich in July where we reviewed our objectives and set our priorities for the year. Responding to the changing landscape with Covid being a key challenge to our services and we were extremely blessed to have Ruth Taylor guiding us through, diligently providing our staff with clear and practical advice.

In June our dear Sarah Couchman gave us advance notice that she would be moving on. Being so central to the Life Project the challenge for the trustees was to focus on how we should replace Sarah and all the aspects of role Sarah has been delivering. Of course this was also an opportunity for us all to get more involved, learn how are services were working and connect more with staff. We have built some increased cross team networks with staff meetings initially with myself, as chair, then these were picked up with Rich and we have developed team reports which are fed into the trustee meetings. There have also been visits to all our projects by trustees and Rich.

With financial challenges continuing throughout the year and staff changes on the horizon, the trustees took the decision to invest in our services with a view to expanding for sustainability. We developed a job description for a Day Services Co-ordinator which would manage the services held at the Old Acorn Barn and allotment but would also have additional time for developing and growing the service. At the beginning of 2022 we went through a rigorous recruitment process and have again been blessed to find the right person to take on the new role of Day Services Co-ordinator.

Looking forward we know that the next few years are going to be tough. The economic situation is difficult and charities everywhere are feeling the squeeze. We need to change and respond to the environment and challenges around us and that can be scary. However the Life Project is rooted in faith, we believe we are called to care for each other and to recognise and celebrate the gifts and talents of all our family and while this remains core to what we do then I believe God will honour us with sustaining and growing our Life Project Family.



Alison Tucker (Chair of Trustees)

2. OBJECTIVES AND ACTIVITIES

The overall objective of the charity is to promote and protect the health and wellbeing of people with learning difficulties or other mental or physical disabilities in Bath.

The Life Project is committed to:

- Providing a home(s) for life, rooted in Christian principles and ethos, with opportunities for spiritual growth, leisure, learning, training, education and employment for people with disabilities, primarily learning disabilities, reflecting their individual needs; to fulfil their potential in community together, living lives that have purpose, security and dignity.
- Enabling each of these vulnerable people to live a vibrant and abundant life, expressing their God-given gifts/talents and positively impacting the community around them. Also offering the church and wider community an insight into the significance and power of inclusive and intentional Christian community.
- Providing an environment where these individuals can grow and mature in their relationship with God and respond to His 'call' on their lives.

The trustees have had due regard to the Charity Commission guidance on public benefit in deciding what activities we should undertake and confirm that all our activities are undertaken to further our charitable purposes for the public benefit.

The three key objectives for the year 2021-2022 were carried over from the previous year (2020-2021)

- To become a sustainable organisation
- To expand our reach and impact
- To nurture and grow the Life Project 'community' of families, individuals and housemate groups

and our performance against these are reported in detail in Section 2 of this report.

Most Life Project staff, volunteers and families are members of Christian churches and congregations around Bath and NE Somerset and are committed to the Christian ethos of the organisation. They strive to reflect these Christian values in the way they contribute their efforts to the Life Project work and activities.



3. SUMMARY OF KEY EVENTS AND ACHIEVEMENTS

As the Covid pandemic continued to have a global impact, during the year significant adjustments had to be made to our mode of delivery and expectations needed to be managed. However, in summary the following activities were successfully achieved:

- Returning to regular in-person sessions at the Old Acorn Barn three times per week from late April 2021 – initially with reduced numbers and an altered programme to maintain social distancing and with covid secure protocols closely monitored – providing creative and purposeful activities;
- From September 2021 returning to the full offer at the Old Acorn Barn and Allotment with covid secure protocols in place. From December 2021 to February 2022 some sessions were relocated to a variety of church halls to provide improved space for social distancing during the colder weather;
- A series of summer activities and outings, including cycling and a visit to the Bird of Prey Centre, during the closure of the Barn in August;
- A pilot walking group for adults with learning disabilities over 6 weeks in July & August 2021;
- A pilot group for adults with learning disabilities grooming ponies in the autumn of 2021, in conjunction with the stables of Bath Riding for the Disabled;
- Maintaining an Allotment at Monksdale Road – growing produce for eating and using in the creation of products;
- A weekly Parent Carer Drop In with play area for pre-school children and Pilates available for parent carers. A socially distanced format and café style arrangements were operated;
- Two Parent Carer retreat days for parents of children/adults with learning disabilities and other additional needs;
- Peer support for parent-carer group members through WhatsApp;
- Bi-monthly fellowship group meetings for adults with learning disabilities in the Springs group. April 2021 to August 2021 the group gathered virtually using Zoom and then as covid protocols allowed the group began to alternate between in-person and Zoom meetings from September 2021 to March 2022;
- Introduced a fundraising event during the summer of 2021 encouraging supporters to raise at least £100 by walking, running, cycling or swimming a distance of their choosing.



- Three social / fund-raising events for members and supporters of the Life Project – a cream tea, curry night and online quiz night;
- Christmas carols at the Old Acorn Barn in partnership with St Peter's Church, Englishcombe and a virtual carol service on Zoom for Makers and Members of the Life Project.
- A home owned by the HAS Trust opened to its first residents in Autumn 2021. The Life Project played an significant role in bringing this project to fruition and the tenants are all members of the Life Project.
- Unfortunately, meetings of the Mini-Springs group and K-Team were not maintained during the covid pandemic and capacity to re-establish these groups has not been possible to date.

4. ACHIEVEMENTS AND PERFORMANCE

Overview

Following the retirement of the Operations Director at the end of April 2021 the Life Project appointed its first Chief Executive, Rich Blake-Lobb who took up their post from 1st June 2021. Covid restrictions eased during the year and with suitable protocols in place the regular services and activities were gradually able to return to taking place in-person. The trustees reviewed the strategic objectives of the previous year and because of the impact of the covid pandemic agreed that these remained unchanged for the new reporting year, 2021-2022.



The return to in-person sessions was a long and on-going process as adaptations were required throughout the year. With the fresh eyes of a new CEO, a newly appointed Chair of Trustees (February 2021), and the recovery from a global pandemic the trustees introduced a bi-monthly Strategy Meeting on alternate months to the Operations/Business Meeting. Furthermore, from January 2022 weekly meetings to address pressing operational needs were introduced (including finance, risk, health and safety, and safeguarding).

4.1. Achievement Against Objectives

Our stated strategic framework for the financial year from April 2021 to March 2022 continued the same themes of the previous year and concentrated on three key strands:

- To become a sustainable organisation
- To expand our reach and impact
- To nurture and grow the Life Project 'community' of families, individuals and housemate groups

Strategic Theme 1 - To become a sustainable organisation

a) To establish a balanced portfolio of fundraising activities in order to diversify our income streams (e.g. to include community fundraising, personal giving, grant funding).

The covid pandemic continued to have an impact on fundraising activities, with the Bath Half Marathon posted twice and therefore not taking place during this reporting period.

We introduced a summer challenge to raise £100 through walking, running, swimming or cycling a distance of each individuals choosing. We were encouraged by the response, especially by 96-year-old Rosemary who emulated Captain Tom by walking around her parking area. Her achievements raised in the region of £1500.

Grant-funding remains challenging with one key grant that has supported the Parent Group no longer available for this purpose. However, new grant funders have been identified and we have been successful in a number of bids.



b) To maximise the use of the Barn by increasing activity days to at least three days per week and thereby its contribution towards central costs

During first half of the reporting period the Barn was able to re-open for in-person sessions but with only half numbers due to maintaining covid protocols for everyone's safety. From September 2021 we were open to full capacity but required the use of alternative venues during the coldest months which offered larger indoor space for social distancing.

The third day at the Barn has continued to attract new Makers and is established as a regular day, requiring a full complement of staff team due to the numbers attending. Additional hours were claimed, and contracts have been agreed for these additional hours to be regularised and from April 2022.

c) To increase the contribution made via trading, e.g. products or commissioned services.



Although sessions have been taking place in person throughout this reporting period the activities have been designed to encourage social distancing. Therefore it has not been possible to produce products for sale as these are closely guided activities. It is hoped that the production of saleable products will return later in 2022.

The trustees continue to remain interested in commissioning opportunities and have assigned a trustee to work with the

CEO to research opportunities and potential in this line of business. This process has highlighted areas that require attention to meet the standards necessary to become a successfully commissioned service and work has begun to address these.

d) *To expand the volunteer base to support and sustain existing and future services.*

Volunteers play an important role in the delivery of the Life Project services. Our Springs group is entirely volunteer led and has been for 20 years. April 2022 will see us celebrating the 20th anniversary of this group and we are excited for how it continues to thrive. Our Parent Carer Drop In is supported with volunteers who assist in the kitchen preparing and serving drinks and refreshments. The Barn and the Allotment are served by volunteers who support in all areas of these projects. We have said goodbye to a few volunteers during this reporting period – some unable to return following the covid pandemic, others whose circumstances have changed. We have also welcomed new faces and are grateful to everyone for the time, skills and commitment they offer.

We do not currently have a volunteer who can drive a minibus for us but are grateful to all those who are able to provide transport using their own vehicles.

Strategic Theme 2 – To expand our reach and impact

a) *To sustain and further develop the Outreach Worker role for the development of new initiatives and activities catering for the currently unmet needs of our learning disabled (LD) community.*

Our Development and Outreach Worker has continued to grow the third day at the Barn with new Makers joining through the year.

Pilot projects were run in the summer – including a walking group and a pony grooming group. These were successful in attracting one or two new people to the Life Project and drawing in others who participate occasionally. It is hoped that the learning from these groups can be used to support new sessions and that at least one of these activities will take place again in the summer 2022

Development and outreach will become part of the extended role of the Day Services Coordinator when they begin in May 2022, and we are looking at roles that are needed to support this transition and new positions.



b) *To develop our profile with the churches in Bath, demonstrating that the Life Project offers credible Christian outreach and is the organisation that can assist them to support those within their congregations with learning disabilities.*

Our CEO made it a priority when he first began to get to know local church leaders. This has been beneficial as we looked for alternative venues for the Day Services activities in the winter. It also highlighted the work required to build relationships and maintain these, we therefore hope to attract funding for a Discipleship Coordinator part of whose role will be to become a primary link between the Life Project and local churches.

Our CEO has been invited to speak/ preach at three local churches and has been well received - we would like to see more opportunities for this.

We are listed within several local church prayer diaries and grateful for all those who pray for the Life Project.

c) *To increase our presence and profile across our local area through social media and networking.*

Our website, monthly newsletters and social media posts have all been maintained with the objective of letting everyone know, and be encouraged by, news and pictures of our activities, users and the issues facing those who have learning disabilities and those who care for them.

Through the Bath Third Sector Group (3SG) we have benefitted from local networks with similar organisations and other small charities, gaining insights about potential opportunities, training, and funding providers.

Several links with schools have been developing, with invitations to participate in school assemblies and student committee meetings. This has led to several students raising money for the Life Project and others joining us for work experience.

We have renewed our links with *Count Everyone In*, a Christian organisation supporting churches to become inclusive and accessible to people with learning disabilities. There is a valuable regional network of groups similar to Springs which encourage and pray for one another.

Our links with the local community in Englishcombe village have flourished this year and was most noticeable when St Peters Church and the Life Project joined together to hold open air carols at the Barn when it was deemed unsafe to do so in the church because of social distancing requirements of the covid pandemic. We hope this will become a part of our annual calendar or events.



d) To actively develop our relationships with potential partners e.g. Liveability, B&NES/Virgin Care, Golden Lane and other smaller local organisations.

Working towards the HAS Trust home involved meetings with Liveability and Golden Lane Housing. The home opened in the autumn of 2021 and our links with the organisations involved remain in place but mostly dormant until such a time as the Life Project chooses to engage with providing homes.

The trustees are keen to explore the potential for commissioned services and as such the CEO has been reviewing our services and identifying potential links alongside trustees.

The Life Project was invited to partner with another local charity, however upon review of the proposal it was not deemed financially prudent for the Life Project and the invitation was rejected. However, the Life Project remains open to partnership working when there is a viable business case and it would be in the benefit of our service users.

Strategic Theme 3 - To nurture and grow the Life Project 'community' of families, individuals and housemate groups.

a) To promote the sense of belonging to a Life Project community amongst all those associated with our work and mission.

Our sense of "family" through the Life Project members, service users, volunteers and supporters was boosted during the year with the return of a number of social activities returning, with covid safety measures in place. The highlights included a socially distanced cream tea at the Old Acorn Barn, a curry night at Manvers Street Baptist Church, a virtual carol service, and a Zoom quiz night. As covid restrictions continue to ease we are looking forward to further social events and occasions.

Unfortunately some of our plans had to be altered due to the ongoing challenges of the pandemic. This included plans for an anniversary service at Bath Abbey and a Karaoke evening.



To improve our sense of community and involvement of service users and members we are exploring the potential for developing a Service User Committee that will improve the links between service users and the board of trustees. We have also conducted a review of official Life Project members and are looking into enhancing how the members can engage with the board in consultations and decision making.

b) To continue working with the HAS Trust to establish our first Life Project home in Bath.

The Life Project continued to act as support and facilitator to this project through to the opening of the HAS Trust home in Autumn 2021. The HAS trust commissioned a builder and works were completed in September 2021. Golden Lane Housing are the managing agent for the home and Liveability have been selected as the care provider.

The Life Project has played an influential role in this project, but we recognise that this is not a Life Project house. Many lessons have been learned and it is a credit to all involved that three Life Project service users were able to move in, choosing to live with one another as a friendship group.

c) *To develop proposals for purchasing our own house(s).*

Homes remain important to the Life Project however it was agreed that following the opening of the HAS Trust House and a need to focus on covid recovery of existing services any further action regarding Homes should be placed on hold until a review 2023.

d) *To develop a Chaplaincy service for the households we support and to provide prayerful support for the whole organisation including staff, volunteers, groups and project teams.*

Our volunteer chaplain retired in the summer of 2021, and we have not been able to offer this service since then.

4.2. Draft Development Proposal 2022-2023

Our new CEO presented a draft *Development Proposal 2022-2023* and in November 2021 the following proposals were agreed and accepted by the trustees:

- Focus on Life Project core business and not to be distracted by other needs or opportunities until an agreed review date or realistic prospect arises.

Core business comprises:

- **Day Services** (*currently taking place at the Old Acorn Barn and Monksdale Road Allotments*)
- **Family Support** (*Currently Parent Carer Drop-In and socials*)
- **Discipleship** (*Currently Springs*)

(Homes remain important to the Life Project however it was agreed that following the opening of the HAS Trust House and a need to focus on covid recovery of existing services any further action regarding Homes should be placed on hold until a review 2023.)

- Review of Staff Structure and Job Descriptions (*e.g. Barn Coordinator to become Day Service Developer / Coordinator*) and all new contracts to move to 52 weeks rather than term time only.

- Seek funding for a Discipleship Coordinator to provide support to the Springs group, help establish new groups and to develop relationships and support for local churches.
- Parent Carers Support to incorporate Families.
- Research needs of Families / Carers and partnership opportunities.
- Develop a committee giving service users (Makers & Families) a voice in Life Project governance.

5. DETAILED PROJECT ACTIVITY

The story of the Life Project 2021-2022 with details provided by Project Coordinators

5.1. The Old Acorn Barn & Allotment

Despite the challenges and complexities of living and working during this reporting period, it is extraordinary to look back and see that in this time we have also experienced some of our most wonderful highlights and sweetest successes. After Easter 2021, it was good to return to the Barn after a period of online Zoom sessions and weekly walks, albeit half the group coming for half a day initially. The purchase of a good-sized, robust gazebo enabled us to spend more time outside the small rooms of the Barn and soon we were able to invite the whole group to stay for full days. We had an appropriate theme of 'Building and Re-building' and besides learning how to put the gazebo up quickly(!) we were able to visit a number of local interesting constructions.

It was good to be able to offer special summer holiday sessions including a Wheels For All cycling event, a day by the river and time at the farm in Newton St Loe.

In the autumn we were back at the Barn enjoying a theme of 'Plot to Plate' ... as we moved through the seasons of harvesting, remembering and thanksgiving we thought about how we mark these in what we grow, cook and eat. Each day we enjoyed cooking with something we had picked at the allotment and Jieun led an ambitious drama telling the story of the pilgrim fathers and helped the Makers create charming Plot-to-Plate art books.

For some years we have wondered about creating a special Christmas display in the large glass windows at the front of the Barn. Jieun came up with a wonderful design that everyone helped to make little did we know that when covid numbers began to rise again before Christmas it would become the backdrop for the village carol service. It was so special to be singing with a lovely mix of villagers and Life Project members under a beautiful bright full moon. A golden moment!

Other highlights in the run up to Christmas included taking part in the biannual Christmas Tree festival at St Johns in Keynsham and being guided through a fantastic workshop by Stephen Magrath under the huge moon in the Abbey.



We were beginning to struggle to accommodate our larger Wednesday and Thursday groups in the barn as covid numbers were high at the start of 2022. It was chilly with doors open for ventilation and the small rooms made it hard to socially distance. So after exploring various options where we were warmly welcome (including St Peters Englishcombe, Rose Cottage, St Michael's Twerton, Manvers Street Baptist Church, Southside Centre and Twerton village hall), we settled for the spring term at the church hall of St Philip and St James in Odd Down. The large space meant we could work with the whole group, keep warm and cope with staff absence. We had a very purposeful theme of being 'Ready For Work'. This was reflected in our discussions, art and craft (personalised aprons and pencil cases), music (dancing a work themed line dance!) and whole group drama. The group responded very well to the large space and became very expressive in our drama and dance sessions.

There were also challenges including constantly transporting all equipment in staff cars and Sue and Fiona did an amazing job adjusting to new kitchens and coping with needing to take time off for illness and accidents.



As well as enjoying a wonderful staff team, we are blessed by some extraordinary volunteers who very generously, compassionately and with great humour support our work. We were sorry to lose two volunteers, Claire and Joy, who needed to move on to respond to family/work commitments but thrilled to receive two new volunteers, Therese and Pip, who have quickly fitted into the team.

We were also delighted to welcome two new Makers to the barn this year, bringing the total to 14 who come across the three days.

It feels like an achievement that we have managed to hold sessions every week this year and kept everyone safe ... until just before Easter when many of our group members caught covid (thankfully, mildly). It is special to have a group where each Maker has the confidence to speak up and share something of themselves and enthusiastically join in with all activities that are offered. Each week a collage of photos is sent home to each Maker showing them happily and purposefully employed. We have many joyful, life-giving stories to tell in a generally dark and difficult time.

Our times at the allotment are so happy, productive and peaceful and like the plants we grow, our makers seem to thrive in the warm, nurturing atmosphere of the Old Acorn Barn. It is wonderful when we are able to enrich the wider community through our participation in village life (such as making Mothering Sunday posies) and welcoming friends and neighbours to our cream tea events. This year we have also welcomed sixth-formers for work experience placements. Their reflections on the day were very moving and they will take back to their homes in China a story that people with learning disabilities are not to be pitied but with support can live a fulfilling and joyful life and in return have a positive impact on society.

May all continue to thrive and grow as I hand over my coordinating responsibilities to Esmé Zarate in the weeks to come.

5.2. Barn Development and Outreach



In spite of some of the continued challenges that the pandemic has presented, with the need for social distancing and smaller group sizes remaining in place for most of the year due to the vulnerability of many of our Makers, I am pleased to report continued progress in building the group on a Tuesday towards full capacity, with the number of Makers increasing and with more potential makers expressing an interest to join either a Tuesday or another day in the year ahead. We now only have 3 more places to fill, two of which may soon be taken.

We had originally expected to grow the Tuesday group even more quickly this year, but there were some (unavoidable) setbacks. Two young adults (friends of one of our current makers), who had deferred joining the Barn for a year to re-do their final years at college, opted in the end for another provision offering 5 days per week. And another young man

who visited the Barn and wants to sign up, hasn't yet been granted funding for the PA that he needs to accompany him.

Sometime has also been spent exploring referrals from social workers, social prescribers or through school link workers, but a number of these have needed 2:1 support which we, like other local services that are even larger than ours, are unable to accommodate at this time.

One of the outreach limitations this year has been that due to covid-19 measures in place to protect our makers, we haven't been able to facilitate visits for social workers, parent/carers and students preparing for adulthood for most of the year. Previously we have found that when visitors see and experience what we have to offer, they are keen to sign up or signpost others our way. Furthermore, it wasn't possible to arrange other face to face visits, such as visiting people in their homes.

With hindsight though, the slower than anticipated growth has probably helped the existing makers to cope better with the transition out of the restrictions of lockdown, and to assimilate the new members more easily in a way that has not undermined the cohesion of the group. With our groups being relatively small, it always requires sensitivity and care introducing new people. So, on reflection, a more organic, slower rate of growth (especially in times where everyone is already coping with so much change) is probably more in the interest of the existing makers anyway.



Successes this year have included:

- Two new makers joining the group and the positive impact in their lives:
 - One, who had recently lost her husband and her job, was already part of the Life Project's Springs group, but felt the need to connect with others and do more. She really enjoys coming and has, among other things, been learning new cooking skills she hadn't learnt before.
 - The other had been extremely isolated since the death of his main carer. Commenting on him joining the Barn, his sister has written, saying, *'He absolutely loves coming to the Barn and says how lovely everyone is. It's lovely to see him doing such a variety of activities and enjoying himself. Coming to the Barn is really stimulating for him as I thought it would be, a focal point to his week and giving him lots to talk about with others. It's such a fantastic offer for people with LDs in Bath.'*
- Other parent/carers' comments have included:
 - *'She looks so happy! It is great to see her so engaged. Many thanks to you for all your hard work'*
 - *'It is lovely to see her participating, she really enjoys her time with you all, she has been much calmer this afternoon.'*
 - *'He came home full of smiles, which is great.'*
- One of the makers, who used to be frightened of knives, is now happily chopping veg (with support from his PA). And all the makers have improved their food prep skills.
- All the Tuesday makers have said at different times and in various ways how they love coming and how they look forward to it every week, as have our lovely volunteers!
- Recruited two brilliant new Barn volunteers who have contributed so much, and proved invaluable keeping the service operational when staff were off sick.
- Our highly valued activity leaders happily agreeing to increase their hours to increase our capacity.
- I also thank God for His faithfulness, in that we have not once had to cancel any of our planned Barn days this year, even in the face of one staff member needing to be off sick for a total of 2.5 months due to Covid and then an injury (not sustained at work!).



- The successful development of new woodwork activities, which have included making a bug house, ladybird houses, planters, a bird table, and a footstool for one of the makers to use at the Barn. Skills developed include measuring, marking, sawing, sanding and using an electric screwdriver. This has complemented the range of other excellent activities already offered (cooking, art and crafts, music, exercise and dance, and nature walks).
- Partnering with local charity *Cycling Projects (Wheels for All)* for one of our fun summer activities.
- A marked increase in the number of men wishing to join our services, redressing the previous imbalance.

Tom Riley (Outreach and Development Worker)

5.3. Pilot Activities

Summer Walking Group: four weekly evening walks in and around Bath were planned. One was cancelled due to the weather, but the three that went ahead were greatly appreciated by the 5 men who came along. One of them, new to the Life Project, hadn't met with anyone socially outside his family since the lockdowns began, and the others, who knew each other through Springs or other previous connections, had not seen each other face to face for many months, so they hugely appreciated us facilitating this.



Pony Care Group: Partnering with Riding for the Disabled Association (RDA), I recruited two excellent volunteers and ran a small group learning how to care for, lead and groom miniature Shetland ponies. Through this group we were able to reach out to some who had been very isolated, providing an opportunity for them to socialise and make new friends during a time of sharing lunch together afterwards, as well as learn about



ponies. One young man hadn't done anything outside his home since the lockdowns began, and his mother thought he might not cope with the group. But he ended up loving it, cracking jokes with the volunteers and even getting out of his wheelchair for a while to walk behind the pony while long-reining. Two of the young ladies had also been very isolated, and this helped build their confidence to start seeing people again. One of them now continues to go regularly to the RDA. The onset of colder weather prevented us from continuing, but everyone said they would be interested in returning next year.

Tom Riley (Outreach and Development Worker)

Haven Café – An opportunity was identified to partner with Manvers Street Baptist Church to provide a safe haven for those with additional needs wanting to visit the Bath Christmas lights. It was hoped that we would host a welcoming café at Manvers Street and sell Christmas cards, soap, candles, scrunchies and other items made at the Barn. Whilst all involved and all those consulted felt this was a good idea it was not well attended and brought to a close earlier than initially planned.

5.4. Parent Carer Drop-In

A lot has changed over the last year - back in April we were running morning and afternoon sessions which parents had to book in to using Eventbrite as we had to adhere to limited numbers, social distancing, mask wearing checking people felt well and taking their temperature on arrival.

We had a morning session where people with children came and an afternoon session where people without children came, then we had a session with even smaller numbers for those who had been shielding. Our parent carers were prepared to put up with these measures as they were in such need of support after the lock downs - which were hard for everyone and took a particular toll on some of our parent carers.

Returning after May half term brought the re start of Pilates to everyone's relief and joy. Our wonderful Kay had done some zoom Pilates for our parent carers but nothing is as good as the real thing.

Through this time we continued to get new parent carers finding us and coming along. It was fantastic to start after the summer break without booking - back to a 10am-2pm drop in with Pilates and crèche – wonderful!

Unfortunately October brought illness and injury for me and I was signed off for 8 weeks, this however spotlighted Rachel and her true capabilities she did an amazing job. The group was very safe in her hands and to this day she has continued with some of the extra responsibilities she took on in this time.

It was very special to be able to run a retreat just before Christmas the first one since March 2019. We had a Pilates session followed by a wreath making workshop which was very popular. Feedback from the day included:



- 'Thank you all for such a lovely day! This group is so precious and today felt particularly special after such a long time without being able to have a retreat. What a wonderful treat. Thanks to all of the team who worked so so hard to make it such a special time.'
- 'It was such a special day, thank you all so much felt very spoiled and looked after such a lovely much needed break.'
- 'Very grateful for today, thank you for organising such an amazing day. It was wonderful - great company, relaxing place, lovely food. Thank you.'

With covid still prevalent we managed to get through the winter and spring with very few closures due to self-isolation of staff and volunteers. And continued to welcome new parent carers.

The end of March saw another retreat and although we were a bit stretched for volunteers it did not impact on the parent carers:

- 'Thank you for a lovely day, much needed'
- 'Thank you for a wonderful day it's beautifully managed, thank you to Fiona, Rachel, Kay and whoever was helping for making our day so relaxing and spoiling us. It's soo much appreciated. Thank you!'
- 'Second and third all that! Didn't know how much I needed today! Thanks so much everyone who made it possible. X and so great to have found the group, very grateful. You are all very lovely and welcoming.'

Fiona Day (Parent Carer Coordinator)

5.5. Springs Group

Usually 20-30 people gather for our Springs meetings. We didn't feel confident we could do this safely early in 2021 so our meetings remained on Zoom through the summer term. With careful thought the team managed to prepare engaging, fun, meaningful and encouraging sessions and consequently attendance remained good throughout.

However, it was such a delight to finally meet in person together for our summer social.... a picnic in Victoria Park. It is hard to describe how sweet it was to be together again, to see friends reunited.

From September 2021 to March 2022 we alternated meeting on Zoom and in person at the Weston Hub, where we also enjoyed a very happy Christmas party.

In the spring we used the 'Discover God's Heart' resources that have been developed by Christians in Malawi and challenged us with how we can make a difference and show God's love in the world.

Needless to say it has been a challenge for the team to be flexible and engaging as we have switched between different formats, but it is a testament to the commitment, care and spiritual maturity of the volunteers to rise to the challenge. We have a very diverse group with some members living independent, yet complex and painful lives and others have less complicated lives but need us to be very intentional to ensure that what we do is meaningful and participative for them too. The result is a group with an incredible and extraordinary atmosphere of care and faith restored and growing, amongst helpers and members alike. Members regularly comment that the group feels like a family. They value not being judged and love the opportunity to worship and pray.



At the end of this reporting period, the group was preparing to celebrate its 20th birthday(!) and handover to new coordinators.

Sarah Couchman (Springs Coordinator)

5.6. Social Programme

The aim of the Life Project socials has been to build a time when everyone involved or associated with the Life Project can come together, where friendships and trust is built and people gain a deeper knowledge of one another, thus bridging the gap between the different projects.

Due to the Covid pandemic decisions were required to prioritise the work in which we engaged and which would be practical for the Life Project to deliver. Unfortunately, as we continued to evaluate, during the year, what work in terms of activity and frequency we acknowledged that transport, in particular, is a key factor in enabling everyone to participate. The programme of social activities was therefore sadly suspended in March 2020, however we have been able to return with a small number of socials from late 2021. November 2021 saw the return of our popular Curry Night, with social distancing and other protocols in place families, friends and supporters gathered at Manvers Street Baptist Church for a delicious meal and time of fellowship. Due to uncertainties around new variants of covid we held a Quiz Night using Zoom in January 2022 that built on lessons of the previous year and was very popular. As we look towards the new reporting year plans are afoot to re-establish a regular programme of social activities including crafting, disco, picnic and barn dance.



5.7. Community Fundraising

Just as other aspects of the Life Project's work continued to be impacted by the covid pandemic, so our community fundraising has taken a significant hit.

The Bath Half Marathon was postponed for another consecutive year, an event which has previously seen us raise in the region of £10k and for which we had budgeted during this reporting year.

In response we built upon the success of the Bath-to-Bethlehem campaign from the previous year and encouraged supporters to select a distance of their choice to run, walk, swim or cycle to raise £100 during the summer of 2021.

We came close to reaching our target and are grateful to all who participated and for all the money raised enabling us to deliver our invaluable services.

We had hoped to hold a special service to celebrate 10 years since the Life Project became a registered charity. Sadly this event was not able to go ahead and financial donations that we hoped to receive through the event were not possible.

Similarly the Bath Christmas Market – which has proved successful in the past did not take place in 2021 and therefore opportunities to sell produce made by our Makers was limited.

Fundraising has been particularly challenging throughout the pandemic and as all of the restrictions ease, we face rising inflation resulting in increased costs and know our supporters have reduced disposable income. Looking forward to the next reporting period we know that the challenges are only going to become harder.

5.8. Grant Funding

The identification and sourcing of dedicated funding to support the work of the Life Project has continued to be a time-consuming task. A small committee has formed to assess potential funders and share the process of completing applications.

As we had not been running all services during the pandemic the final of three years' grant funding of the Parent Carer Drop-In received in the previous reporting period from the St John's Foundation was able to fund the group through to the end of the year. We are thankful for funding for the Parent Carers Drop-In granted by the Edward Gostling Foundation.

Funding for Barn Development and Outreach to develop activities and services post-covid was forthcoming from the Quartet Covid Recovery Fund – enabling this post to continue for a further 12 months.

We are thankful to The Roper Family Charitable Trust for providing us with unrestricted funds to support the work across of the Life Project.

We have several ongoing applications and continue to seek investment, trust and grant funding to support those projects which cannot generate their own income – namely Parent Carers and Springs as well as contribute to the core costs of the charity.

We would like to extend our gratitude to these funding bodies that have supported us this year.

6. FINANCIAL REVIEW

Over the year, the Charity received income of £90,878 with expenditure of £100,386, finishing with a deficit of £9,508.

The drop in income from the previous year was largely due to the having received significant Covid related grants in 2020/21 along with the final instalment of the Parent Carer grant from the St John's Foundation. Some of this drop in grant income was offset by increased fee income at the Barn as a result of greater uptake of places and offering a third day.

Expenditure increased as services resumed post Covid and due to the extra day at the Barn. However, some savings were made on equipment as in the previous year Covid had necessitated additional costs on PPE and IT.

At 31 March 2022, the Charity had net assets of £72,787 of which £16,264 were restricted funds and £56,522 unrestricted.

Whilst the charity finished the year with a deficit of some £10k, it should be noted that a large grant of £15k for core costs had been received at the end of the previous year, contributing to a surplus that year of £32k, but which was spent during 2021/22.

Following disruption to services the previous year due to Covid, services have recovered well with a third day being added to the Barn and by the end of the year there were sufficient makers to fill all three days. Following this steady improvement over the past year, the trustees are confident that the Charity is financially secure to deliver its programme of activities for 2022/23.

Looking ahead the level of unrestricted reserves carried forward will support preparatory work on restructuring projects to reduce the need for grant funding and to make them self-financing where possible. This may involve relocating projects to a single venue that would allow greater capacity and improved accessibility.

Investment Policy

The Life Project holds funds in an instant access Deposit Account and a 90-day notice Treasurer's Reserve Account so as to provide some interest. These savings have been placed with Triodos Bank, which has a strong ethical investment policy.

Reserves Policy

The trustees have examined the charity's requirements for reserves in the light of the main risks to the organisation. As a result of this they aim to hold reserves equal to at least three months' unrestricted running costs. This is to ensure the continued running of the charity if unrestricted funding decreases, until new sources of funding can be found. At the year end unrestricted reserves were £56,522, providing adequate reserves whilst also supporting work on restructuring the projects.

7. FUTURE PLANS

The covid pandemic with its lock downs, limitations, and ensuing easing of restrictions has been a challenging time for all and could not have been predicted. The Life Project staff have been adaptable and professional, going above and beyond in a season of unpredictability and putting the needs of our service users first.

This season has also highlighted areas of vulnerability, with many small charities and businesses struggling to survive the financial ramifications of the pandemic and the subsequent increased costs of living and rising inflation. The Life Project is not immune to these fragilities and the trustees recognise their responsibilities to good governance will require addressing challenges and making difficult decisions.

The areas identified as core-business for include:

- Day Services
- Family Support
- Discipleship

We have appointed the new role of Day Services Coordinator to build on and expand the work of our outgoing Barn Coordinator. We are looking to maximise the use of the Old Acorn Barn (Englishcombe) and the Allotment (Monksdale Road, Bath).

Funding is being sought to maintain and develop our existing support for Parent Carers, to diversify (for example, to better meet the needs of male carers), and to expand (to open a second drop-in).

It is hoped that local churches and other Christian funders will get behind our vision to appoint a Discipleship Coordinator to support those who are running Springs and to expand our reach with churches – supporting them to become increasingly accessible to adults with learning disabilities.

We would like to improve the involvement of Service Users and Members through the development of meetings, committees, or forums as appropriate for our client group.

The initial contract for our CEO has been extended from an end of May 2022 to 31st December 2022 and is funding dependant, as are other positions related to grant funded projects.

The trustees have identified areas that potentially hinder opportunities for growth and will need to be addressed including transportation, accessibility, venue capacity, staff hours, ratios, outdated recording and reporting practices, and funding. As such a strategic review is scheduled for an Away Day in the first quarter of the next reporting period when the strategic objectives will be reviewed and agreed. Until then we continue with the following themes:

- To become a sustainable organisation
- To expand our reach and impact
- To nurture and grow the Life Project 'community' of families and individuals.

8. STRUCTURE, GOVERNANCE AND MANAGEMENT

8.1. Governing Document

The organisation is a charitable company limited by guarantee. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. The company was incorporated on 22 March 2011. The company was registered as a charity on 17 June 2011.

The Life Project (Bath) was initiated by over a dozen Christian families, mainly from the Bath area but also including Keynsham, most of whom had children, teenagers or adults with a range of learning disabilities. The families involved represented a variety of different denominations, but all shared a vision and passion for enabling their children to play a full role in the life of the church and in the community. The Life Project (Bath) aims for the highest standards of care and professionalism but is not seeking to create a home(s) or meaningful occupation(s) that isolate or removes those with learning disabilities from the wider world.

8.2. Governance Roles

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

Role descriptions for the Chair of Board and for individual trustees were updated in 2017 and a Code of Conduct for Trustees and other guidance and induction documentation has been collated for use by new trustees.

8.3. Recruitment and Appointment of the Trustees

The trustees regularly review the skills and experience base of its board and new trustees are sought to reflect the needs of the organisation. A three-year term of office, with potential to renew, has been established. Based on a skills audit of trustees and identified skills gaps, potential trustees are approached. In order to be confirmed as a trustee DBS clearance is sought, a 'fit and proper persons' check carried out and candidates must sign up to all elements of the Confirmation of Appointment declaration.

Having reviewed roles we are now looking to separate the role of Treasurer and Bookkeeper. There has been no change to the trustees in this reporting year, but we are looking to recruit to these two roles in the year ahead.

8.4. Trustee Induction and Training

Induction is seen as a key element in retaining and supporting trustees. New trustees are given clear advice and support in relation to their obligations. A *Trustee Induction Checklist* is in use and all relevant documentation is made available, including details of resourcing, the current financial position as set out in the latest set of accounts and information about future plans and the strategic development of the charity. Other governance specific training available for trustees in the charity sector is notified to trustees.

We are members of the local third sector network [3SG](#) and access the training, support and guidance offered to trustees.

8.5. Day to Day Management

The charity was run to the end April of 2021 by its Operations Director, Sue Snell. In preparation for her retirement Rich Blake-Lobb was recruited and became the Chief Executive of the charity from June 2021. During 2021-22 seven other part-time staff were employed.

The office base 13 Church Street, Weston, Bath, BA1 4BU was not providing value for money and we closed the office on 31st March 2022 with the office staff becoming home-based.

9. SAFEGUARDING

The Life Project has continued to subscribe to *Thirtyone:eight* - an independent Christian safeguarding charity which helps individuals and organisations protect vulnerable people from abuse.

The Life Project use them as the umbrella organisation for the processing of Disclosure and Barring Service applications for volunteers and staff, support and guidance, and for the training of staff and volunteers.

There were no serious safeguarding incidents during the reporting year, but we have consulted with *Thirtyone:eight* experts for advice where we felt it necessary.

10. RISK MANAGEMENT

The Life Project maintains a *Risk Register* that captures the main events that might have a significant adverse impact on the Life Project's service delivery, service users or financial/reputational integrity.

Following a review of the *Risk Register* trustees agree to include named responsibility/oversight for each identified risk event.

The register has been amended to describe the event, causes/ factors that will contribute to the event, the potential consequences of an event, and the mitigations that should be in place (with a implementation date for any newly recognised mitigations).

Each Life Project session has its own Risk Assessment and these reviewed by the Project Coordinators with relevant team members and presented to the Chief Executive with relevant elements being included in the management level Risk Register.

Throughout the covid pandemic Ruth Taylor has been the trustee lead for the Life Project responses to the varying government guidance, restrictions and return to 'normal business'. The trustees and staff team are grateful to the wisdom and measured decisions that prioritised the health and wellbeing of our most vulnerable service users. Coronavirus risk assessments have been carried out and adherence to

government guidance applied to all activities. Given the higher-than-average vulnerability to covid of our client base we have been particularly cautious when resuming face-to-face activity.

The risks associated with 'normal business' continued to be reported and assessed routinely at Trustee meetings throughout the year. The trustees have satisfied themselves that systems or procedures are established in order to manage those risks effectively.

11. REFERENCE AND ADMINISTRATIVE DETAILS

Name and Charity Number:

The Life Project (Bath)
Registered Charity Number: 1142459
Company Number: 07573284

Registered Office:

41 Charlton Road
Keynsham
BS31 2JG

Trustees:

Alison Tucker (Chair)
Ben Stokes
Clive Brooks
David Twine

Duncan Nash
Ruth Taylor
Tony Russell (Treasurer)

Independent Examiner:

Colin Goater
102 Freeview Road
Bath
BA2 1DZ

Banks:

The Co-operative Bank Plc
PO Box 250
Skelmersdale
WN8 6WT

Triodos Bank UK Ltd
Deanery Road
Bristol
BS1 5AS

12. TRUSTEE RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The charity trustees (who are also the directors of The Life Project (Bath) 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 policies and 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 financial statements on the going concern basis unless it is inappropriate to assume 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 the group and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

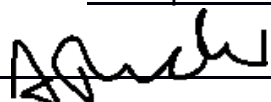
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure to the Independent Examiner

In so far as the trustees are aware at the time of approving our trustees' annual report:

- there is no relevant audit information, being information needed by the Independent Examiner in connection with preparing their report, of which the charitable company's Independent Examiner is unaware; and
- the trustees, having made enquiries of fellow directors and the charity's Independent Examiner that they ought to have individually taken, have each taken all steps that they are obliged to take as a director in order to make themselves aware of any relevant audit information and to establish that the Independent Examiner is aware of that information.

Approved by the Trustee Board on: 7th September 2022

and signed on its behalf by:  Alison Tucker (Chair)

13. INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE LIFE PROJECT (BATH)

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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


Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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

Name: 
Colin Goater

Date: 15/7/22

Address: **102 Freeview Road,
Bath
BA2 1DZ**

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2022

INCOME AND EXPENDITURE		Unrestricted	Restricted	Total Funds	Total Funds
		Funds	Funds	2022	2021
INCOME	Note	£	£	£	£
Donations		18,654	200	18,854	18,787
Gift aid on donations		1,539	0	1,539	1,427
Grants receivable		10,000	5,000	15,000	63,881
Contributions towards activities		39,402	581	39,983	24,029
Fundraising income		15,453	0	15,453	13,003
Interest on bank		48	0	48	94
TOTAL INCOME		85,097	5,781	90,878	121,220
EXPENDITURE					
Fundraising costs		437	0	437	1,277
Charitable Activities					
Activity costs		1,187	2,911	4,098	803
Allotment costs		0	111	111	212
Transport costs		240	0	240	156
IT costs		100	0	100	98
Staff travel and expenses		966	52	1,019	686
Equipment and tools		808	55	863	3,706
Volunteer gifts		56	115	171	325
Staff Costs	4	44,340	32,882	77,222	70,203
Telephone, stationery and postage		370	0	370	614
Administration costs		273	0	273	748
Premises rent and running costs		8,536	4,742	13,278	7,286
Professional fees		1,310	0	1,310	2,667
Insurance		645	0	645	459
Accountancy costs		250	0	250	250
		59,080	40,868	99,949	88,213
TOTAL EXPENDITURE		59,517	40,868	100,386	89,491
Net (expenditure)/income for the year	3	25,580	(35,087)	(9,508)	31,729
Reconciliation of funds:					
Fund balances brought forward at 1 April		30,943	51,352	82,295	50,565
Fund balances carried forward at 31 March		56,522	16,264	72,787	82,295

All of the charity's operations are classed as continuing.
The notes on pages 30 to 34 form part of these accounts.
See Note 2 for fund accounting comparative figures.

BALANCE SHEET AS AT 31 MARCH 2022

	Notes	2022 £	2021 £
Current Assets			
Debtors – Gift Aid		1,539	1,427
Prepayments		1,219	1,077
Accrued income		2,866	273
Cash at bank		71,583	83,096
		<hr/> 77,207	<hr/> 85,873
Creditors: Amounts falling due within one year			
Accruals and deferred income	5	4,420	3,578
		<hr/> 72,787	<hr/> 82,295
Net Current Assets			
Funds of the Charity			
Restricted	6	16,264	51,352
Unrestricted	7	56,522	30,943
		<hr/> 72,787	<hr/> 82,295
Total Charity Funds			

The Trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006. These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Trustees on 7th September 2022 and signed on their behalf by

Signed:  Alison Tucker (Chair) Date: 07/09/2022

COMPANY NO. 07573284 The notes on pages 30 to 34 form part of these accounts.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2022

Note 1: Accounting Policies

Basis of preparation

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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. Life Project (Bath) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

Preparation of the accounts on a going concern basis

The trustees have considered the immediate future of the charity for the next 12 to 18 months and consider that there are no material uncertainties about the charity's ability to continue as a going concern.

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 the income receivable can be measured reliably.

Income is deferred only when the charity has to fulfil conditions before becoming entitled to it or where the donor has specified that the income is to be expended in a future period.

Grants and donations are credited to the Statement of Financial Activities in the year in which they are receivable and are allocated to the appropriate fund.

Investment income is included when receivable.

Expenditure recognition and irrecoverable VAT

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 accrual basis in the year in which the expenditure is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. As the charity has only one activity, all costs are allocated against the charitable activity. They include attributable VAT which cannot be recovered.

Fund accounting

Funds held by the charity are:

- Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.
- Restricted funds – these are funds that 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.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

Further explanation of the nature and purpose of each fund is included in the notes to the accounts.

Note 2: Prior Year Comparatives

INCOME AND EXPENDITURE	Unrestricted Funds	Restricted Funds	Total Funds 2021
	£	£	£
INCOME			
Donations	18,787	0	18,787
Gift aid on donations	1,427	0	1,427
Grants receivable	2,450	61,431	63,881
Contributions towards activities	24,011	18	24,029
Fundraising income	13,003	0	13,003
Interest on bank	94	0	94
TOTAL INCOME	59,772	61,449	121,220
EXPENDITURE			
Fundraising costs	1,277	0	1,277
Charitable Activities			
Activity costs	304	499	803
Allotment costs	0	212	212
Transport costs	156	0	156
IT costs	98	0	98
Staff travel and expenses	194	492	686
Equipment and tools	496	3,211	3,706
Volunteer gifts	244	81	325
Staff Costs	40,698	29,506	70,203
Telephone, stationery and postage	614	0	614
Administration costs	457	291	748
Premises rent and running costs	5,411	1,875	7,286
Professional fees	1,536	1,131	2,667
Insurance	459	0	459
Accountancy costs	250	0	250
	50,917	37,297	88,213
TOTAL EXPENDITURE	52,194	37,297	89,491
Net (expenditure)/income for the year	7,577	24,152	31,729

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

Note 3: Net Income/(Expenditure) for the year

This is stated after charging:	2022	2021
	£	£
Independent examiner's remuneration	250	250

Note 4: Staff Costs and Related Party Transactions

	Unrestricted £	Restricted £	2022 Total	2021 Total
Gross wages and salaries	42,536	31,326	73,862	67,132
Pension contributions	1,804	1,556	3,360	3,071
	44,340	32,882	77,222	70,203

Note

None of the Trustees receive fees or reimbursed expenses in respect of their trusteeship. The value of waived expenses were not considered significant. There are no other related party transactions that require disclosure in the accounts.

The aggregate value of donations received from Trustees and related parties was £1,013. (2021 - £1,275).

The Trustees considers its key management personnel is the Chief Executive who received total employment benefits of £24,969. No employee received emoluments of more than £60,000.

	2022 Number	2021 Number
The average number of persons employed as full-time or full-time equivalents by the charity during the year is detailed below.		
Management	1.2	1.0
Carers / other	1.7	1.7
	2.9	2.7

The average headcount during the year was 8 (2021 – 8).

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

Note 5: Creditors: Amounts falling due within one year

	2022	2021
	£	£
Accruals	3,572	3,578
Deferred income	847	0
	<u>4,420</u>	<u>3,578</u>

Deferred income comprises sponsorship money for runners signed up for 2022 Bath Half Marathon, delayed until Autumn 2022.

Note 6: Restricted Funds

	Springs	Quartet Covid Recovery Fund	Barn outreach & development	Barn activities & allotment	Parent carer	Core Costs	Totals
b/f 1 April 2021	1,505	3,774	2,891	219	27,962	15,000	51,352
Income	200	0	0	0	5,581	0	5,781
Expenditure	317	3,774	2,891	166	18,720	15,000	40,868
c/f 31 Mar 2022	1,387	0	0	54	14,823	0	16,264

Purpose of Funds:

Springs - Springs caters for adults with learning disabilities which meets twice a month in the evening, supported by volunteers.

Quartet Covid Recovery Fund – Grant to fund a further year for Barn Outreach and Development worker to develop activities post Covid

Barn Outreach & Development – Grant for employment of an outreach worker to develop an additional day at the Barn.

Barn Activities and Allotment – Grant to allow additional activities to be provided for users of the Barn, such as Pilates and Wheels for All sessions, and to improve and develop the allotment.

Parent / Carers – Further funding to continue the Parent / Carer group.

Core Costs – Grants received specifically to cover core costs; one large grant was received towards the end of 2020/21 and spent in 2021/22.

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2022 (continued)**

Note 7: Unrestricted Funds

	Balance at 1 April £ 2021	Income £	Expenditure £	Balance at 31 March £ 2022
General Fund	30,943	85,097	59,517	56,522
Total	30,943	85,097	59,517	56,522

Note 8: Analysis of Net Assets between Funds

	General Funds £	Restricted Funds £	Total Funds £
Current assets	5,624	0	5,624
Cash at bank	54,478	17,105	71,583
Current liabilities	(3,580)	(840)	(4,420)
TOTAL	56,522	16,264	72,787

Note 9: Bank Balances 31 March 2022

	£
Petty Cash	98
Current Account	26,088
Deposit Account	15,087
Treasurer's Account	30,310
TOTAL	71,583