



Chairman's annual report June 2019 to October 2020

During the summer of 2019 we resolved a staff member's grievance against their manager. Sadly this became acrimonious. A settlement agreement was successfully negotiated and this concluded proceedings avoiding escalation to an industrial tribunal. I would like to thank all trustees and our manager for their help in bringing this matter to a satisfactory conclusion.

Our staffing levels currently comprise 6 staff all working 3 days per week and this arrangement is working well for all.

Earlier in the year Brian and Judy Taylor stood down from their positions as trustees. Many thanks go out to them for the encouragement they gave during their time with us.

In March 2020 the world corona pandemic began. On the 18th March we closed our premises. Since then a great deal of work has been carried out by all members of staff in order to maintain contact with all our service users and provide an adapted and ongoing service. Details of how this has been done are contained in the manager's report so I do not wish to duplicate them here. The corona restrictions are ever changing and this is certain to continue for some time.

I would like to thank all staff for their ongoing adaptability teamwork and determination in keeping the service running. Special thanks are due to our manager Emma for all she has done and continues to do navigating these turbulent times.

Thanks also to all trustees and volunteers for all their efforts and contributions over the last year. You are all greatly appreciated.

Thomas Harrison. Chairman

WAVENEY ENTERPRISES WORKSHOP (Registered Charity:- 1045523)

INCOME & EXPENDITURE ACCOUNT

FOR THE YEAR ENDING :

31st March 2020

INCOME:		2019/ 2020	2018/ 2019
Grants and Donations		£4,945.81	£1,991.00
Suffolk County Council Payments		£76,285.36	£63,104.34
Norfolk County Council Payments		£14,109.65	£13,744.82
Independent Service Users		£6,259.04	£12,210.17
Bank Interest		£434.36	£337.81
Shop Sales		£7,535.97	£7,211.76
Raffle		£627.00	£985.00
Gift Aid		£0.00	£0.00
Recycling inks		£78.75	£0.00
Miscellaneous. Income		£350.17	£252.00
TOTAL:		£110,626.11	£99,836.90
EXPENDITURE:			
Materials		£2,781.89	£4,171.76
Staff Salaries		£80,381.07	£84,157.29
Cash To Shop Sundries		£650.00	£1,100.00
Gas		£1,160.25	£906.58
Electric		£839.28	£1,034.59
B.T/ Internet		£1,014.28	£831.61
Water		£536.00	£410.36
Office / Stationery		£2,709.55	£692.76
Insurance		£1,379.64	£1,370.95
Service Users		£3,861.04	£681.45
Cleaners & Cleaning		£2,384.00	£2,212.45
Training		£885.04	£0.00
Canteen		£657.58	£777.14
Capital Equipment		£0.00	£2,030.00
Miscellaneous Sundries		£1,597.16	£2,045.34
TOTAL:		£100,836.78	£102,422.28
Excess income over expenditure		£9,789.33	-£2,585.38
Balance Brought Forward		£98,496.67	£101,082.05
Balance Being Carried Forward		£108,286.00	£98,496.67
RESERVES, Represented by:			
H.S.B.C :		£28,466.72	£20,371.71
Charities Deposit Fund :		£71,303.08	£70,868.72
Shop Sales.. Petty Cash		£476.03	0
Accruals :-			
Accrued Income Received Balance		£8,040.17	£7,256.24
Accrued Expenditure Balance		£0.00	£0.00
Total :		£108,286.00	£98,496.67

Signed T. M. Mason, : Chairman

Signed Chris Punt MAAC : Treasurer

Signed B m Broom : Auditor



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October 2020

To whom it may concern,

I have been appointed as an independent auditor for the above charity.

I have carefully looked at all the financial affairs, checked through all of the receipts and paperwork as well as the check books and bank statements for the financial year 2019 to 2020. I am satisfied that there are no improprieties or irregularities to mention to the Charity Commission and am also satisfied that Waveney Enterprises financial affairs are in order. Please do not hesitate to contact me through the above address should you need to speak with me regarding the accounts of Waveney Enterprises Craft Workshop.

Regards

Bernice Broom (Auditor)