

Registered Charity Number: 1157932
Company number: 08576383



ELEMENT SOCIETY

Annual Report and Unaudited Financial Statements

For the year ended 31 December 2020

Element Society

Contents

	Page
Legal and administrative information	1
Trustees' annual report	2 – 6
Independent examiner's report	7
Statement of financial activities	8
Balance sheet	9
Notes to the accounts	10 - 15

Element Society

Legal and administrative information for the year ended 31 December 2020

Trustees

John Rigby

Ian Balshaw

Joseph Parkinson

Hugh Man-Adamson

Sophie Eyre

Resigned 1 March 2022

Johnny Pawlik

Resigned 1 June 2020

Gregory Burke

Adrian Rattenbury

Sally Jackson

Douglas Muzawazi

Appointed on 18 March 2021

Ian Clarke

Appointed on 16 December 2021

Company secretary

Christopher Hill

Key management

Christopher Hill

Chief executive officer

Charity number

1157932

Company number

08576383

Registered office

Yorkshire House

66 Leopold Street

Sheffield

S1 2GZ

Independent Examiner

Sarah Lightfoot, FCA DChA

Employee of:

VAS Community Accountancy

The Circle

33 Rockingham Lane

Sheffield

S1 4FW

Element Society

Trustees' annual report For the year ended 31 December 2020

The trustees are pleased to present their annual directors' report together with the financial statements of the charity for the year ending 31 December 2020 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland; FRS 102) issued in October 2019.

Structure, governance, and management

Structure - The charity is constituted as a company limited by guarantee and is governed by its memorandum and articles of association.

Governance - The directors of Element Society are its trustees for the purposes of charity law and are appointed by the company's members. There is a minimum of 3 directors at any one time.

The Board shall admit to membership such persons as it thinks fit and the Board may from time to time, by resolution, prescribe (and vary) criteria for membership. Nominations of directors shall be for a fixed or indeterminate period provided however that no such fixed period shall exceed three years and any indeterminate appointment shall automatically lapse at the end of three years but so that the nominated Board director shall be eligible for re-nomination.

New trustees attend a series of meetings with the executive team and attend their initial board meeting as an observer as part of their induction to the work of the charity. Formal governance training is delivered internally using charity commission guidance, though we are reviewing how to enhance this process over the coming year.

Management

The day-to-day management of the charity is provided by Element Society whereby Christopher Hill fulfils the role of Chief Executive. The senior management team supports the Board of Trustees through its delegated powers.

Principal Activities and Review of Operations

Element Society believes in people and their ability to do unbelievable things. We work within ethical guidelines on projects that will change the world, but we aim to do this differently.

Our methods are to disrupt current thinking, pool expertise from all disciplines and draw from a wealth of cross-sector experience to have a genuine positive impact on the world. This means bringing enterprise thinking to all our work. We achieve our targets, provide quality client service and always push forward to pioneer new ground. There is no standing still for us, no resting on our laurels, no taking our position as deserved instead of achieved.

Our projects are carefully selected based on a belief and understanding that they can make an achievable difference. We are undeterred by working in different sectors and know that with the right tools we can achieve success for any project that we truly believe in.

Objectives and Public Benefit

Element Society's objective is

- *the advancement in life of young people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.*

Public Benefit –

The trustees can confirm that to the best of their knowledge and capacity, they have complied with their duty to provide identifiable and tangible benefits for the public as a result of the Charity's programme of work. The trustees have referred to guidance from the Charity Commission when reviewing aims, objectives and planning future activities.

The Charity has achieved tangible public benefits in the furtherance of its objectives with 1200 young people (aged 16 – 24) taking part in our projects and programmes. Participants were drawn from within Sheffield City Region.

We are a non-profit organisation based in Sheffield that supports young people to achieve the unbelievable. We do this by delivering programmes and workshops that empower young people to make a positive change in their communities, raise their aspirations and become role models to their peers.

Element Society is an independent youth-led organisation that has empowered over 4,750 young people to change their lives and their communities since opening in 2013. Young people on Element's programmes have completed over 200,000 volunteer work hours, making a difference in Sheffield's lives and communities. This vital voluntary action has contributed at least £1.7 million of impact to the city.

Element does this by running programmes and projects that make young people feel valued individually and as part of a community, encouraging young people to try something new or achieve something greater, and providing the means and support to give young people better prospects for the future.

- Including - Making young people feel valued individually and as part of a community
 - Socially mixing our groups and programmes where appropriate.
 - Promoting stories of young people doing good things
- Inspiring - Encouraging young people to try something new or achieve something greater
 - Supporting youth-led social action
 - Encouraging young people to use their voice
- Improving - Providing the means and support to give young people better prospects for the future
 - Training skills and developing attributes, building confidence
 - Providing support and space for young people to grow

Trustees' annual report (continued)
For the year ended 31 December 2020

Achievements and performance

The fallout from Covid-19 undoubtable leaves Element and organisations like ours with more work than ever if we want to see equitable opportunities for young people. Although covid-19 has caused untold turmoil, it has woken society (and funders) up to the issues facing young people.

Element's beneficiaries are amongst the worst affected by covid-19. They have missed a significant period of education and development. In the short to medium term this is expected to increase issues such as anxiety, increase the gap between have and have nots, and reduce employability/employment options. Coronavirus has served to amplify the needs of young people. The issues are not necessarily new but are larger. Element already had strategic plans to offer more employability support for young people.

The impact of Covid-19 on the Charity's operations and activities was that all face to face work was halted from March until August, and then again from. During this time the Charity offered a variety of online sessions to keep young people engaged. The first lockdown from March to August made us realise that face to face programmes may not always be available to us. We therefore took the decision that we would focus some of our efforts into going digital. This decision has been seen to be the correct way forward as the government announced the second lockdown on 5 November. Because we had taken the decision to deliver programmes digitally we had no cause to revert to the furlough scheme throughout the second lockdown.

No volunteers were able to support Element during this period. The reason for this is that the majority of the team were furloughed so unable to manage volunteers.

Currently, the networks Element are part of are anticipating an increase in the following needs for young people: mental health and employability.

Element has adjusted its operations so that most of its services can operate in all but the most severe lockdowns. The charity has also invested in a video production studio that is allowing the team to transpose in-person sessions into digital lessons. The Blue Dot project has 'gone digital' and will be provided to schools for free. The charity is working in an informal partnership with Sheffield United and Sheffield Wednesday to provide digital resources for Sheffield College students.

The financial situation for Element changed in the following ways:

- The NCS Summer Contract was changed to cover all core costs until 30th June followed by a Payment by Results model for July and August. Element has performed at 110% of the contract target. The reduction in income was matched by a reduction in our variable costs.
- The unit price for future NCS work has been reduced as the programme has been cut to a two week model
- The NCS Autumn contract has a slight increase in unit cost due to Covid-19, which has increased our income profile.
- An additional NCS payment stream has become available that provides significant surplus generation during 2020
- The expected income from the Heritage Lottery Fund project Living History: Food has been withdrawn with reapplication now due in 2022
- Heritage Lottery Fund provided significant emergency funding to cover charity costs to protect the organisation and its reserves
- People's Postcode Trust allowed the use of their funds to be put to general funds
- The Charity did not incur any abortive costs.
- The Charity utilised the furlough scheme to protect the organisation during a period of contractual uncertainty from NCS, and while our face to face work could not be safely undertaken.
- The decision was made by the Senior Leadership Team to top up the first month of furlough payment to 100%. This was made as a moral not legal obligation. This was made for several reasons. The first being the short notice to staff of being furloughed. The second was there was a strong indication from the NCS webinars that this cost would be covered for the majority of the team – this has now been confirmed by contract variation.

Element Society

Trustees' annual report (continued) For the year ended 31 December 2020

Reserves Policy

As a not-for-profit organisation the charity actively seeks to maximise its annual expenditure on youth-based projects. As a matter of policy, therefore, only modest surpluses are planned for each year. At Element Society working capital is not only needed for future investment but also to fund delays in receipt of income and to absorb any short-term setbacks.

The policy of the charity is to set a target of 3 months of working capital for free reserves. Working capital has been seen as synonymous with free reserves as these are the resources the charity has or can make available to spend for any or all of the charity's purposes once it has met its commitments and covered its other planned expenditure. This excludes restricted reserves and any reserves that can only be realised by disposing of fixed assets held for charity use. In the financial statements this is equal to the unrestricted net current assets.

As of 31 December 2020, 3 months' forecasted working capital equated to £45,000 whilst free reserves stood at £54,129 (2019: £54,300).

In addition, the charity had £12,441 set aside in designated funds.

Element Society's reserves policy is informed by:

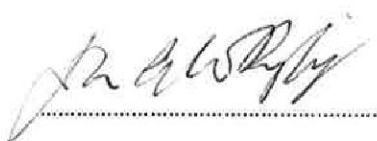
- Its forecasts for levels of income in future years and the reliability of each source.
- Its forecasts for expenditure in future years on the basis of planned activity.
- The analysis of any future needs, opportunities, contingencies or risks and the likelihood and impact of each.

The main need for reserves at present is to fund the delay in the receipt of income with a small cushion to absorb short-term setbacks.

Small company provisions

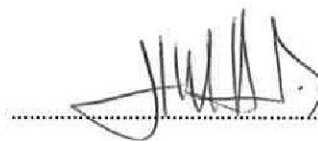
This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees' report was approved by the board of trustees on 30.3.2022 and signed on their behalf by:



Print Name: JOHN G.W. KIRBY

Trustee



Print Name: HUGH MANN ADAMSON

Trustee

Element Society

Trustees' annual report (continued) For the year ended 31 December 2020

The following was achieved despite the impact of the pandemic:

- NCS – 2020 was a difficult year for members of the NCS supply chain as the ever changing landscape of youth work rules and regulations played havoc with planning at a national level. Despite these odds, the Element team were able to successfully deliver two new NCS models called Keep Doing Good, and Autumn Activities. The team achieved over 100% of the contractual target for both models.
- School Support – Element was able to provide staffing directly into schools to support students struggling to return after the coronavirus enforced prolonged break from education. This intervention was piloted with Sheffield College (digital delivery), Sheffield Park Academy and Endeavour. The feedback from young people and partners was very positive. The funding was provided as part of the NCS contract from the EFL Trust.
- Living History was a project funded by Heritage Lottery and was delivered in partnership with the University of Sheffield and Sheffield Archives. In 2020 the project took the exhibition to other venues in the city to showcase the project.
- Blue Dot is a programme funded by South Yorkshire Community Foundation to teach young people how to be a friend to someone living with mental health issues. This project was overhauled to a digital delivery model so that it can be accessed without the need for face to face engagement.
- Street Reach outreach work was halted by coronavirus so the funded was repurposed to build a video and audio recording studio for young people
- Community Responders was a project that recruited and trained young people across the city who will lead their own community projects to help their local community recover from the pandemic's effects.
- Gen-Z is a joint project between Element Society and Chilypep. The two organisations are working together to make young people as prepared as possible for safe and successful online campaigning. The Gen Z project trains young people in things such as project planning, goal setting, and online safety, as well as offering support with launching and running on and offline campaigns.

Plans for the future

The world and in particular young people will feel the impact of the coronavirus pandemic for many years to come.

Element recognises that in the future:

- funding will become more competitive
- there will be lasting impact from the coronavirus pandemic
- young people's needs will change and develop

In response to these anticipated future challenges, Element will be working more closely with partners. Partnership working will make:

It is expected that such a partnership would:

- make all the organisations more resilient
- increase the reach and impact of each organisation
- provide a platform for standardising some impact measurement
- allow for cost-saving/sharing and better bargaining power
- present the opportunity to bid for much larger grants and contracts

Independent examiner's report to the directors of Element Society ('the Company')

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the directors of the Company 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 company'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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. 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
4. 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 organisations 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.

Signed: 

Sarah Lightfoot, ACA DChA
Employee of:
VAS Community Accountancy
The Circle
33, Rockingham Lane
Sheffield S1 4FW

Date: 31 March 2022

Element Society**Statement of financial activities**

(incorporating the income and expenditure account)

For the year ended 31 December 2020

	Notes	Unrestricted funds £	Restricted funds £	Total 2020 £	Unrestricted funds £	Restricted funds £	Total 2019 £
Income from:							
Donations	2	38,629	-	38,629	66,184	-	66,184
Charitable activities	3	83,399	152,879	236,278	326,693	125,318	452,011
Other trading activities	4	2,113	-	2,113	16,762	-	16,762
Investments - bank interest		86	-	86	94	-	94
Total income		124,227	152,879	277,106	409,733	125,318	535,051
Expenditure on:							
Charitable activities	5	140,975	103,408	244,383	397,669	60,967	458,636
		140,975	103,408	244,383	397,669	60,967	458,636
Net income/(expenditure)		(16,748)	49,471	32,723	12,064	64,351	76,415
Transfers between funds	13	13,436	(13,436)	-	-	-	-
Net movement in funds		(3,312)	36,035	32,723	12,064	64,351	76,415
Total funds brought forward		69,882	72,425	142,307	57,818	8,074	65,892
Total funds carried forward		66,570	108,460	175,030	69,882	72,425	142,307

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

Element Society
Balance Sheet
As at 31 December 2020

	Notes	Total 2020 £	Total 2019 £
Fixed assets			
Tangible assets	8	-	90
Current assets			
Debtors	9	18,185	51,208
Cash at bank and in hand		179,023	108,753
Total current assets		197,208	159,961
Creditors: amounts falling due within one year	10	(16,865)	(10,244)
Net current assets		180,343	149,717
Total assets less current liabilities		180,343	149,807
Creditors: amounts falling due after more than one year	11	(5,313)	(7,500)
Total net assets		175,030	142,307
Represented by:			
Funds of the Charity			
General funds		54,129	54,390
Designated funds	12	12,441	15,492
Total unrestricted income funds		66,570	69,882
Restricted income funds	13	108,460	72,425
	14	175,030	142,307

For the year ending 31 December 2020 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

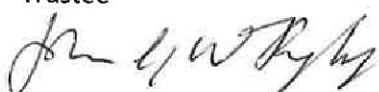
These accounts have been prepared in accordance with the provisions applicable to companies subject to small companies' regime.

Approved by the Board of Trustees on 30.3.2022 and signed on their behalf by:

Print Name:

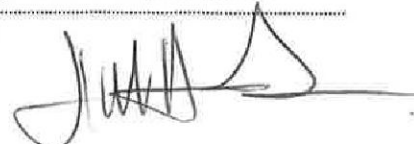
John G W Rigby

Trustee



HUGH MANN ADAMSON

Trustee



1 Accounting policies

(a) General

Element Society is a charitable company in the United Kingdom limited by guarantee. In the event that the charity is wound up, the liability in respect of the guarantee is limited to £10 per member of the charity. The address of the registered office is given in the charity information on page 1 of these financial statements.

The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (second edition), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and with the Charities Act 2011. The financial statements have taken advantage of the exemption to prepare a Statement of Cash Flows.

Element Society meets the definition of a public benefit entity under FRS 102. The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charity and are rounded to the nearest £.

(b) Income

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

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

(c) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

(d) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis, including irrecoverable VAT, and has been listed under headings that aggregate all the costs related to that activity.

Direct costs, including directly attributable salaries, are allocated on an actual basis to the key strategic areas of activity. Overheads and other salaries are allocated between expense headings on the basis of the time spent.

Governance costs are those in connection with the management of the charity, organisational administration and compliance with the constitutional and statutory requirements.

Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

(e) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment	20% straight line
Computers	33.3% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

(f) Debtors

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

(g) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(h) Creditors

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

(i) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

(j) Pension obligations

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2020

1 Accounting policies (continued)

(k) Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

(l) Taxation

As a charity, the organisation is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

(m) Leases

Rental payable and receivable under operation leases are charged to the SOFA on a straight line basis over the period of the lease.

(n) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Designated funds are funds set aside at the discretion of the trustees for a specific project.

Restricted funds are to be used for specific purposes as laid down by the funder.

(o) Going Concern

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

2 Income from donations

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Donations and gifts	3,708	-	3,708	1,994	-	1,994
Donations in kind	-	-	-	64,190	-	64,190
Coronavirus Job Retention Scheme	34,921	-	34,921	-	-	-
	38,629	-	38,629	66,184	-	66,184

3 Income from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Contracts and fees	71,337	-	71,337	325,193	-	325,193
Contracts and fees	100	-	100	1,500	-	1,500
Department for Digital, Culture, Media and Sport	11,962	-	11,962	-	-	-
Sheffield City Council	-	2,500	2,500	-	-	-
South Yorkshire's Community Foundation - TamponTax fund	-	9,997	9,997	-	-	-
Heritage Lottery Fund	-	49,500	49,500	-	-	-
South Yorkshire's Community Foundation	-	4,957	4,957	-	-	-
South Yorkshire's Community Foundation - Iwill fund	-	4,999	4,999	-	4,500	4,500
Sheffield City council	-	800	800	-	-	-
Sheffield City Council	-	5,000	5,000	-	-	-
The Big Issue invest	-	22,250	22,250	-	-	-
The Big Lottery	-	48,926	48,926	-	-	-
The D'Oyle Carte Charitable Trust	-	3,500	3,500	-	-	-
Sheffield City council	-	450	450	-	-	-
Access - The foundation for Social Investment	-	-	-	-	23,400	23,400
Co-op Foundation	-	-	-	-	7,500	7,500
Home Office	-	-	-	-	29,959	29,959
People's Postcode Trust	-	-	-	-	18,990	18,990
South Yorkshire Police and Crime Commissioner	-	-	-	-	1,369	1,369
The National Lottery Heritage Fund	-	-	-	-	35,600	35,600
Westfield Health Charitable Trust	-	-	-	-	4,000	4,000
	83,399	152,879	236,278	326,693	125,318	452,011

4 Income from other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Letting and licensing arrangements	1,567	-	1,567	15,289	-	15,289
Other trading income	546	-	546	1,473	-	1,473
	2,113	-	2,113	16,762	-	16,762

5 Expenditure on charitable activities

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Direct activity costs		12,093	2,401	14,494	114,984	2,498	117,482
Staff salary costs	6	99,662	75,382	175,044	167,688	39,492	207,180
Other staff costs		4,289	877	5,166	5,448	4,099	9,547
Accommodation		4,333	1,449	5,782	22,337	1,634	23,971
Renovation costs		-	-	-	64,190	-	64,190
Professional fees		3,413	8,866	12,279	1,942	5,219	7,161
Communications & IT		1,332	-	1,332	1,744	2,482	4,226
Insurance		1,897	-	1,897	2,369	357	2,726
Marketing & publicity		2,081	351	2,432	3,730	2,182	5,912
Depreciation		90	-	90	631	-	631
Bad debts		2,345	-	2,345	300	-	300
Bank charges		268	4	272	501	69	570
Administration		8,017	14,078	22,095	10,223	2,417	12,640
Independent examination	7	1,155	-	1,155	1,582	518	2,100
		140,975	103,408	244,383	397,669	60,967	458,636

6 Staff Costs

	2020 £	2019 £
Salaries and wages	165,198	194,403
Employer's National Insurance	10,305	12,038
Employer's allowance	(4,000)	(3,000)
Employer's pension contributions	3,541	3,739
	175,044	207,180

No employee received emoluments of more than £60,000.

The average monthly number of paid employees during the year was 13 (2019: 17). The actual monthly staff varies due to the extra staff taken on over the summer.

Contributions to personal pension plans are charged to the Statement of financial activities as they become payable. The pension cost shown above represents the contributions made by the company to the fund.

7 Fees payable to Independent examiner's organisation

	2020 £	2019 £
Independent examination	1,155	2,100
Software Subscription	507	460
	507	460

8 Tangible fixed assets

	Fixtures, fittings and equipment £	Computers £	Total £
Cost or Valuation			
As at 1 January 2020	8,211	1,031	9,242
As at 31 December 2020	8,211	1,031	9,242
Depreciation			
As at 1 January 2020	8,121	1,031	9,152
Charge this period	90	-	90
As at 31 December 2020	8,211	1,031	9,242
Net Book Value			
As at 31 December 2020	-	-	-
As at 31 December 2019	90	-	90

9 Debtors

	2020 £	2019 £
Trade debtors	346	38,586
Other debtors	17,839	12,622
	18,185	51,208

10 Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	696	3,654
Accruals	8,812	5,475
Other creditors	1,751	1,115
Other loans	1,875	-
	16,865	10,244

11 Creditors: amounts falling due after more than one year

	2020 £	2019 £
Other loans	5,313	7,500
	5,313	7,500
Other loans are repayable as follows:		
Within one year	1,875	-
Between one to two years	1,875	1,250
Between two to five years	3,438	5,625
Over five years	-	625
	7,188	7,500

Other loans are unsecured and have a nil% rate of interest. The funder offered a 6 month repayment break in early 2020, due to the COVID-19 situation, and this has been reflected in the loans repayable breakdown above.

12 Designated funds

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
NCS: Activity programme	15,492	76,679	(79,730)	-	12,441
Department for Digital, Culture, Media and Sport: Core costs	-	11,962	(11,962)	-	-
	15,492	88,641	(91,692)	-	12,441

NCS: Activity programme

The trustees have decided to ringfence the NCS Activity programme because the activities span different financial years.

Department for Digital, Culture, Media and Sport: Core costs

This funding is mitigating the impact of lost income during the winter period due to the coronavirus pandemic and ensuring that services providing vital support to young people can remain open. Core costs were supported from November 2020 to March 2021 - a provision for the income due relating to costs incurred up to 31 December has been made - all funding was received in April 2021.

Prior year comparative

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
NCS: Activity programme	-	326,044	(310,552)	-	15,492
	-	326,044	(310,552)	-	15,492

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2020

13 Restricted funds

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
People's Postcode Trust: Learning through nature	19,109	-	(5,121)	(13,988)	-
South Yorkshire's Community Foundation - Iwill fund: Blue Dot - MH Workshops	-	4,999	(759)	-	4,240
The National Lottery Heritage Fund: Displaced Migrants Living History	3,630	-	(4,182)	552	-
Access - The foundation for Social Investment: Enterprise Development Programme	14,645	-	(14,645)	-	-
Home Office: Street Reach	24,167	-	(17,218)	-	6,949
The Big Issue invest: Social Enterprise support fund	-	22,250	(780)	-	21,470
The Big Lottery: Community Responders - Covid-19	-	48,926	(5,086)	-	43,840
The D'Oyle Carte Charitable Trust: Employability skills	-	3,500	-	-	3,500
Sheffield City council: Dragon's Den	-	450	-	-	450
South Yorkshire's Community Foundation - TamponTax fund: Girls Collective	-	9,997	(2,597)	-	7,400
Sheffield City council: Homework Club	-	800	(17)	-	783
Heritage Lottery Fund: Covid-19 Emergency fund	-	49,500	(48,239)	-	1,261
Sheffield City Council: Suicide Prevention Fund	-	2,500	-	-	2,500
South Yorkshire's Community Foundation: Red Light	-	4,957	(4,764)	-	193
Sheffield City Council: Youth Force 1	-	5,000	-	-	5,000
Westfield Health Charitable Trust: Building development	4,000	-	-	-	4,000
Co-op Foundation: Building development	6,874	-	-	-	6,874
	72,425	152,879	(103,408)	(13,436)	108,460

People's Postcode Trust: Learning through nature

Taking 14-18 year-olds living with special education needs on supported learning visits into different habitats to enhance their lives. This project began in 2018 and was due to be completed in 2021. Due to covid-19 it was not possible to complete the project - the funders agreed that the retaining funds could be used for the general purposes of the charity - the fund balance of £13,988 was transferred to unrestricted funds.

South Yorkshire's Community Foundation - Iwill fund: Blue Dot - MH Workshops

Workshops designed by young people that stigma about mental health on how to be a friend to a young person suffering from mental health problems.

The National Lottery Heritage Fund: Displaced Migrants Living History

Sheffield City Council are making a contribution of 1 day per week salary of the Social Action Co-ordinator to support ongoing social action projects. The project was finished in the year - £552 was transferred from unrestricted funds to cover the overspend on this project.

Access - The foundation for Social Investment: Enterprise Development Programme

A grant to support Element to generate income through trading. The grant was overspent by £3,000

Home Office: Street Reach

Having conversations with 200 young people at risk of joining gangs in an attempt to find a better route for them. A front line youth work programme where they're needed most on the streets of Sheffield.

The Big Issue invest: Social Enterprise support fund

To support core costs for 6 months to March 2021 and refurbish the media suite.

The Big Lottery: Community Responders - Covid-19

Working with young people in deprived communities to enable them to volunteer effectively and help respond to future emergencies.

The D'Oyle Carte Charitable Trust: Employability skills

Funding to support an employability skills programme.

Sheffield City council: Dragon's Den

Dragons Den is an opportunity for NCS YP to pitch a social action idea to local charity groups and local authorities.

South Yorkshire's Community Foundation - TamponTax fund: Girls Collective

To deliver empowerment, confidence building and social circles workshops/activities specifically for up to 25 Muslim girls (years 10-11) in Sheffield.

Sheffield City council: Homework Club

Opening up the Action floor one day a week after school. Likely to start in 2022.

Heritage Lottery Fund: Covid-19 Emergency fund

This was granted to assist with covid 19 recovery.

Sheffield City Council: Suicide Prevention Fund

This was granted by Sheffield City Council to deliver 6 workshops tackling the issue of suicide, focusing on young BAMER Men.

South Yorkshire's Community Foundation: Red Light

This is a youth led project that seeks to raise awareness of child sexual exploitation.

Sheffield City Council: Youth Force 1

Community responder type project working with young people to create informative online messages and content relating to the c19 pandemic

Westfield Health Charitable Trust: Building development and Co-op Foundation: Building development

Monies have been secured to fund various aspects of the renovation work at Yorkshire House.

Prior year comparative

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
People's Postcode Trust: Learning through nature	2,340	18,990	(2,221)	-	19,109
South Yorkshire's Community Foundation: Blue Dot - MH Workshops	4,686	-	(4,686)	-	-
Sheffield City Council Cohesion grant: Social Action Society	-	4,500	(4,500)	-	-
Sheffield City Council Cohesion grant: Good News Stories	500	-	(500)	-	-
South Yorkshire Policy and Crime Commissioner: CSE Workshop	548	1,369	(1,917)	-	-
The National Lottery Heritage Fund: Displaced Migrants Living History	-	35,600	(31,970)	-	3,630
Access - The foundation for Social Investment: Enterprise Development Programme	-	23,400	(8,755)	-	14,645
Home Office: Street Reach	-	29,959	(5,792)	-	24,167
Westfield Health Charitable Trust: Building development	-	4,000	-	-	4,000
Co-op Foundation: Building development	-	7,500	(626)	-	6,874
	8,074	125,318	(60,967)	-	72,425

14 Net assets by fund

	General Fund £	Designated Funds £	Restricted Funds £	Total 2020 £
Tangible fixed assets	-	-	-	-
Net current assets	59,442	12,441	108,460	180,343
Creditors of more than one year	(5,313)	-	-	(5,313)
	<u>54,129</u>	<u>12,441</u>	<u>108,460</u>	<u>175,030</u>
Prior year comparative	General Fund £	Designated Funds £	Restricted Funds £	Total 2019 £
Tangible fixed assets	90	-	-	90
Net current assets	61,800	15,492	72,425	149,717
Creditors of more than one year	(7,500)	-	-	(7,500)
	<u>54,390</u>	<u>15,492</u>	<u>72,425</u>	<u>142,307</u>

15 Trustee remuneration and expenses, and the cost of key management personnel

The trustees were not paid or received any other benefits from employment with the charity in the year (2019: £nil) neither were they reimbursed expenses during the year (2019: £nil). No charity trustee received payment for professional or other services supplied to the charity (2019: £nil).

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits of the key management personnel of the Trust were £49,390 (2019: £48,263).

16 Related party transactions

A close family member of one trustee was employed during the year. The individual concerned earned £11,728 (2019: £12,000). The related trustee did not vote on any remuneration decisions.

Johnny Pawlik became a trustee in June 2018. He is the owner and director of the company Mantra Media Ltd which rented office space from the charity. Mantra Media Ltd paid £1,015 during the year for the rental space (2019: £15,289). It is considered that the rent is at reasonable market value.