



Trustees Report Financial Statements

For the period ended 31 January 2022

Charitable Incorporated Organisation
Registered Charity Number: 1181852

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COUNT EVERYONE IN

Trustees' Report

Reporting Period

Count Everyone In ('CEI') was registered as a CIO with the Charity Commission in England and Wales on 4 February 2019. This report covers a full year up to 31 January 2022.

Structure, governance and management

The charity is a Charitable Incorporated Organisation (CIO) governed by the constitution dated September 2018. Trustees may be appointed by ordinary resolution by the members, or by a decision of the trustees.

The first trustees, listed below, were formerly appointed at the time of registration; during the year they have met formally on three occasions and also offline to follow through on agreed actions, such as formulating a Safeguarding Policy and obtaining insurance cover and licenses. The Chair and Treasurer meet as necessary with the officers of the charity to ensure effective communication on matters relating to governance, finance and to day management day. There are now two new Trustees who have recently been appointed and they are also listed on page 3 below.

Objectives and Activities

The constitution for Count Everyone In (CEI) to operate as a Charitable Incorporated Organisation (CIO) was accepted in September 2018 and took over the activities of an unincorporated entity of that name which had been in existence since May 2017.

The objectives of the charity, as set out in the Constitution, are to assist those with learning disabilities, and is expressed through its activities which include working at Christian Festivals during the year to provide accessible worship for adults with learning disabilities. CEI is also working with local Christian churches to encourage and train them in providing similar accessibility in their own locality.

Public Benefit

The trustees have taken account of the Charity Commission's guidance and believe that they demonstrate that public benefit has been provided through the activities and training provided by the charity to those with learning disabilities, to local Christian churches and the wider community.

Achievements and performance

Count Everyone In (CEI) has continued in its third year to build on the activities of the previous years, initially online but increasingly on-site as COVID restrictions were relaxed. An online taster training session attracted interest from 30 churches whilst a celebration event on Zoom was joined by more than 100 adults with learning disabilities, their families and carers. There were online Makaton taster sessions equipping able and disabled people with signing skills to use in their own churches and groups. Zoom also proved an ideal medium for an 'Emerging from Lockdown' consultation for church groups.

The influence of the Charity has been extended through addressing online events such as the Oxford Diocese Disability conference and the Bristol Cathedral Social Justice Group.

CEI provided videoed Bible teaching and worship for transmission via virtual platforms for adult learning disability programmes at major Christian festivals such as Spring Harvest, Word Alive and the Keswick Convention. As a result, the Charity had greater reach than it would at any of those events taking place on-site. Towards the end of 2021 there was still a high level of fear and uncertainty surrounding COVID-19 and many people living in care settings were not permitted to go to other places or meet with people outside their immediate circle. This led to a joyful hybrid Christmas celebration being held on-site for 75 people, whilst being livestreamed and subsequently receiving in excess of 450 views.

Income from these events has been minimal, whilst sales from the growing range of printed resources has been steady. CEI continues to have a generous supporter base of individuals and churches that have enabled it to thrive despite the challenges of the period. Looking forward with the expectation of holding on-site training, Christian festival events and exhibitions, expenditure will necessarily increase but there will be income in the form of fees and gifts. Pete and Christine Winmill who founded Count Everyone In, along with Makaton tutor Janneke Klos, continue as the core team but there are plans to expand the team in order to keep up with demand for the services of the Charity. This will inevitably impact finances but it is not expected to be detrimental to the financial health of the Charity.

Accounts preparation

For the periods up to 31 January 2021 the accounts have been prepared to comply with the accounting principles of charity's governing document, and the Charities Act 2011. Also, for the year to 31 January 2021, the Trustees elected not to have an Independent Examination due to total income having fallen below £25,000 for that year.

The Trustees have chosen to prepare accounts for the year ended 31 January 2022 under the rules for Receipts and Payments accounts.

Financial Review

The total of unrestricted receipts for the year was £32,206 (total income was £14,718 in the previous year) which is encouraging after the very difficult year of covid restrictions in the year to 31.01.2021. A total of £13,428 (£10,188 in the previous year) was spent on undertaking the charitable activities, albeit in a different format, together with all the attendant costs of administration. The unrestricted surplus for the year was £18,778 (£4,530 in the previous year). The administration costs include both direct and support costs for travelling, stationery, IT and other general costs. This surplus has been retained as general reserves now totalling £37,006; A further £1,254 was received with a restriction from the donors that this should be used to develop a Makaton training program, £871 of this income has been spent, leaving £383 of restricted funds – together these total £37,389 which is the cash retained in the charity's bank account.

Reserves

In these early years of operation, it has been difficult to understand what a 'normal' level of expenditure is, particularly after the experience of the previous year. On recent experience the Trustees have set a target of reserves as being sufficient to meet the following year's on-going planned expenditure, which has been set at £20,000 for the year to 31 January 2023 - so, the current level of reserves shown, in the Statement of Assets and Liabilities, of £37,006 at the end of the year is in excess of the target set.

Going Concern

The restrictions brought in due to the COVID-19 pandemic severely affected the delivery of the normal planned activities during the reporting year, which were adapted to be presented over the internet. With the prospect of continued financial assistance from a very loyal group of supporters, which has been shown even through two very difficult years, the trustees are confident that the future of the charity is bright and consider that the charity is a going concern for the foreseeable future beyond the next twelve months.

THE IMPACT OF COVID-19

Covid-19 has had a massive impact on the operations of CEI affecting both this year (to 31.01.2022) where things began to return to the way they were, but also the previous year (2021) which had been starkly affected by the lockdowns and cancellation of so many of the in-person events for which CEI had become recognized as expert in giving a voice for those whom they had chosen to represent. CEI have been able to make use of online systems to continue their work in the virtual environment, but now look forward to being able to operate in-person at the various events in which they participate.

Count Everyone In continues to plan for post-Covid and has already been booked for several major events later in 2022 but understands contingency plans may continue to be necessary.

Reference and Administration details

Registered Name: Count Everyone In
Registered Charity Number: 1181852 (registered 04.02.2019)
Registered Office: 34 Enborne Road, Newbury, RG14 6AH

Trustees:

Mr Richard J.W Coward	(Chair)
Miss Valerie A. Pritchard	(Secretary)
Mr Timothy J Roberts	(Treasurer)
Mr Keith W.G. Barnard	
Ms Dorothy Blackhall	(Resigned 18.06.22)
Revd. Jonathan P Edwards	
Mrs Janet H Eardley	(Appointed 28.09.21)
Ms Maryanne Stanley	(Appointed 29.01.22)

Bankers: Metro Bank

Signed

Richard J.W. Coward
Chair of Trustees Date 25/05/2022

Responsibilities of trustees

The trustees are responsible for keeping adequate accounting records in order to prepare these annual financial statements for Independent Examination.

The charity's trustees are responsible for the preparation of the financial statements and consider that the Receipts and Payments format is the most appropriate form of accounts for a charity of this size and financial profile; only a minimum of adjustment has been required to make this conversion from the accruals principles used in previous years.

The charity's trustees consider that an audit was not required under section 144(2) of the Charities Act 2011 (the 2011 Act) for the year ended 31 January 2021 and as the total income for that year was less than £25,000 nor was an independent examination needed for that year either.

For the reporting year ended 31 January 2022 the accounts must return to the scrutiny of an Independent Examination as required by the Act quoted above.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF
COUNT EVERYONE IN

I report to the trustees on my examination of the accounts of Count Everyone In ('the charity') for the year ended 31 January 2022 on pages 5 to 7 following.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable 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 material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in accordance with section 130 of the 2011 Act; or
2. the accounts do not accord with the accounting records.

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

Jaimée Young

Stewardship
1 Lamb's Passage
LONDON
EC1Y 8AB

Date: 06 September 2022

COUNT EVERYONE IN

Receipts and Payments Account

For the year ended 31 January 2022

		2022			2021
	Note	£	£	£	£
		Unrestricted Funds	Restricted Funds	Total Funds	Total Funds
Unrestricted Receipts					
Individuals (including GA Claims)		16,930	1,254	18,184	9,646
Trusts etc		4,300		4,300	0
Churches		3,859		3,859	3,132
Keswick Ministries, Spring Harvest etc		800		800	0
Other Receipts		415		415	304
Refund of 2021 Payment in Advance		1,072		1,072	0
Income from charitable activities		<u>4,830</u>	<u>0</u>	<u>4,830</u>	<u>1,636</u>
Total Unrestricted Receipts		32,206	1,254	33,460	14,718
Unrestricted Payments					
Charitable Activities		4,668		4,668	1,468
Administration and support costs		<u>8,760</u>	<u>871</u>	<u>9,631</u>	<u>8,720</u>
Total Expenditure	3	<u>13,428</u>	<u>871</u>	<u>14,299</u>	<u>10,188</u>
Net Surplus for the year		18,778	383	19,161	4,530
Total Funds brought forward					<u>15,058</u>
Total Funds at 31.01.2021					19,588
Adjustment for accruals at 31.01.2021					<u>(1,360)</u>
Adjusted Funds carried Forward					18,228
Total Funds brought forward^{Note}		<u>18,228</u>	<u>0</u>	<u>18,228</u>	
Total Funds carried forward		<u>£37,006</u>	<u>£383</u>	<u>£37,389</u>	<u>£18,228</u>

Note: 2021 figures were prepared using the accruals principals, but the only items which affected the situation at 31 January 2021 were (a) £1,072 prepaid accommodation for Summer 2021 which was refunded in September 2021 after the in-person event had been fully cancelled and (b) A £288 claim for Gift Aid on eligible gifts received directly; which was made in late 2020 and received in early February 2021. These were the only items affected and the £1,360 adjustment has been made to the funds at the 31 January 2021.

COUNT EVERYONE IN

Statement of Assets and Liabilities

31 January 2022

	2022	2021
	£	£
Cash at Bank – Metro Bank	37,389	18,228
Amounts owed to CEI		
Gift Aid refund	100	288
Deposit for accommodation Summer 2021 (refunded)		<u>1,072</u>
		<u>1,360</u>
Amounts owed by CEI		
Fees for Independent Examination	720	
Owed to supplier for December 2021 garments order	1,253	
FUNDS		
Unrestricted Funds	37,006	18,228
Restricted Funds	<u>383</u>	
TOTAL FUNDS	37,389	

The charity has not given any guarantees and has not provided its assets as security for any liabilities.

The Financial statements were approved and authorised for issue by:

Signed.....R J Coward (Chair).....Chairman Signed....J.P Edwards....Trustee25/08/2022.....Date

COUNT EVERYONE IN

Notes to the financial Statements

1. Accounting Principles

Basis of Preparation

The statement of Trustees' responsibilities (above) explain the change in presenting the financial statements, which was previously under the accruals principle and for this year and for the future is under a Receipts and Payments format.

Incoming Resources

Grants and Donations are recognised on receipt.

Payments

Costs are accounted for as they are paid out.

Going Concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus, the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Cash

Cash includes cash at bank and in hand. The Charity does not hold any other short-term highly liquid investments

2. Receipts

Receipts are made up of donations (plus the Gift Aid refund thereon), fees for training sessions and other events where the charity has taken an active role.

3. Analysis of Payments

These are made up of:

	2022	2021
• Unrestricted Payments on charitable activities		
The direct costs associated with running the courses and events	£4,668	£1,468
Support costs of administration, website, and other costs	£8,760	£8,720
• Restricted Payments		
Payments made under the restriction placed on the receipt	£871	N/A

Certain funds have been received with a restriction by the donors (to be used for the development of a Makaton training program); these amounts have been treated as restricted funds throughout these accounts, although no separate bank account arrangements have been employed.

4. Trustees and Staff remuneration

None of the Trustees have been paid remuneration for acting as a Trustee, also no trustees claimed expenses during the period

During the period, the Charity did not employ any staff but had the volunteer services of the three main practitioners in the work where there is agreement to reimburse them for travelling and other subsistence costs incurred.

5. Related Party Transactions

There were no related party transactions during the period.