

Charity registration number 1113171

Company registration number 05609454 (England and Wales)

INFOBUZZ LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2023

INFOBUZZ LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr N. Hatten Mr M. Sheridan Mr J. Tabor Ms S. Danson Ms L. Ingle
Key Management personnel	
Chief Executive Officer	Ms T. Clark
Finance Manager	Mr M. Grant
Operations Manager	Ms A. Young
President	Dame Janet Trotter DBE Lord Lieutenant of the County
Charity number	1113171
Company number	05609454
Principal address	The Old Dock Office Commercial Road Gloucester Gloucestershire GL1 2EB
Registered office	The Old Dock Office Commercial Road Gloucester Gloucestershire GL1 2EB
Independent examiner	Nicholas J Bishop FCCA ACA Unit 3 Ambrose House Meteor Court Barnett Way Barnwood Gloucester GL4 3GG

INFOBUZZ LIMITED

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INFOBUZZ LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and financial statements for the year ended 31 March 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "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 2019)".

Objectives and activities

Infobuzz is a charity based in Gloucestershire and working across Gloucestershire and surrounding areas.

The charity's objects are to advance the education and social development of young people and vulnerable adults.

Infobuzz offers therapeutic and practical support for families and young people with complex needs.

OUR VISION

Is for families and young people to have the strength to cope with life's challenges and the ability to change their future.

OUR MISSION

- To support families and young people to address their mental and emotional needs through a range of specialist, counselling and therapeutic services.
- To work with schools and community groups to provide young people with life skills to support a positive future.
- To provide innovative intervention work with offenders and their families to break the cycle of crime.

OUR VALUES

OPENDOOR, OPEN MINDS:

Infobuzz offers a heartfelt and genuine service that puts the clients' needs first.

RESPONSIVE & INNOVATIVE:

Our services provide new and innovative solutions to the challenges our clients face.

PROFESSIONAL & SPECIALIST:

Infobuzz offer professional and specialist services that are readily accessible.

Infobuzz was established as an independent charity in 2005 following the success of a drug education project as part of the charity [Young Gloucestershire](#). Although the two charities continue to work closely together Infobuzz has grown to offer specialist therapeutic service in the areas of;

- [Mental Health](#)
- [Criminal Justice](#)
- [School and Community](#)

The services we offer are designed to educate and support young people and families to develop skills and understanding so they can thrive.

Public benefit

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

The charity's objectives are to advance education and social development the projects undertaken are targeted to help specific client groups facing set challenges.

INFOBUZZ LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

Infobuzz's areas of work in 2022-2023:

Infobuzz has continued to build on the strategy set in 21/22 and grow services in areas such as education and schools. New for 22/23 is a service called Evolve that seeks to support children who require additional support and are identified as needing to attend special schools but don't currently have an allocated place. The programme seeks to support children to identify needs and support the transition into a special school place. We have also piloted a 12 month programme working within the SANDMAT schools to understand whether having therapeutic workers supporting within the schools can improve outcomes for children. Our work falls into three main categories:

Targeted Services

- **Hidden Victims** – supporting families and children of those who have loved ones in prison. This continues to be a core service offer within the charity.
- **Drugs support** – We were pleased to be commissioned to deliver support to young people at Tier 2 level who are engaging in the use of illegal substances, we have been developing the delivery of training, small group work and one to one work which will be delivered from April 23 to children and schools/community groups across the county.
- **Drugs Screening training** – Working with YST we have updated the drug screening training for across the county and are once again delivering this to professionals across the county.
- **HAF** – Providing holiday programme opportunities for children across Gloucester and Tewkesbury ensuring opportunities and food during the school holidays. Also providing family support to the families to ensure barriers are removed to engagement and additional support is found for families where needed.
- **Training** – providing training to professionals around a range of areas such as mental health and hidden victims to improve services children and families receive.

Wellbeing

- **Therapeutic arts** – We continue to provide therapeutic art to children who are Hidden Victims of Crime as a result of their parents or close family members being in prison. This can often have a significant impact on children.
- **Parental mental health support** – This service has continued to be a core offer of IB, with a focus of providing support to parents who have children who are facing challenges with mental health. Seeking to build reliance and skills to face the day-to-day challenges.
- **ARCUS** – Providing support to families of children who identify as gender fluid or Trans to become more informed or receive support. In addition we are delivering training across the county to professionals and corporates to increase knowledge around transgender.
- **Qualifications** – providing opportunities for women from Gloucestershire communities who are seeking to upskills, return to work or grow their confidence.
- **Eastwood Park prison** – Sessions have returned to the prison face to face, although due to shortages of staff in the prison higher than normal have been cancelled in the year. We have continued to provide face to face therapeutic arts sessions or kits for the women to do when we have been unable to deliver face to face.

Schools and Education

- **Primary schools' delivery** – Providing issue-based sessions to primary schools children and parents around a range of issue based subject.
- **Commissioned support** – We have delivered a range of therapeutic interventions for children directly commissioned by schools, seeking to address a range of challenges children, and facing.
- **Evolve** – providing support to children and families who need to be educated in a special school environment, supporting the children and families to reengage in education.
- **Sandmat** – Providing therapeutic workers to the five Sandmat schools to seek ways to provide support and improve outcomes for children.

INFOBUZZ LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

Achievements and performance

During the year the charity worked with an estimated 1,159 people of which 682 received intense support through 7,794 sessions totalling 4,949 hours of support.

- Therapeutic art and photography – 57 art therapy sessions
- Qualifications – 38 Individuals completed qualifications with the charity
- Hidden Victim of crime – 202 individuals were supported through 1,623 hours of support
- 76 Individuals provided Drug and Alcohol support/education
- 41 families with Transgender children supported
- 81 Parents supported around mental health
- 120 children and families supported back into education
- 51 children supported with special educational needs and disabilities.

Infobuzz records and measures its work through a range of tools such as ACES, initial assessments and evaluations. Infobuzz is now using Upshot to record its work with young people which allows us to record interactions and achievements.

Fundraising achievements against objectives set

The year was a more positive year from an income perspective with a two new commissioned service from Gloucestershire County Council and ongoing commitment of funding from St James' Place, Henry Smith and Children in Need. We ended the year with a surplus which continues to support our reserves policy and sustainability.

Financial review

Income for the year was £474,978 (2022: £541,397) of which £217,088 was restricted funds. This is further analysed in note 19. Total expenditure for the year was £410,252 (2022: £515,861), of which £402,764 related directly to expenditure on charitable activities. This represents 85% (2022: 92%) of the income generated in the year.

Salaries and related staff costs accounted for 73% of resources expended (2022: 82%). All but an equivalent of 1 staff are directly engaged in delivery of charitable activities.

The total net income for the year was £64,726 (2022: net income of £25,536). This leaves the charity with unrestricted funds of £256,876, and restricted funds of £nil.

Reserve's policy

The directors have adopted a policy to hold in reserves, the approximate sum required for continuing the operation of the charity for six months. The directors estimate this is around £200,000. This would give time to obtain further funding so that the charity's work can continue. The total reserves figure at the end of the year was £256,876 of which £nil were restricted funds. This leaves unrestricted reserves of £256,876.

Principal funding sources and how they support the key objectives

The financial statements detail the sources of funds available to the charity. Incoming resources which warrant separate mention are as follows:

- £83,150 To deliver Hidden Victims services
- £256,979 To deliver commissioned services

The charity has also received funding from a variety of other sources all of whom provide funding to enable the charity to carry out its charitable objectives including:

- The National Lottery - £2,000
- Children in Need - £25,841

INFOBUZZ LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

Investment policy

The charity has reserves and in addition it receives funding in advance of the delivery of programmes. Given the modest level of these reserves and upfront funding, the policy is to keep these amounts in readily accessible bank accounts.

Principal risks and uncertainties facing the charity

The directors and staff assess on an on-going basis the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and to the health and safety of its employees and the public.

In doing so the board of trustees has created a risk register that brings all the risks from across the organisation together and highlights the key risks for the organisation. The current top risks for the organisation are:

- Single person dependency CEO – a lot of the organisations knowledge and experience is held by the CEO, if she moves on this creates a risk for the organisation.
- Funding – the current funding environment is uncertain, there is a lot of competition for limited funding amounts.
- Recruitment of appropriate skill sets – the sector is changing and there is a reduction in trained and skilled work force.
- Reliance on partnership with YG – YG has been a strong source of support to IB over the recent years, however without this support IB doesn't have some of the skills and experience it requires.

Strategies to manage those risks

The following strategies have been put in place:

- Single person dependency CEO – A new COO has been appointed two days a week, we have a designated management team who are growing in skills and knowledge.
- Funding – We now have a fundraise role which increases the knowledge and skill in the organisation. We are widening involvement in this area of work to ensure development of skills.
- Recruitment of appropriate skillsets – Understanding the best places to advertise roles and also training and development processes are in place to improve this.
- Reliance on Young Gloucestershire Partnership – We are in regular conversation and have a clear SLA with Young Gloucestershire regarding this. The Infobuzz board is currently undertaking a review of this.

Health and safety

- Staff are trained to be able to undertake risk assessments for all the activities and venues at which all their programmes and activities are held. All managers have IOSH training. A manager is responsible for ensuring the application of our Safeguarding (including health and safety) policies during sessions.

Plans for future periods: aims, objectives and planned activities

Since the end of the year, the Trustees made a request of the Young Gloucestershire board, that YG acquire this charity, this was approved and it is envisaged that this will take place in October 2023.

Structure, governance and management

The charity's registered office and registration numbers are recorded under legal and administration information. The charity is a charitable company with no share capital and is limited by guarantee. The governing documents of the charity are the Memorandum and Articles of Association.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mr N. Hatten

Mr M. Sheridan

Ms D. Sleep

(Resigned 21 October 2022)

Mr J. Tabor

Mr I. Price

(Resigned 12 September 2022)

Ms A. Malcolm

(Resigned 25 April 2023)

INFOBUZZ LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2023

Ms S. Danson

Ms L. Ingle

Recruitment and appointment

All Trustees give their time voluntarily and receive no benefits from the charity. There were no expenses claimed by Directors during the year.

The Board of Directors has a wide range of specialist skills and experiences which include:

- Finance
- Building Surveying
- Youth Work
- Personnel Management
- Project Management
- Community Safety
- Business Management
- Education & Welfare
- Legal
- Fundraising
- Voluntary & Community Sector

New trustees are selected by recommendations for their experience to fill skills gaps. New trustees are introduced to the managers and staff by the Chief Executive and spend time getting to know the activities of each department during their induction as well as visiting programmes and projects. None of the trustees has any beneficial interest in the company.

The Board of trustees oversees Infobuzz's programmes and services in order to ensure Infobuzz meets its objectives, strategic plan and legal requirements.

The Board of trustees is responsible for setting the strategic direction of the organisation and delegates the implementation of this policy to the Chief Executive and managers. This delegation is kept under review through regular board meetings. The trustees receive reports, department's performance against planned targets and financial reporting ahead of the formal Board Meetings.

The organisation has a range of policies and procedures appropriate to the range of work, responsibilities and legal regulations including:

- Safeguarding
- Health & Safety at Work
- Equal Opportunities
- Complaints
- Financial
- Risk

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute a sum not exceeding £10 in the event of a winding up.

The charities organisational structure

The charity employs a CEO, COO (part time) and one senior manager (part time) who are responsible for the day to day services. There are three leads who between them oversee the income generation and delivery of services.

Delegation

The board of trustees delegate the day to day responsibility of operations to the CEO and senior management team. The trustees undertake a strategic review periodically and this was completed in 2020-2021. This sets the direction and parameters of the work. Trustees meet bi monthly to review progress against priorities set and ensure the organisation is compliant. In addition finance committee meetings are held bi monthly with finances sent to the board monthly.

INFOBUZZ LIMITED

TRUSTEES' REPORT (CONTINUED)(INCLUDING DIRECTORS' REPORT) *FOR THE YEAR ENDED 31 MARCH 2023*

Remuneration policy

Infobuzz has a staff salary structure and roles are analysed against this. The trustees each year make the decision for the whole organisation in relation to a cost of living pay rise based on the current market situation. The salary of the CEO and senior management team is set by the board of trustees.

Relationships with related parties

Infobuzz is active in numerous local county, regional and national partnerships including:

- Gloucestershire County Council Youth Support Service/Prospects
- High sheriff meeting

The trustees' report was approved by the Board of Trustees.

Mr M. Sheridan

Trustee

Dated: 24 October 2023

Ms L. Ingle

Trustee

Dated:24 October 2023

INFOBUZZ LIMITED

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 MARCH 2023

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

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

INFOBUZZ LIMITED

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF INFOBUZZ LIMITED

I report to the trustees on my examination of the financial statements of Infobuzz Limited (the charity) for the year ended 31 March 2023.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). 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

Since the charity'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 ICAEW, 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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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 financial statements to be reached.

Nicholas J Bishop FCCA ACA

Unit 3 Ambrose House
Meteor Court
Barnett Way
Barnwood
Gloucester
GL4 3GG

Dated: 24 October 2023

INFOBUZZ LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2023

	Notes	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
<u>Income from:</u>					
Donations and legacies	3	576	-	576	2,231
Charitable activities	4	256,979	217,088	474,067	539,066
Investments	5	335	-	335	100
Total income		257,890	217,088	474,978	541,397
<u>Expenditure on:</u>					
Raising funds	6	4,059	3,429	7,488	15,960
Charitable activities	7	171,230	231,534	402,764	499,901
Total resources expended		175,289	234,963	410,252	515,861
Net incoming/(outgoing) resources before transfers		82,601	(17,875)	64,726	25,536
Gross transfers between funds		(17,875)	17,875	-	-
Net income for the year/ Net movement in funds		64,726	-	64,726	25,536
Fund balances at 1 April 2022		192,150	-	192,150	166,614
Fund balances at 31 March 2023		256,876	-	256,876	192,150

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.

INFOBUZZ LIMITED

BALANCE SHEET

AS AT 31 MARCH 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Debtors	15	9,875		23,908	
Cash at bank and in hand		384,763		302,024	
		<u>394,638</u>		<u>325,932</u>	
Creditors: amounts falling due within one year	16	(137,762)		(133,782)	
Net current assets			256,876		192,150
Income funds					
Unrestricted funds			256,876		192,150
			<u>256,876</u>		<u>192,150</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

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

The financial statements were approved by the Trustees on 24 October 2023

Ms L. Ingle
Trustee

Company registration number 05609454

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

Charity information

Infobuzz Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is The Old Dock Office, Commercial Road, Gloucester, Gloucestershire, GL1 2EB.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Companies Act 2006 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

These financial statements are prepared on the going concern basis. However since the end of the year, the Trustees requested that Infobuzz be acquired by the Charitable company Young Gloucestershire. This was approved and the Trustees envisage that this will take place in October 2023. The Trustees believe that no accounting adjustments regarding this will be required.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

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.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Donated services and facilities are included at the value to charity where this can be quantified. The value of services provided by volunteers has not been included. Gifts donated for resale are included as incoming resources within activities for generating funds when they are sold.

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Grants, including grants for fixed assets, are included in full in the statement of financial activities when receivable. Grants where entitlement is not conditional on the delivery of a specific performance by the charity are recognised when the charity becomes unconditionally entitled to the grant.

Income from investments is included in the year in which is receivable.

1.5 Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be recovered and it is reported as part of the expenditure to which it relates.

Costs of generating funds comprises of the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It comprises costs, including personnel costs, which can be directly allocated to activities and the balance of costs not so allocated are apportioned by the percentage share of income received for that activity.

1.6 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.7 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.8 Taxation

The charity's activities fall within the exemptions afforded by the provision of the Income and Corporation Taxes Act 1988. Accordingly there is no taxation charge in these financial statements. The company is not registered for VAT.

1.9 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.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	2023	2022
	£	£
Donations and gifts	576	2,231

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

4 Charitable activities

	Schools and community £	Criminal justice £	Mental health work £	Total 2023 £	Total 2022 £
Contractual income from charitable activities	145,025	72,004	39,950	256,979	328,679
Charitable grants	-	83,150	133,938	217,088	210,387
	<u>145,025</u>	<u>155,154</u>	<u>173,888</u>	<u>474,067</u>	<u>539,066</u>
Analysis by fund					
Unrestricted funds	145,025	72,004	39,950	256,979	
Restricted funds	-	83,150	133,938	217,088	
	<u>145,025</u>	<u>155,154</u>	<u>173,888</u>	<u>474,067</u>	
For the year ended 31 March 2022					
Unrestricted funds	9,440	81,193	238,046		328,679
Restricted funds	-	70,750	139,637		210,387
	<u>9,440</u>	<u>151,943</u>	<u>377,683</u>		<u>539,066</u>
Grants receivable for core activities					
Charles Hayward Foundation	-	19,000	-	19,000	-
The Henry Smith Charity	-	36,483	-	36,483	-
Barnwood Trust	-	-	10,000	10,000	-
BBC Children in Need	-	-	25,841	25,841	27,720
Police and Crime Commissioner	-	5,000	-	5,000	-
St James' Place	-	-	-	-	10,000
Cheltenham Borough Council	-	-	-	-	2,000
The National Lottery Community Fund	-	-	-	-	10,000
Gloucestershire Community Foundation	-	5,000	10,000	15,000	5,834
Big Lottery Fund	-	-	2,000	2,000	-
Newby Trust	-	-	-	-	7,500
Gloucestershire County Council	-	-	57,500	57,500	85,000
Masonic Charitable Foundation	-	5,000	-	5,000	5,000
Swire Charitable Trust	-	-	-	-	15,000
Kelly Family Charitable Trust	-	-	-	-	5,000
The Henry Smith Charity	-	-	-	-	11,250
Waite & Hayward	-	-	28,597	28,597	12,983
The Summerfield Charity Trust	-	-	-	-	3,600
Charles Hayward Foundation	-	-	-	-	9,500
The Beacon Lodge Charitable Trust	-	6,667	-	6,667	-
Notgrove trust	-	5,000	-	5,000	-
The Neighbourly Foundation	-	1,000	-	1,000	-
	<u>-</u>	<u>83,150</u>	<u>133,938</u>	<u>217,088</u>	<u>210,387</u>

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

5 Investments

	Unrestricted funds	Unrestricted funds
	2023	2022
	£	£
Interest receivable	335	100

6 Raising funds

	Unrestricted funds	Restricted funds	Total 2023	Total 2022
	£	£	£	£
<u>Fundraising and publicity</u>				
Marketing	580	490	1,070	-
Grant applications	-	-	-	15,960
Staff costs - grant applications	3,479	2,939	6,418	-
Total	4,059	3,429	7,488	15,960
	4,059	3,429	7,488	15,960
For the year ended 31 March 2022				
Total	9,731	6,229		15,960

7 Charitable activities

	Schools and community	Criminal justice	Mental health work	Total 2023	Total 2022
	£	£	£	£	£
Staff costs	82,668	82,380	104,058	269,106	359,358
Direct costs	19,838	12,226	26,957	59,021	37,481
	102,506	94,606	131,015	328,127	396,839
Share of support costs (see note 9)	22,833	24,427	27,377	74,637	103,062
	125,339	119,033	158,392	402,764	499,901

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

8 Description of charitable activities

Schools and community

Addressing complex issues facing young people including: online safety; knife and gun crime; substance misuse and sex and relationships.

Criminal justice

Working with children and families in the community and with the offending family member in prison, by mentoring, counselling, therapeutic and enrichment sessions, practical advice, guidance and advocacy.

Mental health work

A range of services to support people to improve their mental health including counselling and therapeutic services to help families and young people make sense of complex emotions.

9 Support costs

	Support costs £	2023 £	2022 £	Basis of allocation
Staff costs	23,512	23,512	65,430	Percentage share of income
Other staffing costs	19,271	19,271	14,893	Percentage share of income
Other premises expenses	6,555	6,555	3,600	Percentage share of income
Other office expenses	12,209	12,209	5,709	Percentage share of income
Office equipment maintenance	4,743	4,743	3,674	Percentage share of income
Communications	1,800	1,800	3,600	Percentage share of income
Finance costs	355	355	292	Percentage share of income
Independent examination	2,400	2,400	2,400	Percentage share of income
Liability insurance	3,792	3,792	3,464	Percentage share of income
	<u>74,637</u>	<u>74,637</u>	<u>103,062</u>	
Analysed between Charitable activities	<u>74,637</u>	<u>74,637</u>	<u>103,062</u>	

The independent examiners received £2,400 (2022: £2,400) for the independent examination of the financial statements, and £2,783 (2022: £2,172) for the preparation of the payroll.

10 Net movement in funds

	2023 £	2022 £
Net movement in funds is stated after charging/(crediting)		
Operating lease charges	<u>727</u>	<u>1,745</u>

11 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

12 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Charitable activities	16	23

Employment costs

	2023 £	2022 £
Wages and salaries	274,221	391,077
Social security costs	16,914	23,154
Other pension costs	7,901	10,557
	299,036	424,788

There were no employees whose annual remuneration was £60,000 or more.

13 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

14 Financial instruments

	2023 £	2022 £
Carrying amount of financial assets		
Debt instruments measured at amortised cost	8,499	21,963
Carrying amount of financial liabilities		
Measured at amortised cost	14,982	10,269

15 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	1,750	13,644
Other debtors	6,749	8,319
Prepayments and accrued income	1,376	1,945
	9,875	23,908

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

16 Creditors: amounts falling due within one year

	Notes	2023 £	2022 £
Other taxation and social security		4,489	5,188
Deferred income	17	118,291	118,325
Trade creditors		7,456	5,042
Other creditors		410	406
Accruals and deferred income		7,116	4,821
		<u>137,762</u>	<u>133,782</u>

17 Deferred income

	2023 £	2022 £
Deferred income	<u>118,291</u>	<u>118,325</u>
Balances as at 1 April 2021	118,325	38,732
Amount released to incoming resources	(118,325)	(38,732)
Amount deferred in the year	<u>118,291</u>	<u>118,325</u>
Balances as at 31 March 2022	<u>118,291</u>	<u>118,325</u>
Grants received for the period April 2023 - March 2024	64,327	104,825
Fees received for the period April 2023 - March 2024	<u>53,964</u>	<u>13,500</u>
	<u>118,291</u>	<u>118,325</u>

18 Retirement benefit schemes

Defined contribution schemes

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £7,901 (2022 - £10,557).

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2023

19 Restricted funds

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				
	Balance at 1 April 2022	Incoming resources	Resources expended	Transfers	Balance at 31 March 2023
	£	£	£	£	£
BBC Children in Need - Hidden Victims	-	25,841	(27,903)	2,062	-
Masonic Charitable Trust	-	5,000	(5,737)	737	-
Gloucestershire County Council - Parental Mental Health	-	20,000	(20,947)	947	-
Gloucestershire Community Foundation - Parental Mental Health	-	10,000	(10,468)	468	-
The Henry Smith Charity - Hidden Victims	-	36,483	(40,039)	3,556	-
Waite and Hayward - Transgender Family Support	-	28,597	(29,255)	658	-
Charles Hayward Foundation - Hidden Victims	-	19,000	(20,822)	1,822	-
Gloucestershire County Council - Transgender Family Support	-	7,500	(8,097)	597	-
Barnwood Trust - Parental Mental Health	-	10,000	(10,464)	464	-
Police and Crime Commissioner - Hidden Victims	-	5,000	(5,459)	459	-
Gloucestershire Community Foundation - Hidden Victims	-	5,000	(5,461)	461	-
The Beacon Charitable Trust - Hidden Victims	-	6,667	(7,918)	1,251	-
The National Lottery Community Fund - Mental Health Training	-	2,000	(2,234)	234	-
Gloucestershire County Council - Drugs and Alcohol	-	30,000	(33,705)	3,705	-
Notgrove Trust - Hidden Victims	-	5,000	(5,357)	357	-
The Neighbourly Foundation - Hidden Victims	-	1,000	(1,097)	97	-
	-	217,088	(234,963)	17,875	-

Transfers were made from the unrestricted funds to the restricted funds to cover the overspends on each of the above projects.

INFOBUZZ LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2023

20 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Total 2022 £
Fund balances at 31 March 2023 are represented by:						
Current assets/(liabilities)	256,876	-	256,876	192,150	-	192,150
	<u>256,876</u>	<u>-</u>	<u>256,876</u>	<u>192,150</u>	<u>-</u>	<u>192,150</u>

21 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	-	872

22 Events after the reporting date

Since the end of the financial year, a request was made by the Infobuzz trustees to be acquired by the charity Young Gloucestershire. It is envisaged this will take place in October 2023.

23 Related party transactions

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2023 £	2022 £
Aggregate compensation	59,920	54,970

Other related party transactions

Young Gloucestershire is a charity connected to Infobuzz by a common trustee and the charities share a CEO. Young Gloucestershire charged Infobuzz £23,797 (2022: £21,048) for management related services, £4,125 (2022: £3,600) for rent and office space and £23,036 (2022: £6,365) for general recharges. Infobuzz charged Young Gloucestershire £1,594 (2022: £204,388) for services and office costs. At the balance sheet date, Infobuzz owed Young Gloucestershire Limited £4,609 (2022: Young Gloucestershire owed Infobuzz £6,925).