

Registered number
04146484
Registered in England & Wales

Tassibee Project
(Company limited by guarantee, with no shared capital)

Financial Statements for the year ended 31st March 2017

Tassibee Project
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For the year ended 31st March 2017

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Tassibee Project
Administrative details
For the year ended 31st March 2017

Registered Charity number	1091559
Registered Company number	04146484
Directors (Trustees)	D Chester S Afzal K Begum S Mir S Begum R Midgley K Gilson
Company Secretary	K Luqman
Registered Office	36 Godstone Road Rotherham South Yorkshire S60 2PU
Bankers	Yorkshire Bank Plc 1 Frederick Street Rotherham South Yorkshire S60 1QP
Accounting Practice	Flex Accounting Services Ltd 132a Rutland Road Sheffield South Yorkshire S3 9PP

TASSIBEE PROJECT
(A COMPANY LIMITED BY GUARANTEE WITH NO SHARE CAPITAL)
DIRECTORS' REPORT
FOR THE YEAR ENDED 31 MARCH 2017

The Directors present their report and accounts for the year ended 31 March 2017.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the company's Memorandum and Articles of Association, the Companies Act 2006 and the Statement of Recommended Practice "Accounting and Reporting by Charities", issued in March 2005.

Structure, governance, and management

The charity is a company limited by guarantee, with no share capital. It is governed by a Memorandum and Articles of Association. The company was incorporated on 23 January 2001 and was granted charitable status on 8 April 2002.

The directors who served during the year were:

- Sughra Begum
- Summeera Mir
- Khatija Begum
- David Chester – resigned February 2017
- Shabina Afzal
- Ruth Midgley
- Keith Gilson – joined March 2017

Potential trustees are often service users or community partners of the Tassibee Project and have an interest in the aims of the charity. An initial meeting takes place with the directors, then, if successful, the trustee is taken round the premises. They are then given an application form and if successful, they are introduced to the rest of the staff and taken through the charity's policies and procedures and the charity's Memorandum and Articles of Association.

None of the directors has any beneficial interest in the company. All directors are members of the company and guarantee to contribute £1 in the event of a winding up.

The directors are responsible for the employment of all staff and as a result must ensure the charity complies with all the relevant employment legislation. In addition to this the directors must also ensure that the Tassibee Project complies with all other relevant legislation.

The directors have assessed the major risks to which the company is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Recruitment and Appointment of Trustees

Trustees are recruited and appointed in line with Tassibee's Memorandum of Articles of Association. Recruitment for potential new Trustees is conducted via Tassibee's newsletters, word of mouth and the website. Role descriptions exist for Trustee positions. Elections to the Trustee Board take place at a Board Meeting after interview and recommendation by existing Trust Board Members. All new Trustee appointments are then ratified at the AGM.

All new Trustees are invited to an induction meeting and must sign a Memorandum of Agreement. Tassibee is a company limited by guarantee and all Trustees are notified as directors to The Charity Commission and Companies House.

Objectives and Activities

The focus of our activities continues to be that of the education, training and the social welfare of Asian women and their

This benefits women within the Asian community by providing various classes and language courses to enable personal and

i. Participate in outreach and capacity building initiatives that are targeted to meet the needs of isolated, non-literate, non- English- speaking women and their families who do not access existing services.

ii. Participate in learning opportunities that have been specifically developed to increase confidence, knowledge, and

iii. Take part in volunteering, learning and employment opportunities that provide opportunities for progression into higher paid and higher skilled employment.

iv. Actively contribute to the development of the project at every stage, including as a member of the management

v. Contribute to the development of accessible and appropriate health, social care and education services and other local

TASSIBEE PROJECT
(A COMPANY LIMITED BY GUARANTEE WITH NO SHARE CAPITAL)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017

At present Tassibee are running the following projects:

1. Tassibee Advocacy Community Services – Health and Wellbeing Programme
2. Direct Payments RMBC – providing support to vulnerable clients.
3. Luncheon club, outreach, and capacity building
4. English Classes in partnership with ABC Forum
5. Quranic Classes
6. Gentle Aerobics and Walking Group
7. Imagining Better Futures Project – in conjunction with Sheffield University
8. Provision of a mobile crèche service to enable women to access ESOL courses

Achievements and performance

1. Working with external consultant to develop Business Development Plan
2. partnership with Voluntary Action Rotherham
3. Continuation of the luncheon club supported by Tassibee
4. English Classes – in partnership with ABC forum
5. Develop the Volunteer pool and increase the capacity to offer work experience – Tassibee now has a bank of over 35
6. Continued professional development for Staff and Volunteers – Dementia, Safeguarding, Health & Safety, Equalities and Diversity, First Aid, Manual Handling, Food Hygiene.
7. Successful working partnership with ABC Forum, RotherFed, Rise, Apna Haq, the Unity Centre and Voluntary Action
8. Advocacy Support and Training.
9. Became a dementia friendly centre
10. Became a hate crime reporting centre
11. Successful partnership working with the Fire Service.

Financial Review

Tassibee has continued to secure funding which has enabled the project to expand its training provision, in addition to this Tassibee is responsible for its own finances reporting directly to funding organisations.

It is the policy of the company that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to a minimum of three month's expenditure. The directors consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the company's current activities while consideration is given to ways in which additional funds may be raised.

This level of reserves has been maintained throughout the year.

Future Plans

Tassibee's plan for the future is to continue to focus on its core areas of expertise:

Mental Health and Well-being

- a) Continue to establish links with mainstream mental health services to support individuals.
- b) Mental health promotion of vulnerable groups, lone parents, carers, women with learning disabilities disabled women and
- c) Healthy Lifestyles
- d) Health promotion, healthy living, and well-being.
- e) Promote access to appropriate health and social care services.
- f) Introduce a relaxation room/pamper room for the benefit of service users and their families.

Capacity building and outreach with excluded groups and individuals

- a) Provide Information and Training on Safeguarding to individuals
- b) Organise cultural events.
- c) Develop volunteering opportunities.
- d) Develop a sewing group at the ladies' request.
- e) Develop a laundry service to the service users

**TASSIBEE PROJECT
(A COMPANY LIMITED BY GUARANTEE WITH NO SHARE CAPITAL)
DIRECTORS' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2017**

Developing the capacity of the charity

- I. Continue to develop systems for monitoring and evaluating all work.
- II. Continue to adapt the business model for individual budget – direct payments, where necessary.
- III. Improve marketing to generate more income, e.g. room hire
- IV. Continue with staff appraisal and personal and professional development plans.
- V. Continue to develop training and support for volunteers.
- vi. Introduce a volunteer coordinator into the organisation, voluntary/staff.

By the end of the next year to have secured funding for:

- a) Coordinator
- b) Core Funding
- c) Working with older people and mental health advocacy
- d) Support Volunteers – to increase and train
- e) To update the training programme for the staff and Board Members
- f) Capacity Building of the Organisation.
- g) Raising awareness for vulnerable adults of the risk of house fires within the BME community.

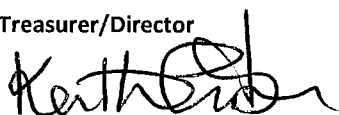
Objectives and Activities for Public Benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to public Tassibee's activities benefit the public of Rotherham Metropolitan Borough and its surrounding area, in particular the

On behalf of the board of directors

Keith Gilson

Treasurer/Director



.....
Dated 5th October 2017

Tassibee Project
Independent Report to the Trustees
For the year ended 31st March 2017

I report on the accounts of the Tassibee Project for the year ended 31 March 2017 which are set out on pages 6-7

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the Company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to :

- examine the accounts under section 145 of the 2011 Act
- follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5) (b) of the 2011 Act; and
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

1. Which gives me reasonable cause to believe that, in any material respect, the requirements :

- to keep accounting records in accordance with section 130 of the 2011 Act, and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

have not been met, or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Mrs Beverley Flanagan
ICPA, FICB
Flex Accounting Services Ltd
132a Rutland Road
Sheffield
South Yorkshire
S3 9PP

Date : 5th October 2017

Tassibee Project
Statement of Financial Activities
For the year ended 31st March 2017

			Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2017 £	2016 Total £
INCOMING RESOURCES	NOTES						
Incoming resources from generated funds							
Donations	2		-	-	-	-	608
Investment							
Income	3		-	-	-	-	-
Incoming resources from charitable activities	4		62,911	-	132,062	194,973	48,990
Other Income	5		192	-		192	8,986
TOTAL INCOMING RESOURCES			63,103	-	132,062	195,165	58,584
EXPENDED RESOURCES							
Charitable activities							
Direct charitable expenses	6		49,327	4,567	102,033	155,927	90,207
Governance Costs			594	-	-	594	519
TOTAL EXPENDED RESOURCES							
NET INCOMING/EXPENDED RESOURCES			49,921	4,567	102,033	156,521	90,726
TRANSFER BETWEEN FUNDS			-	-	-	-	-
NET INCOMING/EXPENDED RESOURCES AFTER TRANSFERS			49,921	4,567	102,033	156,521	90,726
FUND BALANCE AT 1 APRIL 2016			13,182	-	4,567	38,644	-
FUND BALANCE AT 31ST MARCH 2016			54,390	66,595	44,526	165,511	197,653
FUND BALANCE AT 31ST MARCH 2017			67,572	62,028	74,555	204,155	165,511

Tassibee Project
Balance Sheet
For the year ended 31st March 2017

	Notes	2017 £	2016 £
Fixed assets	9	191,838	196,405
Current assets			
Debtors	10	10,080	3,202
Cash at bank and in hand		<u>129,643</u>	<u>96,003</u>
		139,723	99,205
Liabilities			
Creditors: amounts falling due within one year	11	<u>(5,921)</u>	<u>(4,544)</u>
		133,802	94,660
Net current assets		<u>325,640</u>	<u>291,065</u>
Creditors - amount due more than one year	12	(121,486)	(125,554)
Net assets		<u>204,155</u>	<u>165,511</u>
Funds of the company			
Unrestricted funds			
Designated funds	13	62,028	66,595
Other charitable funds		67,572	54,390
Restricted funds	13	74,555	44,526
Total funds		<u>204,155</u>	<u>165,511</u>

For the period ended 31st March 2015, the company is entitled to the audit exemption under section 477 (2) of the Companies Act 2006.

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

The directors acknowledge their responsibilities for :

- a) ensuring the company keeps accounting records which comply with section 386, and
- b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and its profit or loss for the financial year, in accordance with the requirement of the Companies Act 2006 relating to accounts, so far as is applicable to the company.

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

The directors declare that they have approved the accounts above.

Signed on behalf of the company's directors :

Signed :



1 Nov 2017

Name and position :

K Gilson

Date :

KEITH GILSON
Treasurer/Director

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2017

1 Accounting Policies

1.1 Basis of preparation

These financial statements have been prepared under the historical cost basis and in accordance with the statement of recommended practice (Charities SORP 2005 and the Financial Reporting Standards for Smaller Enterprises (FRSSE)).

1.2 Incoming resources

These are included in the Income and Expenditure account, incoming resources are recognised when :

- the company becomes entitled to the resources
- the directors are virtually certain they will receive the resources, and
- the monetary value can be measured with sufficient reliability

Where incoming resources have related expenditure (as with fund raising or contract income) the incoming resources and related expenditure are reported gross in the income and expenditure account.

Grants and donations are only included in the incoming and expenditure account when the company has unconditional entitlement to the resources.

Contractual income is only included in the income and expenditure account once the related goods or performance related services have been delivered.

Investment income is included in the accounts when received.

1.3 Expenditure

Expenditure is charged to the statement of financial activities on an accruals basis, inclusive of any VAT which cannot be recovered. Expenditure is classified under headings that aggregate all costs related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Charitable expenditure comprises those costs incurred in the delivery of the charity's activities and services for its beneficiaries, including both direct and support costs. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of staff.

Governance costs include those costs associated with meeting constitutional and statutory requirements, including accountancy fee's.

1.4 Fund accounting

Restricted funds are funds received from donors which are subject to restrictions on the purposes for which they may be used of which have been raised for a specific project. Unrestricted funds are those where there are no externally imposed restrictions. These include funds freely available to the charity for expenditure or appropriation to reserves for internally designated purposes.

1.5 Assets

Tangible assets are capitalised if they can be used for more than one year, and cost at least £600. They are valued at cost, or, if gifted, at the value to the company on receipt.

The rates applicable are :

Freehold land	is not depreciated
Freehold buildings	2% straight line

1.6 Taxes

The company is not VAT registered. As a charity the company is exempt from taxation on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

1.7 Pensions

The charity operates a defined contribution scheme for the benefit of its employees. Contributions payable are charged to the statement of financial activities in accordance with FRS 17.

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2017

2 Donations

	2017	2016
	£	£
Donations and gifts	-	608

3 Investment income

	2015	2014
	£	£
Interest received	-	-

4 Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total 2016	Total 2016
	£	£	£	£
Grants receivable	62,911	132,062	194,973	48,990

5 Other incoming resources

	2017	2016
	£	£
Other income	192	60,117

6 Total resources expended

	Staff costs	Depreciation	Other costs	Total 2017	Total 2016
	£	£	£	£	£
Charitable activities					
Direct charitable activities	118,221	4,567	33,140	155,927	90,207
Governance costs			594	594	519
	118,221	4,567	33,734	156,521	90,726

Direct charitable expenses include payments to the accountants of £594.00 (2016 : £519.00)

7 Directors remuneration

No remuneration was received by any directors (or any person connected to them) during the period and no expenses incurred were reimbursed by the charity

8 Employees and staff costs

Number of employees

During the period of the accounts the average number of employees was :

	2017	2016
Directors	6	6
Other staff	10	9
	16	15

Employment costs

	Total 2017	Total 2016
	£	£
Wages and salaries	108,670	57,531
Social security costs	4,045	1,202
Other pension costs	5,506	5,314
	118,221	64,047

No employee earned £60,000 or more in the period of these accounts (2016 :None)

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2017

9 Fixed assets		Freehold building
		£
Cost		228,374
Additions		-
Disposals		-
At 31st March 2017		228,374
Depreciation		
At 1st April 2016		31,969
Charge this period		4,567
At 31st March 2017		36,536
Net book value as at 31st March 2017		191,838

10 Debtors		2017	2016
		£	£
Trade debtors		8,990	3,202
Other debtors		1,090	-
		10,080	3,202

11 Creditors - falling due within one year		2017	2016
		£	£
Bank loans		-	-
Trade creditors		2,696	1,684
Social security costs		2,466	2,057
Accruals		759	803
		5,921	4,544

12 Creditors - falling due after more than one year		2017	2016
		£	£
Bank loans		121,486	125,554
Analysis of loan			
Not wholly repayable within five years by instalments		122,818	122,818
Wholly repayable within five years		10,160	10,160
		132,978	132,978
Included in current liabilities		- 3,401 -	- 3,401 -
		129,577	129,577

Loan maturity analysis		2017	2016
		£	£
Not wholly repayable within five years by instalments		122,818	122,818

The above loan is secured over the property of Godstone Road, Rotherham. The outstanding liability represents 64% of the net book value of the property.

The loan will be repaid over 25 years at an interest rate of 6%.

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2017

13 Movement of funds

	Opening balance £	Incoming resources £	Resources expended £	Transfers £	Closing balance £
Unrestricted funds					
General funds	76,289	63,103 -	32,682		106,710
*Designated funds					
Property	66,226	-	4,567		61,659
Activities	7,171				7,171
	73,397	- -	4,567	-	68,830
** Restricted funds					
Good 4 Fund	-	- -	276	-	276
Tudor Trust	-	6,000 -	6,000		-
Brelms Trust	-	1,000 -	477		523
South Yorkshire Community Foundation	-	1,370	-		1,370
Big Lottery - Celebrate	-	10,000 -	28		9,972
TACS - Reaching Communities	-	113,692 -	112,492		1,200
Awards4All luncheon club	9,576		-		9,576
Lloyds TSB	6,249	-	-		6,249
	15,825	132,062 -	119,272	-	28,615
Total funds	165,511	195,165 -	156,521	-	204,155

*** Designated funds**

The designated property fund represents the net book value of the property, 36 Godstone Road, Rotherham less the mortgage outstanding on such property.

The designated activities fund has been set aside by the trustees in order to continue to fund certain activities of the charity in the future.

**** Restricted funds**

Reaching Communities – TACS Project - £113,692 year one funding to support the Tassibee Advocacy Community Support Services for those aged 50 and over. This programme started in April 2016 and will run to March 2019.

The Tudor Trust supported Tassibee with £6,000 to help towards the mortgage repayments.

South Yorkshire Community Foundation awarded a grant of £1,370 towards the purchase of equipment and resources to run a sewing social group.

The Big Lottery - £10,000 funding to organise an event that celebrates diversity - this was held on the 2nd July 2017

The Brelms Trust, provided a grant of £3,000 towards resources to enable the under 50's to access the TACS sessions. The funding has been split over 3 years, £1,000 each year

14 Analysis by net assets between funds

	Unrestricted funds	Designated funds	Restricted funds	Total funds
Fund balance at 31 March 2016 are represented by :	£	£	£	£
Tangible assets		191,838		191,838
Current assets	137,723	-	2,000	139,723
Creditors : amounts due within one year	- 5,921		-	5,921
Creditors : amounts due after more than one year	-	121,486	-	121,486
	131,802	70,352	2,000	204,155