

JIGSAW (BURY)

Accounts for the Year Ended 30th September 2017

Registered Charity Number 1115643

Independent Examiner's Report on the Accounts

Report to the trustees/members of Jigsaw (Bury) on the accounts for the year ended 30th September 2017 set out on pages 3 to 10.

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 145(1) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's statement

My examination was carried out in accordance with 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 the 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.

Signed.....*Nicola*.....

Date 28th June 2018

Name Nicola Tamanis

Relevant Professional Qualification or Body.....ACMA

Address 6 Strathmore Close

Ramsbottom

Bury

BL0 9YW

Trustees' Annual Report for the period 1st October 2016 to 30th September 2017

Reference and administration details

Charity name:	Jigsaw (Bury) incorporating Jigsaw Link
Registered charity number:	1115643
Charity's principal address:	Unit 28, Bury Business Centre Kay Street Bury BL9 6BU

Names of the charity trustees who managed the charity over the period covered by this report:

David Chrystal, Chair Appointed January 2013 (re-elected June 2017)
Anna-Louise Thomond, Secretary Appointed October 2015 (re-elected June 2017)
Kathryn Bentley, Treasurer Appointed October 2015 (re-elected June 2017)
Andy Miller Appointed June 2017
Rebecca Lunness Appointed July 2013 (re-elected June 2017)
Paul Johnstone Appointed July 2013 (resigned June 2017)
Liam Collinge Appointed July 2014 (re-elected June 2016)
Andrew Ferguson Co-opted December 2016 (co-opted again July 2017)
Elliot Thomason Co-opted December 2016 (resigned June 2017)
Verity Kay Appointed June 2017

Names and addresses of advisers:

Independent examiner: Nicola Tamanis

Bankers: The Co-Operative Bank. PO Box 101, Balloon Street,
Manchester, M60 4EP.

Names of staff members:

Zoe Oldham	Manager (on maternity leave from May 2016 until May 2017)
Theresa Davis	Coordinator (Manager maternity cover May 2016 until October 2016)
Anna-Louise Thomond	Manager (maternity cover from October 2016 until May 2017)
Ellen Smith	Coordinator
Natalie Berger	Jigsaw Link Officer
Ivan Black	Administrator (April 2016 to May 2016)
Aiesha Saddique	Administrator

Structure, governance and management:

Type of governing document: A constitution which was adopted in August 2006 and modified in June 2015 and June 2016.

How the charity is constituted: The charity is an association which consists of members, group leaders and volunteers.

Trustee selection methods: Trustees are formally appointed or reappointed at the Annual General Meeting, however, new trustees may be co-opted onto the committee at other times if there are vacancies and this is deemed necessary by the existing trustees.

Additional governance issues:

All trustees give their time voluntarily and receive no remuneration or other benefits for these activities. The involvement of Jigsaw service users as trustees ensures that members' views are represented in all discussions.

Some sports activities are run in partnership with other organisations, in particular the Special Olympics organisation. This has provided the charity with a number of funding and additional sports opportunities.

Jigsaw and Jigsaw Link have a service level agreement with Bury Council Social Services which covers the provision of support and socialising opportunities for disabled adults living in the Bury Council area.

The charity has a safeguarding policy. Disclosure and Barring Service checks are carried out on all trustees, group leaders and volunteers. These checks are carried out every three years in line with statutory requirements.

Objectives and activities

The objectives of the charity are:

To meet the needs of disabled people with a view to encouraging their active participation in the community.

To promote equality and diversity by combating negative perceptions of disability.

The main activities undertaken in relation to these objectives

In planning our activities during the year we have kept in mind the Charity Commission's guidance on public benefit.

We welcome all who will benefit from the opportunities provided by the charity, regardless of personal background, faith, gender or personal circumstances.

Jigsaw (Bury) is a registered charity, based in the borough of Bury, comprised of two sub-groups: Jigsaw and Jigsaw Link. We are a member-led organisation, aiming to promote fun, freedom and independence for disabled people. We work to prevent social isolation, improve the self-esteem of our members and increase community integration.

Jigsaw is a sports and social group for young disabled people, aged between 13 and 30. We aim to support our members to enjoy an active social life, to reach their sporting potential and to maintain a healthy lifestyle, running sports and social activities on average six days a week. The Jigsaw scheme provides our younger members with an opportunity to participate in mainstream activities and engage with the wider local community. It is a lively, user led organisation which encourages active involvement of its members in the decision-making process. Members are encouraged to believe in themselves and their own abilities. Activities are coordinated by the Jigsaw office staff and managed by group leaders. Volunteers provide assistance in a friendly, supportive way.

Jigsaw Link provides a one-to-one befriending service for people over the age of 50 who are socially isolated and are disabled or have an age-related condition. The befriending service aims to prevent or reduce problems of loneliness and social exclusion. This is achieved through linking members with a specific volunteer who will visit them at home on a regular basis. We also offer a weekly luncheon club and social outings throughout the year, as well as an Older People's active living programme and a telephone befriending service.

Additional details of objectives and activities

The contribution made by our staff and volunteers is significant and invaluable. We are very grateful for the time which they have spent supporting our members. Without their valuable contribution of time and energy we would not have been able to achieve so much.

Achievements and performance

Summary of the main achievements of the charity during the year

Jigsaw Link Activities

During 2016/17 Jigsaw Link supported 82 members. Of these 14 were matched one-to one with a befriender. 59 people wanted outings only (including luncheon club), 5 people were supported by telephone befriending and 4 remained on the waiting list. Outings organised during the year included Dunham Massey, Manchester Airport Visitor Runway Park, Southport, and Marple Canal Boat Trip.

Jigsaw Activities

In 2016/17 Jigsaw had **177** active members who were able to select from a total of 568 outings, comprising 245 social and 323 sport outings.

Social outings during the year included: guided tour of Manchester Cathedral, Media City Tour, Trip to Manchester Christmas Markets, day trip to Museum of Science and Industry, Frogtastic, Try a Tram Day with Transport for Greater Manchester (TfGM), residential trip to Kingswood (Dearne Valley), the 'Infusion Ball' at The Lowry Hotel, day trip to Chester Zoo, trip to Blackpool Illuminations, Shop2Drop Fashion Show, Christmas Fundraiser at Summerseat Garden Centre, and Arts and Crafts sessions.

Delivery of our Reaching Communities 'GO FAR' project continued with:

- 'Making the Most of Me' programme for 16-30 year olds, developing skills in assertiveness, independent living, money management, personal hygiene and dignity, safety, and healthy living.
- 'GO FAR' Communication Programme, developing understanding of healthy friendships, communication, how to be popular and confident, bullying and how to deal with it, dating and mind over matter.
- 'GO FAR' Feel Good Workshops incorporated a laughter workshop with Robin Graham, chair based exercise, summer quiz and bingo.
- 'GO FAR' Shopping and Cookery sessions continued on a fortnightly basis.

- The 6 week 'Summer Holiday Programme' included a French workshop, a TFT Energy Healing session, summer arts and crafts, a musical instrument design session, and cupcake decorating.

Jigsaw members enjoyed taking an active role in fundraising activities, including organising the popular fundraising discos and participating in several bag packs at local supermarkets.

During the year, several new sports activities were introduced and made available to Jigsaw members, resulting in an even wider choice which included: chair-based exercise, dodgeball, volleyball, crown green bowling, tag rugby, badminton, cycling with Wheels for All, football, athletics, basketball, rounders, aerobics, netball, boccia, new age kurling, cheerleading, yoga, pilates, boxing, dance fit, gym, badminton, orienteering, horse riding and swimming. Due to the success of the previous year's event, Jigsaw held a 3rd family rounders tournament in September 2017. Jigsaw members were also part of the 2017 Rotary Games.

6 Boccia teams competed in the North West Boccia England League. Bury Tigers attended the National Boccia League Finals.

Financial Review

Brief statement of the charity's policy on reserves

At the end of 2016/17 we held cash at the bank of £64,428, all of which was unrestricted funds. We aim to hold sufficient funds in reserves to cover a minimum of six months' expenditure. Therefore, at the end of the period we were operating at 18% lower than the target reserves level of £78,836 based on the annual expenditure. This is comparable to the prior year position.

Details of any funds materially in deficit

No funds were materially in deficit at the year end.

Further financial review details

Income in 2016/17 was £4,672 higher than 2015/16, expenditure was £7,223 higher than 2015/16.

Breakdown of external sources of funding

Source	Amount
Bury Council SLA	£28,662
Reaching Communities	£61,166
Santander Discovery Award	£5,000
Tony Lloyd Funding	£484
ParkLife Community Funding	£752
Ambition for Ageing	£414
Bury Council	£654
CAF	£2,973
Bury Relief in Sickness	£10,000
Bury Township Forum Funding	£400
Forever Manchester, Youth Social Action	£5,000
Transport Assistance Grant	£110
Bridging The Gap	£500

The main sources of grant income in 2016/17 were Bury Council, The Big Lottery, Santander Discovery, and Bury Relief in Sickness. The service level agreement (SLA) funding from Bury Council was renewed in April 2017 for a further 12 months. Income received from other grant making bodies was 22% lower than in 2015/16.

Members' contributions towards the cost of social and sporting activities raised £26,670, which equates to 50% of total income raised. This figure is higher than in 2015/16.

Income generated through fundraising activities and donations decreased by £2,814 in 2016/17, as compared to 2015/16

As the accounts show, the majority of the income is used to support the costs of charitable activities including the organisation of activities, the wages of group leaders, volunteer costs and transport. The costs incurred as part of the organisation of Jigsaw and Jigsaw Link activities (i.e. activity support costs) were £4,631 higher than those reported for 2015/16.

Future plans:

We will continue to deliver a member-led service, providing activities and opportunities that our members will enjoy and which promote our core values of fun, freedom and independence.

Plans for 2017/2018 include the continued delivery of our Reaching Communities 'GO FAR' project: designed to help disabled people in the local area to lead a healthier lifestyle, become more independent and improve their self-esteem. We will be exploring options for expanding the project and will be seeking continuity funding.

We will look to develop the breadth of the activities and services we offer, with new sports, arts and cultural experiences determined by member demand. Following a very successful residential trip to Kingswood (Dearne Valley) in 2016, we will be offering further residential experiences at outdoor educational centres. Equally, we will continue to strive to reach more people across the borough, both in terms of engaging young and older disabled people with our services, and in providing worthwhile and rewarding volunteering opportunities for local people.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which show a true and fair view of the state of affairs of the charity and its financial activities for that period.

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

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statement on the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011. The trustees 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.

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature: 

Position: Chair of Trustees

Date: 5th June 2018



Jigsaw (Bury)

No (if any)
1115643

CC16a

Receipts and payments accounts

Notes	For the period from	Period start date	To	Period end date
		1st October 2016		30th September 2017

Section A Receipts and payments

		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
		to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts						
Grants - Government & Public Bodies	1	-	28,662		28,662	29,662
Grants, Legacies & Donations - Other	2	26,287	61,166		87,453	69,879
Other Income	3	40,487	-		40,487	52,308
Investments	4	385	-		385	466
					-	-
					-	-
					-	-
					-	-
Sub total (Gross income for AR)		67,159	89,828	-	156,987	152,315
A2 Asset and investment sales, (see table).						
					-	-
					-	-
Sub total		-	-	-	-	-
Total receipts		67,159	89,828	-	156,987	152,315
A3 Payments						
Direct cost of Activities	5	11,798	35,395		47,192.75	46,028
Activity Support Costs	6	23,046	69,138		92,184.64	87,553
Overheads	7	4,574	13,721		18,294.73	16,868
					-	-
					-	-
					-	-
					-	-
					-	-
Sub total		39,418	118,254	-	157,672.12	150,449
A4 Asset and investment purchases, (see table)						
					-	-
					-	-
Sub total		-	-	-	-	-
Total payments		39,418	118,254	-	157,672	150,449
Net of receipts/(payments)		27,741	- 28,426	-	685	1,866
A5 Transfers between funds		- 28,426	28,426		-	-
A6 Cash funds last year end		65,113 #	-		65,113	63,247
Cash funds this year end		64,428	- 0	-	64,428 #	65,113