

**COMPANY REGISTRATION NUMBER: 07665606**  
**CHARITY REGISTRATION NUMBER: 1145692**

**Promise Works Limited**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**30 November 2018**

# **Promise Works Limited**

**Company Limited by Guarantee**

**Financial Statements**

**Year ended 30 November 2018**

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# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 30 November 2018**

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 30 November 2018.

#### **Reference and administrative details**

**Registered charity name** Promise Works Limited

**Charity registration number** 1145692

**Company registration number** 07665606

**Principal office and registered office**  
Tilham Farm  
Baltonsborough  
Glastonbury  
Somerset  
BA6 8QA

#### **The trustees**

L H Barnett (resigned 21 June 2018)  
M S Conway  
K A O'Donnell  
R H Peto  
L Martin  
C E Drew

**Accountants**  
Burton Sweet  
Chartered accountant  
Cooper House  
Lower Charlton Estate  
Shepton Mallet  
Somerset BA4 5QE

#### **Structure, governance and management**

Promise Works Limited is a charitable company (company number 07665606; charity registration number 1145692) governed by Articles of Association for a Charitable Company dated 1 November 2011.

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 30 November 2018**

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#### **Objectives and activities**

The objects of the charity are:-

- (1) to help vulnerable children, young people and families in Somerset and nationally by providing practical and emotional support, and;
- (2) the advancement of education by the provision of training, educational programmes and information to a range of voluntary, public and professional individuals, groups and organisations for the public benefit.

#### **PUBLIC BENEFIT**

The charity provides mentoring services and support to some of the most vulnerable and at-risk children and young people in Somerset. Many of these young people are classed as "Children in Need" as defined in the Children Act 1989. The charity does not fund services and support which are within the statutory duty of the local authority.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

#### **Achievements and performance**

##### **Summary – Continued Growth**

Following the launch of our own mentoring services in April 2017, our activities have continued to grow at a satisfactory rate. We were able to match more children and young people with a volunteer mentor than had been originally expected and achieved this successful outcome well within the cost budget for the year.

The continued success of our service depends upon our ability to recruit, train and support enough volunteers in the right parts of the County to match with our referrals. Our 2017-18 performance is testament to success in this area but demand for the service continues to grow and volunteer recruitment will continue to be a priority.

The dedication and flexibility of our staff team has been an essential ingredient of success. During the year we added case holding capacity as well as administrative support. The service is on a firm footing for future growth without diminishing the safety and value provided to our existing young clients.

The fundraising achievements of our first operational year were mirrored during 2017-18. Cash holdings at the end of the year were more than enough to cover the amounts designated by the charity's Reserves Policy.

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 30 November 2018**

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#### **Delivery Performance**

By the end of November 2018, the charity had received a total of 107 referrals from a variety of agencies including Children's Social Care and CAMHS.

Seventy-one children and young people had been matched with a suitable volunteer mentor. Of these relationships, sixty remained in place at the end of the year.

Eleven relationships had closed for a variety of reasons:

- Two young people had "graduated", their mentoring relationships having come to an end by mutual agreement
- One moved out of the County
- Two young people developed serious mental health issues
- Three young people disengaged
- The parents of two children disengaged
- One relationship was found to be a mis-match

#### **Volunteer Recruitment & Training**

Most of the volunteer mentors matched with children and young people were trained by the forerunning organisation (PROMISE Mentoring & Advocacy). During 2017-18, the charity established new recruitment arrangements that were successful in recruiting, training and matching a total of ten new volunteers with a further eight additional volunteers in the pipeline.

An augmented recruitment and training programme for 2018-19 has been established to match the growth plans of the charity. This includes the development of evening and/or weekend training courses designed to better suit people who are in employment.

Most volunteer recruitment has been done via word of mouth and, more recently, using social media. The latter has proved to be particularly effective.

To support volunteer recruitment, as well as its fundraising aspirations, the charity is investing in a new website that will come online in the first half of 2019.

#### **Staffing**

The delivery team continued to grow during the year, reflecting the increased activity. At the end of the financial year, the staff team consisted of:

- Delivery Manager (part time)
- Two Case Holders (approximately 1.5 full time equivalent posts)
- Charity Administrator (part time)

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 30 November 2018**

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#### **Fundraising Performance**

PROMISEworks continued to benefit from a variety of fundraising sources during the year, summarised in the following table:

	£
Personal Donations (including JustGiving)	17,007
General Fundraising (inc local lottery; public appeals etc)	760
Fundraising Events	462
Corporate Donations	7,959
Unrestricted Grants	51,550
Restricted Grants	10,902
Fundraising Total	<u>88,640</u>

The Trustees thank the organisations and volunteers who have helped the charity to continue to grow successfully during the year and who have provided encouragement and advice as well as financial and practical support. In particular:

- Route1 staff and volunteers
- Somerset Community Foundation and their supporters, particularly the Michael Samuel Charitable Trust and the C&J P Fund
- BBC Children in Need
- Ninesquare Trust
- MacTaggart Third Fund
- The Ryklow Trust
- The Co-op Community Trust

Plus the many other community groups and individual donors and fundraisers.

The Trustees would also like to thank and recognise the work of the four members of staff who have continued the successful development of our mentoring operations.

Finally, the greatest thanks are reserved for the volunteer mentors who give so much time, effort, and emotional support to help improve the life chances of their young mentees. Our service depends on them.

#### **Financial Review**

##### **Financial Controls**

The necessary financial processes and procedures have been set out in a Finance Manual. The procedures outlined therein are followed at all times by trustees, staff and volunteers.

The Finance Manual includes the customary internal controls on receipts and payments. All payments must be authorised by trustees or the appropriate delegated authority. Online banking payments require input and authorisation and cheques require signature by two authorised signatories. Expenses may be reimbursed to volunteers, trustees and staff where costs are incurred in their role in the normal course of charity business.

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 30 November 2018**

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#### **Reserves Policy**

In principle, PROMISEworks aims to maintain free reserves which are available for its general purposes, i.e. funds which are not restricted, designated or otherwise committed, at a level which is likely to sustain its activities over an appropriate period and, in doing so, minimise any disruption to our mentees.

PROMISEworks wants to grow its services to children and young people but will temper all growth decisions by reference to this policy.

The success of the PROMISEworks mentoring model is founded upon the long-term promise that is made to every young mentee when they join the programme - that they can count on having their mentor for at least two years. The fidelity of this promise must be protected for the service to continue to be effective.

If the charity failed it could cause significant distress to mentees. Suddenly losing the trusted relationship with their mentor, perhaps the first trusting relationship they had ever experienced, could be traumatic and only serve to exacerbate a young person's problems. Consequently, the PROMISEworks Reserves Policy has been designed to minimise the risk of breaking these promises for purely financial reasons. This translates, in financial terms, into maintaining enough unrestricted funds (or firm pledges) to cover the cost of completing all the promises that have been made to our children and young people. To this end, the Trustees of PROMISEworks have designated two funds to represent these financial commitments:

- Close Down Costs – this reflects the costs that are likely to be incurred during a six-month run-down period once a decision to close the service had been taken. During this time, mentoring services will be continued where appropriate
- Complete Promises – estimates the costs associated with funding a third-party organisation to support and supervise volunteer mentors as they complete the remainder of any two year promises still outstanding at the end of the six-month closure period

#### **Designated Funds**

In addition to the Reserves-related designated funds described above, the trustees may earmark unrestricted funds for specific charitable purposes in accordance with the charity's objectives. At the end of the 2017-18 financial year, the Trustees had retained two such additional designated funds:

- Hardship - for the benefit of children and young people living in poverty and to help fund their immediate short-term needs for food, shelter, clothing, heat, light & power and other basic and essential needs.
  - Mental Health – to cover the costs of occasional therapeutic counselling sessions arranged to help some of our young people cope with various issues in their lives. This designated fund replaced a restricted fund of the same name that was exhausted during the previous financial year.
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# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 30 November 2018**

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#### **Risk Assessment**

The trustees regularly review the risks to which the charity is exposed and minimise these risks through implementation of such controls and procedures as they deem appropriate to the probability and severity of risk.

The charity has a safeguarding policy which is reviewed every year.

#### **Trustees' responsibilities statement**

The trustees 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).

The law applicable to charities in England and Wales requires the charity trustees to prepare financial statements for each 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, of the charity for that period.

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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and 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 Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, and the provisions of the Trust Deed.

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.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.



# Promise Works Limited

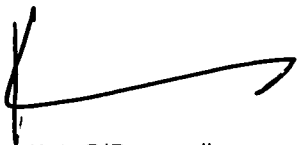
Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 30 November 2018

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The trustees' annual report was approved on 24<sup>th</sup> May '19 and signed on behalf of the board of trustees by:



K A O'Donnell  
Trustee

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of Promise Works Limited**

**Year ended 30 November 2018**

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I report to the trustees on my examination of the financial statements of Promise Works Limited ('the charity') for the year ended 30 November 2018.

#### **Responsibilities and basis of report**

As the trustees of the company (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 accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').

In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the 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).

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of Promise Works Limited** *(continued)*

#### **Year ended 30 November 2018**

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

Rebecca Hillman BSc (Hons) DChA

For and on behalf of  
Burton Sweet Chartered Accountants

Cooper House  
Lower Charlton Estate  
Shepton Mallet  
Somerset BA4 5QE

# Promise Works Limited

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

30 November 2018

		2018			2017
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
<b>Income and endowments</b>					
Donations and legacies	5	77,276	10,902	<b>88,178</b>	120,985
Charitable activities	6	–	–	<b>–</b>	150
Other trading activities	7	462	–	<b>462</b>	1,965
Investment income	8	162	–	<b>162</b>	22
<b>Total income</b>		<u>77,900</u>	<u>10,902</u>	<u><b>88,802</b></u>	<u>123,122</u>
<b>Expenditure</b>					
Expenditure on raising funds:					
Costs of raising donations and legacies	9	232	–	<b>232</b>	453
Expenditure on charitable activities	10	47,654	18,423	<b>66,077</b>	21,014
<b>Total expenditure</b>		<u>47,886</u>	<u>18,423</u>	<u><b>66,309</b></u>	<u>21,467</u>
<b>Net income</b>		<u>30,014</u>	<u>(7,521)</u>	<u><b>22,493</b></u>	<u>101,655</u>
Transfers between funds		278	(278)	–	–
<b>Net movement in funds</b>		<u>30,292</u>	<u>(7,799)</u>	<u><b>22,493</b></u>	<u>101,655</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		117,725	8,543	<b>126,268</b>	24,613
<b>Total funds carried forward</b>		<u>148,017</u>	<u>744</u>	<u><b>148,761</b></u>	<u>126,268</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The notes on pages 13 to 21 form part of these financial statements.

# Promise Works Limited

## Company Limited by Guarantee

### Statement of Financial Position

30 November 2018

		2018	2017
		£	£
<b>Fixed assets</b>			
Tangible fixed assets	15	624	628
<b>Current assets</b>			
Debtors	16	2,309	–
Cash at bank and in hand		155,788	131,500
		<u>158,097</u>	<u>131,500</u>
<b>Creditors: amounts falling due within one year</b>	17	<u>9,960</u>	<u>5,860</u>
<b>Net current assets</b>		<u>148,137</u>	<u>125,640</u>
<b>Total assets less current liabilities</b>		<u>148,761</u>	<u>126,268</u>
<b>Net assets</b>		<u>148,761</u>	<u>126,268</u>
<b>Funds of the charity</b>			
Restricted funds		744	8,543
Unrestricted funds		<u>148,017</u>	<u>117,725</u>
<b>Total charity funds</b>	18	<u>148,761</u>	<u>126,268</u>


For the year ending 30 November 2018 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on 24 May '19 and are signed on behalf of the board by:



K A O'Donnell  
Trustee

**The notes on pages 13 to 21 form part of these financial statements.**

# Promise Works Limited

## Company Limited by Guarantee

### Statement of Cash Flows

Year ended 30 November 2018

	2018 £	2017 £
<b>Cash flows from operating activities</b>		
Net income	<b>22,493</b>	101,655
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	<b>344</b>	180
Other interest receivable and similar income	<b>(162)</b>	(22)
Accrued expenses	<b>3,626</b>	2,720
<i>Changes in:</i>		
Trade and other debtors	<b>(2,309)</b>	–
Trade and other creditors	<b>474</b>	2,390
Cash generated from operations	<b>24,466</b>	106,923
Interest received	<b>162</b>	22
Net cash from operating activities	<b>24,628</b>	106,945
<b>Cash flows from investing activities</b>		
Purchase of tangible assets	<b>(340)</b>	(808)
Net cash used in investing activities	<b>(340)</b>	(808)
<b>Net increase in cash and cash equivalents</b>	<b>24,288</b>	106,137
<b>Cash and cash equivalents at beginning of year</b>	<b>131,500</b>	25,363
<b>Cash and cash equivalents at end of year</b>	<b>155,788</b>	131,500

The notes on pages 13 to 21 form part of these financial statements.

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 30 November 2018**

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#### **1. General information**

The charity is a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Tilham Farm, Baltonsborough, Glastonbury, Somerset, BA6 8QA.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Disclosure exemptions**

The entity satisfies the criteria of being a qualifying entity as defined in FRS 102.

##### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements *(continued)***

**Year ended 30 November 2018**

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#### **3. Accounting policies *(continued)***

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.



# **Promise Works Limited**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements *(continued)***

**Year ended 30 November 2018**

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#### **3. Accounting policies *(continued)***

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

##### **Tangible assets**

All fixed assets are initially recorded at cost.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Equipment	- 33% straight line
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#### **4. Limited by guarantee**

The Charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.

# Promise Works Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 30 November 2018

#### 5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
<b>Donations</b>			
Personal Donations (inc General Fundraising)	17,677	–	<b>17,677</b>
Corporate Donations	7,959	–	<b>7,959</b>
<b>Grants</b>			
Somerset Community Foundation	–	8,930	<b>8,930</b>
BBC Children in Need	–	1,972	<b>1,972</b>
Mactaggart Third Fund	30,000	–	<b>30,000</b>
Ninesquare Trust	10,000	–	<b>10,000</b>
Ryklow Trust	3,360	–	<b>3,360</b>
Co-op Community Trust	1,810	–	<b>1,810</b>
Sherbourne Show	4,500	–	<b>4,500</b>
Armourers & Brasiers Gauntlet Trust	1,880	–	<b>1,880</b>
<b>Other donations and legacies</b>			
Lottery income	90	–	<b>90</b>
	<u>77,276</u>	<u>10,902</u>	<u><b>88,178</b></u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
<b>Donations</b>			
Donations	59,613	–	59,613
<b>Grants</b>			
Somerset Community Foundation	–	14,965	14,965
BBC Children in Need	–	7,888	7,888
Mactaggart Third Fund	33,000	–	33,000
Hazel & Leslie Peskin Charitable Trust	300	–	300
Ninesquare Trust	5,000	–	5,000
<b>Other donations and legacies</b>			
Lottery income	219	–	219
	<u>98,132</u>	<u>22,853</u>	<u>120,985</u>

# Promise Works Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 30 November 2018

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#### 6. Charitable activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Training income	<u>-</u>	<u>-</u>	<u>150</u>	<u>150</u>

#### 7. Other trading activities

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Fundraising activities	<u>462</u>	<u>462</u>	<u>1,965</u>	<u>1,965</u>

#### 8. Investment income

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Bank interest receivable	<u>162</u>	<u>162</u>	<u>22</u>	<u>22</u>

#### 9. Costs of raising donations and legacies

	Unrestricted Funds	Total Funds 2018	Unrestricted Funds	Total Funds 2017
	£	£	£	£
Fundraising costs	232	232	433	433
Unity Lottery costs	<u>-</u>	<u>-</u>	<u>20</u>	<u>20</u>
	<u>232</u>	<u>232</u>	<u>453</u>	<u>453</u>

# Promise Works Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 30 November 2018

#### 10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Assisting vulnerable young people	38,338	17,895	<b>56,233</b>
Support costs	9,316	528	<b>9,844</b>
	<u>47,654</u>	<u>18,423</u>	<u><b>66,077</b></u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2017 £
Assisting vulnerable young people	852	13,970	14,822
Support costs	3,384	2,808	6,192
	<u>4,236</u>	<u>16,778</u>	<u>21,014</u>

#### 11. Analysis of support costs

	Total 2018 £	Total 2017 £
Training costs	<b>802</b>	311
Communications and IT	<b>2,808</b>	1,661
General office	<b>1,802</b>	719
Finance costs	<b>72</b>	72
Governance costs	<b>4,360</b>	3,429
	<u><b>9,844</b></u>	<u>6,192</u>

#### 12. Net income

Net income is stated after charging/(crediting):

	2018 £	2017 £
Depreciation of tangible fixed assets	<u><b>344</b></u>	<u>180</u>

# Promise Works Limited

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 30 November 2018

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#### 13. Independent examination fees

	2018 £	2017 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,107</u>	<u>963</u>

#### 14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees.

#### 15. Tangible fixed assets

	Equipment £	Total £
<b>Cost</b>		
At 1 December 2017	808	<b>808</b>
Additions	340	<b>340</b>
<b>At 30 November 2018</b>	<u>1,148</u>	<u><b>1,148</b></u>
<b>Depreciation</b>		
At 1 December 2017	180	<b>180</b>
Charge for the year	344	<b>344</b>
<b>At 30 November 2018</b>	<u>524</u>	<u><b>524</b></u>
<b>Carrying amount</b>		
<b>At 30 November 2018</b>	<u>624</u>	<u><b>624</b></u>
At 30 November 2017	<u>628</u>	<u>628</u>

#### 16. Debtors

	2018 £	2017 £
Prepayments and accrued income	<u>2,309</u>	<u>-</u>

# Promise Works Limited

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#### 17. Creditors: amounts falling due within one year

	2018	2017
	£	£
Trade creditors	1,885	2,186
Accruals and deferred income	7,096	3,470
Social security and other taxes	979	177
Net wages liability	–	27
	<u>9,960</u>	<u>5,860</u>

#### 18. Analysis of charitable funds

##### Unrestricted funds

	At 1 December 2017	Income	Expenditure	Transfers	At 30 November 2018
	£	£	£	£	£
General funds	117,116	77,900	(47,886)	(85,622)	61,508
Designated Funds:					
Hardship fund	609	–	–	–	609
Mental health	–	–	–	1,000	1,000
Complete promises	–	–	–	44,800	44,800
Closedown costs	–	–	–	40,100	40,100
	<u>117,725</u>	<u>77,900</u>	<u>(47,886)</u>	<u>278</u>	<u>148,017</u>

##### Restricted funds

	At 1 December 2017	Income	Expenditure	Transfers	At 30 November 2018
	£	£	£	£	£
Mental Health Fund	(62)	–	–	62	–
Somerset Community Foundation – start up	1,612	–	(528)	(340)	744
Somerset Community Foundation – direct	4,852	8,930	(13,782)	–	–
BBC Children in Need	2,141	1,972	(4,113)	–	–
	<u>8,543</u>	<u>10,902</u>	<u>(47,886)</u>	<u>(278)</u>	<u>744</u>

The restricted Mental Health Fund was exhausted at the end of 2016-17 and has been replaced by a designated fund of the same name. The Trustees maintain £1,000 in this fund to support occasional therapeutic counselling sessions needed by some children and young people.

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The Closedown Costs designated fund reflects a prudent estimate of the costs that would be incurred over the six months following any decision to close the mentoring service. Some of the charity's own staff would be retained during this period to manage the closure and to support the ongoing mentoring relationships.

The Complete Promises designated fund reflects an estimate of the costs that would be incurred by the charity in funding a third-party organisation to support those mentoring relationships that still had some of their two-year promise to complete at the end of the six-month closedown period.

Somerset Community Foundation (Start-up costs) is a grant restricted to the purchase of a defined list of capital and other one-off items/activities associated with establishing the delivery operation. The money that remains in this fund will be used in part purchase of a new website that will come online in the first half of 2019.

Somerset Community Foundation (Direct Costs) is a grant restricted to the direct staff costs, staff expenses and volunteer expenses associated with the delivery of the mentoring service. It was exhausted during the year.

BBC Children in Need is a grant restricted to the direct staff costs, staff expenses and volunteer expenses associated with the delivery of the mentoring service for children under the age of 19 years. It was exhausted during the year.

#### 19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £	Total Funds 2017 £
Tangible fixed assets	624	–	624	628
Current assets	147,393	744	148,137	125,920
<b>Net assets</b>	<u>148,017</u>	<u>744</u>	<u>148,761</u>	<u>126,548</u>

#### 20. Related parties

In the year £nil (2017 - £nil) was reimbursed to the Trustees to cover any travel or subsistence expenses incurred. Where Trustees had purchased goods or services on behalf of the charity, these expenses were reimbursed via the standard expense claim process.

There were no other transactions with the Trustees or related parties during the period.