

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 2018

Charity number : 1091559



Tassibee Project
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For the year ended 31st March 2018

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Tassibee Project
Administrative details
For the year ended 31st March 2018

Registered Charity number	1091559
Registered Company number	04146484
Directors (Trustees)	S Begum S Afzal K Begum S Mir 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 2018**

The Directors present their report and accounts for the year ended 31 March 2018.

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
- Shabina Afzal
- Ruth Midgley
- Keith Gilson

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 Achieve Through Learning
5. Quranic Classes
6. Walking Group and Fitness in association with Rotherham United Community Sports Trust
7. Provision of a mobile creche to support English (ESOL) classes within the community to other groups

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 Achieve Through Learning
5. Develop the Volunteer pool and increase the capacity to offer work experience – Tassibee now has a bank of over 35 regular volunteers.
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 the RNN Group, Achieve Through Learning (ATL), South Yorkshire Fire Service, Voluntary Action Rotherham, Active Independence
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 2018

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) Increase activities for service users with dementia
- h)

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 8th October 2018

**Tassibee Project
Independent Report to the Trustees
For the year ended 31st March 2018**

I report on the accounts of the Tassibee Project for the year ended 31 March 2018 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 : 8th October 2018

Tassibee Project
Statement of Financial Activities
For the year ended 31st March 2018

		Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2018 £	2017 Total £
INCOMING RESOURCES	NOTES					
Incoming resources from generated funds						
Donations	2	-	-	-	-	-
Investment						
Income	3	-	-	-	-	-
Incoming resources from charitable activities	4	85,071	-	102,391	187,462	194,973
Other Income	5	859	-		859	192
TOTAL INCOMING RESOURCES		85,930	-	102,391	188,321	195,165
EXPENDED RESOURCES						
Charitable activities						
Direct charitable expenses	6	147,684	4,567	17,401	169,652	155,927
Governance Costs		594	-	-	594	594
TOTAL EXPENDED RESOURCES						
NET INCOMING/EXPENDED RESOURCES		148,278	4,567	17,401	170,246	156,521
TRANSFER BETWEEN FUNDS		-	-	-	-	-
NET INCOMING/EXPENDED RESOURCES		148,278	4,567	17,401	170,246	156,521
AFTER TRANSFERS		- 62,348	- 4,567	84,990	18,074	38,644
FUND BALANCE AT 1 APRIL 2017		67,572	62,028	74,555	204,155	165,511
FUND BALANCE AT 31ST MARCH 2018		5,224	57,461	159,545	222,229	204,155

Tassibee Project
Balance Sheet
For the year ended 31st March 2018

	Notes	2018		2017	
		£	£	£	£
Fixed assets	9		187,271		191,838
Current assets					
Debtors	10	24,112		10,080	
Cash at bank and in hand		<u>139,399</u>		<u>129,643</u>	
		163,512		139,723	
Liabilities					
Creditors: amounts falling due within one year	11	<u>(11,388)</u>		<u>(5,921)</u>	
		152,124		133,802	
Net current assets			<u>339,395</u>		<u>325,640</u>
Creditors - amount due more than one year	12	(117,166)		(121,486)	
Net assets			<u>222,229</u>		<u>204,155</u>
Funds of the company					
Unrestricted funds					
Designated funds	13	57,461		62,028	
Other charitable funds		5,224		67,572	
Restricted funds	13	159,545		74,555	
Total funds			<u>222,229</u>		<u>204,155</u>

For the period ended 31st March 2018, 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 :

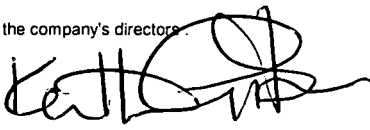
- a) ensuring the company keeps accounting records which comply with section 386, and
- b) preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year, and its profit or loss for the financial year, in accordance with the requirement of 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 :



Name and position :

Treasurer
Director

K Gilson

Date :

9 Nov 2018

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2018

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 2018

2 Donations	2018	2017
	£	£
Donations and gifts	-	608

3 Investment income	2018	2017
	£	£
Interest received	-	-

4 Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Grants receivable	85,071	102,391	187,462	194,973

5 Other incoming resources	2018	2017
	£	£
Other income	859	192

6 Total resources expended

	Staff costs	Depreciation	Other costs	Total 2018	Total 2017
	£	£	£	£	£
Charitable activities					
Direct charitable activities	125,011	4,567	39,480	169,058	155,927
Governance costs			594	594	594
	125,011	4,567	40,074	169,652	156,521

Direct charitable expenses include payments to the accountants of £594.00 (2017 : £594.00)

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 :

	2018	2017
Directors	6	6
Other staff	13	9
	19	15

Employment costs	Total 2018	Total 2017
	£	£
Wages and salaries	114,088	108,670
Social security costs	3,881	4,045
Other pension costs	7,041	5,506
	125,011	118,221

No employee earned £60,000 or more in the period of these accounts (2017 :None)

Tassibee Project
Notes to the Financial Statements
For the year ended 31st March 2018

		Freehold building
9 Fixed assets		£
Cost		228,374
Additions		-
Disposals		-
At 31st March 2018		<u>228,374</u>
Depreciation		
At 1st April 2017		36,536
Charge this period		<u>4,567</u>
At 31st March 2018		<u>41,103</u>
Net book value as at 31st March 2018		<u>187,271</u>

		2018	2017
		£	£
Trade debtors		23,079	8,990
Other debtors		<u>1,034</u>	<u>1,090</u>
		<u>24,112</u>	<u>10,080</u>

		2018	2017
		£	£
Bank loans		-	-
Trade creditors		4,089	2,696
Social security costs		<u>6,060</u>	<u>2,466</u>
Accruals		<u>1,238</u>	<u>759</u>
		<u>11,388</u>	<u>5,921</u>

		2018	2017
		£	£
Bank loans		<u>117,166</u>	<u>121,486</u>
Analysis of loan			
Not wholly repayable within five years by instalments		122,818	122,818
Wholly repayable within five years		<u>10,160</u>	<u>10,160</u>
		<u>132,978</u>	<u>132,978</u>
Included in current liabilities		<u>- 3,401 -</u>	<u>3,401</u>
		<u>129,577</u>	<u>129,577</u>

Loan maturity analysis			
Not wholly repayable within five years by instalments		<u>122,818</u>	<u>122,818</u>

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 2018

13 Movement of funds

	Opening balance £	Incoming resources £	Resources expended £	Transfers £	Closing balance £
Unrestricted funds					
General funds	106,710	85,930	- 148,278		44,362
* Designated funds					
Property	61,659	-	4,567		57,092
Activities	7,171				7,171
	68,830	-	4,567	-	64,263
** Restricted funds					
Good 4 Fund	- 276			-	276
Greggs Foundation	-	1,800	- 1,777		23
Brelms Trust	523	-	466		57
South Yorkshire Community Foundation	1,370	1,470	- 1,374		1,466
Big Lottery - Celebrate	9,972	-	4,949		5,023
TACS - Reaching Communities	1,200	97,153	- 8,345		90,008
Awards4All luncheon club	9,577				9,577
Lloyds TSB	6,249				6,249
Ward Budget		928			928
Community Leadership Fund		540			540
Rotherfed		500	- 491		9
	28,615	102,391	- 17,401	-	113,604
Total funds	204,155	188,321	- 170,246	-	222,229

*** 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 - £97,153 year two 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. we haven't had this

RotherFed provided a grant of £500 for the garden project

Greggs provided a grant of £1800 to help with the garden project

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

Boston Ward Budget Funding for Trolley and Tables	928
Community Leadership Fund of Rose McNeally	390
Community Leadership Fund of Sagir Alam	150
South Yorkshire Community Foundation - Sewing project	1370

14 Analysis by net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Fund balance at 31 March 2018 are represented by :				
Tangible assets		187,271		187,271
Current assets	161,512	-	2,000	163,512
Creditors : amounts due within one year	- 11,388		-	11,388
Creditors : amounts due after more than one year	-	117,166	-	117,166
	150,124	70,105	2,000	222,229