

BE ME PROJECT

identity ~ truth ~ purpose



TRUSTEES' ANNUAL REPORT 1ST AUGUST 2023 - 31ST JULY 2024

“

Two things young people are struggling with at the moment – their mental health and wellbeing and, as a result, their sense of identity and their self-worth. Be Me courses help our students explore their own identity, develop a sense of purpose and help them grow in confidence as they understand what is true and meaningful for them going forward.

————— A Deputy Head —————

”

CHALLENGES

- Sharp increase in the need for mental health support for young people and increase in non-attendance at school
- Schools finding it increasingly difficult to educate without wellbeing intervention
- Loss of statutory funding revenue streams means smaller pot of funds available

OUR RESPONSE

- Investing in a larger, more stable and well trained team with clear roles and responsibilities
- Experimenting with new ways of providing longer-term support to beneficiaries
- Investing in longer term relationships with schools, with clear lines of accountability on both sides
- Exploring new avenues for funding with the appointment of a Grants & Trusts Manager



WE HAVE
SUPPORTED
671 PEOPLE
THIS YEAR

CHAIR'S REMARKS

Be Me Project has reached its 10th year and looking back over the decade we can see how far we have grown in that time. From a two-person outreach in one school, we now have six part-time employees, 22 paid course leaders and assistants, 16-20 volunteers and are reaching 18 schools, with nearly 700 people on courses in the last year. This year saw further growth of 15%, after a sharp increase of 50% in the previous year.



In the current challenging times, many charities have been affected financially, and it has been harder to get the funding needed, as charities chase fewer and smaller pots. Be Me Project is very grateful to its funders who have contributed to us raising the £176,000 needed, and I want to thank our fundraising team, who have worked exceptionally hard to achieve this. Also, a special thank you to those completing the Three Peaks Challenge in June.

Our admin, policies and organisational structure have been well-managed and are robust. Our plans for the coming year are to

consolidate where we are, whilst also trialling new ways to provide longer term support, including via social media, presence in school and drop-in sessions.

Schools are reporting more difficult behaviour, increasing mental health problems and lack of confidence, due to many factors. It has been a demanding challenge for those leading courses and shows how vital the work of BMP is to today's young people. It is important for us to continue to build on the first 10 years. Our impact research and statistics show the positive change in individuals' confidence, self-

esteem and ability to work and learn, as well as to socialise in a healthy way.

Thank you to those who work for Be Me, the dedication that often takes them the extra mile; for those funders who saw how important our work is and stood beside us; our supporters in donating or fundraising; and the team of trustees who give of their time and expertise. And a special thank you to our founder and CEO, Lucy Mason, whose vision, passion, heart and dedication over the past decade have been integral to the help and encouragement given by Be Me Project to over three thousand young people.

Alison Thomas, Chair

“

It was really chilled sharing thoughts and feelings in each of our lives, in a safe environment, to get stuff off my chest. I guess it made me think about how to deal with situations in life and feel a lot less stressed over them. I learnt all about me and that I'm worth just as much as anyone else.

Year 9 Participant

”

OUR STORY

Be Me Project has grown significantly since it started in 2014. In 2022-23 we expanded by over 50% and in 2023-24 we consolidated this growth and grew a further 15% to 130 courses 671 beneficiaries and we are now in 18 schools. Our main centre of provision is around our Head Office in Surrey, whilst we also have a significant operation in Cumbria and a small one in Kent. Our strategic plan is to continue to consolidate our rapid growth through 2024-5, whilst also innovating in new areas to provide longer term beneficiary support e.g. through longer term follow on and mentoring and volunteering opportunities.

Our courses are 'free of charge' for the host organisation and participants so that they can be accessed by vulnerable or disadvantaged members of the community. We will continue to ensure that a high proportion of our courses are in areas of social deprivation such as North Leatherhead, Goodwyns and Chart Downs in Surrey, and lower income areas of Tonbridge and Barrow in Cumbria.

We have a strong team in place, with many of our leaders having personal experiences to draw on, plus a programme of wellbeing check ins and training.



We continue to receive excellent feedback from participants, parents of participants and schools, and from local councillors.

Our programme is inspired by a theory of change:

Be Me Project exists to give young people a better start in life. It is based on a theory of change; the outputs from our courses are improved self-esteem and confidence, and greater positivity. As a result, young people are able to better recognise and value their self-worth, enjoy an improved educational experience, strengthen family/peer relationships, and ultimately, they have a better start in life with improved resilience and mental wellbeing.



“

If we don't look after students' health and mental wellbeing at school we probably just need to go home. You can't educate a child who is not completely well or supported in their wholeness and that includes their mental wellbeing so that they can flourish.

Deputy Head

”

OUR AIMS AND OBJECTIVES

Be Me Project uses its bespoke discussion-based courses to improve the mental wellbeing of vulnerable people in our community, primarily in schools. We have two courses – She Is and Who Am I? – which run over 7-9 week sessions of 1-hour per week, for either boys or girls, typically in Years 8-9 but including some Year 7 and 10.

Specifically, we aim to

- Improve self-esteem (like being the way I am, perceived wellbeing)
- Improve confidence
- Improve positivity (fewer negative thoughts, managing emotions, less anxiety, better resilience)

Participants complete an emotional barometer survey at the start and end of the course. This means we can measure change and impact of the course against the key outcomes.

Improvements in these areas benefit beneficiaries in the short/medium term by

- Helping them integrate better into the education system/ community
- Build strategies for coping with difficult situations and identifying boundaries
- Build relationships with peers and family
- Signpost to further support or be a temporary aid before further professional support is available.

In each course we try to ensure that the participants relate to each other, to help them get the best out of the sessions and to keep up long-term encouraging friendships.

In the longer term, the impact is an improved educational experience and more confident and able members of the community.



“

Be Me Project has worked with this cohort of young people to outstanding effect. We have seen an improvement in their attendance, an increase in their motivation in class and a reduction in friendship issues.

Head of Year

”



HOW WE HELP

Be Me Project supports young people struggling with depression, anxiety, low self-esteem, and who are struggling with their mental health. Those who work with us have all experienced difficult times so can empathise with our participants and not judge them.

Over the last two years we have increased our focus on longer term follow up. We have always had individuals who go on to become course assistants, mentors or even help in our office, but we now actively seek to follow up all beneficiaries with the option of drop-in sessions and a contact six months later on, along with providing some positive reminders on our social media platforms. We are also experimenting with placing a regular person in school one lunchtime per week for anyone who wishes to talk.

This year we reworked all our course material to refresh and update it.

Although schools are the largest part of our work, we also carry out a small number of courses in the community. This year has included a course at ESDAS (East Surrey Domestic Abuse Service) and at a hostel for the homeless.



671 BENEFICIARIES
130 COURSES IN **18**
SCHOOLS
80 COURSES IN SURREY
38 IN CUMBRIA
12 IN KENT

APPROX. 2
BENEFICIARIES PER
GROUP ARE REFERRED
WITH SPECIAL
EDUCATIONAL NEEDS
AND A HIGH
PROPORTION ARE
NEURODIVERSE

One of our beneficiaries did a work experience week with us this summer and wrote movingly about her experience of Be Me, including:

“

When the course had finished, I felt that I had changed: I started saying no to people, and I started doing skin care as a way to wind down. This year I came back to Be Me for work experience. I have had the pleasure to sit in on one of the courses and to see how Be Me works. The sessions have genuinely helped people and there has been masses of work put into each of the girls individually.

”



IMPACT

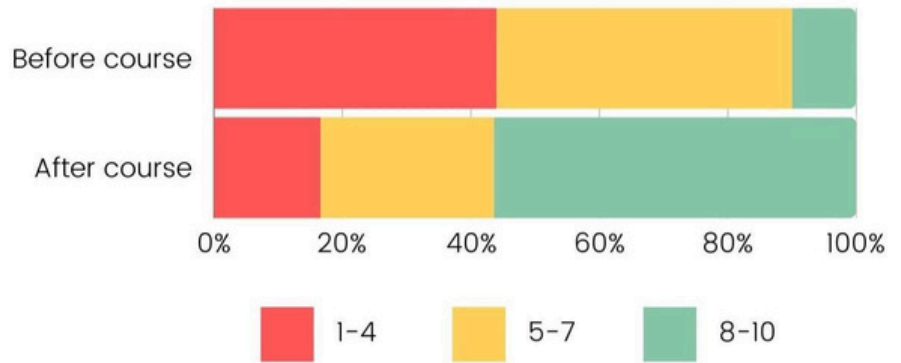
We now have a full year of data with our streamlined impact survey, and are able to look at results at any point during the year, and by course, year group, school or area. We consistently find good results, most particularly the perceived increase in wellbeing from start of course to end, which goes up around 50% on a five-point scale.

Participants feel the courses helps them in many areas, most frequently confidence, positive thinking and managing emotions. Comments made by participants talk of 'confidence to be themselves' and a greater sense of positivity for the future.

We asked participants for words they would use to describe Be Me and this is what they said:



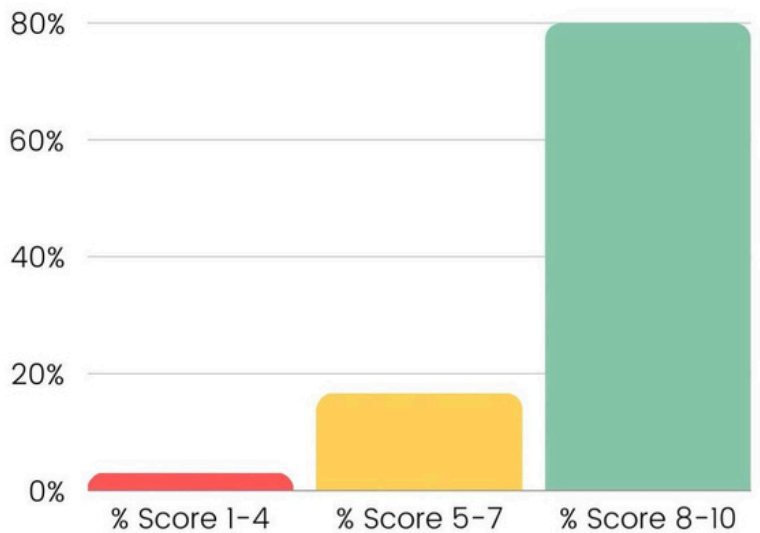
Wellbeing rating out of 10 by participants



Mean score rises from 4.8/10 to 7.3/10

an increase of 50% on the starting average

Would you recommend Be Me to a friend?



Mean score of 8.8/10

88% would definitely recommend Be Me to a friend



“ It is okay to not be okay and lots of people feel the same. ”

“ I think more positively about myself and feel more confident. ”

“ There is only one me and I should treasure that. ”

OTHER HIGHLIGHTS



TEAM

We now have six people employed by the organisation, including a part time Grants & Trusts Manager. We have also improved our organisation and management with clearer contracts and with service agreements with schools.

In September, five of the Surrey team ventured up to Cumbria to meet with the team there, to share ideas and learning and some cold lake swimming!

“

At first (on the course) I was really insecure and used to be negative and quite stressed... I would say Be Me is very helpful with self-love and learning about other people and how to be more happy, to be a better version of yourself.

”



VIDEO

We were privileged to get a professional video made at relatively low cost. This can be viewed on our website www.bemeproject.org In the making of it, we were overwhelmed by the positive comments of head teachers and course participants, with the latter talking movingly of the journey they had been over the 7-9 weeks of the course, leading them to a place of greater confidence, security and friendship.

“

Before the course I felt not sure about myself and a bit down, Be Me has helped me realise that every person is worth it. Be Me is very helpful with self-love and learning about other people and how to set rules with them. Since Be Me I've felt a lot happier and a bit prouder of who I am.

”





THREE PEAKS CHALLENGE

We have had lots of fundraising and awareness events; our biggest event was a sponsored walk of 14 people over the Three Peaks which raised over £10,000. We are so grateful to those who gave so generously of their money and time to this memorable event.

LOCAL NETWORKING

As well as continuing to invite in local counsellors to hear about our work, we held a session for the outgoing High Sheriff this year. We also attended a Surrey Community Foundation event which led to a joint initiative with Surrey Care Trust where we take some of our beneficiaries to their Gateway Community Garden.



IN SCHOOLS AND CHURCHES

Some of our schools are now giving small donations to our work and are also fundraising via non-uniform days; we are always encouraged by this kind of support. We remain very grateful to those churches and individuals from churches who support us.



SOCIAL MEDIA

We have made a concerted effort to ensure our social media sites have consistent branding and messaging, and engaging material is posted regularly. It's great to see some of our beneficiaries participating in our quizzes/holiday ideas, and liking our posts, particularly on Instagram at beme_project.

FUTURE STRATEGIC AIMS AND ASPIRATIONS

We will continue with our much-needed courses to enable amazing changes in young people's lives, and will expand into more schools within our core area of Surrey: at least two new schools in the next year. Specifically, we aspire:

- To build on our strong roots in the community, consolidate our existing partnerships and grow new partners, so that we are known throughout Surrey and Cumbria as a source of support for young people
- To grow our teams with more volunteers and course leaders, investing in their wellbeing and training and providing them with regular, sustainable work
- To develop our longer-term beneficiary support, including providing tools and reminders on social media and -in some schools- providing a weekly lunchtime leader so that pupils can connect on a regular basis and continue to improve their wellbeing. We also aim to grow some of them into 'young leader' roles.
- Secure new multi-year funders to expand and provide long term sustainability for our work.

“

My son has come on leaps and bounds since taking part in the Be Me project. Before having some Be Me sessions he was very anxious, tearful and wouldn't step out of his comfort zone to join any school clubs. Since finishing the Be Me course, he has participated in basketball club and is now a full member of the school's Sea Cadet Unit; he seems to be more settled with his moods at home and able to deal with most things that are thrown his way. I owe them a massive thank you.

Parent

”

BE ME PROJECT

Legal and Administrative Information For the year ended 31 July 2024

Charity Name	Be Me Project.
Charity Registration No.	1175239. The Charity was established in 2014 and was registered with the Charity Commission on 19 October 2017.
Registered Office	Front Office The Mayflower Centre Dorking RH14 1AB
Governing Document	Charitable Incorporated Organisation.
Objectives	<ul style="list-style-type: none">• Build and enhance young people's and women's confidence and positive mental wellbeing.• Support vulnerable people to explore and develop tools to better manage their emotions.• Develop resilience to help them better cope with life's ups and downs
Trustees	Alison Thomas Chair Justin Thomas Treasurer Pieris Hajittofi Stephen Barnes Elizabeth Marlow Dr Elisabeth Moffett
Key Management Personnel	Those in charge of planning, directing, controlling, running and operating the Charity, including those members of staff who are the senior management personnel to whom the Trustees have delegated significant authority or responsibility in the day-to-day running of the charity, are considered by the Trustees to be the CEO and Head of Operations & Development.
Main Bankers	Lloyds Bank 120/124 High Street Dorking, Surrey RH4 1BB
Independent Examiner	John Helm ACA Tandem Accounting Ltd 17 Heathville Road London N19 3AL

BE ME PROJECT

Annual Report of the Trustees For the year ended 31 July 2024

The Trustees submit their annual report and the financial statements of Be Me Project (“the Charity”) for the year ended 31 July 2024. The financial statements have been prepared in the format prescribed by the Statement of Recommended Practice: Accounting and Reporting by Charities (SORP2019 (FRS102)) and the Financial Reporting Standard 102. The legal and administrative information set out earlier in this document forms part of this report, as does the Chair report Our story, Impact and Highlights.

I. Structure, Governance & Management

I.1. Trustees

Governance and leaders

Our Governance Plan sets out how we as a charity are governed, and considers the requirements and guidance laid down by the Charities Commission and Companies House where applicable.

The charity takes reasonable care to organise and control its affairs reasonably, responsibly, and effectively with adequate risk management systems.

The Governance Team (Trustees and management) will work with the staff, volunteers and supporters to ensure the best implementation of the charity’s objectives and purposes for the benefit of all participants of Be Me Project and those with whom we are associated.

Trustees are selected as required, to ensure appropriate skills and experience on the board of trustees. They are appointed solely by existing Trustees (having considered the views of the CEO), subject to a minimum 75% agreement of the Trustees.

All Trustees are interviewed, referenced and DBS checked.

I.2 Risk Management

The Trustees acknowledge that they have a responsibility for the identification and proper management of risks faced by the Charity in achieving its primary aims. The Trustees have therefore assessed the major risks to which the Charity is exposed, in particular those relating to the specific operational areas of the Charity, its investments and its finances. The Trustees believe that, by monitoring reserve levels, by ensuring that controls exist over key financial systems, and by examining the operational risks faced by the Charity, they have established effective systems and procedures to mitigate those risks. We conduct risk assessments and have a business continuity plan. In the last year we have increased our free reserves to £45,000 to ensure we have sufficient funds to run the full operation for three months to closure, should this become necessary.

2. Financial Review

Funding for the Charity comes primarily from donations from charitable trusts and individuals. Every grant or donation is vital to our work and made a huge difference and we are grateful for them all.

Donors of £10,000+:

- Community Foundation for Surrey
- Cumbria Community Foundation
- St Faith’s Trust
- Benefact Trust
- Francis C Scott Charitable Trust

BE ME PROJECT

Annual Report of the Trustees For the year ended 31 July 2024

2.1 Financial Activity and Financial Position

The Charity has had a very good year financially and has met its ambitious goals in terms of the numbers of those it has helped. It has also been successful in terms of grants received, financial management and the continued building of awareness of our work. We have been delighted to be in receipt of a wide range of generous grants this year, which include several that are multi-year, enabling us to build our sustainability. These include a five-year scale-up fund from Surrey Community Foundation, and three-year grants from Benefact Trust, Frances Scott, St Faiths Trust and Cumbria Community Foundation. We are entering our third year in each of these.

2.2 Reserves Policy

The Trustees have examined the requirements for free reserves, in other words those unrestricted funds not invested in tangible fixed assets. The Trustees consider that, given the nature of the Charity's work, free reserves are set at £45,000 equivalent to approximately 3 months budgeted routine expenditure. The majority of the remainder of our cash at bank and in hand is grants received for courses to be run in academic year 2024-25. The Trustees are of the opinion that this provides sufficient flexibility to cover temporary shortfalls in incoming resources and will allow the Charity to cope and respond to unforeseen emergencies whilst specific action plans are implemented. At 31 July 2024 the Charity had net free reserves of £56,001 (2023: £66,095) as follows:

Total reserves

Less: fixed assets

Less: restricted reserves

2024 £	2023 £
155,219	158,137
(1,311)	1,680
(97,907)	(93,722)
56,001	66,095
45,000	21,000

Free reserves requirement:

3 months' budgeted routine expenditure

2.3 Investment Policy

Funds not immediately required for working capital are placed in a bank deposit account.

3. Plans for Future Periods

We will continue with our much-needed courses to enable amazing changes in young people's lives and will expand into more schools within our core area of Surrey: at least two new schools in the next year. Specifically, we aspire:

- To build on our strong roots in the community, consolidate our existing partnerships and grow new partners, so that we are known throughout Surrey and Cumbria as a source of support for young people.
- To grow our teams with more volunteers and course leaders, investing in their wellbeing and training, and providing them with regular, sustainable work.
- To develop our longer-term beneficiary support, including providing tools and reminders on social media and -in some schools- providing a weekly lunchtime leader so that pupils can connect on a regular basis and continue to improve their wellbeing. We also aim to grow some of them into 'young leader' roles.
- Secure new multi-year funders to expand and provide long-term sustainability for our work.

4. Responsibilities of Trustees for the Financial Statements

The Trustees are responsible for preparing the report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice. Charity law in England and Wales requires the Trustees to prepare financial statements for each financial year that 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.

BE ME PROJECT

Annual Report of the Trustees For the year ended 31 July 2024

- select suitable accounting policies and apply them consistently;
- observe the methods and principles of the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the activities of the Charity will continue.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity and enables them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the governing document.

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. The Trustees are responsible for the maintenance and integrity of the Charity and financial information included in the Charity's website.

5. Approval

The report of the Trustees was approved by the Trustees on 26th November 2024 and signed on its behalf by:

A handwritten signature in black ink, appearing to read "Alison Thomas", is written on a light grey rectangular background.

Alison Thomas
Trustee

BE ME PROJECT

Report of the Independent Examiner to the Trustees of Be Me Project For the year ended 31 July 2024

I report on the accounts of Be Me Project for the year ended 31 July 2024, set out on pages 14 to 21.

This report is made solely to the Trustees in accordance with section 145 of the Charities Act 2011 ("the Act"). My independent examination has been undertaken so that I might state to the Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by the law, I do not accept responsibility to anyone other than the Charity and the Trustees for my independent examination, for this report, or the opinions I have formed.

Respective responsibilities of Trustees and examiner

The Trustees consider that an audit is not required for this year (under section 144(2) of the Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts (under section 145 of the Act);
- follow the procedures laid down in the General Direction given by the Charity Commission (under section 145(5)(b) of the Act); and
- 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 Commissioners. 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 I do not express an audit opinion on the accounts.

Independent examiner's statement

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

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



John Helm ACA

27th November 2024

BE ME PROJECT

Statement of Financial Activities For the year ended 31 July 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total 2023 £
Income from:	2						
Donations and legacies		45,075	129,979	175,054	39,419	137,273	176,692
Income Trading		76	-	76	178	-	178
Investments		1,158	-	1,158	91	-	91
Total Income		46,309	129,979	176,288	39,688	137,273	176,961
Expenditure on:	3						
Raising funds		5,857	8,801	14,658	827	20,988	21,815
Charitable activities		47,555	116,993	164,548	29,272	121,954	151,226
Total Expenditure		53,412	125,794	179,206	30,099	142,942	173,041
Net (expenditure)/income before tax		(7,103)	4,185	(2,918)	9,589	(5,669)	3,920
Tax payable	4	-	-	-	-	-	-
Net (expenditure)/income after tax		(7,103)	4,185	(2,918)	9,589	(5,669)	3,920
Transfers between funds		-	-	-	-	-	-
Other recognised gains and losses		-	-	-	-	-	-
Net movement in funds		(7,103)	4,185	(2,918)	9,589	(5,669)	3,920
Total funds brought forward		64,415	93,722	158,137	54,826	99,391	154,217
Total funds carried forward		57,312	97,907	155,219	64,415	93,722	158,137

BE ME PROJECT

Balance Sheet As at 31 July 2024

	Note	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
Fixed Assets					
Tangible Assets	6	1,311	-	1,311	1,680
		1,311	0	1,311	1,680
Current Assets					
Stock		8,562	-	8,562	6,298
Debtors	7	930	-	930	1,620
Cash at Bank and in Hand		48,958	97,907	146,865	150,841
		58,450	97,907	156,357	158,759
Creditors - Amounts Falling Due Within One Year	8	2,449	-	2,449	2,302
Net Current Assets		56,001	97,907	153,908	156,457
Net Assets		57,312	97,907	155,219	158,137
Represented By:					
Unrestricted Income Funds		57,312	-	57,312	64,415
Restricted Income Funds	9	-	97,907	97,907	93,722
Total Funds		57,312	97,907	155,219	158,137

These financial statements were approved by the Trustees on 26th November 2024 and signed on their behalf by:



Alison Thomas
Trustee

Company Registration Number: 7548705

BE ME PROJECT

Notes to the Financial Statements For the year ended 31 July 2024

I. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared under the Charities Act 2011, the Companies Act 2006 and in accordance with the Charities Statement of Recommended Practice (Charities SORP (FRS 102)) and Financial Reporting Standard 102 (FRS 102). The financial statements are drawn up on the historical cost basis of accounting.

The Charity meets the definition of a public benefit entity under FRS 102.

Going Concern

There are no material uncertainties about the charity's ability to continue as a going concern and accordingly the accounts have been drawn up on a going concern basis.

Income recognition

Voluntary income and donations (including legacies) are accounted for once the Charity has entitlement to the income, it is probable the income will be received and the amount of income receivable can be reliably measured. Income from the recovery of tax on gift aided donations is accounted for in the period to which the relevant donation is received. Grant income is recognised on a receivable basis.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Expenditure is accrued as soon as a liability is considered probable, and the amount of obligation can be measured reliably. Longer term liabilities are discounted to present value. The Charity is not registered for VAT and accordingly expenditure includes VAT where appropriate.

Expenditure included in Raising Funds includes amounts incurred in obtaining grants and other donations.

Charitable expenditure includes those costs in fulfilling the Charity's principal objects, as outlined in the Report of the Trustees. Charitable expenditure includes governance costs and an apportionment of support costs. Governance costs comprise all costs involving the public accountability of the Charity and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees.

Stock

Stock is valued at the lower of cost and net realisable value.

Debtors

Debtors are included at the settlement amount due. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of opening of the deposit.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation arising from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are recognised at their settlement amount.

BE ME PROJECT

Notes to the Financial Statements For the year ended 31 July 2024

1. Accounting Policies (continued)

Fund accounting

The funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.
- Restricted funds - these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2. Income

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Donations & legacies				
Donations	43,652	930	44,582	40,898
Gift Aid tax reclaimed	1,423	-	1,423	3,677
Grants	-	129,049	129,049	132,117
	<u>45,075</u>	<u>129,979</u>	<u>175,054</u>	<u>176,692</u>
Other trading				
Sale of merchandise	76	-	76	178
Investments				
Bank Interest	1,158	-	1,158	91
	<u>46,309</u>	<u>129,979</u>	<u>176,288</u>	<u>176,961</u>

3. Expenditure

3a. Expenditure on Raising Funds

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Fundraising	<u>5,857</u>	<u>8,801</u>	<u>14,658</u>	<u>21,815</u>

3b. Expenditure on Charitable activities

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Direct course expenditure	9,076	92,592	101,668	92,343
Support costs	37,459	24,401	61,860	57,725
Governance costs	1,020	-	1,020	1,158
	<u>47,555</u>	<u>116,993</u>	<u>164,548</u>	<u>151,226</u>

BE ME PROJECT

Notes to the Financial Statements For the year ended 31 July 2024

3. Expenditure (continued)

3c. Staff Costs

Included within Expenditure on Raising Funds and Expenditure on Charitable Activities are the following staff costs:

	2024 £	2023 £
Gross salaries	58,804	32,430
Social security costs	-	-
Pension contributions	664	674
	<u>59,468</u>	<u>33,104</u>
Of which: gross salaries and benefits paid to Key Management Personnel:	<u>44,016</u>	<u>31,390</u>

The average number of employees during the year:

	Number	Number
Full time workers	-	-
Part time workers	5	2
	<u>5</u>	<u>2</u>

No employee received payments in excess of £60,000 during the year. Trustees are not paid a salary or expenses.

4. Net (expenditure)/income

Net (expenditure)/income is stated after charging:

	Unrestricted 2024 £	Restricted 2024 £	Total 2024 £	Total 2023 £
Depreciation	1,016	-	1,016	854
Independent examination fee	1,020	-	1,020	1,158
Other fees charged by independent examiner	732	-	732	-
	<u>2,768</u>	<u>-</u>	<u>2,768</u>	<u>-</u>

5. Taxation

As a charity, Be Me Project is exempt from tax on income and gains falling within the provisions of the Corporation Taxes Act 2010 or the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen on the Charity.

BE ME PROJECT

Notes to the Financial Statements For the year ended 31 July 2024

6. Tangible Fixed Assets

	Computer Equipment £
Cost	
At 1 August 2023	3,416
Additions	647
Disposals	-
	<hr/>
At 31 July 2024	4,063
	<hr/> <hr/>
Depreciation	
At 1 August 2023	1,736
Charge for Year	1,016
Disposals	-
	<hr/>
At 31 July 2024	2,752
	<hr/> <hr/>
Net Book Value	
At 31 August 2024	1,311
	<hr/> <hr/>
At 31 August 2023	1,680
	<hr/> <hr/>

7. Debtors

	2024 £	2023 £
Gift Aid tax receivable	930	1,620
	<hr/> <hr/>	<hr/> <hr/>

8. Creditors - Amounts Falling Due Within One Year

	2024 £	2023 £
Accruals	1,500	1,392
Other creditors	949	910
	<hr/>	<hr/>
	2,449	2,302
	<hr/> <hr/>	<hr/> <hr/>

BE ME PROJECT

Notes to the Financial Statements For the year ended 31 July 2024

9. Restricted Funds

	At 1 August 2023 £	Income £	Expenditure £	Transfers £	At 31 July 2024 £
9a Current year					
Course costs	65,641	88,057	(76,010)	-	77,688
Core costs	3,578	25,114	(18,387)	-	10,305
Income development/fundraising	8,737	-	(8,737)	-	0
Management salaries	4,690	1,295	(5,984)	-	1
Hub administration	11,076	15,419	(16,582)	-	9,913
	<u>93,722</u>	<u>129,885</u>	<u>(125,700)</u>	<u>0</u>	<u>97,907</u>
9b Prior year					
	At 1 August 2022 £	Income £	Expenditure £	Transfers £	At 31 July 2023 £
Course costs	57,858	86,119	(78,336)	-	65,641
Core costs	0	16,747	(13,169)	-	3,578
Income development/fundraising	28,650	1,000	(20,913)	-	8,737
Management salaries	11,860	13,175	(20,345)	-	4,690
Hub administration	1,023	20,232	(10,179)	-	11,076
	<u>99,391</u>	<u>137,273</u>	<u>(142,942)</u>	<u>0</u>	<u>93,722</u>

Descriptions of the restricted funds are as follows:

Course costs – funds raised for Surrey, Cumbria and Kent to run courses.

Core costs - funds raised for central coordination and administration.

Income development/fundraising - funds raised to assist with the raising of income, including the employment of a Grants and Trusts Manager (May 2024)

Management salaries - funds raised for salaries for the CEO and Head of Operations & Development.

Hub administration - funds raised for the local administration of courses and building of schools' relationships

10. Related Party Transactions

The aggregate unrestricted donations made by Trustees to the Charity were £11,098 (2023: £8,928).