

GASP Motor Project (Company Number 6830792)

# **GASP MOTOR PROJECT**

(A Company limited by guarantee)

Report and Financial Statements for the year ended 31 August  
2023



Charity number: 1128635  
Company number: 06830792

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## Legal and administrative information

### Status

Incorporated in the United Kingdom as a company limited by guarantee on 26 February 2009, it was registered as a Charity on 18 March 2009 and is regulated by the Charities Commission in England and Wales. It was established under a Memorandum of Association and is governed under its Articles of Association. All Trustees give their time voluntarily and receive no benefits from the Charity. New Trustees are appointed after an interview process. Any expenses reclaimed from the Charity are set out in note 6 to the financial statements.

### Trustees

The Trustees of the Charity, who were also directors of the company, during the period, were as follows:

Mr Ian Watson, Chairman

Mr David Halliwell, Hon Treasurer & Company Secretary

Mr John Chaplin

Mr Ian Digman

Mr Stephen Drury

Mrs Margaret Jack

Mr Robert Pickles

Mr Nicholas Elliott

Mr Bruce Smith (resigned September 2022)

### Registered Office

GASP Motor Project, The Sand Pit, Shere Road, Albury, Guildford, GU5 9BW

### Bankers

CAF Bank Ltd, West Malling, Kent, ME19 4JQ

### Management

Overall management rests with the Trustees, who are also directors of the company. Day-to-day management is delegated to the Chief Executive. This role is held by Mrs Alexandra Thompson.

## Report of the Trustees for the 12 months ended 31st August 2023

### Executive Summary

This academic year, GASP has seen a significant increase in demand for day-time courses, as the impact of lost learning continues to be significant for so many of our students. GASP works closely with our school and stakeholder partners to ensure we are meeting the needs of Surrey's young people. Through extensive feedback and the voice of the student, we review the content and variety of activities and topics to ensure they are relevant, engaging and embed core learning. Our focus this year has been further developing our curriculum, extending the length of courses and ensuring the needs of our students are met.

To meet the increasing demand, GASP has recruited additional staff, and increased our part-time and "bank" staff hours. We have increased our fleet, and now have two mobile classrooms. Our teaching ratio remains at 1:3, with maximum class sizes of 6. This reflects our commitment to students' learning, whilst also enabling our incredible tutor team to build on-going positive relationships with the children. This relationship develops into one of mentorship, giving the children a trusted adult, the opportunity to develop speech and language and to build positive social traits such as self-confidence, teamworking and personal responsibility. As a Board of Trustees, we are very grateful to our tutor and support teams who work so very hard to support our vulnerable students.

In addition to our day-time sessions, GASP also runs two highly successful evening youth clubs. Run by volunteers, these clubs run Monday and Wednesday evenings during the school term. The volunteers have access to the same curriculum as the day-time staff and deliver AQA accredited units. In addition, each group has a GreenPower car and compete very successfully in F24 races at Dunsfold and Goodwood.

GASP is also supported by a committed Board of Trustees. As volunteers, each gives a significant amount of time to the Charity and provides consultant-level expertise which GASP could certainly not afford to procure. Areas of specialty include law, finance, engineering, marketing, strategic development and education. Following two years as the Trustee with specific responsibility for health and safety, Bruce Smith stepped down from the Board to spend more time with his family. Bruce made a significant contribution to the development and implementation of extensive risk assessments following the growth of our curriculum.

### Aims and Objectives.

Established in 2005, GASP supports young people who are very much on the periphery of mainstream education. From our beginnings as a diversionary evening activity for young people in the villages of Gomshall, Albury, Shere and Peaslake, we now deliver hands-on learning to children across the whole of Surrey and her borders. GASP enables students to reengage with education through motor mechanics and engineering. As well as in-depth technical knowledge, students and stakeholders also report key outcomes as improved attendance, positive interaction with adults, prevention from exclusion and improved communication skills.

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Each year the Trustees hold a strategic away day, where the aims, objectives and activities of the Charity are reviewed and updated. Specific development surveys are completed by current students and referring organisations which inform the day. The strategy identifies the key priorities for the next 12 months and the organisation's objectives for the subsequent 2 years.

GASP policies include those covering Safeguarding, Health and Safety, and staff training and development. For the first two of these areas a named Trustee has responsibility to oversee the implementation of these policies and ensure updates are communicated and adopted.

Funders receive timely reports detailing how their funding has been utilized and the outcomes achieved. We actively encourage funders to visit the GASP workshop to enable a thorough understanding of the work we do, and the achievements made by our students. GASP produces a termly newsletter which is disseminated to our schools, funders and stakeholders to highlight our work and facilitate transparency.

GASP offers a flexible approach to our delivery model to remove barriers which may prevent students and schools from accessing our courses. Where appropriate we fundraise on behalf of a school to enable courses to be run. We have a fantastic purpose-built workshop in Albury, just outside of Guildford, and operate two mobile classrooms. Sessions are generally 2 hours long and have no more than 6 students and 2 GASP tutors ensuring maximum engagement and learning. Sessions run am and pm to facilitate as many teaching sessions as possible to meet demand.

Our tutor team are qualified mechanics and engineers, led by our Operations Manager Lucy, whose background is education and specifically SEND. This combination of industry expertise and education means our courses are engaging and exciting with clear learning outcomes delivered at a level which is appropriate for all.

### **Summary of achievements 2022/23**

Following on from a successful 2021/22 GASP has continued to see an increase in the number of referrals and demand for courses. Our focus has been on the further development of our core curriculum. Extending course lengths up to 39 weeks enabled us to bring in new activities and topics, whilst also formalising the format of existing activities. We had a secondee from the Bourne Education Trust with us for the first half of the academic year who provided invaluable input to curriculum development.

Throughout the year, requests for courses began to exceed our capacity. To ensure we could meet the needs of our schools and young people, GASP increased the number of full-time tutors through active recruitment and brought our "retired" mobile classroom back into service. The number of sessions delivered each week increased from 16 in the Autumn to 22 in the summer term. Thanks to funding from the Guildford Golf Club, EGF Axis and the Community Foundation for Surrey we purchased a new mobile classroom in the summer term.

Staff training was also a priority, and two of the tutor team completed their Level 3 Award in Education and Teaching. As per our strategic plan, in January 2023 we transferred much of our tutor team from 0 hr contracts to 35-hour/week term time permanent employment contracts. This gave permanency to our team and enabled us to stabilise operational delivery.

## **Workshop**

GASP delivers 7 teaching sessions a week at our purpose-built workshop in Albury. Fitted with industry standard motor mechanic tools and equipment, GASP creates a professional working environment in which the children learn. We offer courses for fixed cohorts – six young people from the same referring organisation – and mixed cohorts – six young people from different referring organisations. All sessions are for a maximum of 6 young people, supported by 2 tutors. Where a group has additional support needs and where appropriate, a 3<sup>rd</sup> GASP tutor is brought in.

Our mixed cohort groups at the workshop continued to be hugely successful and so we maintained our three sessions from 2021/22. The Wednesday and Thursday courses were for year 10 and 11 students and the Friday course for those in year 9. Referrals for these courses came from mainstream and special schools, pupil referral units and Surrey CC.

## **Mobile Classrooms**

Our Mobile classrooms are fitted with all of the tools and equipment (including PPE) needed to deliver in-depth learning. The mobile classrooms travel to a school site and deliver independently of school facilities. As noted above, thanks to fundraised income, we purchased a new mobile classroom in the summer.

Thanks to funding from St James' Place, we were able to continue our partnership with the MATRIX trust, having mental health youth workers on site in Albury to support some of our young people. Many of the students who attend the GASP workshop are school refusers or have missed significant periods of education in a formal setting. In addition, they may have broken or challenging homes. Working with the children in groups and on a 1:1 basis in our wellbeing room, the MATRIX team identified a number of significant safeguarding issues which were escalated, as per our safeguarding policy, to the referring organisations.

## **Evening Youth Clubs**

Prior to being incorporated, GASP was established by our founder Trustees in 2005 as an evening diversionary activity for young people engaging in antisocial behaviour. Thanks to our dedicated team of volunteers, we now run two highly successful evening youth clubs on a Monday and Wednesday evening. The children work through a similar programme of activities as the daytime sessions and have access to the same resources. In addition, they also compete at GreenPower F24 races at Goodwood and Dunsfold. The teams had a hugely successful year, coming 14<sup>th</sup> and 23<sup>rd</sup> at the international final (invite only) in October 2022.

## **Outcomes**

GASP worked with 303 young people in the academic year 2022/23. This was a 4% decrease from the previous year. However, the number of teaching sessions increased by 28% with GASP delivering over 2,100 teaching hours. This reflects the increase in course lengths from 6 weeks (57% of sessions in 2021/22 to 18% 2022/23) to a full term 13 weeks (30% 2021/22 to 58% 2022/23) and a full year



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(14% 2021/22 to 25% 2022/23). Students now study with GASP for longer, ensuring embedded learning and more pronounced outcomes.

Our student demographics mirror Surrey trends: 80% of students excluded are boys – 80% of our cohort were male. The ethnicity of our students very much reflects the ethnicity of the Surrey population with 73% of our students being White British. 64% of students had an identified need or SEND, with a further significant proportion waiting for assessment or an Education, Health and Care Plan (EHCP).

GASP students achieved nearly 700 (400 2021/22) AQA unit awards, with 68% of those achieving 3 or more. 99% of student feedback received stated that the course was ‘fun’ and had made them more confident. 97% felt attendance at a GASP course had improved their teamworking and problem-solving skills. Only 2 students stated they wouldn’t recommend the course to a friend.

Feedback from referring organisations was similarly positive: 95% of respondents stated GASP provided positive interactions with adults, and student teamworking and collaboration had improved. 84% reported improved self-confidence and problem solving in their students. 42% felt attendance had contributed toward the prevention of exclusion for that child. 100% stated that they would recommend GASP. Feedback has included:

“Our students come to us with lots of negative experiences relating to education. This project has been a source of support to provide them with something positive where they are able to achieve and be proud.”

“This was a course developed for our KS4 learners in terms of future pathways and aspirations and it was put together as a Vocational Exams option on Friday mornings. This definitely helped.”

“GASP onsite workshops have provided students with a range of useful and practical skills. In each session they find they have achieved measurable success in their tasks and can be proud of what they have achieved. They learn to problem solve and enjoy the different activities working solo, in pairs and teams. The students have been keen to arrive on time and ready to learn which shows how much they have enjoyed the sessions. We even have a waiting list of students wanting to take part, word has spread around school about the super work being done!”

### **Fundraising responsibilities.**

In response to the increased number of courses being delivered, and the consequential income required, the Board approved an increase in the working hours of the Charity’s dedicated fundraiser. This has enabled a more strategic approach to fundraising and better stewardship of existing funders. GASP is registered with the Fundraising Regulator and fundraising strategies and activities reflect their Code of Fundraising Practice and the rules set out in the Charities Act 2016.

### **Public Benefit Statement**

The Trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning its future activities. In particular, the Trustees consider how planned activities will contribute to the aims and objectives that have been set.

The primary purpose of GASP is to provide an alternative practical learning facility that predominantly helps 14 to 19 year olds – most of whom are disaffected, disadvantaged and under-achieving – to achieve and contribute more than anyone thought possible through positive personal development. We teach basic motor mechanics and practical engineering skills with a holistic approach, empowering these vulnerable young people to take positive action and laying the foundations for further vocational training and realistic employment opportunities. It is a local initiative that reaches out to young people countywide. By helping to tackle anti-social and offending behaviour, GASP contributes considerable public benefit to local communities across Surrey, in accordance with the Charity Commission Guidelines on the provision of public benefit.

### **Reserves**

The Trustees wish to maintain Unrestricted Reserves to a level to cope with financial contingencies. Our target for Net Free Reserves (i.e. Unrestricted General Reserves after the removal of the net book value of Fixed Assets) should reflect six months costs, to ensure GASP is able to fulfil our obligation to our young people and their referring organisations, whilst putting in place alternative arrangements to support them, if we are suddenly faced with a permanent reduction in our funding or other financial challenge. In financial terms, for the 23/24 budget year, this equates to approximately £209,000. At £188,951 our Net Free Reserves are a little below this target.

The Trustees have also designated £30,000 for future capital expenditure and development of our offering to further enhance the learning experience that can be provided. It is intended that these funds will be utilised in the 23/24 budget year. Further details can be found in Note 14 to the financial statements.

The Trustees will continue to review the level of reserves to ensure the target figure continues to reflect the associated funds required to put in place alternative arrangements for our students should this be needed.

### **Financial Results**

The attached financial statements show that the Charity recorded a surplus of £159,984. This figure reflects the receipt of additional funds in the year for covering future support costs as well as a substantial increase in the number of courses provided. The figure also includes a donation of £75,000 received late in the year which is to be used to purchase, equip and operate a further mobile classroom.

Donations and grants received in the year amounted to £253,892. Further details are shown in the notes to the financial statements. The Trustees wish to record their thanks to all donors for their support. We expect demand for the Charity's activities to continue to grow; resulting in more sessions being provided to more young people, with a resulting increase in operating costs. As forecast, we have increased the proportion of income generated by charitable activities; however, it is anticipated that the organisation will continue to need to raise funds through fundraising to cover the remaining significant proportion of support costs.

None of the Trustees received any remuneration from the Charity.



### **Investment Policy**

The Trustees now invest surplus cash in an instant access deposit account at the CAF Bank. Additionally, we have entered into a facility which allows us to deposit cash in a range of high interest bank accounts and fixed term bonds attracting higher rates of interest. This facility will be utilised in the future. Interest income for the period was £2,779.

### **Risk Review**

The Trustees have conducted their own review of the major risks, including health and safety and safeguarding, to which the Charity is exposed, and processes and systems have been established to mitigate those risks. The Charity's governance arrangements surrounding risk and key applicable policies are reviewed regularly to ensure that they still meet the needs of the Charity. The Board has allocated responsibility for health and safety and safeguarding to specific Board members to ensure relevance and compliance checks are conducted on both workshop and mobile operations.

### **Statement of responsibilities of the Trustees/directors**

The Trustees (who are also directors of GASP for the purposes of company law) are responsible for preparing the Charity's annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial 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, including the income and expenditure, 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 Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK Accounting Standards and statements of recommended practice 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 operation.

The Trustees are responsible for keeping adequate accounting records that 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 Companies Act 2006. 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.

In so far as the Trustees are aware:

- There is no relevant information of which the Charity's independent examiner is unaware

- The Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Basis of Preparation.**

This report and the financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime. The Trustees have not required the financial statements to be audited.

Approved by the Board of Trustees of the Charity on 6th February 2024 and signed on its behalf by

A handwritten signature in black ink, appearing to read 'Ian Watson', with a horizontal line underneath the signature.

Ian Watson, Chair of Trustees.

## Independent examiner's report to the Trustees of GASP Motor Project ('the Company')

I report to the Charity Trustees on my examination of the accounts of the Company for the year ended 31 August 2023.

### Responsibilities and basis of report

As the Charity's Trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts 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 your 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 that:

- accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- the accounts do not accord with those records; or
- the accounts do not comply with the relevant 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
- the accounts 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).

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.

Signed:



Name: David Wilson FCMA

Address: Pincott Cottage, Pincotts Lane, West Horsley, Surrey KT24 6JH

Date:

7/2/2024

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Statement of Financial Activities

For the year ended 31 August 2023

|                               | Notes | General | Designated | Total<br>Unrestricted | Restricted | Total 2023 | Total 2022 |
|-------------------------------|-------|---------|------------|-----------------------|------------|------------|------------|
|                               |       | £       | £          | £                     | £          | £          | £          |
| Income and endowments from:   |       |         |            |                       |            |            |            |
| Donations and legacies        | 2     | 24,942  | 0          | 24,942                | 228,950    | 253,892    | 151,810    |
| Charitable activities         | 3     | 136,445 | 0          | 136,445               | 89,171     | 225,616    | 172,374    |
| Other trading activities      |       | 0       | 0          | 0                     | 0          | 0          | 0          |
| Other                         | 4     | 4,387   | 0          | 4,387                 | 0          | 4,387      | 3,023      |
| TOTAL                         |       | 165,774 | 0          | 165,774               | 318,121    | 483,895    | 327,207    |
| Expenditure on:               |       |         |            |                       |            |            |            |
| Employment Costs              | 5     | 91,028  | 0          | 91,028                | 138,311    | 229,339    | 182,388    |
| Other Running Costs           | 5     | 58,920  | 8,324      | 67,244                | 27,328     | 94,572     | 64,998     |
| TOTAL                         |       | 149,948 | 8,324      | 158,272               | 165,639    | 323,911    | 247,386    |
| NET INCOME/(EXPENDITURE)      |       | 15,826  | (8,324)    | 7,502                 | 152,482    | 159,984    | 79,821     |
| Transfer between Funds        | 17    | 23,986  | 6,324      | 30,310                | (30,310)   | 0          | 0          |
| NET MOVEMENT IN FUNDS         |       | 39,812  | (2,000)    | 37,812                | 122,172    | 159,984    | 79,821     |
| TOTAL FUNDS AT 31 AUGUST 2022 | 13    | 200,494 | 32,000     | 232,494               | 56,723     | 289,217    | 209,396    |
| TOTAL FUNDS AT 31 AUGUST 2023 | 13    | 240,306 | 30,000     | 270,306               | 178,895    | 449,201    | 289,217    |



**Balance Sheet - as at 31 August 2023**

|                            | Notes | 2023      |                | 2022     |                |
|----------------------------|-------|-----------|----------------|----------|----------------|
|                            |       | £         | £              | £        | £              |
| <b>FIXED ASSETS</b>        |       |           |                |          |                |
| Tangible Assets            | 9     |           | 51,355         |          | 34,695         |
| <b>CURRENT ASSETS</b>      |       |           |                |          |                |
| Debtors & prepaid expenses | 10    | 69,864    |                | 7,690    |                |
| Cash at Bank and in hand   |       | 536,117   |                | 349,950  |                |
| <b>CREDITORS</b>           |       |           |                |          |                |
| Deferred Income            | 11    | (202,907) |                | (91,527) |                |
| Accrued Expenses           |       | (3,287)   |                | (11,591) |                |
| Accounts Payable           |       | (1,941)   |                |          |                |
| <b>NET CURRENT ASSETS</b>  |       |           | 397,846        |          | 254,522        |
| <b>NET ASSETS</b>          |       |           | <u>449,201</u> |          | <u>289,217</u> |
| <b>FUNDS</b>               |       |           |                |          |                |
| General funds              |       |           | 240,306        |          | 200,494        |
| Designated Funds           | 14    |           | 30,000         |          | 32,000         |
| Restricted funds           | 13    |           | <u>178,895</u> |          | <u>56,723</u>  |
|                            |       |           | <u>449,201</u> |          | <u>289,217</u> |

For the year ended 31 August 2023, the Charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

The Trustees have not required the Charity to obtain an audit of its financial statements for the period 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 and the Statement of Recommended Practice for registered charities.

Approved by the Directors on 6<sup>h</sup> February 2024 and signed on their behalf by

  
Ian Watson – Chair of Trustees





## Notes to the Financial Statements for the year ended 31 August 2023

### 1. Accounting Policies

#### General

These financial statements have been prepared under the historic cost convention and in accordance with the the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Charities SORP (FRS102) effective 1st January 2019, the Companies Act 2006, and the Charities Act 2011, as applicable for smaller entities.

#### Going Concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future.

#### Charitable Funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the Charity without further specified purpose, or with a specified purpose but not repayable if not used in full and are therefore available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor or grant provider or refunded if not so used. Expenditure which meets these criteria is charged to the respective fund, together with a fair allocation of management and support costs.

Designated funds are funds set aside by the trustees out of unrestricted funds for specific purposes.

#### Income

Voluntary income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Grants are recognised in full in the Statement of Financial Activities in the period in which they are receivable, unless they are time related or contain unfulfilled conditions in which case unutilised grants are carried forward

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in the Balance Sheet.

Volunteer Time is not included in income, as per the Charities SORP.

### Fixed Assets

Fixed assets are stated at cost and depreciation is provided at rates calculated to write off each asset over its expected useful life as follows:

- Workshop equipment and motor vehicles are depreciated over a four year period and buildings over a 10 year period.
- Assets purchased in the year costing in excess of £500 are included in the balance sheet
- All other assets are written off in the year of purchase.

### Donated Assets

Donated Assets are included in income at fair value and are capitalized if the value is greater than £500

### Governance Costs

These include any Trustee expenses and any Independent Examiner's Fee.

### Operating Commitments

The Charity operates from the Sandpit and pays rental for this usage.

## 2. Donations, Legacies and other charitable donations

Donations and Legacies income includes grants received for the general activities of the Charity, as opposed to specific courses. The Trustees are extremely grateful to all of those who have provided support. The charities and other organisations which supported us in the period are listed below

|   |   |
|---|---|
| Garfield Weston Foundation                | Donors via Local Giving                         |
| John and Freda Coleman Charitable Trust   | The Borrows Charitable Trust                    |
| The Lake House Charitable Foundation      | Community Foundation for Surrey                 |
| The Hadley Trust                          | J Chaplin Esq.                                  |
| Makers of Playing Cards Charity           | St James's Place Charitable Foundation          |
| The Richard Davies Charitable Trust       | The Robert McAlpine Foundation                  |
| The Chartered Accountants' Livery Charity | The WO Street Charitable Trust                  |
| No Fear Bridge                            | The Office of the Police and Crime Commissioner |
| Guildford Golf Club                       | Peter Harrison Foundation                       |
| Leeds Building Society Foundation         | Rotary Club of Farnham                          |
| The Fitton Trust                          | The RS Brownless Charitable Trust               |
| AXIS Foundation                           | Edward Gosling Foundation                       |
| Bentley's Advancing Life Chances          | The Billmeir Charitable Trust                   |
| Waitrose                                  | Cranleigh Lions                                 |
| Rotary Club (Ripley & Send)               | Kings Farm Estate                               |
| Shere Hill Climb                          |   |

### 3. Charitable Activities

Charitable Activity income represents sums received from schools for specific courses and sums received from grants with performance conditions. The Trustees are extremely grateful to all of those who have provided support. The charities and other organisations which supported us in the period are listed below

|                                 |  |
|---------------------------------|--|
| Guildford Poyle Charities       | Manly Trust                                    |
| Geoff Herrington Foundation     | The Austin & Hope Pilkington Trust             |
| Masonic Charitable Foundation   | The February Foundation                        |
| Community Foundation for Surrey | Albert Hunt Trust                              |
| No Fear Bridge                  | Shanly Foundation                              |
| Baily Thomas Charitable Fund    | Charles Hayward Foundation                     |
| Byfleet United Charity          | The Kelsey Trust                               |
| Lions                           | Rowan Bentall Charitable Trust                 |
| Ratcliffe Charitable Trust      | Walton Charities                               |
| Betty Riseley Trust             | Sparks Foundation (VASWS)                      |
| Anton Jurgens Charitable Trust  | Hedley Foundation                              |
| David Williamson Trust          | The 29 <sup>th</sup> May 1961 Charitable Trust |

### 4. Other Income

Other income represents miscellaneous sums received including bank interest of £2,779 (£127 in 2022) and income from the disposal of workshop materials no longer in use.

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**5. Costs**

Overhead, Support and Delivery Costs were incurred as follows

|                                  | <b>2023</b> | <b>2022</b> |
|----------------------------------|-------------|-------------|
|                                  | <b>£</b>    | <b>£</b>    |
| <b>Employment Costs</b>          | 229,339     | 182,388     |
| <b>Other Running Costs</b>       |             |             |
| Rent and premises costs          | 21,986      | 15,969      |
| Insurances                       | 7,330       | 6,089       |
| Consumables                      | 2,606       | 5,927       |
| Marketing                        | 2,305       | 832         |
| Vehicle maintenance and fuel     | 5,789       | 4,144       |
| Depreciation                     | 13,649      | 7,791       |
| Bought in Support                | 9,505       | -           |
| Utilities                        | 6,696       | 3,455       |
| Recruitment Expenses             | 5,815       | 3,479       |
| Other costs                      | 18,891      | 17,312      |
| <b>Total other running costs</b> | 94,572      | 64,998      |
| <b>Total resources expended</b>  | 323,911     | 247,386     |

**6 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration or benefits from the Charity during the year and there were no expenses re-imbursed. There were no related party transactions except as shown in Note 16.



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**7. Employees**

The average monthly number of employees during the year was

|                    | <b>2023<br/>Number</b> | <b>2022<br/>Number</b> |
|--------------------|------------------------|------------------------|
| Operational        | 8                      | 6                      |
| Admin & Management | 4                      | 4                      |
| Total              | 12                     | 10                     |

No employee received more than £60, 000 in salary and benefits during the year.

**8. Future commitments**

There is no contingent or committed expenditure (2022 Nil).

**9. Tangible Fixed Assets**

|                                      | <b>Buildings</b> | <b>Workshop<br/>Equipment</b> | <b>Workshop<br/>vehicles</b> | <b>Total</b>  |
|--------------------------------------|------------------|-------------------------------|------------------------------|---------------|
|                                      | <b>£</b>         | <b>£</b>                      | <b>£</b>                     | <b>£</b>      |
| <b>Cost</b>                          |                  |                               |                              |               |
| Balance 31 August 2022               | 32,287           | 9,269                         | 36,888                       | 78,444        |
| Additions                            | 0                | 0                             | 30,310                       | 30,310        |
| Disposals                            | 0                | (722)                         | (4,500)                      | (5,222)       |
| Balance 31 August 2023               | 32,287           | 8,547                         | 62,698                       | 103,532       |
| <b>Depreciation</b>                  |                  |                               |                              |               |
| Balance 31 August 2022               | 7,228            | 6,695                         | 29,825                       | 43,748        |
| Charge for the year                  | 3,228            | 858                           | 9,563                        | 13,649        |
| Disposals                            | 0                | (722)                         | (4,500)                      | (5,222)       |
| Balance 31 August 2023               | 10,458           | 6,831                         | 34,888                       | 52,177        |
| <b>Net book value 31 August 2023</b> | <b>21,829</b>    | <b>1,716</b>                  | <b>27,810</b>                | <b>51,355</b> |
| <b>Net book value 31 August 2022</b> | <b>25,059</b>    | <b>2,574</b>                  | <b>7,063</b>                 | <b>34,696</b> |

**10. Debtors**

|   | <b>2023</b> | <b>2022</b> |
|---|-------------|-------------|
|   | <b>£</b>    | <b>£</b>    |
| <b>Amounts falling due within one year:</b> |             |             |
| School Debtors                              | 66,925      | 5,595       |
| Prepaid Expenses                            | 2,939       | 2,095       |

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**11. Creditors**

|   | <b>2023</b> | <b>2022</b> |
|---|-------------|-------------|
| <b>Amounts falling due within one year:</b>       | <b>£</b>    | <b>£</b>    |
| Deferred Income - Restricted grants (see Note 12) | (127,947)   | (88,527)    |
| Deferred Income - Others                          | (74,960)    | (3,000)     |
| Other Creditors                                   |             | (11,591)    |

**12. Operating Grants**

The charitable activities of the Charity include the following restricted income, some of which has been deferred. The Trustees consider that it is not appropriate to show individual amounts by donor because this may be disclosing publicly sensitive information

|       | <b>Deferred<br/>Income at<br/>1/9/22</b> | <b>Income Received in the Year</b> | <b>Less<br/>Deferred<br/>Income at<br/>31/8/23</b> | <b>Less Transfers<br/>Out</b> | <b>Net<br/>Income<br/>taken in<br/>the Year</b> |
|-------|--|------------------------------------|--|-------------------------------|---|
|       | <b>£</b>                                 | <b>£</b>                           | <b>£</b>   | <b>£</b>                      | <b>£</b>  |
| Total | 88,527                                   | 128,591                            | 127,947  | 0                             | 89,171  |

The Trustees consider that Operational grants for specific courses are performance-related grants and should have income deferred in proportion to the number of courses undelivered at year end. These courses are similar in nature to those provided to schools which can be deferred as unrestricted income.

**13. Movement in Restricted Funds**

The Trustees consider that it is not appropriate to show individual amounts by donor because this may be disclosing publicly sensitive information.

**Movement in Funds**

|                                | <b>Balance at<br/>1/9/22</b> | <b>Incoming Resources</b> | <b>Less<br/>Resources<br/>Expended</b> | <b>Less Transfers<br/>Out</b> | <b>Balance at<br/>31/8/23</b> |
|--------------------------------|------------------------------|---------------------------|--|-------------------------------|-------------------------------|
|                                | <b>£</b>                     | <b>£</b>                  | <b>£</b>                               | <b>£</b>                      | <b>£</b>                      |
| Donations and Legacies         | 56,723                       | 228,950                   | 76,468                                 | 30,310                        | 178,895                       |
| Operating Grants (see Note 12) |                              | 89,171                    | 89,171                                 |                               |                               |
| <b>Total</b>                   | <b>56,723</b>                | <b>318,121</b>            | <b>165,639</b>                         | <b>30,310</b>                 | <b>178,895</b>                |

The Transfer Out in the year of £30, 310 is in respect of Capital Expenditure on a new Mobile Facility.

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14. Movement in Designated Funds

|                               | Balance at<br>1/9/22 | Less Resources Expended | Less<br>Transfers<br>back to<br>General<br>Funds | Additions In the<br>Year | Balance at<br>31/8/23 |
|-------------------------------|----------------------|-------------------------|--|--------------------------|-----------------------|
|                               | £                    | £                       | £  | £                        | £                     |
| Teacher Support               | 12,000               | 8,324                   | 3,676  | 0                        | 0                     |
| 2nd Mobile Addn Costs         | 10,000               | 0                       | 10,000   | 0                        | 0                     |
| NESSS workshop fitout         | 5,000                | 0                       | 5,000  | 0                        | 0                     |
| Energy Efficiency             | 5,000                | 0                       | 5,000  | 0                        | 0                     |
| Facilities & Workshop Repairs | 0                    |                         |  | 20,000                   | 20,000                |
| Operational Expansion         | 0                    |                         |  | 10,000                   | 10,000                |
| <b>Total</b>                  | <b>32,000</b>        | <b>8,324</b>            | <b>23,676</b>                                    | <b>30,000</b>            | <b>30,000</b>         |

During the period the Trustees designated the following amounts:

- £20,000 to establish a fund for future repairs to Facilities & Workshop  
this covering provision of enhanced toilet facilities, security updates  
and repair/replacement of the administrative facility
- £10,000 to establish a fund for future Operational Expansion  
this covering purchase of additional GreenPower cars

**15. Taxation**

The company is exempt from Corporation Tax on its charitable activities.

**16. Related party transactions**

During the period the following related party transactions occurred.

Mr Nicholas Elliott (Head Teacher) - North East Surrey Short Stay School paid £8,160 in fees for courses

North East Surrey Short Stay School leases premises to the charity for a nominal sum (£1 per annum)

Mrs Margaret Jack (Trustee of grant giving trust) - Betty Riseley Trust gave £12,765 to the charity as a performance related grant,

Mr Stephen Drury (Spouse of Trustee of grant giving trust) - Guildford Poyle gave £4,255 to the charity as a performance related grant

**17. Transfer between Funds**

During the year £30,310 of Restricted Funds was expended on Capital items, and so the corresponding funds are transferred to Unrestricted funds.