

Registered Charity Number: 1157932
Company number: 08576383



ELEMENT SOCIETY

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

For the year ended 31 December 2018



Element Society

Contents

	Page
Administrative information	1
Trustees' annual report	2 – 7
Independent examiner's report	8
Statement of financial activities	9
Balance sheet	10
Notes to the accounts	11 - 15

Element Society

Administrative information for the year ended 31 December 2018

Trustees

John Rigby	
Ian Balshaw	
Joseph Parkinson	
Hugh Man-Adamson	
Sophie Eyre	Appointed 19 June 2018
Johnny Pawlik	Appointed 19 June 2018
Gregory Burke	Appointed 13 November 2018
Adrian Rattenbury	Appointed 12 February 2019
Sally Jackson	Appointed 12 February 2019
Andrew Wood	Resigned 12 June 2018

Company secretary

Christopher Hill

Key management

Christopher Hill Chief executive officer

Charity number

1157932

Company number

08576383

Registered office

Yorkshire House
66 Leopold Street
Sheffield
S1 2GZ

Independent Examiner

Sarah Lightfoot, ACA DChA

Voluntary Action Sheffield
Community Accounting Service
The Circle
33 Rockingham Lane
Sheffield
S1 4FW

Element Society

Trustees' annual report For the year ended 31 December 2018

The Directors, who are also Trustees of the charity, submit their annual report and the financial statements for the year ended 31 December 2018.

The Trustees confirm that the annual report and financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with current statutory requirements, the requirements of the charity's governing document and the provisions of the Statements of Recommended Practice (SORP), applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by Update Bulletin 1 (effective 1 January 2015).

Structure, governance and management

Structure - The charity is constituted as a company limited by guarantee and is governed by its memorandum and articles of association.

Governance - The directors of Element Society are its trustees for the purposes of charity law and are appointed by the company's members. There is a minimum of 3 directors at any one time.

The Board shall admit to membership such persons as it shall think fit and the Board may from time to time, by resolution, prescribe (and vary) criteria for membership. Nominations of directors shall be for a fixed or indeterminate period provided however that no such fixed period shall exceed three years and any indeterminate appointment shall automatically lapse at the end of three years but so that the nominated Board director shall be eligible for re-nomination.

New trustees attend a series of meetings with the executive team and attend their initial board meeting as an observer as part of their induction to the work of the charity. Formal governance training is delivered internally using charity commission guidance and the NCVO Trustee training website.

Management

The day-to-day management of the charity is provided by Element Society whereby Christopher Hill fulfils the role of Chief Executive. The senior management team supports the Board of Trustees through its delegated powers.

Principal Activities and Review of Operations

Element Society believes in people and their ability to do unbelievable things. We work within ethical guidelines on projects that will change the world, but we aim to do this differently.

Our methods are to disrupt current thinking, pool expertise from all disciplines and draw from a wealth of cross-sector experience to have a genuine positive impact on the world. This means bringing enterprise thinking to all our work. We achieve our targets, provide quality client service and always push forward to pioneer new ground. There is no standing still for us, no resting on our laurels, no taking our position as deserved instead of achieved.

Our projects are carefully selected based on a belief and understanding that they can make an achievable difference. We are undeterred by working in different sectors and know that with the right tools we can achieve success for any project that we truly believe in.

Element Society

Trustees' annual report (continued) For the year ended 31 December 2018

Objectives and Public Benefit

Objectives – Element Society's objective is:

- *The advancement in life of young people by providing support and activities which develop their skills, capacities and capabilities to enable them to participate in society as mature and responsible individuals.*

Public Benefit - The trustees can confirm that to the best of their knowledge and capacity, they have complied with their duty to provide identifiable and tangible benefits for the public as a result of the charities programme of work. The trustees have referred to guidance from the Charity commission when reviewing aims and objectives and in planning future activities.

The Charity has achieved tangible public benefits in the furtherance of its objectives with over 400 young people (aged 16 – 24) taking part or supporting our main programmes of delivery. Participants were drawn from within Sheffield City Region.

National Citizen Service (NCS)

Element Society is a subcontracted Local Delivery Partner (LDP) of English Football League Trust (EFLT) in the YH1 region of National Citizen Service (NCS). We have responsibility for delivering the numbers of NCS participants allocated by EFLT.

The following table sets out a synopsis of our activities:

<u>Phase</u>	<u>Description</u>
1 – Marketing, Recruitment & Engagement	During this phase our role is to market the NCS programme and sign up young people and keep them engaged prior to the first residential week. Element Society keeps in regular contact with them to ensure that they turn up to phase two.
2 – Away Residential	We then take cohorts (teams of 15) on a full-time residential week that is at least one hour's travel from the young person's home community. The focus of this phase is on teamwork and challenge (predominantly physical) that encourages the young people to leave their comfort zones, thereby facilitating personal and social development, together with the development of team and leadership skills. We provide the staff that supervise the trip and the team leaders and assistants that will remain with the team through the duration of the programme. The individual residential centres provide the accredited supervision for the activities held during the week.
3 – Home Residential	<p>The following week is a full-time residential week based within one hour's travel of young person's places of residence. This phase focuses on developing new skills and gaining an increased understanding of their local community. The core elements consist of:</p> <ul style="list-style-type: none">• Developing skills in various areas,• Building networks to gain an understanding of local organisations and residents,• Personal and social development through guided reflection activities. <p>Our approach has been to use University Halls of Residence as the residential location as part of a life skills element to the programme. We bring in additional specialised tutors to deliver sessions throughout the week (for example Self Defence or Presentation Skills) along with bringing local community group or charity representatives in to give a talk and run a session about what they do. Additional session work is delivered by our own staff through guided reflection or NCS provided modules. This summer our local MP Paul Blomfield attended a session to discuss how he got into politics and hosted a Q&A session. Lord David Blunkett also attended one of our sessions to share his life experiences with the NCS participants.</p>

Element Society

Trustees' annual report (continued) For the year ended 31 December 2018

Phase	Description
4 – Social Action Planning	<p>The next phase of delivery is 30 hours of activity over 4 or 5 consecutive days with the young people residing at home. During this phase the teams will design a Social Action Project in consultation with the intended beneficiaries. The project must seek to:</p> <ul style="list-style-type: none"> • Support the core aims of NCS (a more engaged, responsible and cohesive society), • Involve people from the community and deliver a tangible benefit, and • Create opportunities for social and/or intergenerational mixing. <p>Element Society hosts the NCS cohorts at its offices in Sheffield for this phase and provides additional community/project mentoring along with the support provided by the team leaders and assistants. During this phase a “Dragon’s Den” is held where each team has to pitch its social action project to a team of Dragons (local VCFS/business people) who will provide advice and guidance about the idea and have the ability, if required, to approve a small grant to enable the team to cover the costs of delivering the project.</p>
5 – Social Action Project Delivery	<p>A further 30 hours of activity to deliver the Social Action Project that was development and planned out in the previous phase. The teams are expected and encouraged to be as independent as possible for this stage, therefore the support we provide is relatively light touch to allow the teams to take centre stage with the people/communities that they are supporting with their project.</p>
Graduation Event	<p>The programme culminates in a large celebration and graduation event for participants and their guests. It is aimed at celebrating a young person's rite of passage along with highlighting the outcomes of their Social Action Projects and any other achievements. Element Society arranges the whole event and runs it on the day to ensure that all the young people enjoy the experience and can share it with their friends and family</p>

In addition to the main programme we have developed a scheme where we continue working with NCS participants after they have graduated from the programme. We have been able to offer a number of roles for interested participants to do the following:

- Volunteer on NCS recruitment activities
- Be an Assistant to a team during a future delivery period
- Involved in arranging “Keep in Touch” Events
- Planning and supporting the delivery of the Graduation
- Paid office work supporting the programme
- Paid Referral scheme
- Work Experience schemes
- Volunteer opportunities with our partner organisations
- Continued Social Action

Element Society

Trustees' annual report (continued) For the year ended 31 December 2018

Achievements and performance

In 2018, we achieved the following outputs:

- Over 400 young people actively participated on our schemes
- Assemblies and PSHE delivered to over 2000 young people
- 60 young people actively supported the delivery of our programmes on a voluntary basis
- Through our social action projects, we achieved over 20,000 volunteer days
- 23 young people have progressed from our programmes into working or volunteering for Element Society
- 26 individual social action projects have been delivered within the NCS programme
- Each year we develop a new Youth Board, the members of which support Element in shaping future programmes as well as organising their own activities. The Youth Board is facilitated by a member of Element's management team but the Board elects its own officers.
- A Member of our Youth Board sits on the Regional and National Youth Board for NCS

Other Programmes delivered in 2018

Whilst NCS is our principle area of work we also developed and delivered additional programmes:

- Leaders in Training (LIT); The Leaders in Training Programme develops skills in areas including as Leadership, Communication, Team Dynamics and Diversity Awareness. These sessions are designed to equip young people with the skills and knowledge to excel in the future and in becoming future leaders. The sessions also include: Emotional Intelligence & Reflection, Safeguarding and critical incidents, Guided Reflection & Ethos, Residential Training.
- Youth Advocacy Platforms: Mental health themed open mic nights where young people were given an opportunity share their voice on issues that they care about.
- Learn Through Nature: a programme to support young people with learning difficulties to engage with the outdoors.
- Child Sexual Exploitation (CSE): A programme devised and developed as a social action by NCS graduates, supported by NSPCC and funded by South Yorkshire Police was delivered to over 400 young people to raise awareness.
- Knife Crime Research: Funded by SY Police research into knife crime, engaging young people

Major Projects

Big Potential Advanced

Element were successful in getting a significant grant to undertake a comprehensive business review. The funding was met from the Big Lottery Big Potential Advanced programme. As part of the grant we were required to work with a Social Investment Bank sponsor. We chose to work with Local Partnerships and who supported us in tackling 5 workstreams: develop an Organisational Theory of Change; Develop systems to ensure Element is sustainable; examine Governance structures; improve our business systems; improve our bid preparation. The project ran for slightly over a year and engaged staff at all levels and the Board of Trustees with improvement in all five areas being achieved.

Yorkshire House

During 2018 Element were offered the opportunity to take the lease of Yorkshire House, 66 Leopold Street, S1 2GZ at a peppercorn rent. The space offered amount to 12,000 sq.ft. over three floors. We moved into this space during October. This space opens up so opportunities for Element to provide a wider range of services specifically designed with and for young people.

Element Society

Trustees' annual report (continued) For the year ended 31 December 2018

Financial Review

Element Society is determined not to become reliant on grant funding in order to sustain its operations. Whilst this presents its own challenges in terms of securing funding, sound financial planning, high quality management information and good knowledge of external drivers help to increase the likelihood that financial risks will be anticipated well in advance of a crisis point.

The financial result of the charity for the year ended 31 December 2018 was an overall deficit of £6,450 (2017: surplus of £7,854) on total income of £427,570 (2017: £352,847). The overall deficit of £6,450 is split between an unrestricted fund surplus of £15,531 and retracted fund deficit of £21,981 as restricted monies received in the previous year were spent.

Reserves Policy

As a not-for-profit organisation the charity actively seeks to maximise its annual expenditure on youth based projects. As a matter of policy, therefore, only modest surpluses are planned for each year. At Element Society working capital is not only needed for future investment but also to fund delays in receipt of income and to absorb any short-term setbacks.

The policy of the charity is to set a target of 3 months of working capital for free reserves. Working capital has been seen as synonymous with free reserves as these are the resources the charity has or can make available to spend for any or all of the charity's purposes once it has met its commitments and covered its other planned expenditure. This excludes restricted reserves and any reserves that can only be realised by disposing of fixed assets held for charity use. In the financial statements this is equal to the unrestricted net current assets.

As at 31 December 2018, 3 months' working capital equated to £45,000 whilst free reserves stood at £57,097 (2017: £39,666).

Element Society's reserves policy is informed by:

- Its forecasts for levels of income in future years and the reliability of each source.
- Its forecasts for expenditure in future years on the basis of planned activity.
- The analysis of any future needs, opportunities, contingencies or risks and the likelihood and impact of each.

The main need for reserves at present is to fund the delay in the receipt of income with a small cushion to absorb short-term setbacks.

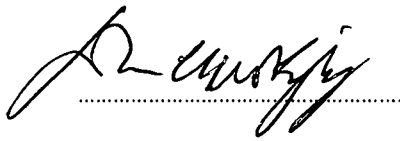
Element Society

**Trustees' annual report (continued)
For the year ended 31 December 2018**

Small company provisions

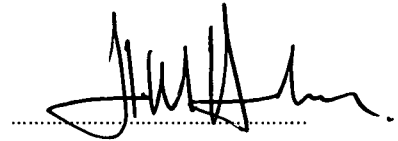
This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees' report was approved by the board of trustees on 13/9/2019 and signed on their behalf by:



Print Name: JOHN G. W. RIGBY

Trustee



Print Name: HUGH M. ADAMSON

Trustee

Independent examiner's report to the directors of Element Society ('the Company')

I report to the charity directors on my examination of the accounts of the Company for the year ended 31 December 2018.

Responsibilities and basis of report

As the directors of the Company 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 company'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

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination; or
4. the 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 organisations 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:


Sarah Lightfoot, ACA DChA

Voluntary Action Sheffield
Community Accountancy Service
The Circle
33, Rockingham Lane
Sheffield S1 4FW

Date:

17 September 2019

Element Society
Statement of financial activities
(incorporating the income and expenditure account)
For the year ended 31 December 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Unrestricted funds £	Restricted funds £	Total 2017 £
Income from:							
Donations	2	1,256	-	1,256	1,184	8,029	9,213
Charitable activities	3	352,366	59,788	412,154	300,610	34,560	335,170
Other trading activities	4	14,127	-	14,127	8,460	-	8,460
Investments - bank interest		33	-	33	4	-	4
Total income		367,782	59,788	427,570	310,258	42,589	352,847
Expenditure on:							
Charitable Activities	5	352,251	81,769	434,020	340,488	4,505	344,993
		352,251	81,769	434,020	340,488	4,505	344,993
Net income/(expenditure)		15,531	(21,981)	(6,450)	(30,230)	38,084	7,854
Transfers between funds	10	-	-	-	8,029	(8,029)	-
Net movement in funds		15,531	(21,981)	(6,450)	(22,201)	30,055	7,854
Total funds brought forward		42,287	30,055	72,342	64,488	-	64,488
Total funds carried forward		57,818	8,074	65,892	42,287	30,055	72,342

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities. The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**Element Society
Balance Sheet
As at 31 December 2018**

	Notes	Total 2018 £	Total 2017 £
Fixed assets			
Tangible assets	7	<u>721</u>	<u>2,621</u>
Current assets			
Debtors	8	4,134	4,218
Cash at bank and in hand		72,521	81,351
Total current assets		<u>76,655</u>	<u>85,569</u>
Creditors: amounts falling due within one year	9	(11,484)	(15,848)
Net current assets		<u>65,171</u>	<u>69,721</u>
Total assets less current liabilities		<u>65,892</u>	<u>72,342</u>
Creditors: amounts falling due after more than one year		-	-
Total net assets		<u>65,892</u>	<u>72,342</u>
Represented by:			
Funds of the Charity			
Unrestricted funds		57,818	42,287
Restricted income funds	10	8,074	30,055
	11	<u>65,892</u>	<u>72,342</u>

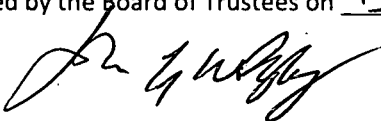
For the year ending 31 December 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

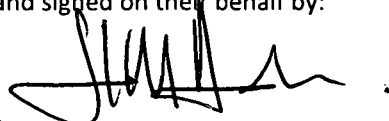
The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The director's acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to small

Approved by the Board of Trustees on 13/9/2019 and signed on their behalf by:


Print Name: JOHN GWRIGBY
Trustee


HUGH MANN
Trustee

Element Society
Notes to the Accounts
For the year ended 31 December 2018

1 Accounting policies

(a) General

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. A Statement of Cash Flows has not been included as permitted under the adoption of Bulletin 1.

The charity meets the definition of a public benefit entity under FRS 102. The financial statements are presented in sterling which is the functional currency of the charity.

(b) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net of discounts.

(c) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis, including irrecoverable VAT, and has been listed under headings that aggregate all the costs related to that activity.

Direct costs, including directly attributable salaries, are allocated on an actual basis to the key strategic areas of activity. Overheads and other salaries are allocated between expense headings on the basis of the time spent.

Governance costs are those in connection with the management of the charity, organisational administration and compliance with the constitutional and statutory requirements.

Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources.

(d) Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following

Fixtures, fittings & equipment	20% straight line
Computers	33.3% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

(e) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(f) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

(g) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting 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 normally recognised at their settlement amount after allowing for any trade discounts due.

(h) Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2018

1 Accounting policies (continued)

(i) Pension obligations

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

(j) Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

(k) Taxation

As a charity, the organisation is exempt from tax on income and gains falling within the available tax exemptions to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

(l) Leases

Rental payable and receivable under operation leases are charged to the SOFA on a straight line basis over the period of the lease.

(m) Funds

Unrestricted funds are donations and other income receivable or generated for the objects of the organisation without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the funder.

(n) Going Concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

2 Income from donations

	Unrestricted Funds	Restricted Funds	Total 2018	Unrestricted Funds	Restricted Funds	Total 2017
	£	£	£	£	£	£
Donations and gifts	1,256	-	1,256	1,184	-	1,184
Big Lottery Fund	-	-	-	-	8,029	8,029
	<u>1,256</u>	<u>-</u>	<u>1,256</u>	<u>1,184</u>	<u>8,029</u>	<u>9,213</u>

3 Income from charitable activities

	Unrestricted Funds	Restricted Funds	Total 2018	Unrestricted Funds	Restricted Funds	Total 2017
	£	£	£	£	£	£
Contracts and fees	352,366	-	352,366	300,215	-	300,215
Big Lottery Fund	-	51,664	51,664	-	19,088	19,088
South Yorkshire Community Foundation	-	4,686	4,686	-	-	-
Sheffield City Council Cohesion grant	-	1,000	1,000	-	-	-
South Yorkshire Policy and Crime Commissioner	-	2,438	2,438	-	-	-
People's Postcode Trust	-	-	-	-	13,400	13,400
Talent match	-	-	-	395	2,072	2,467
	<u>352,366</u>	<u>59,788</u>	<u>412,154</u>	<u>300,610</u>	<u>34,560</u>	<u>335,170</u>

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2018

4 Income from other trading activities

	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Unrestricted Funds £	Restricted Funds £	Total 2017 £
Letting and licensing arrangements	13,986	-	13,986	8,460	-	8,460
Other trading income	141	-	141	-	-	-
	14,127	-	14,127	8,460	-	8,460

5 Expenditure on charitable activities

	Note	Unrestricted Funds £	Restricted Funds £	Total 2018 £	Unrestricted Funds £	Restricted Funds £	Total 2017 £
Direct activity costs		146,218	2,286	148,504	100,138	-	100,138
Staff salary costs	6	154,172	26,288	180,460	167,657	4,505	172,162
Other staff costs		5,665	300	5,965	2,581	-	2,581
Travel & Transport		-	-	-	2,101	-	2,101
Training		-	-	-	1,738	-	1,738
Accommodation		21,569	-	21,569	25,094	-	25,094
Professional fees		9,375	50,400	59,775	7,117	-	7,117
Communications & IT		892	-	892	4,753	-	4,753
Insurance		2,117	-	2,117	1,041	-	1,041
Marketing & publicity		1,621	296	1,917	1,980	-	1,980
Depreciation		1,900	-	1,900	1,986	-	1,986
Bad debts		-	-	-	12,737	-	12,737
Bank charges		681	-	681	631	-	631
Administration		6,121	2,199	8,320	7,878	-	7,878
Independent examination		1,920	-	1,920	2,010	-	2,010
Independent examination - previous year		-	-	-	1,046	-	1,046
		352,251	81,769	434,020	340,488	4,505	344,993

6 Staff Costs

	2018 £	2017 £
Salaries and wages	167,946	163,077
Employer's National Insurance	10,650	9,860
Employer's allowance	(3,000)	(3,000)
Employer's pension contributions	4,864	2,225
	180,460	172,162

No employee received emoluments of more than £60,000.

The average monthly number of paid employees during the year was 14 (2017: 14). The actual monthly staff varies due to the extra staff taken on over the summer.

Contributions to personal pension plans are charged to the Statement of financial activities as they become payable. The pension cost shown above represents the contributions made by the company to the fund.

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2018

7 Tangible fixed assets

	Fixtures, fittings and equipment £	Computers £	Total £
Cost or Valuation			
As at 1 January 2018	8,211	1,031	9,242
As at 31 December 2018	<u>8,211</u>	<u>1,031</u>	<u>9,242</u>
Depreciation			
As at 1 January 2018	5,848	773	6,621
Charge this period	1,642	258	1,900
As at 31 December 2018	<u>7,490</u>	<u>1,031</u>	<u>8,521</u>
Net Book Value			
As at 31 December 2018	<u>721</u>	<u>-</u>	<u>721</u>
As at 31 December 2017	<u>2,363</u>	<u>258</u>	<u>2,621</u>

8 Debtors

	2018 £	2017 £
Trade debtors	3,750	2,850
Other debtors	384	1,368
	<u>4,134</u>	<u>4,218</u>

9 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	4,980	5,537
Accruals	5,919	3,351
Other creditors	585	-
Income received in advance	-	6,960
	<u>11,484</u>	<u>15,848</u>

10 Restricted funds

	Brought forward £	Income £	Expenditure £	Transfers £	Carried forward £
Big Lottery Fund: Big Potential	16,655	51,664	(68,319)	-	-
People's Postcode Trust: Learning through nature	13,400	-	(11,060)	-	2,340
South Yorkshire Community Foundation: Blue Dot - MH Workshops	-	4,686	-	-	4,686
Sheffield City Council Cohesion grant: Good News Stories	-	1,000	(500)	-	500
South Yorkshire Policy and Crime Commissioner: CSE Workshop	-	2,438	(1,890)	-	548
	<u>30,055</u>	<u>59,788</u>	<u>(81,769)</u>	<u>-</u>	<u>8,074</u>

Big Lottery Fund: Big Potential

This grant is designed to help the charity work out how social investment could help them become more sustainable, build capacity and scale up to deliver greater social impact.

People's Postcode Trust: Learning through nature

Taking 14-18 year-olds living with special education needs on supported learning visits into different habitats to enhance their lives. This project will begin in 2018.

South Yorkshire Community Foundation: Blue Dot - MH Workshops

Workshops designed by young people that stigma about mental health on how to be a friend to a young person suffering from mental health problems.

Element Society
Notes to the Accounts (continued)
For the year ended 31 December 2018

10 Restricted funds - continued

Sheffield City Council Cohesion grant: Good News Stories

A series of flyers and posters promoting good acts undertaken by young people in Sheffield.

South Yorkshire Police and Crime Commissioner: CSE Workshop

Workshops designed by young people to raise awareness of Child Sexual Exploitation. The programme was delivered to approximately 400 young people. The project also funded research for SY Police into knife crime in Sheffield.

<i>Prior year comparative</i>	<i>Brought forward</i>	<i>Income</i>	<i>Expenditure</i>	<i>Transfers</i>	<i>Carried forward</i>
	£	£	£	£	£
<i>Big Lottery Fund: Big Potential</i>	-	19,088	(2,433)	-	16,655
<i>Talent Match: salary support</i>	-	2,072	(2,072)	-	-
<i>People's Postcode Trust: Learning through nature</i>	-	13,400	-	-	13,400
<i>National Lottery: Studio Refurbishment</i>	-	8,029	-	(8,029)	-
	-	<u>42,589</u>	<u>(4,505)</u>	<u>(8,029)</u>	<u>30,055</u>

11 Net assets by fund

	Unrestricted Fund	Restricted Funds	Total 2018	Unrestricted Fund	Restricted Funds	Total 2017
	£	£	£	£	£	£
Tangible fixed assets	721	-	721	2,621	-	2,621
Current assets	68,581	8,074	76,655	55,514	30,055	85,569
Current liabilities	(11,484)	-	(11,484)	(15,848)	-	(15,848)
	<u>57,818</u>	<u>8,074</u>	<u>65,892</u>	<u>42,287</u>	<u>30,055</u>	<u>72,342</u>

12 Related party transactions and trustees' expenses and remuneration

The trustees give of their time freely and received no remuneration during the year. No trustee received any reimbursed expenses.

Costs relating to key management personnel are:

	2018	2017
	£	£
Salary	42,573	37,466
Employer's pension contributions	2,884	1,442
Other benefits	379	379
	<u>45,836</u>	<u>39,287</u>

A close family member of one trustee was employed during the year. The individual concerned earned £12,000 (2017: £12,000). The related trustee did not vote on any remuneration decisions.

Johnny Pawlik became a trustee in June 2018. He is the owner and director of the company Mantra Media Ltd which rents office space from the charity. Mantra Media Ltd paid £11,226 during the year for the rental space. It is considered that the rent is at reasonable market value.

13 Contingent liabilities

The charity moved premises in the year. The dilapidations provision was in dispute at the year and no final figure has been determined at the date of signing of the accounts, therefore no provision has been made.