PEMBROKESHIRE CARE SOCIETY

England & Wales · Charity number 1048218

Details

Other names	PATH, PEMBROKESHIRE ACTION FOR THE HOMELESS (PATH)
Status	Registered
Legal form	Charitable company
Company number	03062605
Registered	1995-07-24
Register	View on the Charity Commission register

Contact

Address	Pembrokeshire Care Society 5-7 Picton Place Haverfordwest SA61 2LE
Phone	01437765335
Email	pcs@pembrokeshirecaresociety.org.uk
Website	www.pembrokeshirecaresociety.org.uk

Activities

Objects: TO RELIEVE THE EFFECTS OF POVERTY, HOUSING PROBLEMS (EG FINANCIAL MANAGEMENT, INADEQUATE/SUBSTANDARD ACCOMMODATION, SETTING UP AND MAINTAINING TENANCIES AND OTHER RELATED ISSUES INCLUDING ADVOCATING WITH COURTS, LANDLORDS, STATUTORY DEPARTMENTS, HEALTH PROFESSIONALS AND OTHER ORGANISATIONS) AND HOMELESSNESS ON INDIVIDUALS AND FAMILIES WHO PRESENT TO THE CHARITY FOR ASSISTANCE TO PROMOTE THE STUDY, RESEARCH AND CAMPAIGNING INTO ALL ASPECTS AND METHODS OF RELIEVING AND/OR PREVENTION OF THE EFFECTS OF POVERTY, HOUSING PROBLEMS AND HOMELESSNESS TO RAISE AWARENESS AND EDUCATE THE PUBLIC REGARDING THE EFFECTS OF POVERTY, HOUSING NEED AND HOMELESSNESS ON INDIVIDUALS AND FAMILIES THROUGH ACTIVITIES SUCH AS CONSULTATION WORK, REPORTING, ADVERTISING, PRESENTATIONS TO LOCAL AND NATIONAL GROUPS AND INFORMATION SESSIONS IN SCHOOLS.

Activities: Pembrokeshire Care Society strives to assist all homeless persons or those threatened with homelessness with advice, assistance and advocacy to enable them to secure/maintain safe and affordable accommodation, thus alleviating the stress which can lead to other social related problems.

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Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** Education/training, The Prevention Or Relief Of Poverty, Accommodation/housing
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** PEMBROKESHIRE
- Pembrokeshire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£1,539,733	£1,517,935	£770,499	40
2024-03-31	£1,121,633	£1,264,188	£748,701	41
2023-03-31	£900,376	£1,007,405	£891,256	36
2022-03-31	£839,590	£751,526	£998,285	28
2021-03-31	£664,534	£579,290	£910,221	24

Trustees

Name	Role	Appointed
ANN MARIA THOMAS	Chair	2016-06-07
Dr Adila Khan		2023-11-21
Jacqueline Heather Wordsworth		2020-01-18
Keely Toozer		2025-11-19
Linda Bowden		2019-03-19
Michelle Rees		2022-11-22
Sophie Deighan		2025-11-19
Victoria McAndrew		2024-12-17

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PEMBROKESHIRE CARE SOCIETY

England & Wales - Charity number 1048218

Accounts

REGISTERED COMPANY NUMBER: 03062605 (England and Wales)
REGISTERED CHARITY NUMBER: 1048218

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2025

for

Pembrokeshire Care Society

Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Ashmole & Co.

Pembrokeshire Care Society

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Pembrokeshire Care Society

Reference and Administrative Details
for the Year Ended 31 March 2025

TRUSTEES	Mrs G Morgan, President Mrs J Davies (resigned 24.11.24) Mr P Lucas (resigned 12.2.25) Mrs A Thomas, Chair Mrs L Bowden Mrs J Wordsworth Mrs M Rees Dr A Khan Mr J S Harris (resigned 30.10.24) V McAndrew (appointed 17.12.24)
SENIOR MANAGEMENT	Michael Hooper, Managing Director
TRADING AS	PATH (Pembrokeshire Action for the Homeless)
REGISTERED OFFICE	7 Picton Place Haverfordwest Pembrokeshire SA61 2LE
REGISTERED COMPANY NUMBER	03062605 (England and Wales)
REGISTERED CHARITY NUMBER	1048218
AUDITORS	Ashmole and Co. Chartered Certified Accountants and Statutory Auditors Williamston House 7 Goat Street Haverfordwest Pembrokeshire SA61 1PX

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2025. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Charitable Purposes and Aims

Pembrokeshire Care Society exists to relieve homelessness and poverty in Pembrokeshire. For over four decades, we have provided essential support to vulnerable individuals and families, helping them maintain tenancies, access housing opportunities, and move beyond crisis.

Our vision is a Pembrokeshire where homelessness is rare, brief, and a one-time experience.

Our mission is to deliver compassionate, person-centred services that address the root causes of homelessness and poverty, empowering people to achieve stability, independence, and improved wellbeing.

Strategic Objectives

During the year, our key strategic objectives were:

- **Prevent homelessness** through early intervention, tenancy sustainment support, and conflict resolution
- **Provide holistic support** addressing the interconnected challenges of housing instability, mental health, financial capability, and employability
- **Advocate and raise awareness** about the causes and impacts of homelessness and poverty
- **Build organisational sustainability** through income diversification, operational efficiency, and strategic partnerships
- **Respond with agility and speed** to emerging needs and funding opportunities

OBJECTIVES AND ACTIVITIES
Main Activities and Services

1. **Generic Support Service (GSS)**

   Funded by Pembrokeshire County Council through the Housing Support Grant (£318,958), GSS provides support to help clients secure and maintain accommodation, establish utilities, manage finances, access benefits, and connect with health, employment, and community services. During the year, our team provided over 15,000 hours of support helping 448 individuals.

2. **Advice and Bond Service**

   This service provided housing advice and financial bonds to enable access to private rented accommodation. 828 people received advice during the year, with 147 active bonds in place.

   However, in September 2024, Pembrokeshire County Council served notice of termination due to budget constraints, resulting in a reduction from £222,000 to £15,000 annually from April 2025. Our successful Single Advice Fund application to Welsh Government (£103,000 for one year from April 2025) provides partial mitigation. The Advice Team provides free advice in the areas of Housing, Employment, Welfare and Benefits and debt guidance, as well as assisting those in crisis and dealing with drop ins.

3. **Pathway Lettings**

   As Pembrokeshire's only social letting agency, Pathway Lettings bridges the gap between private landlords and vulnerable tenants. We are also the only Letting Agency with in-house specialist legal advice to promptly resolve landlord and tenant disputes. We manage properties on behalf of landlords while providing wraparound support to tenants, earning commission-based income for our letting and management services. At year-end, we managed 178 tenancies with 38 landlords.

   Further information: https://www.pathpembrokeshire.co.uk/pathway-lettings

4. **Pathway Counselling**

   Enhanced with UK Shared Prosperity Fund financing (£550,000 over the project period), our mental health counselling service received 736 referrals during the year, partnering with over forty agencies. The service addresses psychological challenges underpinning homelessness, with overwhelmingly positive client feedback describing it as "life-changing."

   All outputs and outcomes were met and exceeded.

5. **Numeracy Project**

   Funded by the UK Shared Prosperity Fund (£630,000 across the project period), this groundbreaking project helped adults develop numeracy, financial literacy, and employability skills. Over 100 learners participated during the year, many from marginalised groups including older people, disabled individuals, and ethnically minoritised communities.

   The project received national recognition when Deputy Prime Minister Angela Rayner MP visited on 21 August 2024, commending: "It's not just the numeracy, but the social interaction, the confidence... you can see first-hand the incredible work that's going on here."

   The project surpassed all contracted outputs and outcomes.

OBJECTIVES AND ACTIVITIES

6. **Pathway Mediation**

Originally set up with funding from the Nationwide Building Society the initial focus was to provide a Conflict Resolution Service to prevent homelessness through mediation and legal advocacy. Pathway Mediation offers civil, commercial, and workplace mediation to resolve disputes before they escalate, providing a less adversarial, more cost-effective alternative to litigation. We provide services at no cost to parties where there is risk of homelessness or financial distress and at a fixed fee otherwise. The income generated helps to support our free services.

Further Information: https://www.pathpembrokeshire.co.uk/mediation

7. **Pathway Legal**

Pathway Legal provides in-house legal services delivered by qualified solicitor Aimee Quigley (LLM, Member of the Law Society), representing a distinctive development for a homelessness charity. The service operates across three practice areas: housing litigation (pro bono representation for private rented sector tenants facing eviction, plus paid fixed-fee services to Pathway Lettings landlord clients), employment law advice on settlement agreements and employee rights, and a Family Law Legal Clinic-the county's only free family law service-delivered fortnightly in partnership with Law Works and Peter Lynn and Partners.

The service operates an innovative cross-subsidy funding model where vulnerable individuals receive free services, legal costs are recovered from opposing parties in successful cases, and landlord client fees generate income. This approach removes means-testing barriers and reinvests profits into wider charitable activities. By addressing legal issues before they escalate to crisis, Pathway Legal reduces demand on emergency services while preventing homelessness at critical intervention points.

Following conclusion of Nationwide grant funding in December 2025, the service is designed to transition to self-funding through cost recovery and landlord fee income.

Further information: https://www.pathpembrokeshire.co.uk/pathway-legal | https://pathwaylegal.co.uk

Public Benefit
The trustees confirm that they have complied with their duty under Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

All our services are designed to deliver tangible public benefit by:

- **Relieving poverty and distress:** We provide direct assistance to individuals experiencing or at risk of homelessness, helping them secure and maintain safe, stable housing.

- **Advancing health and wellbeing:** Our mental health counselling and holistic support services improve physical and psychological wellbeing, reducing the burden on NHS and social care services.

- **Advancing education:** The Numeracy Project equips adults with essential skills for employment, financial management, and independent living.

- **Promoting community cohesion:** By preventing homelessness and supporting successful tenancies, we reduce social dislocation and strengthen communities.

Our services are accessible to all who meet the eligibility criteria, without discrimination. During the year, we supported over 2,500 people across Pembrokeshire, demonstrating significant public benefit and social value.

ACHIEVEMENTS AND PERFORMANCE

Achievements and Performance

Overview

The year ended 31 March 2025 was one of substantial growth and strategic transition. We supported over 2,500 individuals, expanded our staff team from 41 to 44 employees, and received national recognition when Deputy Prime Minister Angela Rayner MP praised our Numeracy Project on 21 August 2024. We secured major new funding, while navigating significant contract changes and building financial resilience in a challenging funding environment.

Key Achievements

Major Funding Successes:

- £100,000 from The National Lottery Community Fund for Numeracy and Pathway to Empowerment (awarded January 2025, income recognised in 2025/26)
- £103,000 from Welsh Government's Single Advice Fund for housing advice (awarded March 2025, income recognised in 2025/26)
- £30,000 from Garfield Weston Foundation
- £40,000 from Moondance Foundation
- Additional £144,526 UKSPF uplift for Numeracy

Total income increased to £1,539,733 (2024: £1,121,633), a 37% increase.

Funder Acknowledgement

The trustees extend their sincere gratitude to all funding partners whose support has been instrumental in enabling us to deliver vital services across Pembrokeshire. We particularly acknowledge The National Lottery Community Fund, Welsh Government, Garfield Weston Foundation, Moondance Foundation, Pembrokeshire County Council, and the UK Shared Prosperity Fund for their continued confidence in our work. We also recognise the Nationwide Building Society for their founding support of innovative services including Pathway Legal and Pathway Mediation. These partnerships enable us to prevent homelessness, support vulnerable individuals, and build stronger communities. The trust placed in us by funders carries significant responsibility, and we remain committed to delivering measurable impact and value from every pound invested in our services.

Service Impact and Outcomes

Service	Beneficiaries	Key Outcomes
Generic Support Service	448 clients with over 15,000 hours support	Tenancies sustained; homelessness prevented
Advice and Bond Service	828 advice / 147 bonds	Housing advice and access to private rented housing enabled
Pathway Lettings	178 tenancies	Stable, supported housing provided
Pathway Counselling	736 clients	Mental health improved; crisis prevented
Numeracy Project	125 learners	Skills, confidence, employability enhanced
Pathway Legal	185	Disputes mediated; evictions prevented

Client Testimonials

"The support I received has been life-changing. I now feel like I have control over my life again."

"The counsellors helped me through the darkest times. I can't thank them enough."

Challenges and Strategic Response

The year brought significant challenges alongside our achievements. The loss of Advice and Bond Service funding (reduced from £222,000 to £15,000 from April 2025, as detailed above) represented a major financial shock, partially mitigated by securing the Welsh Government Single Advice Fund award within six months. Additionally, UKSPF funding (£871,223, representing 57% of 2024/25 income) concluded in March 2025.

While we achieved a net income of £21,798 (compared to a loss of £142,555 the previous year), this must be viewed in context of low free reserves and the end of significant time-limited funding.

The Board responded proactively by establishing monthly Finance Committee oversight supported by a Cranfield Trust volunteer, implementing improved management accounting, cost cutting and pursuing income diversification.

Operational challenges included complexity of establishing Pathway Legal services, delays in launching services reducing time to achieve revenue targets, and the disbanding of our maintenance team due to unsustainable costs. Full details of financial position, risks, and mitigation strategies are set out in the Financial Review and Principal Risks sections below.

FINANCIAL REVIEW

Financial Results

The Statement of Financial Activities shows total incoming resources of £1,539,733 (2024: £1,121,633) and total resources expended of £1,517,935 (2024: £1,264,188), resulting in net incoming resources of £21,798 (2024: net outgoing £142,555). This represents a significant turnaround from the previous year's deficit and demonstrates the success of major grant applications and service expansion.

Key observations:

- UKSPF funding transformed our capacity but concluded in March 2025
- Core Housing Support Grant contract remained stable
- Advice & Bond reduction reflects mid-year termination notice
- Trading income growing modestly (lettings commission, rentals, professional fees)

Expenditure

Total expenditure increased to £1,517,935 (2024: £1,264,188), a 20% increase, reflecting increased staffing (44 vs 41 employees), higher operational costs associated with UKSPF project delivery, and investment in new service infrastructure.

Staffing costs totalled £1,071,675 (2024: £907,924), representing 71% of total expenditure, in line with sector norms for support services.

Balance Sheet

Total funds at year-end stood at £770,499 (2024: £748,701), comprising:

Unrestricted funds: £597,335

- General fund: £469,335
- Designated funds: £128,000 (redundancy reserve, Pathway Lettings development, property maintenance)

Restricted funds: £173,164

Fixed assets total £436,376, including tangible fixed assets (freehold property, vehicles, equipment) of £256,045 and investment property (19 Market Street - 66% reclassified during the year to reflect residential letting to third parties) of £180,331. Investment property is measured at Fair Value in accordance with Charities SORP (FRS 102).

Current liabilities total £76,938, with £75,075 remaining from the repayable assistance from the Community Asset Development Fund (CADF), repayable over 12 years by instalments.

The organisation has a bond reserve allowing for the issuing of Bond Guarantees to landlords on behalf of homeless clients. As of 31st March 2025 the Society has a bond liability of £1,250 and a bond reserve of £1,250.

The charity also has money under management for the Local Authority, which is specifically for bonds, rent in advance, white goods, landlord enhancements and travel warrants.

FINANCIAL REVIEW

Principal Funding Sources

We are grateful to our funders (acknowledged in the Key Achievements section above) whose support made our work possible. Principal funding sources during the year were:

- Pembrokeshire County Council - £425,144
- UK Shared Prosperity Fund - £871,223
- The National Lottery Community Fund - £100,000 (awarded January 2025, income recognised in 2025/26)
- Garfield Weston Foundation - £30,000
- Moondance Foundation - £40,000
- Welsh Government Single Advice Fund - £103,000 (awarded March 2025, income recognised in 2025/26)

Investment Policy

The charity does not currently hold significant investments beyond bank deposits. Cash balances are held in instant-access accounts with reputable banks to ensure liquidity while earning modest interest (£1,853 during the year).

FINANCIAL REVIEW

Reserves policy

The trustees have established a reserves policy requiring free reserves equivalent to three months' operating costs.

Current free reserves position:

- Total unrestricted funds: £597,335
- Less: unrestricted fixed assets (tangible + investment): (£433,838)
- Less: designated funds: (£128,000)
- **Free reserves: £35,497**

This represents approximately one week of operating costs - significantly below policy.

Reserves Strategy

The critically low level of free reserves poses a material risk to organisational sustainability. The trustees acknowledge this concern and have implemented a comprehensive recovery strategy. The Board monitors reserves monthly through the Finance Committee.

Progress toward increasing free reserves will be achieved through:

- Operating surplus generation: Budgeted surplus driven by full-year impact of Single Advice Fund, improved Pathway Lettings margins and continued cost controls
- Unrestricted fundraising: Individual giving programme, corporate partnerships, and legacy marketing
- Expansion of our social lettings agency, Pathway Lettings
- Fee income growth: Scaling of Pathway Legal Services
- Grant diversity

Progress is reviewed monthly by the Finance Committee with quarterly Board scrutiny. Trustees acknowledge that achieving this recovery strategy is contingent on successful trading performance, fundraising outcomes, and grant awards.

FINANCIAL REVIEW

Going concern

The trustees have carefully assessed the charity's ability to continue as a going concern, reviewing detailed cash flow forecasts, cash position (£397,278 at year-end), and positive operating cash flow (£16,233 in 2024/25 vs outflow of £187,557 in 2023/24).

Key challenges requiring management:

- Low free reserves (approximately one week of operating expenditure)
- End of time-limited UKSPF and reduction in Advice & Bond Service funding (as detailed above)

The trustees have assessed that this does not constitute material uncertainty requiring specific disclosure for the following reasons:

- Detailed 12-month forecasts show adequate liquidity
- Proven resilience: successful replacement of lost contract within six months
- Strong operating cash flow turnaround evidences improved financial control
- Advanced-stage applications
- Diversified income strategy reducing grant dependency
- Monthly Finance Committee monitoring

Based on this assessment, the trustees have a reasonable expectation that the charity will have adequate resources to continue in operational existence for the foreseeable future. Accordingly, the accounts have been prepared on a going concern basis. The trustees will monitor the position monthly, with quarterly board review of forecasts and contingency plans.

PLANS FOR FUTURE PERIOD
Strategic Priorities 2025-26

1. Financial Sustainability

Increase free reserves by diversifying income beyond time-limited grants through earned income growth from Pathway Lettings and Pathway Legal.

2. Service Development and Quality

Embed Pathway Counselling and Numeracy Project as sustainable core services; grow Pathway Legal Service to achieve revenue targets; expand Pathway Lettings to increase commission income; maintain quality through robust performance monitoring and outcome measurement.

3. Funding Pipeline

Replace concluded UKSPF funding through:

- Mental Health Counselling: Application to National Lottery for £100,000 over one year (decision expected November 2025)

- Numeracy Project: Secured £100,000 from National Lottery (January 2025) providing 12-month bridge; further applications in development

- Fee income diversification: Growing Pathway Lettings and Pathway Legal Service to reduce grant dependency

The trustees recognise this represents material financial transition and are regularly monitoring the pipeline.

Other funding priorities: Major donor cultivation, legacy programme launch, and multi-year grant applications to reduce year-to-year uncertainty.

4. Organisational Development

Strengthen governance through trustee recruitment (finance, legal, fundraising, lived experience expertise); build staff capacity through development and succession planning; enhance systems (management accounts, CRM, performance monitoring).

5. Partnership and Influence

Strengthen relationships with partners; use evidence from our services to advocate for better homelessness prevention policies; disseminate best practice from numeracy and counselling models.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Pembrokeshire Care Society is a charitable company limited by guarantee, incorporated on 30 May 1995 and registered as a charity on 24 July 1995. The company was established under a Memorandum of Association which sets out the objects and powers of the charitable company. The charity is governed under its Articles of Association, which were last updated in 2013.

The charitable objects, as set out in the governing document, are:

"To relieve the effects of poverty, housing problems (e.g. financial management, inadequate/substandard accommodation, setting up and maintaining tenancies and other related issues including advocating with courts, landlords, statutory departments, health professionals and other organisations) and homelessness on individuals and families who present to the charity for assistance; to promote the study, research and campaigning into all aspects and methods of relieving and/or prevention of the effects of poverty, housing problems and homelessness; to raise awareness and educate the public regarding the effects of poverty, housing need and homelessness on individuals and families through activities such as consultation work, reporting, advertising, presentations to local and national groups and information sessions in schools."

Recruitment and Appointment of Trustees

Trustees are recruited through the charity's website and Reach volunteer platform for three-year renewable terms, subject to Board approval. The Board actively seeks diverse backgrounds and lived experience.

During the year, Mr J S Harris, Mrs J Davies and Mr P Lucas resigned due to personal circumstances, and the Board is deeply saddened to report that Mr P Lucas passed away in April 2025. Ms Victoria McAndrew joined the Board.

Governance

Organisational Structure

The charity is governed by a Board of Trustees, who are also directors of the company for the purposes of company law. The Board has ultimate responsibility for the strategic direction, financial oversight, and regulatory compliance of the organisation.

The Board met six times during the year to review performance, assess risks, and provide strategic guidance. During the year, governance was strengthened through the establishment of two sub-committees:

- **Finance Committee** - Meets monthly to oversee financial performance, cash flow management, and income generation opportunities. Supported by an experienced Cranfield Trust volunteer.
- **Personnel Committee** - Oversees staffing matters, recruitment, and organisational development.

Day-to-day operational management is delegated to the Managing Director, supported by a senior management team.

Trustee Induction and Training

New trustees receive a comprehensive induction including overview of the charity's history and services, copies of governing documents and latest accounts, introduction to their legal duties, meetings with the Managing Director and key staff, and access to Charity Commission guidance.

Ongoing training opportunities are made available to all trustees, and external training needs are identified through annual skills audits.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Related parties and Connected Organisations

The charity has no subsidiaries. During the year, the charity worked in partnership with Pembrokeshire County Council, Welsh Government, UK Government, WCVA, the Cranfield Trust, PAVS (Pembrokeshire Association of Voluntary Services), and numerous other statutory and voluntary sector organisations. No trustee had any beneficial interest in these arrangements.

All trustees have completed declarations of interest which are maintained on a register and reviewed annually. There were no related party transactions during the year.

Risk Management

The Board maintains a comprehensive Risk Register reviewed at every meeting. Principal risks and mitigation strategies are set out in the 'Principal Risks and Uncertainties' section below.

The charity maintains comprehensive policies covering safeguarding, data protection, whistleblowing, health and safety, equality and diversity, and financial controls. All policies are reviewed biennially and staff receive regular training.

FUNDRAISING PRACTICES

Pembrokeshire Care Society raises funds in accordance with the Fundraising Regulator's Code of Practice. We engage external fundraising consultants who are contracted and directly supervised by the Managing Director and Board. We do not use commercial participators or professional fundraisers to solicit donations from the public.

During the year, we received no complaints about our fundraising activities.

We take particular care to protect vulnerable people from unreasonably intrusive or persistent fundraising approaches. Our fundraising activities are targeted, respectful, and compliant with data protection regulations.

EQUALITY, DIVERSITY AND INCLUSION

Pembrokeshire Care Society is committed to promoting equality, diversity, and inclusion in all aspects of our work. We provide services that are accessible to all who need them, actively recruit staff from diverse backgrounds including those with lived experience, deliver services in a culturally sensitive manner, and provide services in Welsh and English.

ENVIRONMENTAL AND SUSTAINABILITY

While not a primary charitable objective, we recognise our responsibility to minimise environmental impact. Office operations maintained focus on reducing waste and energy consumption, remote/hybrid working arrangements continued reducing travel emissions, and property improvements included energy efficiency measures. We will publish an environmental plan in 2025/26 with targets for travel, energy, and waste reduction.

SAFEGUARDING

The safety and wellbeing of our service users is paramount. We maintain a comprehensive Safeguarding Policy, reviewed biennially, which aligns with All Wales Safeguarding Procedures.

All staff and volunteers undergo enhanced DBS checks, safeguarding training, regular supervision and support, and clear reporting procedures for concerns. We work closely with Pembrokeshire County Council's Adult and Children's Safeguarding teams. No serious safeguarding incidents occurred during the year.

ACKNOWLEDGEMENTS

The trustees wish to express their deepest gratitude to:

- Our funders - acknowledged in the Key Achievements section above
- Pembrokeshire County Council - for longstanding partnership and commitment
- Our staff team - whose dedication, compassion, and professionalism change lives every day
- Our volunteers and supporters - who generously give their time, skills, and resources
- Our clients - who inspire us with their resilience and trust us to walk alongside them
- Angela Rayner MP - for taking time to visit and recognise our work

CONCLUSION

The year ended 31 March 2025 represents a period of significant transition for Pembrokeshire Care Society. We achieved substantial growth, supported more people than ever before, secured transformational funding, and received national recognition for innovative, evidence-based practice.

We also navigated significant challenges: the loss of major contract funding, ongoing reserves constraints, and the funding transitions facing the entire voluntary sector. We have responded with creativity, agility, and unwavering commitment to our mission. Our positive operating cash flow turnaround and successful contract replacement evidence competent, proactive management.

Looking ahead, we face continued financial transition but do so with confidence rooted in our track record, our talented team, our supportive partners, and the urgent, enduring need for our work.

We are determined to secure the financial sustainability that will enable us to fulfill our vision: a Pembrokeshire where homelessness is rare, brief, and never repeated.

On behalf of the Board of Trustees, we thank all who have supported us in this vital work.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokeshire Care Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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. Under that law, the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ashmole and Co., will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 10/12/25 and signed on its behalf by:

A Thomas

Mrs A Thomas, Chair - Trustee

Report of the Independent Auditors to the Trustees of Pembrokeshire Care Society (Registered number: 03062605)

Opinion

We have audited the financial statements of Pembrokeshire Care Society (the 'charitable company') for the year ended 31 March 2025 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2025 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- nature of the charity and the sector in which it operates.
- the legal and regulatory framework in which the charity operates, and in particular those laws and regulations that directly affect the financial statements or have a fundamental effect on operations eg Charities Act 2011, health and safety legislation.
- results of enquiries of management and those charged with governance
- any matters identified relating to
  - the charity's policies and procedures for identifying, evaluating and complying with laws and regulations, and whether there were any known instances of non compliance.
  - detecting and responding to the risks of fraud and whether there is any knowledge of actual, suspected or alleged fraud.
  - the internal controls established to mitigate risks of fraud or non compliance with laws and regulations.

As a result of performing the above, we did not identify any key audit matters related to potential risk of fraud or non compliance with laws and regulations.

In addition to the above, our procedures included:
- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations
- enquires of management and those charged with governance concerning actual and potential litigation and claims
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud
- review of minutes of committee meetings
- written representations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

for and on behalf of Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Date: .....

Pembrokeshire Care Society

Statement of Financial Activities
for the Year Ended 31 March 2025

	Notes	Unrestricted funds £	Restricted fund £	31.3.25 Total funds £	31.3.24 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	4,328	65	4,393	15,035
Charitable activities	5				
Pathway letting, advice & bond scheme		-	106,186	106,186	229,005
Supporting people services		326,034	-	326,034	320,827
Travel warrant scheme		-	16,089	16,089	14,258
Food Poverty		-	3,000	3,000	5,000
Mental Health		-	450,185	450,185	178,133
Pathway Legal		-	-	-	60,000
Numeracy Project		-	491,038	491,038	168,962
Other trading activities	3	140,955	-	140,955	127,713
Investment income	4	1,853	-	1,853	2,700
Total		473,170	1,066,563	1,539,733	1,121,633
EXPENDITURE ON					
Charitable activities	6				
Pathway letting, advice & bond scheme		163,471	107,982	271,453	410,581
Pathway lettings development		-	11,349	11,349	16,042
Supporting people services		301,897	-	301,897	430,047
Furniture & crisis scheme		1,664	-	1,664	1,789
Travel warrant scheme		-	12,911	12,911	13,204
Food Poverty		-	1,000	1,000	4,000
Mental Health		-	407,460	407,460	193,805
Pathway Legal		11,993	45,788	57,781	14,514
Numeracy Project		-	452,420	452,420	180,206
Total		479,025	1,038,910	1,517,935	1,264,188
NET INCOME/(EXPENDITURE)		(5,855)	27,653	21,798	(142,555)
Transfers between funds	18	(5,795)	5,795	-	-
Net movement in funds		(11,650)	33,448	21,798	(142,555)
RECONCILIATION OF FUNDS					
Total funds brought forward		608,985	139,716	748,701	891,256
TOTAL FUNDS CARRIED FORWARD		597,335	173,164	770,499	748,701

The notes form part of these financial statements

Balance Sheet
31 March 2025

	Notes	Unrestricted funds £	Restricted fund £	31.3.25 Total funds £	31.3.24 Total funds £
FIXED ASSETS					
Tangible assets	12	253,507	2,538	256,045	445,608
Investment property	13	180,331	-	180,331	-
		433,838	2,538	436,376	445,608
CURRENT ASSETS					
Debtors	14	34,838	46,955	81,793	152,091
Cash at bank and in hand		154,459	242,819	397,278	382,397
		189,297	289,774	479,071	534,488
CREDITORS					
Amounts falling due within one year	15	(25,800)	(51,138)	(76,938)	(159,013)
NET CURRENT ASSETS		163,497	238,636	402,133	375,475
TOTAL ASSETS LESS CURRENT LIABILITIES		597,335	241,174	838,509	821,083
CREDITORS					
Amounts falling due after more than one year	16	-	(68,010)	(68,010)	(72,382)
NET ASSETS		597,335	173,164	770,499	748,701
FUNDS	18				
Unrestricted funds				597,335	608,985
Restricted funds				173,164	139,716
TOTAL FUNDS				770,499	748,701

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2025.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

continued...

Balance Sheet - continued
31 March 2025

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

The financial statements were approved by the Board of Trustees and authorised for issue on ..... 10/12/25 ..... and were signed on its behalf by:

.....
Mrs A Thomas, Chair - Trustee

The notes form part of these financial statements

Pembrokeshire Care Society

Cash Flow Statement
for the Year Ended 31 March 2025

	Notes	31.3.25 £	31.3.24 £
Cash flows from operating activities			
Cash generated from operations	20	16,233	(187,557)
Net cash provided by/(used in) operating activities		16,233	(187,557)
Cash flows from investing activities			
Purchase of tangible fixed assets		(600)	-
Interest received		1,853	2,700
Net cash provided by investing activities		1,253	2,700
Cash flows from financing activities			
Loan repayments in year		(2,605)	-
Net cash (used in)/provided by financing activities		(2,605)	-
Change in cash and cash equivalents in the reporting period		14,881	(184,857)
Cash and cash equivalents at the beginning of the reporting period		382,397	567,254
Cash and cash equivalents at the end of the reporting period		397,278	382,397

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs
Costs have been allocated as far as possible between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others have been apportioned based on the estimated usage of the resource.

Support costs represent the costs of maintaining the office premises and the society's equipment, and the management of the charities assets and compliance with constitutional and statutory requirements.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office equipment	- 15% reducing balance
Computer equipment	- Straight line over 3 years
Motor Vehicle	- 20% reducing balance
Freehold property	- 2% on cost

Investment property
Investment property is shown at most recent valuation. Any aggregate surplus or deficit arising from changes in fair value is recognised in the Statement of Financial Activities.

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
The accounts distinguish between restricted and unrestricted funds. Unrestricted funds are those where there are no externally imposed restrictions. These include those freely available to the charity for expenditure in accordance with the charitable objectives or appropriation to reserves for internally designated purposes.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

continued...

1. ACCOUNTING POLICIES - continued

Pension costs and other post-retirement benefits
The society operates a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

2. DONATIONS AND LEGACIES

	31.3.25	31.3.24
	£	£
Donations	4,393	15,035

3. OTHER TRADING ACTIVITIES

	31.3.25	31.3.24
	£	£
Rental income	39,741	29,654
Pathway lettings	91,504	96,244
Mental Health Services income	4,930	1,815
Legal income	4,780	-
	140,955	127,713

4. INVESTMENT INCOME

	31.3.25	31.3.24
	£	£
Deposit account interest	1,853	2,700

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.25	31.3.24
		£	£
Grants	Pathway letting, advice & bond scheme	106,186	229,005
Grants	Supporting people services	326,034	320,827
Grants	Travel warrant scheme	16,089	14,258
Grants	Food Poverty	3,000	5,000
Grants	Mental Health	450,185	178,133
Grants	Pathway Legal	-	60,000
Grants	Numeracy Project	491,038	168,962
		1,392,532	976,185

Grants received, included in the above, are as follows:

	31.3.25	31.3.24
	£	£
WG Advice, Resettlement & Bond Scheme	106,186	217,920
Travel Warrants	16,089	14,258
SP Generic Support Service	318,958	320,827
SSLD	7,076	6,387
PCC Rough Sleeper Outreach Work	-	4,698
Postcode Community Trust	-	40,000
PCC Food Poverty Support	3,000	5,000
Nationwide Community Grant	-	60,000
UK Shared Prosperity Fund	871,223	307,095
Carried forward	1,322,532	976,185

continued...

5. INCOME FROM CHARITABLE ACTIVITIES - continued

	31.3.25	31.3.24
	£	£
Brought forward	1,322,532	976,185
Garfield Weston Foundation	30,000	-
Moondance Foundation	40,000	-
	1,392,532	976,185

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Pathway letting, advice & bond scheme	253,953	17,500	271,453
Pathway lettings development	11,349	-	11,349
Supporting people services	263,146	38,751	301,897
Furniture & crisis scheme	1,664	-	1,664
Travel warrant scheme	12,911	-	12,911
Food Poverty	1,000	-	1,000
Mental Health	390,631	16,829	407,460
Pathway Legal	57,458	323	57,781
Numeracy Project	434,479	17,941	452,420
	1,426,591	91,344	1,517,935

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Pathway letting, advice & bond scheme	17,500	-	17,500
Supporting people services	21,319	17,432	38,751
Mental Health	16,829	-	16,829
Pathway Legal	323	-	323
Numeracy Project	17,941	-	17,941
	73,912	17,432	91,344

Support costs are calculated as a proportion of expenses based on administration staff time.

8. NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	31.3.25	31.3.24
	£	£
Depreciation - owned assets	9,832	19,155
Auditors' remuneration	3,000	2,850
Other accountancy services	5,880	4,650

continued...

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2025 nor for the year ended 31 March 2024.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2025 nor for the year ended 31 March 2024.

10. STAFF COSTS

	31.3.25	31.3.24
	£	£
Wages and salaries	976,249	830,437
Social security costs	77,162	61,595
Other pension costs	18,264	15,892
	1,071,675	907,924

The average monthly number of employees during the year was as follows:

	31.3.25	31.3.24
Administration	2	2
Advocacy & Support	42	39
	44	41

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

	31.3.25	31.3.24
£60,001 - £70,000	1	-

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2024

	Unrestricted funds	Restricted fund	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	15,035	-	15,035
Charitable activities			
Pathway letting, advice & bond scheme	-	229,005	229,005
Supporting people services	320,827	-	320,827
Travel warrant scheme	-	14,258	14,258
Food Poverty	-	5,000	5,000
Mental Health	-	178,133	178,133
Pathway Legal	-	60,000	60,000
Numeracy Project	-	168,962	168,962
Other trading activities	127,713	-	127,713
Investment income	2,700	-	2,700
Total	466,275	655,358	1,121,633
EXPENDITURE ON			
Charitable activities			
Pathway letting, advice & bond scheme	48,670	361,911	410,581

continued...

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2024 - continued

	Unrestricted funds £	Restricted fund £	Total funds £
Pathway lettings development	-	16,042	16,042
Supporting people services	430,047	-	430,047
Furniture & crisis scheme	1,789	-	1,789
Travel warrant scheme	-	13,204	13,204
Food Poverty	-	4,000	4,000
Mental Health	1,815	191,990	193,805
Pathway Legal	-	14,514	14,514
Numeracy Project	-	180,206	180,206
Total	482,321	781,867	1,264,188
NET INCOME/(EXPENDITURE)	(16,046)	(126,509)	(142,555)
Transfers between funds	(129,305)	129,305	-
Net movement in funds	(145,351)	2,796	(142,555)
RECONCILIATION OF FUNDS			
Total funds brought forward	754,336	136,920	891,256
TOTAL FUNDS CARRIED FORWARD	608,985	139,716	748,701

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2024	475,821	21,492	4,999	60,674	562,986
Additions	-	600	-	-	600
Reclassification	(204,352)	-	-	-	(204,352)
At 31 March 2025	271,469	22,092	4,999	60,674	359,234
DEPRECIATION					
At 1 April 2024	42,804	14,766	1,800	58,008	117,378
Charge for year	5,429	1,097	640	2,666	9,832
Reclassification/transfer	(24,021)	-	-	-	(24,021)
At 31 March 2025	24,212	15,863	2,440	60,674	103,189
NET BOOK VALUE					
At 31 March 2025	247,257	6,229	2,559	-	256,045
At 31 March 2024	433,017	6,726	3,199	2,666	445,608

continued...

13. INVESTMENT PROPERTY

	£
FAIR VALUE	
Reclassification	180,331
At 31 March 2025	180,331
NET BOOK VALUE	
At 31 March 2025	180,331
At 31 March 2024	-

During the year, the top 2 floors of the Market Street property, which had been converted to bedsits, were let out to tenants. The property has therefore been treated as mixed use with 66% of the value of the property transferred from Freehold to Investment Property. The Trustees believe that this represents a fair value for the Investment Property.

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Debtors	77,436	137,502
Prepayments	4,357	14,589
	81,793	152,091

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.25	31.3.24
	£	£
Other loans (see note 17)	7,065	5,298
Creditors	21,198	49,265
Social security and other taxes	9,548	18,356
VAT	-	4,301
Accruals and deferred income	39,127	81,793
	76,938	159,013

Included within accruals and deferred income are amounts that the Charity is holding on behalf of the Local Authority Housing department and the Local Authority Social Services department for the purpose of issuing bonds to landlords on behalf of the Charity's clients. Also included are amounts received from Pembrokeshire County Council for the purpose of assisting landlords with letting fees as well as an amount for assisting individuals to purchase household items when they do not have any other means of funding.

As at 31st March 2025 Pembrokeshire Care Society are holding £15,991 (2024 - £27,142) on behalf of the Housing department, where active bonds at the year end amount to £43,645 (2024 - £47,343), and £nil (2024 - £nil) on behalf of the Social Services department of which active bonds at the year end amount to £850 (2024 - £850).

continued...

16. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.25	31.3.24
	£	£
Other loans (see note 17)	68,010	72,382

17. LOANS

An analysis of the maturity of loans is given below:

	31.3.25	31.3.24
	£	£
Amounts falling due within one year on demand:		
Other loans	7,065	5,298
Amounts falling due between two and five years:		
Other loans - 2-5 years	28,258	33,092
Amounts falling due in more than five years:		
Repayable by instalments:		
Other loans more 5yrs instal	39,752	39,290

The loan amount is the repayable assistance element of the Community Asset Development Fund (CADF) received in 2022/23.

18. MOVEMENT IN FUNDS

	At 1.4.24	Net movement in funds	Transfers between funds	At 31.3.25
	£	£	£	£
Unrestricted funds				
General funds	473,985	(5,855)	1,205	469,335
Designated funds	135,000	-	(7,000)	128,000
	608,985	(5,855)	(5,795)	597,335
Restricted funds				
Restricted funds	139,716	27,653	5,795	173,164
TOTAL FUNDS	748,701	21,798	-	770,499

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General funds	473,170	(479,025)	(5,855)
Restricted funds			
Restricted funds	1,066,563	(1,038,910)	27,653
TOTAL FUNDS	1,539,733	(1,517,935)	21,798

continued...

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General funds	635,836	(16,046)	(145,805)	473,985
Designated funds	118,500	-	16,500	135,000
	754,336	(16,046)	(129,305)	608,985
Restricted funds				
Restricted funds	136,920	(126,509)	129,305	139,716
TOTAL FUNDS	891,256	(142,555)	-	748,701

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	466,275	(482,321)	(16,046)
Restricted funds			
Restricted funds	655,358	(781,867)	(126,509)
TOTAL FUNDS	1,121,633	(1,264,188)	(142,555)

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.23 £	Net movement in funds £	Transfers between funds £	At 31.3.25 £
Unrestricted funds				
General funds	635,836	(21,901)	(144,600)	469,335
Designated funds	118,500	-	9,500	128,000
	754,336	(21,901)	(135,100)	597,335
Restricted funds				
Restricted funds	136,920	(98,856)	135,100	173,164
TOTAL FUNDS	891,256	(120,757)	-	770,499

continued...

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2025.

20. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.25 £	31.3.24 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	21,798	(142,555)
Adjustments for:		
Depreciation charges	9,832	19,155
Interest received	(1,853)	(2,700)
Decrease/(increase) in debtors	70,298	(50,259)
Decrease in creditors	(83,842)	(11,198)
Net cash provided by/(used in) operations	16,233	(187,557)

21. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.24 £	Cash flow £	At 31.3.25 £
Net cash			
Cash at bank and in hand	382,397	14,881	397,278
	382,397	14,881	397,278
Debt			
Debts falling due within 1 year	(5,298)	(1,767)	(7,065)
Debts falling due after 1 year	(72,382)	4,372	(68,010)
	(77,680)	2,605	(75,075)
Total	304,717	17,486	322,203

22. OPERATING LEASES

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.25 £	1.3.24 £
Within one year	32,234	31,974
Between one and five years	33,286	56,782
	65,520	88,756

Detailed Statement of Financial Activities for the Year Ended 31 March 2025

	31.3.25 £	31.3.24 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	4,393	15,035
Other trading activities		
Rental income	39,741	29,654
Pathway lettings	91,504	96,244
Mental Health Services income	4,930	1,815
Legal income	4,780	-
	140,955	127,713
Investment income		
Deposit account interest	1,853	2,700
Charitable activities		
Grants	1,392,532	976,185
Total incoming resources	1,539,733	1,121,633
EXPENDITURE		
Charitable activities		
Salaries	907,670	772,696
Social security	70,585	56,241
Pensions	17,002	14,339
Rent and rates	48,626	34,377
Insurance	9,161	6,522
Light and heat	9,130	10,607
Telephone	17,464	13,859
IT, printing & postage	53,227	39,476
Advertising	7,178	6,215
Sundries	1,993	3,718
Staff travel expenses	25,468	20,913
Subscriptions & course fees	20,973	20,019
Repairs maintenance & cleaning	70,979	74,015
Furniture fund expenditure	1,648	1,789
Travel warrants	12,911	13,204
Consultancy fees	2,714	17,865
Recruitment costs	1,045	72
Rough Sleeper leaflets & packs	-	2,961
Professional fees	320	1,701
Room hire	29,565	6,671
Meal provision	1,000	4,000
Motor expenses	-	1,438
Rough Sleeper provisions	1,000	4,180
Project delivery staff	102,797	45,596
Input VAT claimed	878	(2,473)
Carried forward	1,413,334	1,170,001

Pembrokeshire Care Society

Detailed Statement of Financial Activities
for the Year Ended 31 March 2025

	31.3.25	31.3.24
	£	£
Charitable activities		
Brought forward	1,413,334	1,170,001
Project Events and Awards	4,036	-
Depreciation	9,221	18,291
	1,426,591	1,188,292
Support costs		
Management		
Salaries	61,721	51,967
Social security	5,919	4,819
Pensions	1,136	1,398
Rent & rates	454	291
Insurance	437	260
Light and heat	546	454
Stationery & telephone	1,664	1,267
Sundries	107	177
Office repairs	307	260
Subscriptions & course fees	83	162
Staff expenses	720	-
Legal & professional fees	208	-
Depreciation	610	864
	73,912	61,919
Governance costs		
Wages	6,858	5,774
Social security	658	535
Pensions	126	155
Auditors' remuneration	9,756	7,500
Sundries	34	13
	17,432	13,977
Total resources expended	1,517,935	1,264,188
Net income/(expenditure)	21,798	(142,555)

PEMBROKESHIRE CARE SOCIETY

England & Wales - Charity number 1048218

Accounts

REGISTERED COMPANY NUMBER: 03062605 (England and Wales)
REGISTERED CHARITY NUMBER: 1048218

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2024

for

Pembrokeshire Care Society

Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Ashmole & Co.

Pembrokeshire Care Society

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Pembrokeshire Care Society

Reference and Administrative Details
for the Year Ended 31 March 2024

TRUSTEES	Mrs G Morgan, President Mrs J Davies Mr P Lucas Mrs A Thomas Mrs L Bowden Mrs J Wordsworth Ms S Harrington (resigned 21.11.23) Mr S Joseph (resigned 26.6.23) Mrs M Rees Dr A Khan (appointed 21.11.23) Mr J S Harris (appointed 21.11.23)
SENIOR MANAGEMENT	Michael Hooper, Managing Director
TRADING AS	PATH (Pembrokeshire Action for the Homeless)
REGISTERED OFFICE	7 Picton Place Haverfordwest Pembrokeshire SA61 2LE
REGISTERED COMPANY NUMBER	03062605 (England and Wales)
REGISTERED CHARITY NUMBER	1048218
AUDITORS	Ashmole and Co. Chartered Certified Accountants and Statutory Auditors Williamston House 7 Goat Street Haverfordwest Pembrokeshire SA61 1PX

Report of the Trustees
for the Year Ended 31 March 2024

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of 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 2019).

Report of the Trustees
for the Year Ended 31 March 2024

OBJECTIVES AND ACTIVITIES
Objectives and aims

The Trustees of the Pembrokeshire Care Society are pleased to present this annual report summarising the activities, achievements and financial performance for the financial year ending 31st March 2024.

Over the past year, we have worked diligently to fulfil our mission of relieving homelessness and poverty in Pembrokeshire, providing essential support and care services to vulnerable individuals and families.

We envision a Pembrokeshire where homelessness is rare, fleeting, and a one-off experience. For over four decades, PCS has enabled those at risk of homelessness to maintain their tenancies, access housing opportunities, and progress beyond their current circumstances. Delivered in a compassionate environment with client needs at the heart of our services, we offer a lifeline to those facing housing instability and poverty.

Our dedicated staff and trustees have empowered the charity to support over 2,500 individuals this year. From basic necessities to comprehensive support services, we continue to provide meaningful assistance to those struggling with poverty, housing challenges, and homelessness.

A key development during the year was the Trustees' decision to rebrand the charity under the name PATH, or Pembrokeshire Action for the Homeless. The rollout of the new brand occurred in July 2023 and involved the launch of a new website to help extend the reach of our services. The rebranding has helped lift the profile of the charity raising awareness of our work and has been well received by clients, stakeholders and partners.

The following pages offer a detailed review of our operations, outcomes, and financial management, showcasing the positive impact PCS creates within our community.

Our key objectives are:

- Alleviating poverty, housing issues, and homelessness through direct assistance.
- Conducting research and advocacy to address the root causes of these systemic issues.
- Raising public awareness about the impacts of poverty, inadequate housing, and homelessness in Pembrokeshire.

To meet these objectives, PCS provides a range of services including:

1. **Generic Support Service (GSS)**
   Funded by Pembrokeshire County Council, GSS provides tailored support to help individuals maintain tenancies and avoid homelessness. Services include securing dwellings, setting up utilities, liaising with landlords, and offering guidance on budgeting and benefit claims. We take a holistic approach, supporting clients with referrals for health, employment, and essential services. This year, we supported 1,180 individuals through this service.

2. **Advice and Bond Service**
   The Advice and Bonds Service has been a crucial lifeline for securing tenancies through financial bonds and housing advice. 828 people were given advice during the year, with 147 active bonds Unfortunately, funding will cease in March 2025, but we are exploring alternatives to continue this essential support, which includes an application for funding of £300,000 from the Single Advice Fund from Welsh Government.

3. **Pathway Lettings**
   Pathway Lettings is the only social letting agency in Pembrokeshire, managing 152 tenancies with 32 landlords. It plays a critical role in providing affordable housing and matching tenants with stable homes. We plan to expand this service by scaling operations and exploring legal support for tenants and landlords through Pathway Legal.

4. **Conflict Resolution Service**
Our conflict resolution team mediates household disputes, preventing homelessness and improving accommodation retention. By aligning this service with mental health support, we aim to foster peaceful resolutions and enhance well-being in the community. This innovative service has been funded due to a generous grant of £60,000 from the Nationwide Foundation.

5. **Pathway Counselling**
Since its launch in September 2023, Pathway Counselling has addressed the mental health challenges that often contribute to homelessness. In just a few months, we've received 317 referrals, with demand continuing to grow. Our service is now integrated with 31 partner agencies, ensuring broader access for those in need.

6. **Numeracy Project**
Funded by the UK Shared Prosperity Fund, the Numeracy Project helps adults build confidence with numbers and improve employability. The project has already reached over 100 learners from diverse backgrounds and was recognised by the Welsh Government as a model of best practice.

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

Our services are designed to achieve public benefit by supporting vulnerable individuals in Pembrokeshire with a comprehensive range of advice services, developing sustainable tenancies, and promoting community integration.

ACHIEVEMENT AND PERFORMANCE

Achievements, Performance and Beneficiaries

PCS serves vulnerable adults aged 16 and above across Pembrokeshire. This past year, we assisted over 2,500 people struggling with poverty, housing issues and homelessness.

This year marked a period of growth and success for PCS, particularly in the area of mental health support. With the help of a £550,000 grant from the UK Shared Prosperity Fund, we expanded our mental health counselling services significantly. What began as a modest initiative grew into a comprehensive programme, allowing us to hire additional counsellors and extend service hours. The rise in referrals was remarkable. From the moment we launched the expanded service, the demand exceeded expectations. Each day, we were faced with individuals seeking help, many of whom had never had access to mental health support before.

The feedback has been overwhelmingly positive. Clients have shared stories of how the counselling sessions have helped them regain control of their lives after periods of uncertainty and hardship. One service user shared, "The support I received has been life-changing. I now feel like I have control over my life again." Another said, "The counsellors helped me through the darkest times. I can't thank them enough." These stories remind us of the profound impact that mental health services can have in preventing homelessness and restoring hope.

Another major success this year was the Numeracy Project, which has grown from strength to strength. This initiative has not only provided participants with practical skills but has also been highlighted as an example of best practice by the UK Government.

With an initial grant award of £405,473 from the UK Shared Prosperity Fund, (later increased to £550,000) the project reaches individuals who often face barriers to accessing education, including older people, disabled individuals, and those from ethnically minoritised groups.

On August 21st, 2024, Deputy Prime Minister Angela Rayner MP visited PATH's Numeracy Project in Haverfordwest, which supports adults in improving numeracy, employability, and financial management-factors critical to reducing homelessness. During her visit, Mrs. Rayner commended the project for offering wraparound support, including mental health services, in addition to numeracy skills, describing it as an "incredible extra that people get."

Mrs. Rayner engaged with learners, many of whom shared how the project had not only enhanced their numeracy skills but also improved their mental health, social confidence, and reduced isolation. She commented, "It's not just the numeracy, but the social interaction, the confidence... you can see first hand the incredible work that's going on here."

The Deputy Prime Minister also acknowledged the broader challenges facing social housing and discussed how PATH's work in addressing these issues has become even more important over time. One learner, Salastina Victor, spoke of her journey from experiencing domestic violence to running a successful business, with Mrs. Rayner praising her achievement: "To see the lady who went from domestic violence and not having numeracy skills, to running her own business and having the confidence that you can see there... it's incredible that you can do that."

The project operates in several venues across Pembrokeshire, making it accessible to those in both rural and urban settings. Learners have shared how the course has helped them feel more confident in managing their finances, applying for jobs, and making informed decisions in their daily lives. The numbers speak for themselves-over 100 learners have benefited from the course, each one taking steps toward a more stable and secure future.

At the heart of these successes is a commitment to collaboration. Throughout the year, we worked closely with Pembrokeshire County Council, partner agencies, and other organisations to ensure that our services reached those who needed them most. The expansion of partnerships with 31 different agencies for our counselling services and the development of relationships with private landlords through Pathway Lettings highlight our efforts to provide holistic and sustainable support for our clients. These relationships are essential in enabling us to expand our reach and offer comprehensive services across the region.

Looking ahead, the trustees are excited about the potential for further growth and innovation in our services. We are grateful for the ongoing support and funding from Pembrokeshire County Council (PCC), including £320,827 this past year to provide tenancy support services.

The demand for mental health and numeracy support continues to rise, and we are committed to meeting that need with the same dedication and compassion that has defined our work for over 40 years.

FINANCIAL REVIEW

Balance Sheet Highlights

As of 31st March 2024, our balance sheet reflects the financial challenges experienced during the year, but it also demonstrates our strong foundation for recovery and future growth:

Key Assets

We maintain a strong asset base, with tangible assets at 19 Market Street and 7 Picton Place, valued at £433,017. These assets provide stability and will be crucial as we explore ways to leverage them for future development.

Our current assets, including cash at bank of £382,397, provide a degree of flexibility, allowing us to navigate immediate challenges while pursuing new opportunities.

Reserves

Our unrestricted funds decreased by £145,351 from the previous year, resulting in a balance of £608,985, while restricted funds grew by £2,796 to £139,716. However, free reserves stood at only £31,249, equating to just over one week's operating expenses, which is well below the PCS policy of maintaining three months' reserves.

The Board acknowledges the concern raised by this low level of reserves. To address this, we have established a Finance Committee, supported by an experienced Cranfield Trust volunteer, which meets monthly. This committee is actively exploring new funding opportunities and implementing cost-saving measures to ensure the charity's long-term sustainability. We are also working closely with two leading consultants to help with income generation.

The organisation also has a bond reserve allowing for the issuing of Bond Guarantees to landlords on behalf of homeless clients. As of 31st March 2024 the Society has a bond liability of £10,195 and a bond reserve of £10,195.

We also have money under management for the Local Authority, which is used specifically for bonds, rent in advance, white goods, landlord enhancements, travel warrants, non-priority bonds and rough sleeper outreach packs.

Financial Results

The financial statements for the year ended 31st March 2024 reflect a net loss of £142,555. While this presents a challenge, it also reflects key mission-driven decisions, strategic priorities, and the inevitable timing complexities faced by grant-funded charities. This outcome demonstrates our unwavering commitment to making a lasting difference in Pembrokeshire, even when it means prioritising long-term impact over short-term financial gain.

Key Factors Contributing to the Loss

Timing of Grants

As is common in the charity sector, the timing of grant receipts can be unpredictable. Delays in receiving key payments created a temporary gap between when costs were incurred and when funds were received, impacting our financial results.

Operational Challenges

Our Pathway Lettings and Maintenance Service encountered unexpected operational hurdles and higher-than-anticipated costs, as a result of legislation and compliance standards. We made the difficult decision to disband our maintenance team and remain committed to the long-term sustainability and efficiency of Pathway Lettings.

Prioritising Community Impact

In alignment with our mission, we strategically gifted two homeless pods to a former partner organisation, reducing rental income but strengthening community support. Furthermore, the allocation of 19 Market Street to our newly funded mental health and numeracy projects, while delaying rental income, reflects our dedication to delivering vital services where they are needed most.

A Proactive Approach to Recovery

Despite these financial challenges, we are well-positioned to recover, strengthen our financial position, and build a more resilient future. The Board of Trustees has implemented a comprehensive recovery plan that leverages our assets, enhances operational efficiency, and seeks new revenue streams to ensure our ongoing success.

1. Enhanced Financial Management

We have strengthened our financial planning and cash flow monitoring, aligning expenditures more closely with grant receipts and specific services. Working closely with a Cranfield Trust volunteer, we have implemented new management accounting systems to improve oversight and ensure best practices.

2. Operational Efficiency

We are committed to delivering high-quality services in the most cost-effective way. Regular efficiency audits help us identify areas for improvement, ensuring that our resources are used effectively. This focus on streamlining operations ensures that we can continue supporting our community without compromising the quality of our work.

3. Revenue Diversification

Recognising the need for diverse funding streams, we are actively pursuing new grants, strengthening donor relationships, and engaging leading fundraising consultants to assist with impactful campaigns. By broadening our community support base and exploring innovative partnerships, we are confident that we can mitigate future financial risks and ensure long-term sustainability.

4. Strategic Asset Utilisation

We are conducting a thorough review of our asset portfolio to ensure optimal use of our resources. This includes exploring options to repurpose or generate income from underutilized assets, maximizing their value for the charity's ongoing work.

5. Strengthening Community Partnerships

Collaboration remains at the heart of our mission. By actively strengthening relationships with community partners, we are sharing resources, reducing costs, and exploring joint projects that will enhance our service delivery and create more significant community impact.

6. Monitoring and Evaluation

We have introduced a robust monitoring and evaluation framework to track progress and ensure the effectiveness of our recovery strategies. Clear performance metrics and regular financial and operational reviews will allow us to stay on course, adapt quickly, and capitalize on emerging opportunities.

FINANCIAL REVIEW

Principal funding sources

Pembrokeshire Care Society is committed to supporting those who have been or are at risk of homelessness in our community. This year, we were delighted to receive two transformative awards from the Shared Prosperity Fund, totalling £955,473, specifically designated to enhance our services in this critical area:

Shared Prosperity Fund - Mental Health: £550,000
This funding strengthens our capacity to deliver vital mental health counselling services, a crucial support for individuals facing the challenges of homelessness or housing insecurity.

Shared Prosperity Fund - Numeracy Project: £405,473 subsequently increased to £550,000
This funding empowers us to deliver a pioneering numeracy project, equipping individuals with essential skills to improve their lives and increase their chances of securing and remaining in stable housing. Recognition of the success and impact of the project resulted in a further award of £144,527, taking the total to the maximum available of £550,000.

These substantial awards, alongside our other key funding streams, were instrumental in enabling us to expand our reach and deepen our impact throughout Pembrokeshire. Our other principal sources of funding for the year were:

Welsh Government Homelessness Prevention Grant Programme of £217,920 and a Supporting People Grant of £320,827.

We also received an award of £60,000 from the Nationwide Building Society to establish a Conflict Resolution.

This funding supports a conflict resolution services, helping to maintain positive relationships and prevent issues that could lead to housing instability.

Post Code Lottery award of £40,000 to further strengthen our mental health support services, recognising the vital link between mental wellbeing and housing stability.

All of these funding streams have been vital in fulfilling the aims and objectives of Pembrokeshire Care Society, as set out in our Governing document. These resources have empowered us to continue and enhance our work, as detailed in the Achievements and Performance section of this report.

We are deeply grateful to all our funders, whose support enables us to provide essential services and make a lasting impact in our community.

FUTURE OUTLOOK AND STRATEGIC STEPS

While our financial position remains challenging, we are optimistic about the future. The initiatives currently underway-supported by scenario planning, strategic cost-saving measures, and income diversification-will provide a more resilient foundation for the charity's long-term sustainability.

We appreciate the continued support of our stakeholders, funders, and community as we work towards ensuring that PCS remains a sustainable and vital resource for those in need.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

Pembrokeshire Care Society (PCS) is a charitable company limited by guarantee, established in 1979 to serve the needs of vulnerable people in Pembrokeshire. Our governing document has been reviewed and updated in 2000 and 2013 to ensure it remains aligned with our evolving charitable objectives and complies with Charity Commission requirements.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governance

PCS is governed by a Board of Trustees, who are elected for three-year terms. The Board oversees the strategic direction and financial health of the charity. The Board meets eight times a year. This has been strengthened by setting up two further Committees to consider both finance and personnel matters. The Board delegate day to day management to the Managing Director and the senior management team.

Management

The charity's operational structure includes regular meetings of the full Board, a senior leadership team, cross-scheme coordinators, scheme management, and staff. This ensures effective communication, coordination, and accountability across all levels of the organisation.

Strategic Planning

A comprehensive three-year business plan, developed in 2022 with support from Cwmpas, guides our activities. This plan outlines our vision, mission, service delivery approach, financial position, and key stakeholders. This is subject to regular review and is being strengthened by looking at comprehensive Action Plans for each service area, assisted by more detailed management account reporting.

Trustee Recruitment and Induction

We actively recruit trustees with diverse backgrounds and expertise to ensure effective governance. New trustees receive a comprehensive induction and access to training opportunities. We advertise the opportunity to become a Trustee on our website and through Reach.

Risk management

PCS maintains a robust risk management framework, including comprehensive policies and procedures. The Risk Register is presented at each Board of Trustees meeting for review and action where necessary.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokeshire Care Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

STATEMENT OF TRUSTEES' RESPONSIBILITIES - continued
In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS
The auditors, Ashmole and Co., will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 18.11.2024 and signed on its behalf by:

A Thomas

.....
Mrs A Thomas - Trustee

Report of the Independent Auditors to the Trustees of Pembrokeshire Care Society (Registered number: 03062605)

Opinion

We have audited the financial statements of Pembrokeshire Care Society (the 'charitable company') for the year ended 31 March 2024 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees
As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- nature of the charity and the sector in which it operates.
- the legal and regulatory framework in which the charity operates, and in particular those laws and regulations that directly affect the financial statements or have a fundamental effect on operations eg Charities Act 2011, health and safety legislation.
- results of enquiries of management and those charged with governance
- any matters identified relating to
    - the charity's policies and procedures for identifying, evaluating and complying with laws and regulations, and whether there were any known instances of non compliance.
    - detecting and responding to the risks of fraud and whether there is any knowledge of actual, suspected or alleged fraud.
    - the internal controls established to mitigate risks of fraud or non compliance with laws and regulations.

As a result of performing the above, we did not identify any key audit matters related to potential risk of fraud or non compliance with laws and regulations.

In addition to the above, our procedures included:
- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations
- enquires of management and those charged with governance concerning actual and potential litigation and claims
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud
- review of minutes of committee meetings
- written representations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

for and on behalf of Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Date: .....

Pembrokeshire Care Society

Statement of Financial Activities
for the Year Ended 31 March 2024

	Notes	Unrestricted funds £	Restricted fund £	31.3.24 Total funds £	31.3.23 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	15,035	-	15,035	49,472
Charitable activities	5				
Pathway letting, advice & bond scheme		-	229,005	229,005	314,532
Supporting people services		320,827	-	320,827	313,025
Travel warrant scheme		-	14,258	14,258	9,331
Food Poverty		-	5,000	5,000	10,500
Mental Health		-	178,133	178,133	115,524
Pathway Legal		-	60,000	60,000	-
Numeracy Project		-	168,962	168,962	-
Other trading activities	3	127,713	-	127,713	86,978
Investment income	4	2,700	-	2,700	1,014
Total		466,275	655,358	1,121,633	900,376
EXPENDITURE ON					
Charitable activities	6				
Pathway letting, advice & bond scheme		48,670	361,911	410,581	495,929
Pathway lettings development		-	16,042	16,042	5,840
Supporting people services		430,047	-	430,047	451,377
Furniture & crisis scheme		1,789	-	1,789	2,726
Travel warrant scheme		-	13,204	13,204	5,676
Food Poverty		-	4,000	4,000	17,029
Mental Health		1,815	191,990	193,805	28,828
Pathway Legal		-	14,514	14,514	-
Numeracy Project		-	180,206	180,206	-
Total		482,321	781,867	1,264,188	1,007,405
NET INCOME/(EXPENDITURE)		(16,046)	(126,509)	(142,555)	(107,029)
Transfers between funds	17	(129,305)	129,305	-	-
Net movement in funds		(145,351)	2,796	(142,555)	(107,029)
RECONCILIATION OF FUNDS					
Total funds brought forward		754,336	136,920	891,256	998,285
TOTAL FUNDS CARRIED FORWARD		608,985	139,716	748,701	891,256

The notes form part of these financial statements

Balance Sheet
31 March 2024

	Notes	Unrestricted funds £	Restricted fund £	31.3.24 Total funds £	31.3.23 Total funds £
FIXED ASSETS					
Tangible assets	12	442,736	2,872	445,608	464,763
CURRENT ASSETS					
Debtors	13	41,980	110,111	152,091	101,832
Cash at bank and in hand		153,643	228,754	382,397	567,254
		195,623	338,865	534,488	669,086
CREDITORS					
Amounts falling due within one year	14	(29,374)	(129,639)	(159,013)	(164,913)
NET CURRENT ASSETS		166,249	209,226	375,475	504,173
TOTAL ASSETS LESS CURRENT LIABILITIES		608,985	212,098	821,083	968,936
CREDITORS					
Amounts falling due after more than one year	15	-	(72,382)	(72,382)	(77,680)
NET ASSETS		608,985	139,716	748,701	891,256
FUNDS	17				
Unrestricted funds				608,985	754,336
Restricted funds				139,716	136,920
TOTAL FUNDS				748,701	891,256

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

continued...

Balance Sheet - continued
31 March 2024

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

The financial statements were approved by the Board of Trustees and authorised for issue on 18.11.2024 and were signed on its behalf by:

A Thomas.

.....
Mrs A Thomas - Trustee

The notes form part of these financial statements

Pembrokeshire Care Society

Cash Flow Statement
for the Year Ended 31 March 2024

	Notes	31.3.24 £	31.3.23 £
Cash flows from operating activities			
Cash generated from operations	19	(187,557)	(111,438)
Net cash used in operating activities		(187,557)	(111,438)
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(187,279)
Interest received		2,700	1,014
Net cash provided by/(used in) investing activities		2,700	(186,265)
Cash flows from financing activities			
New loans in year		-	77,680
Net cash provided by financing activities		-	77,680
Change in cash and cash equivalents in the reporting period		(184,857)	(220,023)
Cash and cash equivalents at the beginning of the reporting period		567,254	787,277
Cash and cash equivalents at the end of the reporting period		382,397	567,254

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs
Costs have been allocated as far as possible between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others have been apportioned based on the estimated usage of the resource.

Support costs represent the costs of maintaining the office premises and the society's equipment, and the management of the charities assets and compliance with constitutional and statutory requirements.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office equipment	- 15% reducing balance
Computer equipment	- Straight line over 3 years
Motor Vehicle	- 20% reducing balance
Freehold property	- 2% on cost

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
The accounts distinguish between restricted and unrestricted funds. Unrestricted funds are those where there are no externally imposed restrictions. These include those freely available to the charity for expenditure in accordance with the charitable objectives or appropriation to reserves for internally designated purposes.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The society operates a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

continued...

2. DONATIONS AND LEGACIES

	31.3.24	31.3.23
	£	£
Donations	15,035	6,737
Grants	-	37,392
Insurance claim	-	5,343
	15,035	49,472

Grants received, included in the above, are as follows:

	31.3.24	31.3.23
	£	£
Kickstart Scheme	-	7,392
Orielton Business Services Ltd	-	20,000
LNG South Hook	-	5,000
Milford Haven Port Authority	-	5,000
	-	37,392

3. OTHER TRADING ACTIVITIES

	31.3.24	31.3.23
	£	£
Rental income	29,654	15,547
Pathway lettings	96,244	73,337
PODS rental income	-	(1,906)
Mental Health Services income	1,815	-
	127,713	86,978

4. INVESTMENT INCOME

	31.3.24	31.3.23
	£	£
Deposit account interest	2,700	1,014

continued...

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.24 £	31.3.23 £
Grants	Pathway letting, advice & bond scheme	229,005	314,532
Grants	Supporting people services	320,827	313,025
Grants	Travel warrant scheme	14,258	9,331
Grants	Food Poverty	5,000	10,500
Grants	Mental Health	178,133	115,524
Grants	Pathway Legal	60,000	-
Grants	Numeracy Project	168,962	-
		976,185	762,912

Grants received, included in the above, are as follows:

	31.3.24 £	31.3.23 £
WG Advice, Resettlement & Bond Scheme	217,920	217,920
Travel Warrants	14,258	9,331
SP Generic Support Service	320,827	313,025
SSLD	6,387	6,051
PCC Rough Sleeper Outreach Work	4,698	14,209
Postcode Community Trust	40,000	-
PCC Food Poverty Support	5,000	10,500
WCVA Community Asset Development Fund	-	51,787
WCVA Social Business Growth Fund	-	24,565
Hwyel Davies Legacy Fund	-	115,524
Nationwide Community Grant	60,000	-
UK Shared Prosperity Fund	307,095	-
	976,185	762,912

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Pathway letting, advice & bond scheme	375,442	35,139	410,581
Pathway lettings development	16,042	-	16,042
Supporting people services	389,290	40,757	430,047
Furniture & crisis scheme	1,789	-	1,789
Travel warrant scheme	13,204	-	13,204
Food Poverty	4,000	-	4,000
Mental Health	193,805	-	193,805
Pathway Legal	14,514	-	14,514
Numeracy Project	180,206	-	180,206
	1,188,292	75,896	1,264,188

continued...

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Pathway letting, advice & bond scheme	28,560	6,579	35,139
Supporting people services	33,359	7,398	40,757
	61,919	13,977	75,896

Support costs are calculated as a proportion of expenses based on administration staff time.

8. NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	31.3.24	31.3.23
	£	£
Depreciation - owned assets	19,155	22,323
Auditors' remuneration	2,850	2,700
Other accountancy services	4,650	6,662

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2024 nor for the year ended 31 March 2023.

10. STAFF COSTS

	31.3.24	31.3.23
	£	£
Wages and salaries	830,437	675,065
Social security costs	61,595	48,626
Other pension costs	15,892	12,343
	907,924	736,034

The average monthly number of employees during the year was as follows:

	31.3.24	31.3.23
Administration	2	2
Advocacy & Support	39	34
	41	36

No employees received emoluments in excess of £60,000.

continued...

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2023

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	27,728	21,744	49,472
Charitable activities			
Pathway letting, advice & bond scheme	-	314,532	314,532
Supporting people services	313,025	-	313,025
Travel warrant scheme	-	9,331	9,331
Food Poverty	-	10,500	10,500
Mental Health	50,000	65,524	115,524
Other trading activities	86,978	-	86,978
Investment income	1,014	-	1,014
Total	478,745	421,631	900,376
EXPENDITURE ON			
Charitable activities			
Pathway letting, advice & bond scheme	27,191	468,738	495,929
Pathway lettings development	-	5,840	5,840
Supporting people services	439,632	11,745	451,377
Furniture & crisis scheme	2,726	-	2,726
Travel warrant scheme	-	5,676	5,676
Food Poverty	-	17,029	17,029
Mental Health	-	28,828	28,828
Total	469,549	537,856	1,007,405
NET INCOME/(EXPENDITURE)	9,196	(116,225)	(107,029)
Transfers between funds	(108,180)	108,180	-
Net movement in funds	(98,984)	(8,045)	(107,029)
RECONCILIATION OF FUNDS			
Total funds brought forward	853,320	144,965	998,285
TOTAL FUNDS CARRIED FORWARD	754,336	136,920	891,256

continued...

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2023 and 31 March 2024	475,821	21,492	4,999	60,674	562,986
DEPRECIATION					
At 1 April 2023	33,287	13,580	1,000	50,356	98,223
Charge for year	9,517	1,186	800	7,652	19,155
At 31 March 2024	42,804	14,766	1,800	58,008	117,378
NET BOOK VALUE					
At 31 March 2024	433,017	6,726	3,199	2,666	445,608
At 31 March 2023	442,534	7,912	3,999	10,318	464,763

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Debtors	137,502	86,975
Prepayments	14,589	14,857
	152,091	101,832

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.24 £	31.3.23 £
Other loans (see note 16)	5,298	-
Creditors	49,265	25,004
Social security and other taxes	18,356	12,325
VAT	4,301	-
Accruals and deferred income	81,793	127,584
	159,013	164,913

Included within accruals and deferred income are amounts that the Charity is holding on behalf of the Local Authority Housing department and the Local Authority Social Services department for the purpose of issuing bonds to landlords on behalf of the Charity's clients. Also included are amounts received from Pembrokeshire County Council for the purpose of assisting landlords with letting fees as well as an amount for assisting individuals to purchase household items when they do not have any other means of funding.

As at 31st March 2024 Pembrokeshire Care Society are holding £27,142 (2023 - £31,915) on behalf of the Housing department, where active bonds at the year end amount to £47,343 (2023 - £47,173), and £nil (2023 - £nil) on behalf of the Social Services department of which active bonds at the year end amount to £850 (2023 - £850).

continued...

15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.24	31.3.23
	£	£
Other loans (see note 16)	72,382	77,680

16. LOANS

An analysis of the maturity of loans is given below:

	31.3.24	31.3.23
	£	£
Amounts falling due within one year on demand:		
Other loans	5,298	-
Amounts falling due between two and five years:		
Other loans - 2-5 years	33,092	33,092
Amounts falling due in more than five years:		
Repayable by instalments:		
Other loans more 5yrs instal	39,290	44,588

The loan amount is the repayable assistance element of the Community Asset Development Fund (CADF) received last year.

17. MOVEMENT IN FUNDS

	At 1.4.23	Net movement in funds	Transfers between funds	At 31.3.24
	£	£	£	£
Unrestricted funds				
General funds	635,836	(16,046)	(145,805)	473,985
Designated funds	118,500	-	16,500	135,000
	754,336	(16,046)	(129,305)	608,985
Restricted funds				
Restricted funds	136,920	(126,509)	129,305	139,716
TOTAL FUNDS	891,256	(142,555)	-	748,701

continued...

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	466,275	(482,321)	(16,046)
Restricted funds			
Restricted funds	655,358	(781,867)	(126,509)
TOTAL FUNDS	1,121,633	(1,264,188)	(142,555)

Comparatives for movement in funds

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General funds	550,677	9,196	75,963	635,836
Designated funds	302,643	-	(184,143)	118,500
	853,320	9,196	(108,180)	754,336
Restricted funds				
Restricted funds	144,965	(116,225)	108,180	136,920
TOTAL FUNDS	998,285	(107,029)	-	891,256

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	478,745	(469,549)	9,196
Restricted funds			
Restricted funds	421,631	(537,856)	(116,225)
TOTAL FUNDS	900,376	(1,007,405)	(107,029)

continued...

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.22 £	Net movement in funds £	Transfers between funds £	At 31.3.24 £
Unrestricted funds				
General funds	550,677	(6,850)	(69,842)	473,985
Designated funds	302,643	-	(167,643)	135,000
	853,320	(6,850)	(237,485)	608,985
Restricted funds				
Restricted funds	144,965	(242,734)	237,485	139,716
TOTAL FUNDS	998,285	(249,584)	-	748,701

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	945,020	(951,870)	(6,850)
Restricted funds			
Restricted funds	1,076,989	(1,319,723)	(242,734)
TOTAL FUNDS	2,022,009	(2,271,593)	(249,584)

continued...

17. MOVEMENT IN FUNDS - continued

RESTRICTED FUNDS

	31.3.24	31.3.23
	£	£
Advice and bond scheme	5,154	12,296
Pathway lettings development fund	29,784	45,826
Furniture & crisis fund	16,534	12,994
Travel Warrants	11,506	10,452
Food Poverty	1,000	-
Mental Health	41,495	55,352
Numeracy Project	(11,244)	-
Pathway Legal	45,487	-
	139,716	136,920

DESIGNATED FUNDS

	31.3.24	31.3.23
	£	£
Redundancy	65,000	48,500
Pathway lettings development fund	60,000	60,000
Property maintenance	10,000	10,000
	135,000	118,500

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

19. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.24	31.3.23
	£	£
Net expenditure for the reporting period (as per the Statement of Financial Activities)	(142,555)	(107,029)
Adjustments for:		
Depreciation charges	19,155	22,323
Interest received	(2,700)	(1,014)
Increase in debtors	(50,259)	(3,247)
Decrease in creditors	(11,198)	(22,471)
Net cash used in operations	(187,557)	(111,438)

continued...

20. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.23	Cash flow	At 31.3.24
	£	£	£
Net cash			
Cash at bank and in hand	567,254	(184,857)	382,397
	567,254	(184,857)	382,397
Debt			
Debts falling due within 1 year	-	(5,298)	(5,298)
Debts falling due after 1 year	(77,680)	5,298	(72,382)
	(77,680)	-	(77,680)
Total	489,574	(184,857)	304,717

21. OPERATING LEASES

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.24	31.3.23
	£	£
Within one year	31,974	29,296
Between one and five years	56,782	80,278
	88,756	109,574

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	15,035	6,737
Grants	-	37,392
Insurance claim	-	5,343
	15,035	49,472
Other trading activities		
Rental income	29,654	15,547
Pathway lettings	96,244	73,337
PODS rental income	-	(1,906)
Mental Health Services income	1,815	-
	127,713	86,978
Investment income		
Deposit account interest	2,700	1,014
Charitable activities		
Grants	976,185	762,912
Total incoming resources	1,121,633	900,376
EXPENDITURE		
Charitable activities		
Salaries	772,696	617,921
Social security	56,241	43,355
Pensions	14,339	11,353
Rent and rates	34,377	22,686
Insurance	6,522	2,181
Light and heat	10,607	7,926
Telephone	13,859	11,625
IT, printing & postage	39,476	38,088
Advertising	6,215	996
Sundries	3,718	4,165
Staff travel expenses	20,913	21,219
Subscriptions & course fees	20,019	10,208
Repairs maintenance & cleaning	74,015	59,526
Furniture fund expenditure	1,789	2,726
Travel warrants	13,204	5,676
Consultancy fees	17,865	9,344
Carried forward	1,105,855	868,995

Detailed Statement of Financial Activities for the Year Ended 31 March 2024

	31.3.24 £	31.3.23 £
Charitable activities		
Brought forward	1,105,855	868,995
Recruitment costs	72	375
Rough Sleeper leaflets & packs	2,961	-
Professional fees	1,701	5,414
Room hire	6,671	276
Meal provision	4,000	14,515
Motor expenses	1,438	2,151
Rough Sleeper provisions	4,180	8,004
Counsellors	45,596	12,179
Input VAT claimed	(2,473)	-
Depreciation	18,291	21,204
	1,188,292	933,113
Support costs		
Management		
Salaries	51,967	51,429
Social security	4,819	4,744
Pensions	1,398	891
Rent & rates	291	218
Insurance	260	108
Light and heat	454	427
Stationery & telephone	1,267	1,995
Sundries	177	214
Office repairs	260	115
Subscriptions & course fees	162	138
Depreciation	864	1,119
	61,919	61,398
Governance costs		
Wages	5,774	5,715
Social security	535	527
Pensions	155	99
Auditors' remuneration	7,500	6,540
Sundries	13	13
	13,977	12,894
Total resources expended	1,264,188	1,007,405
Net expenditure	(142,555)	(107,029)

This page does not form part of the statutory financial statements

PEMBROKESHIRE CARE SOCIETY

England & Wales - Charity number 1048218

Accounts

REGISTERED COMPANY NUMBER: 03062605 (England and Wales)
REGISTERED CHARITY NUMBER: 1048218

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2023

for

Pembrokeshire Care Society

Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Ashmole & Co.

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Pembrokeshire Care Society

Reference and Administrative Details
for the Year Ended 31 March 2023

TRUSTEES	Mrs G Morgan, President Mrs J Davies Mr P Lucas Mrs A Thomas Mrs L Bowden Mrs J Wordsworth Mr J Consitt (resigned 31.7.22) Ms S Harrington Mr S Joseph (resigned 26.6.23) Mrs M Rees (appointed 22.11.22)
SENIOR MANAGEMENT	Michael Hooper, Managing Director
TRADING AS	PATH (Pembrokeshire Action for the Homeless)
REGISTERED OFFICE	7 Picton Place Haverfordwest Pembrokeshire SA61 2LE
REGISTERED COMPANY NUMBER	03062605 (England and Wales)
REGISTERED CHARITY NUMBER	1048218
AUDITORS	Ashmole and Co. Chartered Certified Accountants and Statutory Auditors Williamston House 7 Goat Street Haverfordwest Pembrokeshire SA61 1PX

Report of the Trustees
for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of 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 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The Trustees of the Pembrokeshire Care Society are pleased to present this annual report reviewing the activities, achievements and financial performance of the charity for the financial year ending 31 March 2023.

Over these twelve months, we have continued working diligently to fulfill our mission of providing support and care services to vulnerable individuals across Pembrokeshire.

This report summarises how our dedicated staff and trustees have enabled the charity to assist over 2,500 service users, along with the key financial results that have facilitated our important work.

We are proud to showcase the positive impact Pembrokeshire Care Society creates for people in need across our community. The pages that follow provide a comprehensive look at our operations, outcomes and financial management as we strive to make a meaningful difference in the lives of our beneficiaries.

We are a charity dedicated to supporting vulnerable individuals and families struggling with poverty, housing issues and homelessness in Pembrokeshire.

Our key objectives are:

- Alleviating poverty, housing problems, and homelessness through direct assistance to those in need.
- Conducting research and advocacy to understand root causes and develop solutions to these systemic issues.
- Raising public awareness about the impacts of poverty, inadequate housing, and homelessness.

Our vision

To work with our partners and the people we support to end homelessness in Pembrokeshire. To do this, we will consider new initiatives and work tirelessly and enthusiastically, listening and responding. Staff will be consulted and supported and equipped with the skills to ensure that we are able to make a difference.

OBJECTIVES AND ACTIVITIES

Key activities

To meet these objectives, PCS provides a range of services including:

- Advice, assistance, and advocacy related to housing, homelessness, evictions, benefits, and debt counselling.
- Administering rental and deposit assistance programmes in partnership with other organisations.
- Tenancy support services available across all housing tenures in Pembrokeshire.
- Professional counselling for those struggling with homelessness and mental health issues.
- Pathway Lettings, Pembrokeshire's only social letting agency, increasing access to private sector housing.

Our expertise and holistic approach empowers people to positively transform their lives. We collaborate closely with Pembrokeshire County Council, Welsh Government, Welsh Council of Voluntary Agencies and other partners to create long-term solutions.

Beneficiaries

PCS serves vulnerable adults aged 16 and above across Pembrokeshire. This past year, we assisted over 2,500 people struggling with poverty, housing issues and homelessness.

The COVID-19 pandemic significantly disrupted our operations. Although we restored normal services this year, protecting staff and clients remained a priority during these challenging times.

In May 2022, we relocated to improved offices at 7 and 5 Picton Place, Haverfordwest. We bought number 7 with the help of a Community Asset Development Fund grant and rented two floors at number 5.
This expanded space in a central town location allows us to serve more people in need. We are grateful for the assistance of the WCVA who helped with and approved our grant application.

Our clients often face severe marginalisation with minimal government support. We stay adaptable in order to respond to arising needs, consistent with our charitable objectives of alleviating poverty, housing problems, and homelessness across Pembrokeshire.

Looking ahead, we will continue pursuing opportunities to extend our services and impact in line with our mission:

"To assist as many persons as is possible, within the given resources, who are faced with homelessness or threatened with homelessness"

Overview

Pembrokeshire Care Society was founded in 1979 to serve the people of Pembrokeshire. Our service quality is validated through independent audits and accreditations like the Advice Quality Standard. This confirms our ongoing compliance with industry best practices.

We provide a range of services including housing and homelessness advice, welfare and debt counselling, tenancy support, and mental health counselling. Spanning 1,700 sq km, rural Pembrokeshire poses service delivery challenges. We address these through outreach and transportation assistance.

With important support and close collaboration with Pembrokeshire County Council we set up Pathway Lettings in 2011, which is the county's only social lettings agency.

We are grateful for the ongoing support and funding from Pembrokeshire County Council (PCC), including £313,025 this past year to provide tenancy support services.

We also received £217,920 from Welsh Government to fund housing advice, resettlement services, and rental bonds. This funding level has remained unchanged each year since first awarded in 2012.

We issued 48 new rental bonds this year, with total bond liabilities of £62,378 guaranteed by PCS. Bonds facilitate access to housing for those unable to pay security deposits.

Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

A generous grant from the Hywel Davies Legacy Fund of £115,524 in April 2022 enabled us to expand our mental health counselling services.

We were able to help those in food poverty by providing free hot meals thanks to grant funding of £10,500 from Pembrokeshire CC.

We eagerly explored opportunities for other funding support and are grateful to both the Milford Haven Port Authority and South Hook LNG who both donated £5,000 which helped with the provision of rough sleeper packs for our clients.

Our satellite office in Pembroke Dock helped to bring our services and support closer to our clients in the south of the county.

A number of staff joined the team throughout the year, including a Partnership Coordinator, a Homeshare Project Officer, a Project Manager, HR Manager, Marketing and Fundraising Officer, an electrician, and a plumber.

The funding for these appointments was made possible by the generosity of private donors and a successful Social Business Growth Fund grant from the WCVA. These new hires have allowed us to expand our services and provide even more support to people who are homeless in Pembrokeshire.

We recognise that our staff are our most important asset, and we are committed to their well-being. We have developed an important wellbeing programme of support, which includes regular one-to-one meetings, access to training and development opportunities, and employee assistance programmes.

We are proud of our team and the work that they do to make a difference in the lives of people who are homeless.

Public benefit
We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning out future activities.
In accordance with our aims and objectives, we provide services to some of the most vulnerable people in society. We aim to develop sustainable tenancies and assist with the integration into the community of those who are most marginalised.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Advice and Bond Service

This service addresses the most immediate needs of people who find themselves homeless or at risk of homelessness. We provide advice, assistance and advocacy on housing, homeless rights, evictions, welfare benefits, housing benefits and debt guidance.

- 1,322 people were supported - an increase of 8% on the previous year

- 373 debt assessments were provided

Assertive Rough Sleeper Outreach Programme

The programme, funded by Pembrokeshire CC provided vital support to Pembrokeshire's rough sleepers from September 2022 to March 2023.

Our team worked out of hours and weekends to provide food, equipment, vouchers, warm spaces, mental health counselling, haircuts, hot showers, and prescriptions.

The team worked with other partners, such as businesses, PCSOs, cafés, and retailers, to provide equipment, safe places to sleep, and basic needs.

One success story was 'Paul', a middle-aged man who lost his job during COVID and arrived at the team's doorstep with only the clothes on his back. After a few months of support, Paul found work and accommodation.

See what Paul thought of the support in this short video:

https://pathpembrokeshire.co.uk/

The programme's success shows that it is possible to help rough sleepers, even in the face of challenges such as homelessness. The team's dedication and commitment to working with other partners made a real difference in the lives of our clients.

In summary, the following support was provided:

- 122 rough sleepers were provided with advice and counselling

- Emergency supplies and housing advice to 73 rough sleepers, including tents, sleeping bags, air beds, flasks, food, torches and hygiene packs

- 510 hours of life-saving outreach support to rough sleepers seven days a week, helping them to access essential services and meet their basic needs.

The above helped strengthen our role as the leading homelessness organisation based in Pembrokeshire.

Our **Generic Tenancy Support Service** received 611 referrals from Pembrokeshire CC, with a total number of 629 service users supported, support ending in 578 cases with positive outcomes in 477 instances, an impressive success rate of 83%.

The annual target, set by Pembrokeshire CC for Supporting People was set at 17,012 hours and we delivered 17,576 hours of this much needed assistance.

Through our enduring collaboration with the Council, we have been proudly providing this commissioned service since 2007. We recognise that homelessness often arises from a multitude of intricate factors, and this service is dedicated to offering unwavering support to individuals, empowering them to maintain a positive trajectory in their lives.

This service provides a timely intervention that reduces the likelihood of a person or a family losing a tenancy and finding themselves homeless.

Our beneficiaries are often the most marginalised groups in society and the majority will be entitled to limited statutory assistance.

Our aim continues to provide support and advice and respond quickly to change and also consider opportunities to extend our services in line with the charity's aims and objectives.

Mental Health Support: Extending Our Reach and Impact

In our ongoing commitment to provide essential mental health support, we are proud to highlight the significant strides made in this vital service area. Here are some of our key achievements:

- Total Referrals: We received 242 referrals, indicating a strong community need and trust in our services.

- Counselling Support: Our dedicated team provided an impressive 1,807 hours of counselling support, showcasing our deep commitment to mental health care.

- Breakdown of Presenting Issues:

  - Anxiety & Depression: Accounting for 20% of the cases, reflecting the growing concern around these common mental health challenges.
  - Mental Health Illness: Represents 15% of our cases, underscoring the need for ongoing mental health support services.
  - ACE/Family/Conflict: A significant 50% of the issues presented, highlighting the complex interplay between personal experiences and mental health.
  - Abuse (Including Drug & Sexual): Comprises 15% of our interventions, emphasizing the critical need for specialised support in these sensitive areas.

These figures not only reflect the scope of our work but also underline the diverse and complex nature of mental health challenges within our community. Our team of experienced and compassionate counsellors employs a range of evidence-based therapeutic approaches to address the diverse needs of our clients.

We remain dedicated to expanding our reach and refining our services to meet these evolving needs.

Pathway Lettings

Pathway Lettings, our social letting agency, continues to grow and worked with 38 private sector landlords to manage 182 tenancies. This initiative provides accessible housing and remains a key part of our mission. Our fees are very competitive and we provide a service for both landlords and tenants of the highest standard.

The Renting Homes Wales Act 2016 has presented significant operational challenges as landlords must meet new contractual, safety, and habitability standards. Implementing occupation contracts and installing required electrical and fire safety measures has been labour-intensive. However, completing Rent Smart Wales training has helped ensure compliance across the PL team.

Some initial confusion among landlords has created opportunities, with more seeking support services like property management. While transitioning to the new regulations has been demanding, it has driven service diversification and ability to better serve both tenants and landlords.

Overall, despite the workload in adjusting to the legislative changes, there have been some benefits in terms of compliance training, service expansion, and ability to advise clients navigating the new rental housing landscape. Meeting the higher quality and safety standards has ultimately aided both tenants through increased rights and landlords by clarifying updated protocols.

A new website for PL and improved presentation of available properties is part of a strategy to engage with more landlords throughout Pembrokeshire.

FINANCIAL REVIEW

Financial Position

A review of our income has been set out as part of the Overview on page 3.

We invested in the conversion and renovation of our old office premises at 19 Market Street. It was anticipated that this property would provide a total of four bedsits for our clients and also generate income for PCS. Unfortunately, there was an overspend on this building project to due a range of factors, including new Building Regulations from the 23rd November 2022, requiring enhanced insulation and the installation of sprinkler systems to each bedsit. There was also increased costs of building materials and the necessity of addressing serious damp penetration problems.

However, due to the success of two Levelling Up bids, we will be reallocating the use of this property to set up our Mental Health Counselling service and our Numeracy Project. Funding of £955,000 has been allocated to these projects. These projects will be based at 19 Market Street.

A Community Asset Development Fund (CADF) grant from the WCVA, contributed 60% of all the project costs up to the 31st December 2022 for 19 Market Street.

We received financial support of £129,467 from CADF (Community Asset Development Fund). Of this 40% or £51,787 was paid as grant, with the remaining balance of £77,680 provided as repayable assistance over twelve years, with no repayments in the first two years. Future repayments from years 3 to 12 will be reviewed in line with forecasted financial projections against actual income. Should our financial projections not materialise, any outstanding loan funding will convert to a grant at the end of year 12.

Principal funding sources

The principal funding sources for the work of Pembrokeshire Care Society this year are that of the Welsh Government Homelessness Prevention Grant Programme to the value of £217,920 and the Supporting People Grant of £313,025.

This year's funding was used to fulfill the aims and objectives of the organisation as set out in its Governing document and as described in the Achievements and Performance section of this report.

The total net assets decreased from £998,285 to £891,256 during the year ending 31st March 2023. However, fixed assets increased substantially from £299,807 to £464,763 thanks to new capital expenditures. PCS maintains a healthy cash position, with £567,254 in cash and bank balances.

There is a new long-term creditor, the WCVA, with a liability of £77,680 that will be monitored closely.

In summary, the balance sheet remains strong.

FINANCIAL REVIEW

Reserves policy

Unrestricted free reserves of £174,336 were available at the 31st March 2023 and while this amount is substantial, it corresponds to 2.08 months of operational costs, falling short of the Trustees' policy of maintaining reserves equivalent to three months of operating expenses. This policy is a prudent measure to ensure resilience in the face of potential discontinuation of grant funding.

The shortfall in reserves from the target can be attributed to a combination of exceptional circumstances, including increased operational expenses and unforeseen expenditures. This includes an expenditure overrun during the conversion and refurbishment of 19 Market Street.

A series of measures are in place to address this issue and realign the reserves to the desired level of three months. This will include:

- Expenditure review and reduction
- Revenue enhancement
- Operational efficiency
- Reserves building
- Regular financial monitoring

The free reserve balances for previous years have been:

March 2021 - £240,345
March 2022 - £254,596

PCS Trustees have designated funds of £118,500, made up of:

Redundancies - £48,500
Maintenance - £10,000
PL Development Fund - £60,000

Redundancy costs are calculated at statutory minimum level as at 31st March each year.

The organisation also has a bond reserve allowing for the issuing of Bond Guarantees to landlords on behalf of homeless clients. As of 31st March 2023 the Society has a bond liability of £13,505 and a bond reserve of £13,505.

We also have money under management for the Local Authority, which is used specifically for the following purposes:

- bonds
- rent in advance
- white goods
- landlord enhancements
- travel warrants
- non-priority bonds
- rough sleeper outreach packs

FUTURE PLANS

Shared Prosperity Fund - Levelling Up Bids for Pembrokeshire

On the 2nd March 2023, Pembrokeshire CC announced that £7.5 million was available as a replacement for EU funding with the following investment priorities:

- Communities & Place
- Supporting Local Businesses
- People & Skills, including Multiply

There was also a Multiply or adult numeracy initiative with its own ring fenced budget.

We submitted two applications by the deadline of the 31st March 2023.

The first application was for £405,473 to deliver a bespoke project, aligning with the Multiply intervention, for individuals at risk of homelessness.

We were delighted that our project to target hard-to-reach individuals adversely economically and socially affected, to improve basic levels of numeracy, literacy and digital skills was successful.

The report to the Council's cabinet said this of our application:

"The application demonstrates a number of innovative features, not least in linking social housing, health and numeracy. The applicant is well-established though this is a new venture for the Society. The application gives confidence that the project will be well-managed. It scores well, with a total score of 93.81% - with an average of 4.69/5 score across the appraisal."

Our second application asking for £593,304 also submitted on the 31st March 2023 was to expand our mental health and voluntary services.

Once again we were delighted to learn that the application was successful, although a funding cap of £550,000 was imposed.

Both of the above projects will deliver much needed services and support until December 2024.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

PCS is a charitable company limited by guarantee which was founded in 1979. The company was established under a Memorandum of Association which established its objectives and powers.

In 2000, the Memorandum of Association, was reviewed, amended and agreed by the Charity Commission, enabling the company to change its services to suit the changing needs of the homeless in Pembrokeshire.

The governing document was reviewed again in 2013 and amended, adopted and accepted by the Charity Commission to simplify its objectives and better meet the charitable aims of the association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

There have been ten members of the Board of Management during the year, all of which are trustees. Trustees are also directors of the Company. Under the Memorandum of Association, the members of the Board are elected to serve for a period of three years after which, if they wish to remain as a trustee, they must be re-elected at the next Annual General Meeting.

At the 2022 Annual General Meeting two members of the Board, Geraldine Morgan and Linda Bowden stood down and were re-elected.

Michelle Reese was appointed to the Board of Management.

Jeremy Consitt resigned on the 31st July, 2022.

The following agreed to remain as Trustees:

Jo Davies, Paul Lucas, Jacqui Wordsworth, Stephen Joseph and Samantha Harrington.

Ann Maria Thomas agreed to continue as Chair and Treasurer.

Due to the diversity of the client group and the varied services that the charity provides it is important that the Council consists of members with varied backgrounds and expertise and an effort is made to maintain a broad skill mix.

Organisational structure

The Board delegate day to day management to the Managing Director and the senior management team who are responsible for management and providing the necessary information to enable the Board to make informed decisions in the Charity's best interest and enable the Board to strategically steer Pembrokeshire Care Society.

- The Board of Management held 8 full committee meetings during the year to review progress, provide governance and strategy guidance.
- The Annual General Meeting is held in November and enables engagement with members on performance and direction.
- Monthly cross-scheme Coordinator meetings promote collaboration and best practice.
- Insights and updates are actively disseminated to all employees through monthly management and staff meetings.
- Consistent communication across leadership, schemes, staff, and stakeholders enables organisational alignment and effectiveness.

Pembrokeshire Care Society invests in expert guidance for robust governance and risk management.

- Peninsula Employment Specialists provide legal and practical advice on employment matters to safeguard the organisation and people.
- Peninsula's health and safety consultancy ensures continual workplace safety compliance.

Partnering with professional services demonstrates commitment to responsible management, risk mitigation and ethics.

Serving vulnerable populations carries immense responsibility. Pembrokeshire Care Society upholds rigorous risk management practices as a moral duty and strategic imperative.

Induction and training of new trustees

Prior to election prospective new trustees are invited to attend a meeting at the main office to view the work of the charity. They are then invited to attend a Council meeting in an observatory capacity. After election trustees are provided with a trustee handbook and can access trustee training if required.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

Comprehensive policies, robust procedures, and ongoing staff training mitigate risks inherent in our work. Achieving external audits like the Advice Quality Standard demonstrates our commitment to excellence and responsible service delivery.

We review risks annually to identify improvement opportunities, but our core approach stems from safeguarding our beneficiaries and providing ethical assistance on their journey. Prudent risk framework design enables vulnerable individuals to feel secure as we support their tenancy sustainability and community integration.

The main points highlighted:

- Risk management equates to a duty of care for vulnerable service users
- Strong policies, procedures and training mitigate inherent risks
- External audits validate excellence and responsibility
- Improvement opportunities are identified through annual reviews
- Our focus is on safeguarding and ethical service delivery
- Prudent practices make beneficiaries feel secure

STRUCTURE, GOVERNANCE AND MANAGEMENT

Rebranding of PCS

In 2022, we consulted staff, Trustees and clients on rebranding the charity as PATH (Pembrokeshire Action for the Homeless) to increase our visibility.

The Trustees of PATH approved the rebrand in January 2023 to create a clearer, more recognisable identity focused on the charity's core mission of addressing homelessness.

The rebrand has resulted in a new website, updated social media, signage, graphics, and videos highlighting PATH's mission, expanded networking to build awareness of the charity's work, and a greater emphasis on key initiatives such as

- Pathway Lettings
- Mental Health Counselling services
- Rough sleeper Outreach programme.

Key benefits of the rebrand include:

- Increased awareness of PATH's work and the scale of the homelessness problem in Pembrokeshire: The rebrand will create a more unified and visible identity for PATH, making it easier for people to learn about the charity's work and the impact it has on the community.

- Greater community impact: By raising awareness of its work, PATH will be better positioned to build relationships with key stakeholders and partners, expand its programmes and services, and have a greater impact on the lives of people who are homeless.

- The rebrand will give PATH a fresh and modern look and feel, reflecting the charity's commitment to innovation and continuous improvement.

Key milestones planned for the transition:

- Updated online presences: PATH will update its website, social media pages, and other online materials to reflect the new branding.

- Informational materials: PATH will update its informational materials, such as brochures, flyers and reports, to reflect the new branding.

- Highlight growth areas: PATH will highlight its growth areas, such as Pathway Lettings, mental health counselling services, and the rough sleeper outreach programme, in its communications and outreach efforts.

Overall, the rebrand is a positive step for PATH that will help the charity to increase its awareness, impact, and reach.

Evidence of our impact and how we are making more people aware of our services is illustrated in the following figures:

Expanded community awareness

- 4,000 visits to PCS Facebook page

- 400 monthly visits to PCS LinkedIn page (launched Nov 2022), with 20% positive reactions

Increased visibility of Pathway Lettings

- 5,500 visits to Pathway Lettings Facebook page, 30% liked posts

- 1,400 unique visitors to new Pathway Lettings website (launched Jan 2023)

STRUCTURE, GOVERNANCE AND MANAGEMENT

Continued Registration and Legal Status as PCS

While we embrace our new identity as PATH (Pembrokeshire Action for the Homeless), we wish to assure all our stakeholders, partners, and supporters that our legal status remains unchanged.

We continue to be registered and recognised as a charity under our original name, PCS (Pembrokeshire Care Society). This rebranding initiative is a strategic move to enhance our visibility and impact, and does not alter our legal and operational structure as a registered charity.

Our commitment to transparency and compliance with regulatory requirements remains steadfast. All our activities, reporting, and financial management will continue to adhere to the standards and guidelines applicable to PCS as a registered charity.

This continuity ensures that our donors, beneficiaries, and partners can maintain their trust and confidence in our operations and contributions to the community.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokeshire Care Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ashmole and Co., will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 30.11.2023 and signed on its behalf by:

A M Thomas

Mrs A Thomas - Trustee

Opinion

We have audited the financial statements of Pembrokeshire Care Society (the 'charitable company') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- nature of the charity and the sector in which it operates.
- the legal and regulatory framework in which the charity operates, and in particular those laws and regulations that directly affect the financial statements or have a fundamental effect on operations eg Charities Act 2011, health and safety legislation.
- results of enquiries of management and those charged with governance
- any matters identified relating to
    - the charity's policies and procedures for identifying, evaluating and complying with laws and regulations, and whether there were any known instances of non compliance.
- detecting and responding to the risks of fraud and whether there is any knowledge of actual, suspected or alleged fraud.
    - the internal controls established to mitigate risks of fraud or non compliance with laws and regulations.

As a result of performing the above, we did not identify any key audit matters related to potential risk of fraud or non compliance with laws and regulations.

In addition to the above, our procedures included:
- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations
- enquires of management and those charged with governance concerning actual and potential litigation and claims
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud
- review of minutes of committee meetings
- written representations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Ashmole & Co

for and on behalf of Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Date: 01.12.23

Pembrokeshire Care Society

Statement of Financial Activities
for the Year Ended 31 March 2023

	Notes	Unrestricted funds £	Restricted fund £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	27,728	21,744	49,472	23,891
Charitable activities	5				
Pathway letting, advice & bond scheme		-	314,532	314,532	314,079
Supporting people services		313,025	-	313,025	322,873
Travel warrant scheme		-	9,331	9,331	7,180
Foyer Project		-	-	-	49,375
Food Poverty		-	10,500	10,500	30,995
Mental Health		50,000	65,524	115,524	19,980
Other trading activities	3	86,978	-	86,978	69,509
Investment income	4	1,014	-	1,014	1,708
Total		478,745	421,631	900,376	839,590
EXPENDITURE ON					
Charitable activities	6				
Pathway letting, advice & bond scheme		27,191	468,738	495,929	328,492
Pathway lettings development		-	5,840	5,840	7,104
Supporting people services		439,632	11,745	451,377	321,913
Furniture & crisis scheme		2,726	-	2,726	3,846
Travel warrant scheme		-	5,676	5,676	7,470
Foyer Project		-	-	-	55,661
Food Poverty		-	17,029	17,029	25,715
Mental Health		-	28,828	28,828	1,325
Total		469,549	537,856	1,007,405	751,526
NET INCOME/(EXPENDITURE)		9,196	(116,225)	(107,029)	88,064
Transfers between funds	17	(108,180)	108,180	-	-
Net movement in funds		(98,984)	(8,045)	(107,029)	88,064
RECONCILIATION OF FUNDS					
Total funds brought forward		853,320	144,965	998,285	910,221
TOTAL FUNDS CARRIED FORWARD		754,336	136,920	891,256	998,285

The notes form part of these financial statements

Balance Sheet
31 March 2023

	Notes	Unrestricted funds £	Restricted fund £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	12	461,500	3,263	464,763	299,807
CURRENT ASSETS					
Debtors	13	45,069	56,763	101,832	98,585
Cash at bank and in hand		278,752	288,502	567,254	787,277
		323,821	345,265	669,086	885,862
CREDITORS					
Amounts falling due within one year	14	(30,985)	(133,928)	(164,913)	(187,384)
NET CURRENT ASSETS		292,836	211,337	504,173	698,478
TOTAL ASSETS LESS CURRENT LIABILITIES		754,336	214,600	968,936	998,285
CREDITORS					
Amounts falling due after more than one year	15	-	(77,680)	(77,680)	-
NET ASSETS		754,336	136,920	891,256	998,285
FUNDS	17				
Unrestricted funds				754,336	853,320
Restricted funds				136,920	144,965
TOTAL FUNDS				891,256	998,285

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

continued...

Balance Sheet - continued
31 March 2023

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

The financial statements were approved by the Board of Trustees and authorised for issue on ..... and were signed on its behalf by:

30.11.2023

.....

Mrs A Thomas - Trustee

The notes form part of these financial statements

Cash Flow Statement
for the Year Ended 31 March 2023

	Notes	31.3.23 £	31.3.22 £
Cash flows from operating activities			
Cash generated from operations	19	(111,438)	126,881
Net cash (used in)/provided by operating activities		(111,438)	126,881
Cash flows from investing activities			
Purchase of tangible fixed assets		(187,279)	(15,780)
Interest received		1,014	1,708
Net cash used in investing activities		(186,265)	(14,072)
Cash flows from financing activities			
New loans in year		77,680	-
Net cash provided by financing activities		77,680	-
Change in cash and cash equivalents in the reporting period		(220,023)	112,809
Cash and cash equivalents at the beginning of the reporting period		787,277	674,468
Cash and cash equivalents at the end of the reporting period		567,254	787,277

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs
Costs have been allocated as far as possible between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others have been apportioned based on the estimated usage of the resource.

Support costs represent the costs of maintaining the office premises and the society's equipment, and the management of the charities assets and compliance with constitutional and statutory requirements.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office equipment	- 15% reducing balance
Computer equipment	- Straight line over 3 years
Motor Vehicle	- 20% reducing balance
Freehold property	- 2% on cost

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
The accounts distinguish between restricted and unrestricted funds. Unrestricted funds are those where there are no externally imposed restrictions. These include those freely available to the charity for expenditure in accordance with the charitable objectives or appropriation to reserves for internally designated purposes.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The society operates a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

continued...

2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Donations	6,737	6,321
Grants	37,392	15,564
Insurance claim	5,343	2,006
	49,472	23,891

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
WG Social Care Workers grant	-	12,564
Kickstart Scheme	7,392	3,000
Orielton Business Services Ltd	20,000	-
LNG South Hook	5,000	-
Milford Haven Port Authority	5,000	-
	37,392	15,564

3. OTHER TRADING ACTIVITIES

	31.3.23	31.3.22
	£	£
Rental income	15,547	20,028
Pathway lettings	73,337	46,449
PODS rental income	(1,906)	3,032
	86,978	69,509

4. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	1,014	1,708

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.23	31.3.22
		£	£
Grants	Pathway letting, advice & bond scheme	314,532	314,079
Grants	Supporting people services	313,025	322,873
Grants	Travel warrant scheme	9,331	7,180
Grants	Foyer Project	-	49,375
Grants	Food Poverty	10,500	30,995
Grants	Mental Health	115,524	19,980
		762,912	744,482

continued...

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
WG Advice, Resettlement & Bond Scheme	217,920	217,920
LA Funding for Advice, Assistance, Advocacy & Bond Scheme	-	11,440
Travel Warrants	9,331	7,180
SP Generic Support Service	313,025	322,873
SSLD	6,051	7,362
The National Lottery Community Fund	-	49,375
PCC Rough Sleeper Outreach Work	14,209	7,486
PCC Pathway Lettings, Advice & Bond Scheme top up	-	48,067
Postcode Community Trust	-	19,980
Shared Lives Plus, Homeshare	-	10,000
PAVS Homeshare	-	10,000
PCC Food Poverty Support	10,500	28,103
PAVS Supporting Community Action Fund	-	2,892
Pembs CC Rough Sleeper Outreach Surgeries	-	1,804
WCVA Community Asset Development Fund	51,787	-
WCVA Social Business Growth Fund	24,565	-
Hwyel Davies Legacy Fund	115,524	-
	762,912	744,482

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Pathway letting, advice & bond scheme	461,538	34,391	495,929
Pathway lettings development	5,840	-	5,840
Supporting people services	411,476	39,901	451,377
Furniture & crisis scheme	2,726	-	2,726
Travel warrant scheme	5,676	-	5,676
Food Poverty	17,029	-	17,029
Mental Health	28,828	-	28,828
	933,113	74,292	1,007,405

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Pathway letting, advice & bond scheme	28,329	6,062	34,391
Supporting people services	33,069	6,832	39,901
	61,398	12,894	74,292

continued...

7. SUPPORT COSTS - continued

Support costs are calculated as a proportion of expenses based on administration staff time.

8. NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	22,323	15,222
Auditors' remuneration	2,700	2,500
Other accountancy services	6,662	5,945

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2023 nor for the year ended 31 March 2022.

10. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	675,065	525,699
Social security costs	48,626	33,190
Other pension costs	12,343	8,848
	736,034	567,737

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Administration	2	2
Advocacy & Support	34	26
	36	28

No employees received emoluments in excess of £60,000.

continued...

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2022

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	20,891	3,000	23,891
Charitable activities			
Pathway letting, advice & bond scheme	-	314,079	314,079
Supporting people services	322,873	-	322,873
Travel warrant scheme	-	7,180	7,180
Foyer Project	-	49,375	49,375
Food Poverty	-	30,995	30,995
Mental Health	-	19,980	19,980
Other trading activities	69,509	-	69,509
Investment income	1,708	-	1,708
Total	414,981	424,609	839,590
EXPENDITURE ON			
Charitable activities			
Pathway letting, advice & bond scheme	25,789	302,703	328,492
Pathway lettings development	-	7,104	7,104
Supporting people services	320,828	1,085	321,913
Furniture & crisis scheme	3,846	-	3,846
Travel warrant scheme	-	7,470	7,470
Foyer Project	-	55,661	55,661
Food Poverty	-	25,715	25,715
Mental Health	-	1,325	1,325
Total	350,463	401,063	751,526
NET INCOME	64,518	23,546	88,064
Transfers between funds	1,130	(1,130)	-
Net movement in funds	65,648	22,416	88,064
RECONCILIATION OF FUNDS			
Total funds brought forward	787,672	122,549	910,221
TOTAL FUNDS CARRIED FORWARD	853,320	144,965	998,285

continued...

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Motor vehicles £	Computer equipment £	Totals £
COST					
At 1 April 2022	306,528	16,512	-	52,667	375,707
Additions	169,293	4,980	4,999	8,007	187,279
At 31 March 2023	475,821	21,492	4,999	60,674	562,986
DEPRECIATION					
At 1 April 2022	23,770	12,183	-	39,947	75,900
Charge for year	9,517	1,397	1,000	10,409	22,323
At 31 March 2023	33,287	13,580	1,000	50,356	98,223
NET BOOK VALUE					
At 31 March 2023	442,534	7,912	3,999	10,318	464,763
At 31 March 2022	282,758	4,329	-	12,720	299,807

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Debtors	86,975	98,585
Prepayments	14,857	-
	101,832	98,585

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.23 £	31.3.22 £
Creditors	25,004	21,299
Social security and other taxes	12,325	9,189
Accruals and deferred income	127,584	156,896
	164,913	187,384

Included within accruals and deferred income are amounts that the Charity is holding on behalf of the Local Authority Housing department and the Local Authority Social Services department for the purpose of issuing bonds to landlords on behalf of the Charity's clients. Also included are amounts received from Pembrokeshire County Council for the purpose of assisting landlords with letting fees as well as an amount for assisting individuals to purchase household items when they do not have any other means of funding.

As at 31st March 2023 Pembrokeshire Care Society are holding £31,915 (2022 - £32,917) on behalf of the Housing department, where active bonds at the year end amount to £47,173 (2022 - £44,538), and £nil (2022 - £nil) on behalf of the Social Services department of which active bonds at the year end amount to £850 (2022 - £850).

continued...

15. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.3.23	31.3.22
	£	£
Other loans (see note 16)	77,680	-

16. LOANS

An analysis of the maturity of loans is given below:

	31.3.23	31.3.22
	£	£
Amounts falling due between two and five years:		
Other loans - 2-5 years	33,092	-
Amounts falling due in more than five years:		
Repayable by instalments:		
Other loans more 5yrs instal	44,588	-

The loan amount is the repayable assistance element of the Community Asset Development Fund (CADF) received in the year.

17. MOVEMENT IN FUNDS

	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
General funds	550,677	9,196	75,963	635,836
Designated funds	302,643	-	(184,143)	118,500
	853,320	9,196	(108,180)	754,336
Restricted funds				
Restricted funds	144,965	(116,225)	108,180	136,920
TOTAL FUNDS	998,285	(107,029)	-	891,256

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General funds	478,745	(469,549)	9,196
Restricted funds			
Restricted funds	421,631	(537,856)	(116,225)
TOTAL FUNDS	900,376	(1,007,405)	(107,029)

continued...

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General funds	535,568	64,518	(49,409)	550,677
Designated funds	252,104	-	50,539	302,643
	787,672	64,518	1,130	853,320
Restricted funds				
Restricted funds	122,549	23,546	(1,130)	144,965
TOTAL FUNDS	910,221	88,064	-	998,285

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	414,981	(350,463)	64,518
Restricted funds			
Restricted funds	424,609	(401,063)	23,546
TOTAL FUNDS	839,590	(751,526)	88,064

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General funds	535,568	73,714	26,554	635,836
Designated funds	252,104	-	(133,604)	118,500
	787,672	73,714	(107,050)	754,336
Restricted funds				
Restricted funds	122,549	(92,679)	107,050	136,920
TOTAL FUNDS	910,221	(18,965)	-	891,256

continued...

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	893,726	(820,012)	73,714
Restricted funds			
Restricted funds	846,240	(938,919)	(92,679)
TOTAL FUNDS	1,739,966	(1,758,931)	(18,965)

RESTRICTED FUNDS

	31.3.23 £	31.3.22 £
Advice and bond scheme	12,296	77,293
Pathway lettings development fund	45,826	24,848
Furniture & crisis fund	12,994	12,092
Travel Warrants	10,452	6,796
Food Poverty	-	5,281
Mental Health	55,352	18,655
	136,920	144,965

DESIGNATED FUNDS

	31.3.23 £	31.3.22 £
Redundancy	48,500	50,500
Office furniture and equipment	-	6,000
Database redesign	-	9,600
Pathway lettings development fund	60,000	203,511
Staff related costs	-	6,000
Property maintenance	10,000	18,000
Training	-	6,000
PODS	-	3,032
	118,500	302,643

continued...

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2023.

19. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.23	31.3.22
	£	£
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(107,029)	88,064
Adjustments for:		
Depreciation charges	22,323	15,222
Loss on disposal of fixed assets	-	2,431
Interest received	(1,014)	(1,708)
(Increase)/decrease in debtors	(3,247)	19,053
(Decrease)/increase in creditors	(22,471)	3,819
Net cash (used in)/provided by operations	(111,438)	126,881

20. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.22	Cash flow	At 31.3.23
	£	£	£
Net cash			
Cash at bank and in hand	787,277	(220,023)	567,254
	787,277	(220,023)	567,254
Debt			
Debts falling due after 1 year	-	(77,680)	(77,680)
	-	(77,680)	(77,680)
Total	787,277	(297,703)	489,574

21. OPERATING LEASES

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.23	31.3.22
	£	£
Within one year	29,296	5,800
Between one and five years	80,278	5,800
	109,574	11,600

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	6,737	6,321
Grants	37,392	15,564
Insurance claim	5,343	2,006
	49,472	23,891
Other trading activities		
Rental income	15,547	20,028
Pathway lettings	73,337	46,449
PODS rental income	(1,906)	3,032
	86,978	69,509
Investment income		
Deposit account interest	1,014	1,708
Charitable activities		
Grants	762,912	744,482
Total incoming resources	900,376	839,590
EXPENDITURE		
Charitable activities		
Salaries	617,921	475,216
Social security	43,355	28,844
Pensions	11,353	7,961
Rent and rates	22,686	18,867
Insurance	2,181	2,412
Light and heat	7,926	4,274
Telephone	11,625	10,513
IT, printing & postage	38,088	19,364
Advertising	996	5,995
Sundries	4,165	2,488
Staff travel expenses	21,219	13,042
Subscriptions & course fees	10,208	9,624
Repairs maintenance & cleaning	59,526	30,464
Furniture fund expenditure	2,726	3,846
Travel warrants	5,676	7,470
Consultancy fees	9,344	6,425
Recruitment costs	375	415
Rough Sleeper leaflets & packs	-	4,307
Professional fees	5,414	6,115
Room hire	276	-
Meal provision	14,515	11,792
Motor expenses	2,151	-
Carried forward	891,726	669,434

Detailed Statement of Financial Activities for the Year Ended 31 March 2023

	31.3.23 £	31.3.22 £
Charitable activities		
Brought forward	891,726	669,434
Rough Sleeper provisions	8,004	-
Counsellors	12,179	-
Depreciation	21,204	14,230
Loss on sale of tangible fixed assets	-	2,431
	933,113	686,095
Support costs		
Management		
Salaries	51,429	45,156
Social security	4,744	3,892
Pensions	891	796
Rent & rates	218	31
Insurance	108	173
Light and heat	427	240
Stationery & telephone	1,995	1,654
Sundries	214	160
Office repairs	115	131
Subscriptions & course fees	138	141
Depreciation	1,119	992
	61,398	53,366
Governance costs		
Wages	5,715	5,327
Social security	527	454
Pensions	99	91
Auditors' remuneration	6,540	6,180
Sundries	13	13
	12,894	12,065
Total resources expended	1,007,405	751,526
Net (expenditure)/income	(107,029)	88,064

PEMBROKESHIRE CARE SOCIETY

England & Wales - Charity number 1048218

Accounts

REGISTERED COMPANY NUMBER: 03062605 (England and Wales)
REGISTERED CHARITY NUMBER: 1048218

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2022

for

Pembrokeshire Care Society

Ashmole and Co.
Chartered Certified Accountants and Statutory Auditors
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Contents of the Financial Statements for the Year Ended 31 March 2022

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Pembrokeshire Care Society

Reference and Administrative Details
for the Year Ended 31 March 2022

TRUSTEES	Mrs G Morgan, President Mrs J Davies Mr P Lucas Mr R Sinnett (resigned 17.11.21) Mrs A Thomas Mrs L Bowden Mrs J Wordsworth Mr J Consitt (appointed 17.11.21) (resigned 31.7.22) Ms S Harrington (appointed 17.11.21) Mr S Joseph (appointed 17.11.21)
SENIOR MANAGEMENT	Michael Hooper, Managing Director
REGISTERED OFFICE	7 Picton Place Haverfordwest Pembrokeshire SA61 2LE
REGISTERED COMPANY NUMBER	03062605 (England and Wales)
REGISTERED CHARITY NUMBER	1048218
AUDITORS	Ashmole and Co. Chartered Certified Accountants and Statutory Auditors Williamston House 7 Goat Street Haverfordwest Pembrokeshire SA61 1PX

Report of the Trustees
for the Year Ended 31 March 2022

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of 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 2019).

Report of the Trustees
for the Year Ended 31 March 2022

OBJECTIVES AND ACTIVITIES

Objectives and aims

In this report the Trustees of Pembrokeshire Care Society (PCS) look at what the charity has achieved and the outcome of our work between April 2021 and March 2022.

This report reviews our progress in relation to our charitable objectives which are:

- To relieve the effects of poverty, housing problems and homelessness on individuals and families in Pembrokeshire who present to the charity for assistance.

- To promote the study, research and campaigning to help relieve and prevent poverty, housing problems and homelessness.

- To raise awareness and educate the public regarding the effects of poverty, housing need and homelessness.

Areas of Expertise

PCS provide advice, assistance and advocacy on housing, homeless rights, evictions, welfare benefits, housing benefits and debt guidance.

We administer bond guarantees and rent in advance payments in partnership with client specific organisations and local private landlords.

We also manage a tenancy support scheme which operates across all tenures throughout Pembrokeshire.

Our experience and expertise allows us to support people to help them change their lives and build a positive future.

Working closely with Pembrokeshire County Council, Pathway Lettings continues to work as Pembrokeshire's only Social Letting Agency.

Beneficiaries of our Services and the COVID-19 Pandemic

PCS provides services for anyone of the age of 16 and above and we helped over 2,100 people during the period of this report.

The delivery of our support and services had been deeply impacted by the COVID-19 pandemic, although we returned to normal services during the year, we remained vigilant to protect both staff and beneficiaries during these challenging times.

The charity continued to provide advice for Private Sector Landlords on tenancy law and other related issues through Pathway Lettings. Close working relationships have been developed with 41 Private Sector Landlords with 152 tenancies managed. PL continues to form an important part of our work and as such forms a key part of our Business Plan.

We worked closely with the Welsh Council of Voluntary Action (WCVA) between June 2021 and March 2022 to prepare a detailed bid for funding under the Community Asset Development Fund. This demonstrated how PL would be able to grow with their support. Confirmation of the success of our bid for £150,000 was announced in May 2022.

This funding helped with the acquisition of a more suitable office in the centre of Haverfordwest at 7 Picton Place. We moved to this property in May 2022. We also agreed to rent two floors of the adjoining 5 Picton Place and have a pre-emption right to acquire in May 2024.

Our beneficiaries are often the most marginalised groups in society and the majority will be entitled to limited statutory assistance. Our aim continues to provide support and advice and respond quickly to change and also consider opportunities to extend our services in line with the charity's aims and objectives.

Report of the Trustees
for the Year Ended 31 March 2022

Overview

Pembrokeshire Care Society was founded in 1979 to serve the people of Pembrokeshire. The quality and standard of our services has been acknowledged by independent audits, including the Advice Quality Standard. We were subject to a full audit in December 2021, which confirmed our continued compliance and best practice.

Our services include housing and homeless advice, assistance and advocacy, welfare and debt advice, administration of bond schemes and a generic tenancy support scheme.

We have further extended our services to provide mental health counselling services to both our clients and our staff. We have been able to do this as a result of support from the Postcode Lottery, who gave us a grant of £19,980 in January 2022. We also submitted a grant request to the Hywel Davies Legacy Fund in January 2022 and were delighted at the success of this application announced in April 2022 for an amount of £115,524.

We have a close working relationship with Pembrokeshire County Council and they helped us set up a Social Lettings Agency, called Pathway Lettings in 2011.

Pembrokeshire is a large rural area of 1,700 sq. km and a population of around 125,000 people. The provision of services to all throughout the county is a challenge and this has historically been addressed through outreach surgeries and the use of travel warrants.

We continue to work closely with Pembrokeshire County Council (PCC) and are grateful for their support and funding. We received £322,873 to provide a generic support service during the year, which was an increase of 3.5% over the previous year to reflect inflationary pressures.

We are also grateful to Welsh Government for the grant of £217,920 to support the Advice, Resettlement and Bond Scheme.

PCS acts as a guarantor for bond guarantee certificates where these are required by landlords for new tenants. Whilst no payment is made initially, if the landlords claim on the guarantee, payment is made by PCS. Bond allocations to clients are subject to our annual Welsh Government grant allocation. 48 new bonds were issued and we managed a total bond liability across all our bond schemes of £61,593.33.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year we helped 58 rough sleepers with equipment and advice

Pembrokeshire County Council continued to assist non-priority clients with temporary accommodation as a result of Welsh Governments change in legislation in the previous year during the pandemic

A number of positive and important steps have also been taken to strengthen and help develop PCS as the leading homelessness charity in Pembrokeshire:

1. In March 2022 we produced a new Business Plan with the help of the Wales Cooperative (now known as Cwmpas). The Plan was important and helped us secure funding of £150,000 from the WCVA, under the Community Asset Development Fund. This consisted of £60,000 grant funding and an interest free loan of £90,000 which will be paid over the next twelve years. PCS provided match funding of a £100,000. The cost of acquiring 7 Picton Place was £167,500 and we also entered into a lease to rent two floors of the adjoining 5 Picton Place. The town centre location, adjacent to County Hall and the bus and rail station has made our services more accessible to our clients.

2. The lease on the PL office at 8 - 10 Hill Street ended in February 2022 and as a result, the PL staff were temporarily relocated to the main office at 19 Market Street, before the move to 7 Picton Place in May.

3. In March 2022, it was agreed to review the options for opening a satellite office in Pembroke Dock to bring our services available to a large number of our clients in the south of the County. A suitable property was identified at Aicon House in Pembroke Dock and a five year lease for its use was completed in September 2022.

4. A booklet entitled 'A Snapshot in Time' produced by the Charity's President, Geraldine Morgan was written in March 2022 which set out the history of the organisation.

5. The Trustees agreed to appoint a Partnership Coordinator and Naomi Joseph was appointed and joined PCS May 2022. This further strengthened the close working relationship with our partners at the Third Place in Milford Haven. The appointment was possible due to the generosity of private donors and the Trustees of the Third Place.

6. We were successful in becoming the second pilot Homeshare project in Wales, with funding from Welsh Government, PAVS and a private donor. The scheme was established in March and launched in April 2022 and it is hoped to match home owners with home sharers.

7. A Staff Appreciation Day held in May 2021 shared best practice and looked at how we could develop services

https://sway.office.com/rl40FmJcCXP2KzfD?ref=Link

Our facebook account is used to help promote our work and raise awareness of the issue of homelessness in Pembrokeshire. Our highest performing post on facebook reached 4,212 people.

Some of the key facts relating to our **Generic Support Service** are set out below:

- 689 Referrals received - an increase of 26% on the previous year

- Support provided to 629 Service Users - an increase of 30%

- 335 New clients - an increase of 21%

- 480 Service users ended support (+45%) with 412 positive outcomes (+42%)

- Challenges with Lockdown resulting in adapting the delivery of the service, with face to face support fully resumed in January 2022

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- The annual target for Supporting People is 17,680 hours and we delivered 17,904 hours of support.

This was an impressive performance from all involved in the Supporting People team, who met targets even when challenged by a global pandemic. A big thank you to all involved.

8. **Advice and Bond**

- 1,217 people were supported - an increase of 18% on the previous year

- 484 Debt assessments were provided - an increase of 27%

- Out of the 551 clients that approached PCS directly we managed to help 442 with positive outcomes. (Increases of +35% and +21% respectively on the previous year). This support can range from providing a bond, maintaining a current tenancy or assisting with finding accommodation without a bond.

9. **Money Guiders Programme**

We continue to use MGP for all new staff as part of their mandatory training.

It has provided an important opportunity to enhance skills for our growing workforce and especially those who are customer facing.

The affiliation with MGP maintains compliance with Advice Quality Standards as the guidance does not have to be regulated by the Financial Conduct Authority.

New staff who have not had previous experience in welfare benefits have been completing Dangos online training. Available in beginner and intermediate sessions it's a useful tool to build knowledge before advising clients.

10. **Milford Haven Homelessness Pods**

Our ongoing partnership with The Third Place (TTP) has proven to be a valuable and beneficial temporary accommodation model for some of our most vulnerable clients. While the original plan was for clients to remain in the POD for five to ten nights, the impact of the Pandemic and lack of suitable and affordable accommodation means they have had to stay for anything up to five months. The success of these Pods is due to the hard work and commitment of Naomi and Steve Joseph, and we are delighted to be maintaining and developing such a worthwhile and important partnership.

An additional project with TTP has been a supported house in Milford Haven with links to Green Pastures (GP). This is also a Christian based housing initiative who purchased the property to assist three single men aged 25 or over. These men can benefit from, training, mental health, befriending and benefit support. The Advice & Bond team can make referrals directly to TTP for potential residents.

During this reporting period we issued 57 Rough Sleeper Packs to those who were in the most need.

11. **Staff**

All the staff at PCS play an important part in delivering a caring and quality service to all our clients and beneficiaries. They are key to the future development of the charity and their contribution is inspirational and appreciated by the Trustees.

Staff are kept up to date with developments and opportunities at PCS through regular newsletters, meetings and Staff Appreciation Days. A staff survey in March 2021 provided valuable feedback to Trustees as to what works well at PCS and what needs to be improved. The positives from this survey were:

- The majority of staff feel they get recognition from their managers for a job well done.

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- There is a good team spirit throughout the organisation which can be built on further.
- Staff feel (in the main) they have the right tools to do the job.
- Most staff feel they have the right training for the role.
- Staff confirmed they have the right opportunities to develop their knowledge.
- Staff think there is good communication in the organisation aided by the use of Microsoft Teams.

Small working groups have also been formed to provide feedback and ideas for senior management and the Trustees to consider:

- Mental Health
- Making PCS a better place to work
- Welsh Language

Two members of staff undertook mental health training and were appointed as Mentors to provide advice and support to all staff. As well as regular support sessions, staff are signposted to a range of resources to help with general well-being and mental health issues.

Further mental health counselling support was provided to staff as a result of a successful Postcode Lottery Bid. The £19,980 has enabled us to work with an experienced Counsellor who has helped both staff and a number of our clients.

We also worked closely with Chwarae Teg throughout the year and were awarded a Developing Fair Play Employer Award, which recognised our hard work, determination and positive working practices in creating gender equality at work.

At the 31st March, 2022 there were the equivalent of twenty eight full time employees on the payroll.

FINANCIAL REVIEW

Principal funding sources

The principal funding sources for the work of Pembrokeshire Care Society this year are that of the Welsh Government Homelessness Prevention Grant Programme to the value of £217,920 and the Supporting People Grant of £322,873. This year's funding was used to fulfill the aims and objectives of the organisation as set out in its Governing document and as described in the Achievements and Performance section of this report.

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FINANCIAL REVIEW

Reserves policy

Unrestricted free reserves of £254,596 are maintained to allow PCS to continue operating, should grant funding stop.

This figure of £254,596 is equivalent to 4.0 months running costs.

Balance for previous years has been:

March 2020 - £146,889
March 2021 - £240,345

PCS has designated funds for a training fund of £6,000 at 31 March 2022 to help staff develop their skills.

Redundancy costs are calculated at statutory minimum level as at 31st March each year. PCS holds £50,500 for this purpose.

Funds designated for the ongoing development and maintenance of the database have been increased to £9,600 and £6,000 is designated for staff related costs.

The Pathway Lettings development fund stands at £203,511 at the year-end.

£18,000 has been ring-fenced towards property maintenance and £6,000 towards office furniture and equipment.

The PODS rental income has been designated for the future purchase of additional PODS.

The organisation also has a bond reserve allowing for the issuing of Bond Guarantees to landlords on behalf of homeless clients. As of 31st March 2022 the Society has a bond liability of £14,955 and a bond reserve of £14,955.

We also have money under management for the Local Authority, which is used specifically for the following purposes:

- bonds
- rent in advance
- white goods
- landlord enhancements
- travel warrants
- non-priority bonds
- rough sleeper outreach packs
- rough sleeper outreach work

FUTURE PLANS

PCS will continue to explore opportunities to increase the number of income streams.

We will continue to seek financial efficiencies.

PCS' long standing open-door policy continues and we will also signpost other relevant services to some client groups.

PCS' joint working with PCC Housing and Youth Services Departments continues to strengthen. Feedback regarding the joint working service remains positive and PCS will continue to monitor its progress and work with the local authority to develop it further.

The move to new office premises in May 2022 allowed us to bring the Pathway Lettings (PL) operation and all PCS functions under one roof. The new town centre location adjacent to County Hall will also help strengthen relationships with PCC. The prominent location should also help raise awareness of all our activities and hopefully increase the number of private sector landlords we work with. There are plans to appoint a number of new staff, specialising in marketing and fundraising, project management and human resources. We are also planning to develop services to private sector landlords in light of the Renting Homes (Wales) Act 2016. This will result in the setting up of a small in-house maintenance team, consisting of a Project Manager, Carpenter, Electrician and Plumber.

There has been an improvement in our website and we will continue to develop this important area and also work across other social media platforms such as facebook and Instagram to help market our services and reach out to people who need our support and help.

We plan to continue our partnership with Cwmpas, previously known as the Wales Cooperative Centre.

PCS have also identified several other potential sources of funding with the Welsh Council of Voluntary Action. We will be applying for grant funding of £50,000 to help with the appointment of some key personnel later in 2022.

We have once again been awarded the Advice Quality Standard following a thorough review of our services, during an audit in December 2021. This is an important accreditation demonstrating to our partners, funders and clients that we are a well-managed and caring organisation.

We will strive to maintain our services and meet our aims and objectives with the resources available. All at PCS remain committed to the long-term future of the organisation and provision of services specific to Pembrokeshire's needs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

PCS is a charitable company limited by guarantee which was founded in 1979. The company was established under a Memorandum of Association which established its objectives and powers.

In 2000, the Memorandum of Association, was reviewed, amended and agreed by the Charity Commission, enabling the company to change its services to suit the changing needs of the homeless in Pembrokeshire.

The governing document was reviewed again in 2013 and amended, adopted and accepted by the Charity Commission to simplify its objectives and better meet the charitable aims of the association.

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

There have been ten members of the Council during the year, all of which are trustees. Trustees are also directors of the Company. Under the Memorandum of Association, the members of the Council are elected to serve for a period of three years after which, if they wish to remain as a trustee, they must be re-elected at the next Annual General Meeting.

At the 2021 Annual General Meeting two members of the Council, Paul Lucas and Ann Maria Thomas stood down and were re-elected. Rhys Sinnet resigned. Ann Maria Thomas was re-elected as Chair and Treasurer.

The Council has agreed the necessity of the use of a Management Committee for issues that may arise between the full meetings. Management Committee members are selected from the full Council of Management and include the Managing Director.

Due to the diversity of the client group and the varied services that the charity provides it is important that the Council consists of members with varied backgrounds and expertise and an effort is made to maintain a broad skill mix.

Organisational structure

Full Committee meetings are held five times per year. The Annual General Meeting is held in November. Cross Scheme Co-ordinator meetings are held monthly or as required. Relevant information from these meetings is cascaded down to Management and Staff meetings. Scheme Management meetings are held monthly to discuss operational process and to ensure cross scheme working is effective. Scheme Staff meetings are held regularly and additional relevant issues from Scheme Management meetings are included. Appraisal and Information Days are held twice a year. Training and scheme updates are on the agenda.

A new three-year business plan was produced in March 2022 with invaluable assistance from Cwmpas. This includes detailed information on the following:

- Background information about PCS
- Our vision, aims and objectives
- How we deliver our services
- The Market
- Our financial position and forecasts for the next three years
- Stakeholders
- Partners
- The Landlord Client Charter
- A full list of our current policies

A service delivery strategy, which includes appointment times, duty worker availability, advice centre timetable, staff cover for absences and cost factors, has been established and is evaluated on a regular basis by the Managing Director. Written Reports and Statistical Monitoring are provided to the funders and partners at agreed times. All Policy, Procedures, Forms, Letters and Information documentation (PPFL'I) and the index are reviewed as a minimum on an Annual basis. Operational procedures are reviewed immediately when changes/improvements are identified and agreed.

For additional support and in order to safeguard PCS's committee and employees, PCS subscribe to Peninsula Employment Specialists for legal and practical advice on employment issues. We also contract to Peninsula for Health and Safety Advice to ensure continual compliance.

Funders and partners are welcome to visit our offices to assess our processes and professionalism in ensuring equality and efficiencies of our service delivery.

These include a robust internal evaluation of schemes and services, with the aim of improvement and continuity. All our policies and procedures are reviewed annually at a minimum.

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Report of the Trustees for the Year Ended 31 March 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

Prior to election prospective new trustees are invited to attend a meeting at the main office to view the work of the charity. They are then invited to attend a Council meeting in an observatory capacity. After election trustees are provided with a trustee handbook and can access trustee training if required.

Public Benefit

In accordance with our aims and objectives, when providing our services to some of the most vulnerable people in society. We aim to develop sustainable tenancies and assist with the integration into the community of those who are most marginalised.

Risk management

The charity has comprehensive policies and procedures which reduce the financial and litigation risk. The charity holds the Advice Quality Standard, renewed in December 2021. This intensive external audit ensures that the working policies, procedures and ongoing training provide as low a risk as is possible for employees, committee and customers. The risk management policy is reviewed annually.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokeshire Care Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ashmole and Co., will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 22 November 2022 and signed on its behalf by:

22/11/22

Mrs A Thomas - Trustee

Opinion

We have audited the financial statements of Pembrokeshire Care Society (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2022 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

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Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements

We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- nature of the charity and the sector in which it operates.
- the legal and regulatory framework in which the charity operates, and in particular those laws and regulations that directly affect the financial statements or have a fundamental effect on operations eg Charities Act 2011, health and safety legislation.
- results of enquiries of management and those charged with governance
- any matters identified relating to
    - the charity's policies and procedures for identifying, evaluating and complying with laws and regulations, and whether there were any known instances of non compliance.
- detecting and responding to the risks of fraud and whether there is any knowledge of actual, suspected or alleged fraud.
    - the internal controls established to mitigate risks of fraud or non compliance with laws and regulations.

As a result of performing the above, we did not identify any key audit matters related to potential risk of fraud or non compliance with laws and regulations.

In addition to the above, our procedures included:
- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations
- enquires of management and those charged with governance concerning actual and potential litigation and claims
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud
- review of minutes of committee meetings
- written representations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Ashmole & Co

Report of the Independent Auditors to the Trustees of Pembrokeshire Care Society (Registered number: 03062605)

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

for and on behalf of Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Date: 22/11/2022

Statement of Financial Activities for the Year Ended 31 March 2022

	Notes	Unrestricted funds £	Restricted fund £	Year Ended 31.3.22 Total funds £	Period 1.7.20 to 31.3.21 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	20,891	3,000	23,891	10,770
Charitable activities					
Pathway letting, advice & bond scheme		-	314,079	314,079	259,140
Pathway lettings development		-	-	-	10,000
Supporting people services		322,873	-	322,873	312,082
Travel warrant scheme		-	7,180	7,180	5,261
Foyer Project		-	49,375	49,375	-
Food Poverty		-	30,995	30,995	-
Mental Health		-	19,980	19,980	-
Other trading activities	3	69,509	-	69,509	65,149
Investment income	4	1,708	-	1,708	2,132
Total		414,981	424,609	839,590	664,534
EXPENDITURE ON					
Charitable activities	6				
Pathway letting, advice & bond scheme		25,789	302,703	328,492	275,827
Pathway lettings development		-	7,104	7,104	1,413
Supporting people services		320,828	1,085	321,913	294,527
Furniture & crisis scheme		3,846	-	3,846	2,664
Travel warrant scheme		-	7,470	7,470	4,859
Foyer Project		-	55,661	55,661	-
Food Poverty		-	25,715	25,715	-
Mental Health		-	1,325	1,325	-
Total		350,463	401,063	751,526	579,290
NET INCOME		64,518	23,546	88,064	85,244
Transfers between funds	15	1,130	(1,130)	-	-
Net movement in funds		65,648	22,416	88,064	85,244
RECONCILIATION OF FUNDS					
Total funds brought forward		787,672	122,549	910,221	824,977
TOTAL FUNDS CARRIED FORWARD		853,320	144,965	998,285	910,221

The notes form part of these financial statements

Ashmole & Co

Balance Sheet
31 March 2022

	Notes	Unrestricted funds £	Restricted fund £	31.3.22 Total funds £	31.3.21 Total funds £
FIXED ASSETS					
Tangible assets	12	296,081	3,726	299,807	301,680
CURRENT ASSETS					
Debtors	13	39,645	58,940	98,585	117,638
Cash at bank and in hand		539,028	248,249	787,277	674,468
		578,673	307,189	885,862	792,106
CREDITORS					
Amounts falling due within one year	14	(21,434)	(165,950)	(187,384)	(183,565)
NET CURRENT ASSETS		557,239	141,239	698,478	608,541
TOTAL ASSETS LESS CURRENT LIABILITIES		853,320	144,965	998,285	910,221
NET ASSETS		853,320	144,965	998,285	910,221
FUNDS	15				
Unrestricted funds				853,320	787,672
Restricted funds				144,965	122,549
TOTAL FUNDS				998,285	910,221

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2022.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

continued...

Balance Sheet - continued
31 March 2022

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

The financial statements were approved by the Board of Trustees and authorised for issue on 22 November 2022 and were signed on its behalf by:

A Thomas 22/11/22

Mrs A Thomas - Trustee

The notes form part of these financial statements

Ashmole & Co

Pembrokeshire Care Society

Cash Flow Statement
for the Year Ended 31 March 2022

	Notes	Year Ended 31.3.22 £	Period 1.7.20 to 31.3.21 £
Cash flows from operating activities			
Cash generated from operations	17	126,881	221,283
Net cash provided by operating activities		126,881	221,283
Cash flows from investing activities			
Purchase of tangible fixed assets		(15,780)	(8,280)
Sale of tangible fixed assets		-	100
Interest received		1,708	2,132
Net cash used in investing activities		(14,072)	(6,048)
Change in cash and cash equivalents in the reporting period		112,809	215,235
Cash and cash equivalents at the beginning of the reporting period		674,468	644,062
Cash and cash equivalents at the end of the reporting period		787,277	674,468

The notes form part of these financial statements

Ashmole & Co

Pembrokeshire Care Society

Error Messages from the Cash Flow Statement for the Year Ended 31 March 2022

** LAST YEAR - MOVEMENT IN CASH AND CASH EQUIVALENTS
AS CALCULATED IN CASH FLOW STATEMENT
DOES NOT AGREE TO MOVEMENT PER BALANCE SHEET

COMPARE MOVEMENT ON CASH FLOW STATEMENT		215,235
TO	MOVEMENT PER BALANCE SHEET CASH AND CASH EQUIVALENTS	30,406

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1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs
Costs have been allocated as far as possible between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others have been apportioned based on the estimated usage of the resource.

Support costs represent the costs of maintaining the office premises and the society's equipment, and the management of the charities assets and compliance with constitutional and statutory requirements.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office equipment	- 15% reducing balance
Computer equipment	- Straight line over 3 years
Freehold property	- 2% on cost

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
The accounts distinguish between restricted and unrestricted funds. Unrestricted funds are those where there are no externally imposed restrictions. These include those freely available to the charity for expenditure in accordance with the charitable objectives or appropriation to reserves for internally designated purposes.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The society operates a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

continued...

Ashmole & Co

2. DONATIONS AND LEGACIES

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
Donations	6,321	770
Grants	15,564	10,000
Insurance claim	2,006	-
	23,891	10,770

Grants received, included in the above, are as follows:

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
Covid-19 Support Grant	-	10,000
WG Social Care Workers grant	12,564	-
Kickstart Scheme	3,000	-
	15,564	10,000

3. OTHER TRADING ACTIVITIES

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
Rental income	20,028	22,541
Pathway lettings	46,449	42,608
PODS rental income	3,032	-
	69,509	65,149

continued...

4. INVESTMENT INCOME

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
Deposit account interest	1,708	2,132

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
		£	£
Grants	Pathway letting, advice & bond scheme	314,079	259,140
Grants	Pathway lettings development	-	10,000
Grants	Supporting people services	322,873	312,082
Grants	Travel warrant scheme	7,180	5,261
Grants	Foyer Project	49,375	-
Grants	Food Poverty	30,995	-
Grants	Mental Health	19,980	-
		744,482	586,483

Grants received, included in the above, are as follows:

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
WG Advice, Resettlement & Bond Scheme	217,920	217,920
LA Funding for Advice, Assistance, Advocacy & Bond Scheme	11,440	11,440
LA Social Care	-	6,372
Travel Warrants	7,180	5,261
SP Generic Support Service	322,873	312,082
LA Pathway Lettings Development	-	10,000
SSLD	7,362	8,408
The National Lottery Community Fund	49,375	-
PCC Rough Sleeper Outreach Work	7,486	15,000
PCC Pathway Lettings, Advice & Bond Scheme top up	48,067	-
Postcode Community Trust	19,980	-
Shared Lives Plus, Homeshare	10,000	-
PAVS Homeshare	10,000	-
PCC Food Poverty Support	28,103	-
PAVS Supporting Community Action Fund	2,892	-
Pembs CC Rough Sleeper Outreach Surgeries	1,804	-
	744,482	586,483

continued...

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Pathway letting, advice & bond scheme	297,085	31,407	328,492
Pathway lettings development	7,104	-	7,104
Supporting people services	287,889	34,024	321,913
Furniture & crisis scheme	3,846	-	3,846
Travel warrant scheme	7,470	-	7,470
Foyer Project	55,661	-	55,661
Food Poverty	25,715	-	25,715
Mental Health	1,325	-	1,325
	686,095	65,431	751,526

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Pathway letting, advice & bond scheme	25,616	5,791	31,407
Supporting people services	27,750	6,274	34,024
	53,366	12,065	65,431

Support costs are calculated as a proportion of expenses based on administration staff time.

8. NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	31.3.22	31.3.21
	£	£
Depreciation - owned assets	15,222	11,665
Auditors' remuneration	2,500	2,280
Other accountancy services	5,945	4,260

continued...

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2022 nor for the period ended 31 March 2021.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2022 nor for the period ended 31 March 2021.

10. STAFF COSTS

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
	£	£
Wages and salaries	525,699	439,452
Social security costs	33,190	29,880
Other pension costs	8,848	7,186
	567,737	476,518

The average monthly number of employees during the year was as follows:

	Year Ended 31.3.22	Period 1.7.20 to 31.3.21
Administration	2	2
Advocacy & Support	26	22
	28	24

No employees received emoluments in excess of £60,000.

continued...

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2021

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	10,770	-	10,770
Charitable activities			
Pathway letting, advice & bond scheme	-	259,140	259,140
Pathway lettings development	-	10,000	10,000
Supporting people services	312,082	-	312,082
Travel warrant scheme	-	5,261	5,261
Other trading activities	65,149	-	65,149
Investment income	2,132	-	2,132
Total	390,133	274,401	664,534
EXPENDITURE ON			
Charitable activities			
Pathway letting, advice & bond scheme	18,626	257,201	275,827
Pathway lettings development	-	1,413	1,413
Supporting people services	294,527	-	294,527
Furniture & crisis scheme	2,664	-	2,664
Travel warrant scheme	-	4,859	4,859
Total	315,817	263,473	579,290
NET INCOME	74,316	10,928	85,244
Transfers between funds	1,894	(1,894)	-
Net movement in funds	76,210	9,034	85,244
RECONCILIATION OF FUNDS			
Total funds brought forward	711,462	113,515	824,977
TOTAL FUNDS CARRIED FORWARD	787,672	122,549	910,221

continued...

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Computer equipment £	Totals £
COST				
At 1 April 2021	305,690	29,107	54,959	389,756
Additions	838	-	14,942	15,780
Disposals	-	(12,595)	(17,234)	(29,829)
At 31 March 2022	306,528	16,512	52,667	375,707
DEPRECIATION				
At 1 April 2021	17,639	21,581	48,856	88,076
Charge for year	6,131	766	8,325	15,222
Eliminated on disposal	-	(10,164)	(17,234)	(27,398)
At 31 March 2022	23,770	12,183	39,947	75,900
NET BOOK VALUE				
At 31 March 2022	282,758	4,329	12,720	299,807
At 31 March 2021	288,051	7,526	6,103	301,680

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Debtors	98,585	99,983
Prepayments	-	17,655
	98,585	117,638

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.22 £	31.3.21 £
Creditors	21,299	11,590
Social security and other taxes	9,189	6,306
Accruals and deferred income	156,896	165,669
	187,384	183,565

Included within accruals and deferred income are amounts that the Charity is holding on behalf of the Local Authority Housing department and the Local Authority Social Services department for the purpose of issuing bonds to landlords on behalf of the Charity's clients. Also included are amounts received from Pembrokeshire County Council for the purpose of assisting landlords with letting fees as well as an amount for assisting individuals to purchase household items when they do not have any other means of funding.

As at 31st March 2022 Pembrokeshire Care Society are holding £32,917 (2021 - £35,065) on behalf of the Housing department, where active bonds at the year end amount to £44,538 (2021 - £49,246), and £nil (2021 - £nil) on behalf of the Social Services department of which active bonds at the year end amount to £850 (2021 - £850).

continued...

15. MOVEMENT IN FUNDS

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General funds	535,568	64,518	(49,409)	550,677
Designated funds	252,104	-	50,539	302,643
	787,672	64,518	1,130	853,320
Restricted funds				
Restricted funds	122,549	23,546	(1,130)	144,965
TOTAL FUNDS	910,221	88,064	-	998,285

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	414,981	(350,463)	64,518
Restricted funds			
Restricted funds	424,609	(401,063)	23,546
TOTAL FUNDS	839,590	(751,526)	88,064

Comparatives for movement in funds

	At 1.7.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General funds	445,196	74,316	16,056	535,568
Designated funds	266,266	-	(14,162)	252,104
	711,462	74,316	1,894	787,672
Restricted funds				
Restricted funds	113,515	10,928	(1,894)	122,549
TOTAL FUNDS	824,977	85,244	-	910,221

continued...

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	390,133	(315,817)	74,316
Restricted funds			
Restricted funds	274,401	(263,473)	10,928
TOTAL FUNDS	664,534	(579,290)	85,244

RESTRICTED FUNDS

	31.3.22 £	31.3.21 £
Advice and bond scheme	77,293	66,540
Pathway lettings development fund	24,848	39,302
Furniture & crisis fund	12,092	9,621
Travel Warrants	6,796	7,086
Food Poverty	5,281	-
Mental Health	18,655	-
	144,965	122,549

DESIGNATED FUNDS

	31.3.22 £	31.3.21 £
Redundancy	50,500	45,000
Office furniture and equipment	6,000	5,000
Database redesign	9,600	8,000
Pathway lettings development fund	203,511	169,104
Staff related costs	6,000	5,000
Property maintenance	18,000	15,000
Training	6,000	5,000
PODS	3,032	
	302,643	252,104

continued...

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2022.

17. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Year Ended 31.3.22 £	Period 1.7.20 to 31.3.21 £
Net income for the reporting period (as per the Statement of Financial Activities)	88,064	85,244
Adjustments for:		
Depreciation charges	15,222	11,665
Loss/(profit) on disposal of fixed assets	2,431	(100)
Interest received	(1,708)	(2,132)
Decrease/(increase) in debtors	19,053	(30,012)
Increase in creditors	3,819	156,618
Net cash provided by operations	126,881	221,283

18.. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.21 £	Cash flow £	At 31.3.22 £
Net cash			
Cash at bank and in hand	674,468	112,809	787,277
	674,468	112,809	787,277
Total	674,468	112,809	787,277

continued...

19. OPERATING LEASES

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.22	31.3.21
	£	£
Within one year	5,800	15,747
Between one and five years	5,800	-
	11,600	15,747

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	Year Ended 31.3.22 £	Period 1.7.20 to 31.3.21 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	6,321	770
Grants	15,564	10,000
Insurance claim	2,006	-
	23,891	10,770
Other trading activities		
Rental income	20,028	22,541
Pathway lettings	46,449	42,608
PODS rental income	3,032	-
	69,509	65,149
Investment income		
Deposit account interest	1,708	2,132
Charitable activities		
Grants	744,482	586,483
Total incoming resources	839,590	664,534
EXPENDITURE		
Charitable activities		
Salaries	475,216	382,200
Social security	28,844	24,727
Pensions	7,961	5,948
Rent and rates	18,867	18,781
Insurance	2,412	2,284
Light and heat	4,274	2,905
Telephone	10,513	8,472
IT, printing & postage	19,364	13,926
Advertising	5,995	950
Sundries	2,488	4,658
Staff travel expenses	13,042	6,213
Subscriptions & course fees	9,624	1,630
Repairs maintenance & cleaning	30,464	4,112
Furniture fund expenditure	3,846	2,664
Carried forward	632,910	479,470

Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	Year Ended 31.3.22 £	Period 1.7.20 to 31.3.21 £
Charitable activities		
Brought forward	632,910	479,470
Travel warrants	7,470	4,859
Consultancy fees	6,425	5,094
Recruitment costs	415	2,663
Staff training	4,307	1,738
Professional fees	6,115	-
Meal provision	11,792	-
Depreciation	14,230	10,557
Loss on sale of tangible fixed assets	2,431	-
	686,095	504,381
Support costs		
Management		
Salaries	45,156	51,528
Social security	3,892	4,637
Pensions	796	1,115
Rent & rates	31	22
Insurance	173	250
Light and heat	240	318
Stationery & telephone	1,654	2,141
Sundries	160	505
Office repairs	131	254
Subscriptions & course fees	141	115
Depreciation	992	1,108
	53,366	61,993
Governance costs		
Wages	5,327	5,724
Social security	454	516
Pensions	91	123
Auditors' remuneration	6,180	6,540
Sundries	13	13
	12,065	12,916
Total resources expended	751,526	579,290
Net income	88,064	85,244

PEMBROKESHIRE CARE SOCIETY

England & Wales - Charity number 1048218

Accounts

REGISTERED COMPANY NUMBER: 03062605 (England and Wales)
REGISTERED CHARITY NUMBER: 1048218

Report of the Trustees and

Financial Statements

for the Year Ended 31 March 2021

for

Pembrokeshire Care Society

Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Pembrokeshire Care Society

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Pembrokeshire Care Society

Reference and Administrative Details
for the Year Ended 31 March 2021

TRUSTEES	Mrs G Morgan Mrs J Davies Mrs A Symons (resigned 10.11.20) Mr P Lucas Mr R Sinnett Mrs G Bowen (resigned 10.11.20) Mrs A Thomas Mr B G Jenkins (appointed 19.8.20) (resigned 24.11.20) Mrs L Bowden Mr T C Brown (resigned 29.3.21) Mrs J Wordsworth
SENIOR MANAGEMENT	Bethan Howell, Managing Director (until 4th September 2020) Cathy Lawrence and Heather Brooks, Acting Joint Managing Directors (until 4th January 2021) Michael Hooper, Managing Director (from 4th January 2021)
REGISTERED OFFICE	19 Market Street HAVERFORDWEST Pembrokeshire SA61 1NF
REGISTERED COMPANY NUMBER	03062605 (England and Wales)
REGISTERED CHARITY NUMBER	1048218
AUDITORS	Ashmole and Co. Chartered Certified Accountants and Statutory Auditors Williamston House 7 Goat Street Haverfordwest Pembrokeshire SA61 1PX

Report of the Trustees for the Year Ended 31 March 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of 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 2019).

Report of the Trustees for the Year Ended 31 March 2021

OBJECTIVES AND ACTIVITIES

Objectives and aims

In this report the Trustees of Pembrokeshire Care Society (PCS) look at what the charity has achieved and the outcome of our work between April 2020 and March 2021.

This report reviews our progress in relation to our charitable objectives which are:

- To relieve the effects of poverty, housing problems and homelessness on individuals and families in Pembrokeshire who present to the charity for assistance.

- To promote the study, research and campaigning to help relieve and prevent poverty, housing problems and homelessness.

- To raise awareness and educate the public regarding the effects of poverty, housing need and homelessness.

Areas of Expertise

PCS provide advice, assistance and advocacy on housing, homeless rights, evictions, welfare benefits, housing benefits and debt guidance.

We administer bond guarantees and rent in advance payments in partnership with client specific organisations and local private landlords.

We also manage a tenancy support scheme which operates across all tenures throughout Pembrokeshire.

Our experience and expertise allows us to support people to help them change their lives and build a positive future.

Working closely with Pembrokeshire County Council, Pathway Lettings continues to work as Pembrokeshire's only Social Letting Agency.

Beneficiaries of our Services and the COVID-19 Pandemic

PCS provides services for anyone of the age of 16 and above and we helped over 1,500 people during the period of this report.

The delivery of our support and services has been deeply impacted by the COVID-19 pandemic and the stringent national lockdown which was implemented in March 2020. Our ability to continue providing our services during this challenging time is testimony to the dedication and hard work of the staff. The Trustees recognised this and made a payment to all staff to cover the costs of working from home. This totalled £3,741 and was paid in March 2021.

Working arrangements were adapted to allow for remote and hybrid working, with support being provided mainly by telephone during this period. £10,000 was invested in laptops and software to enable the support and advice workers to continue working from home. We are grateful to PCC who provided this COVID-19 grant funding.

We will remain vigilant to protect both staff and beneficiaries during these challenging times.

The charity continued to provide advice for Private Sector Landlords on tenancy law and other related issues through Pathway Lettings. Close working relationships have been developed with 40 Private Sector Landlords, with 151 tenancies managed.

Our beneficiaries are often the most marginalised groups in society and the majority will be entitled to limited statutory assistance. Our aim continues to provide support and advice and respond quickly to change and also consider opportunities to extend our services in line with the charity's aims and objectives.

Report of the Trustees
for the Year Ended 31 March 2021

Overview

Pembrokeshire Care Society was founded in 1979 to serve the people of Pembrokeshire. The quality and standard of our services has been acknowledged by independent audits, including the Advice Quality Standard.

Our services include housing and homeless advice, assistance and advocacy, welfare and debt advice, administration of bond schemes and a generic tenancy support scheme.

We have a close working relationship with Pembrokeshire County Council and they helped us set up a Social Lettings Agency, called Pathway Lettings in 2011.

The year has been a particularly challenging one not only due to the impact of the pandemic, but also changes in senior staff with the Managing Director, Bethan Howell leaving in September 2020 after twelve months in post.

A new Managing Director, Michael Hooper joined PCS in January 2021, he has already proved to be a great asset to PCS and has brought new energy and professionalism to the organisation.

Pembrokeshire is a large rural area of 1,700 sq. km and a population of around 125,000 people. The provision of services to all throughout the county is a challenge and this has historically been addressed through outreach surgeries and the use of travel warrants. However, this has been severely affected by the pandemic, although it is planned to return to this model as life returns to normal.

We continue to work closely with Pembrokeshire County Council (PCC) and are grateful for their support and funding. We received £312,082 to provide a generic support service during the year.

We are also grateful to Welsh Government for the grant of £217,920 to support the Advice, Resettlement and Bond Scheme.

PCS acts as a guarantor for bond guarantee certificates where these are required by landlords for new tenants. Whilst no payment is made initially, if the landlords claim on the guarantee, payment is made by PCS. Bond allocations to clients are subject to our annual Welsh Government grant allocation. 55 new bonds were issued and we managed a total bond liability across all our bond schemes of £67,232.

There has been a significant drop in bonds issued, due to the impact of the pandemic, which also saw a change in legislation which prevented Landlords and Agents from issuing notices to quit.

Report of the Trustees
for the Year Ended 31 March 2021

ACHIEVEMENT AND PERFORMANCE
Charitable activities

As mentioned earlier, our work has been deeply impacted by the COVID-19 pandemic and the lockdown introduced in March 2020. For example, in the previous year (2019-2020) we helped 39 rough sleepers with equipment and advice.

The number of rough sleepers helped between April 2020 and March 2021 dropped to three. This was due to changes in legislation in Wales and followed a statement from Julie James, the Housing Minister that placed a duty on local authorities to ensure non-priority clients were provided with housing in temporary accommodation to allow them to self-isolate during the pandemic.

We have also helped ten clients buy furniture at the start of new tenancies.

A number of positive and important steps have also been taken to strengthen and help develop PCS as the leading homelessness charity in Pembrokeshire:

1. In January 2021, we submitted an initial bid to the National Lottery for £49,375. This was an initiative from the National Lottery Community Fund to help end homelessness in Wales. This bid was successful and enabled us to set up a team to submit a second stage bid for a share of £10 million. We are one of four organisations competing for a share of this fund. We worked closely with sixty eight partners and also engaged with over one hundred and sixty beneficiaries and young people. Our bid has been submitted and we will know whether we will get £4.4 million on the 30th November 2021. Regardless of the outcome, we have developed some important and significant partnerships that will continue to flourish and help develop our work in line with our objectives. Furthermore, our engagement with beneficiaries is likely to lead to two service users becoming Trustees at our AGM in November 2021.

2. After reviewing concerns over the existing Server and IT infrastructure, it was decided in February to reduce our premises infrastructure costs and we migrated to a secure Office 365 / Azure environment. This has greatly assisted with cyber security and remote working. This was achieved under budget and has reduced ongoing IT support costs.

3. A further commitment has been made to improving our database and after shortlisting and interviewing several companies, we are working with Lamplight to provide a modern, safe and organised system that will provide useful and meaningful data to help monitor our activity and outputs and demonstrate to funders how we perform. This service cost £4,950 to set up.

4. The Trustees have agreed that new offices were required as the lease to the Pathway Lettings office will end in March 2022 and there were concerns over damp and cramped working conditions at 19 Market Street. As a result, new offices in the town centre adjacent to County Hall have been identified and terms agreed for its acquisition, which is scheduled for December 2021.

5. A close working relationship was established with the Welsh Cooperative Centre in February, which resulted in consultants being appointed who undertook the following extensive work at no cost to PCS:

a. The review and updating of all our Human Resource policies and procedures.
b. A comprehensive Job Evaluation study, which resulted in a number of recommendations for the Trustees' consideration.
c. A review and update of our Environmental Policy.

We continue to work in partnership with the Wales Cooperative Centre and they will be providing support on reviewing and updating the PCS Business Plan.

6. New websites were commissioned in February and March and have been developed for:

a. Pembrokeshire Care Society
b. Pathway Lettings
c. The Foyer Project

This has generated increased interest in the work of PCS and PL, as demonstrated by over 11,000 visits to the PL website.

We have also set up a facebook account to help promote our work and raise awareness of the issue of homelessness in Pembrokeshire. Our highest performing post on facebook reached 3,624 people.

Several videos have also been produced to help promote our work.

7. Generic Support Service

Some of the key facts are set out below:

- 547 Referrals received

- Support provided to 485 Service Users

- 277 New clients

- 331 Service users ended support with 290 positive outcomes

- Challenges with Lockdown resulting in adapting the delivery of the service

- Yearly target hours for Supporting People are 17,680

- The Supporting People Team exceeded the target by 496 hours bringing in a total of 18,176 hours of support for service users

This was an encouraging performance from all involved in the Supporting People team, who met targets even when challenged by a global pandemic.

8. Advice and Bond

- 1,034 people were supported.

- Our Debt Target of 400 was just missed with an actual of 382. - Mainly impacted by COVID-19 clients seeking debt advice through specialist providers

- Out of the 408 clients that approached PCS directly, we managed to help 365 with positive outcomes. This support can range from providing a bond, maintaining a current tenancy or assisting with finding accommodation without a bond.

9. Money Guiders Programme

We joined this pilot project in February 2021. It has provided free training in twelve areas, such as budgeting and cashflow, borrowing, debt and welfare and benefits.

It has provided an important opportunity to enhance skills for nineteen front line support and advice workers.

It has covered areas such as behaviours to be displayed when liaising with clients and the difference between Advice and Guidance (could and should).

It will help maintain compliance with Advice Quality Standards as the guidance does not have to be regulated by the Financial Conduct Authority.

10. Milford Haven Homelessness Pods

Working closely with the Third Place, a Christian organisation based in Milford Haven, we provide two Pods that provide short term accommodation for rough sleepers.

Pembrokeshire County Council helped fund these Pods, which became available in January 2021. As well as this temporary accommodation, the Third Place has an on-site coffee shop, a number of support groups and access to counsellors who provide support and advice.

Feedback from beneficiaries has been very positive and we would like to provide more Pods throughout the County, when resources allow.

The success of these Pods is due to the hard work and commitment of Naomi and Steve Joseph and we are delighted to be working in partnership with them and the Third Place.

11. Staff

The successful bid to the National Lottery referred to in point 1 above, resulted in a number of staff being appointed and also seconded to help with the second stage bid. These secondments resulted in a total of thirty employees on the payroll by April 2021.

All the staff at PCS play an important part in delivering a caring and quality service to all our clients and beneficiaries. They are key to the future development of the charity and their contribution is inspirational and appreciated by the Trustees.

Staff are kept up to date with developments and opportunities at PCS through regular newsletters, meetings and Staff Appreciation Days. A staff survey in March 2021 provided valuable feedback to Trustees as to what works well at PCS and what needs to be improved. The positives from this survey were:

- The majority of staff feel they get recognition from their managers for a job well done.
- There is a good team spirit throughout the organisation which can be built on further.
- Staff feel (in the main) they have the right tools to do the job.
- Most staff feel they have the right training for the role.
- Staff confirmed they have the right opportunities to develop their knowledge.
- Staff think there is good communication in the organisation aided by the use of Microsoft Teams.

Small working groups have also been formed to provide feedback and ideas for senior management and the Trustees to consider:

- Mental Health
- Making PCS a better place to work
- Welsh Language

Two members of staff undertook mental health training and were appointed as Mentors to provide advice and support to all staff. As well as regular support sessions, staff are signposted to a range of resources to help with general well-being and mental health issues.

FINANCIAL REVIEW

Principal funding sources

The principal funding sources for the work of Pembrokeshire Care Society this year are that of the Welsh Government Homelessness Prevention Grant Programme to the value of £217,920 and the Supporting People Grant of £312,082. This year's funding was used to fulfill the aims and objectives of the organisation as set out in its Governing document and as described in the Achievements and Performance section of this report.

FINANCIAL REVIEW

Reserves policy

Unrestricted free reserves of £240,345 are maintained to allow PCS to continue operating, should grant funding stop.

This figure of £240,345 is equivalent to 5 months running costs.

Balance for previous years has been:

March 2019 - £153,993
March 2020 - £146,889

PCS has designated funds for a training fund of £5,000 at 31 March 2021 to help staff develop their skills.

Redundancy costs are calculated at statutory minimum level as at 31st March each year. PCS holds £45,000 for this purpose.

Funds designated for the ongoing development and maintenance of the new database have been decreased from £25,000 to £8,000 and £5,000 remains designated for staff related costs.

The Pathway Lettings development fund stands at £169,104 at the year-end.

£15,000 has been ring-fenced towards property maintenance and £5,000 towards office furniture and equipment.

The organisation also has a bond reserve allowing for the issuing of Bond Guarantees to landlords on behalf of homeless clients. As of 31st March 2021 the Society has a bond liability of £14,655 and a bond reserve of £14,655.

We also have money under management for the Local Authority, which is used specifically for the following purposes:

- bonds
- rent in advance
- white goods
- landlord enhancements
- travel warrants
- non-priority bonds
- rough sleeper outreach packs

FUTURE PLANS

PCS will continue to explore opportunities to increase the number of income streams. The outcome of the National Lottery bid on the 30th November could have a significant impact and allow us to work with a range of partners and help many more people in the County who are either homeless or at risk of homelessness. Should we be successful, we would receive £4.4 million which would allow us to increase staff resources by 25% and also work in close partnership with a number of other organisations. This funding will help in addressing issues around homelessness for the next seven years. These partnerships will continue to be nurtured and developed regardless of the outcome of the bid.

We will continue to seek financial efficiencies and have already made some significant savings in terms of IT costs. We have also made important changes to the way we manage our IT services with the move to an Office 365 / Azure Cloud environment and a commitment to work with Lamplight to improve our database.

PCS' long standing open-door policy continues and we will also signpost other relevant services to some client groups.

PCS' joint working with PCC Housing and Youth Services Departments continues to strengthen. The partnership has already produced joint and standardised paperwork including Housing Needs Assessments, financial assessments and information packs. This will continue to be reviewed and developed further. The aim as always to provide the best service for vulnerable people, reduce duplication, identify other support needs early in the process and secure and maintain suitable affordable tenancies. Feedback regarding the joint working service remains positive and PCS will continue to monitor its progress and work with the local authority to develop it further.

The move to new office premises planned for December 2021 will result in bringing the Pathway Lettings (PL) operation and all PCS functions under one roof. The new town centre location adjacent to County Hall will also help strengthen relationships with PCC. The prominent location should also help raise awareness of all our activities and hopefully increase the number of private sector landlords we work with. We are in discussion with the Council about partnership working on a Private Rented Sector scheme that is being piloted by Welsh Government and will be extended to all local authorities in Wales. This will provide a number of incentives for private sector landlords to make their properties available to homeless and vulnerable people.

There have been significant improvements in our websites and we will continue to develop them and also work across other social media platforms such as facebook and Instagram to help market our services and reach out to people who need our support and help.

We plan to continue our strong and important partnership with the Wales Cooperative Centre and are working closely with them to update our Business Plan.

PCS have also identified several other potential sources of funding with the Welsh Council of Voluntary Organisations we will be applying for grant funding of over £100,000

The Advice Quality Standard audit is scheduled for December 2021 and this is an important accreditation demonstrating to our partners, funders and clients that we are a well-managed and caring organisation.

We will strive to maintain our services and meet our aims and objectives with the resources available. All at PCS remain committed to the long-term future of the organisation and provision of services specific to Pembrokeshire's needs.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

PCS is a charitable company limited by guarantee which was founded in 1979. The company was established under a Memorandum of Association which established its objectives and powers.

In 2000, the Memorandum of Association, was reviewed, amended and agreed by the Charity Commission, enabling the company to change its services to suit the changing needs of the homeless in Pembrokeshire.

The governing document was reviewed again in 2013 and amended, adopted and accepted by the Charity Commission to simplify its objectives and better meet the charitable aims of the association.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

There have been 11 members of the Council during the year, all of which are trustees. Trustees are also directors of the Company. Under the Memorandum of Association, the members of the Council are elected to serve for a period of three years after which, if they wish to remain as a trustee, they must be re-elected at the next Annual General Meeting.

At the 2020 Annual General Meeting three members of the Council stood down, Gill Bowen and Anne Symons resigned and were thanked for their services to the organisation. Jo Davies was re-elected and after many valuable years as Chair stood down and was replaced by Ann Maria Thomas. Two committee members, Mr B Jenkins and Mr T. Brown resigned during the year.

The Council has agreed the necessity of the use of a Management Committee for issues that may arise between the full meetings. Management Committee members are selected from the full Council of Management and will usually include the Managing Director and Operational Manager.

Due to the diversity of the client group and the varied services that the charity provides it is important that the Council consists of members with varied backgrounds and expertise. In an effort to maintain a broad skill mix, or in the event of particular skills being lost to retirements, individuals with the identified required skills are approached, by current Council members, to offer themselves for election to the Council.

Organisational structure

Full Committee meetings are held 5 times per year. The Annual General Meeting is held in November. Meetings with the Management Committee are held as required when day-to-day running requires discussion. In addition, a pre committee meeting is held approximately three weeks prior to every full committee meeting. Any matters arising are discussed and a report if required is produced for Full Committee. Full Committee gives final approvals of proposals. Cross Scheme Co-ordinator meetings are held monthly or as required. Relevant information from these meetings is cascaded down to Management and Staff meetings. Scheme Management meetings are held monthly or as required to discuss operational process and to ensure cross scheme working is effective. Scheme Staff meetings are held regularly and additional relevant issues from Scheme Management meetings are included. Appraisal and Information Days are held twice a year. Training and scheme updates are on the agenda.

A three-year business plan is available but due to short term funding and concern of questions being raised from these same funders only short term goals can be accurately reported on. However, a more accurate analysis of the current situation and future planning is depicted in the Annual Report, which takes account of economic and other external influences, which affect development and sustainability.

A service delivery strategy, which includes appointment times, duty worker availability, advice centre timetable, staff cover for absences and cost factors, has been established and is evaluated on a regular basis by the Managing Director. Written Reports and Statistical Monitoring are provided to the funders and partners at agreed times. All Policy, Procedures, Forms, Letters and Information documentation (PPFL'I) and the index are reviewed as a minimum on an Annual basis. Operational procedures are reviewed immediately when changes/improvements are identified and agreed.

For additional support and in order to safeguard PCS's committee and employees, PCS subscribe to Peninsula Employment Specialists for legal and practical advice on employment issues. We also contract to Peninsula for Health and Safety Advice to ensure continual compliance.

Induction and training of new trustees

Prior to election prospective new trustees are invited to attend a meeting at the main office to view the work of the charity. They are then invited to attend a Council meeting in an observatory capacity. After election trustees are provided with a trustee handbook and can access trustee training if required.

Public Benefit

In accordance with our aims and objectives, when providing our services to some of the most vulnerable people in society. We aim to develop sustainable tenancies and assist with the integration into the community of those who are most marginalised.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risk management

The charity has comprehensive policies and procedures which reduce the financial and litigation risk. The charity holds the Advice Quality Standard, renewed in December 2019 and we will be subject to a full audit and inspection in December 2021. This intensive external audit ensures that the working policies, procedures and ongoing training provide as low a risk as is possible for employees, committee and customers. The risk management policy is reviewed annually and presented to the Council for full approval at the AGM.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees (who are also the directors of Pembrokeshire Care Society for the purposes of company law) are responsible for preparing the Report of the Trustees and the 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company 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 audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

The auditors, Ashmole and Co., will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 17 November 2021 and signed on its behalf by:

A Thomas

Mrs A Thomas - Trustee

Report of the Independent Auditors to the Trustees of Pembrokeshire Care Society (Registered number: 03062605)

Opinion

We have audited the financial statements of Pembrokeshire Care Society (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees
As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Our responsibilities for the audit of the financial statements
We have been appointed as auditors under Section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- nature of the charity and the sector in which it operates.
- the legal and regulatory framework in which the charity operates, and in particular those laws and regulations that directly affect the financial statements or have a fundamental effect on operations eg Charities Act 2011, health and safety legislation.
- results of enquiries of management and those charged with governance
- any matters identified relating to
    - the charity's policies and procedures for identifying, evaluating and complying with laws and regulations, and whether there were any known instances of non compliance.
    - detecting and responding to the risks of fraud and whether there is any knowledge of actual, suspected or alleged fraud.
    - the internal controls established to mitigate risks of fraud or non compliance with laws and regulations.

As a result of performing the above, we did not identify any key audit matters related to potential risk of fraud or non compliance with laws and regulations.

In addition to the above, our procedures included:
- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations
- enquires of management and those charged with governance concerning actual and potential litigation and claims
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud
- review of minutes of committee meetings
- written representations

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Report of the Independent Auditors to the Trustees of Pembrokeshire Care Society (Registered number: 03062605)

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

for and on behalf of Ashmole and Co.
Chartered Certified Accountants and Statutory
Auditors
Eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006
Williamston House
7 Goat Street
Haverfordwest
Pembrokeshire
SA61 1PX

Date: .....

Pembrokeshire Care Society

Statement of Financial Activities
for the Year Ended 31 March 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	10,770	-	10,770	4,599
Charitable activities	5				
Pathway letting, advice & bond scheme		-	259,140	259,140	321,658
Pathway lettings development		-	10,000	10,000	-
Supporting people services		312,082	-	312,082	294,852
Travel warrant scheme		-	5,261	5,261	14,063
Other trading activities	3	65,149	-	65,149	62,660
Investment income	4	2,132	-	2,132	2,145
Total		390,133	274,401	664,534	699,977
EXPENDITURE ON					
Charitable activities	6				
Pathway letting, advice & bond scheme		18,626	257,201	275,827	348,690
Pathway lettings development		-	1,413	1,413	1,264
Supporting people services		294,527	-	294,527	320,814
Furniture & crisis scheme		2,664	-	2,664	3,251
Travel warrant scheme		-	4,859	4,859	12,497
Total		315,817	263,473	579,290	686,516
NET INCOME		74,316	10,928	85,244	13,461
Transfers between funds	15	1,894	(1,894)	-	-
Net movement in funds		76,210	9,034	85,244	13,461
RECONCILIATION OF FUNDS					
Total funds brought forward		711,462	113,515	824,977	811,516
TOTAL FUNDS CARRIED FORWARD		787,672	122,549	910,221	824,977

The notes form part of these financial statements

Balance Sheet
31 March 2021

	Notes	Unrestricted funds £	Restricted fund £	31.3.21 Total funds £	31.3.20 Total funds £
FIXED ASSETS					
Tangible assets	12	295,223	6,457	301,680	305,065
CURRENT ASSETS					
Debtors	13	32,705	84,933	117,638	82,842
Cash at bank and in hand		479,411	195,057	674,468	626,485
		512,116	279,990	792,106	709,327
CREDITORS					
Amounts falling due within one year	14	(19,667)	(163,898)	(183,565)	(189,415)
NET CURRENT ASSETS		492,449	116,092	608,541	519,912
TOTAL ASSETS LESS CURRENT LIABILITIES		787,672	122,549	910,221	824,977
NET ASSETS		787,672	122,549	910,221	824,977
FUNDS	15				
Unrestricted funds				787,672	711,462
Restricted funds				122,549	113,515
TOTAL FUNDS				910,221	824,977

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2021.

The members have not deposited notice, pursuant to Section 476 of the Companies Act 2006 requiring an audit of these financial statements.

The trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been audited under the requirements of Section 145 of the Charities Act 2011.

The notes form part of these financial statements

continued...

Balance Sheet - continued
31 March 2021

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

The financial statements were approved by the Board of Trustees and authorised for issue on 17 November 2021 and were signed on its behalf by:

A Thomas

Mrs A Thomas - Trustee

The notes form part of these financial statements

Pembrokeshire Care Society

Cash Flow Statement
for the Year Ended 31 March 2021

	Notes	31.3.21 £	31.3.20 £
Cash flows from operating activities			
Cash generated from operations	17	54,031	3,220
Net cash provided by operating activities		54,031	3,220
Cash flows from investing activities			
Purchase of tangible fixed assets		(8,280)	(37,151)
Sale of tangible fixed assets		100	-
Interest received		2,132	2,145
Net cash used in investing activities		(6,048)	(35,006)
Change in cash and cash equivalents in the reporting period		47,983	(31,786)
Cash and cash equivalents at the beginning of the reporting period		626,485	658,271
Cash and cash equivalents at the end of the reporting period		674,468	626,485

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Basis of preparing the financial statements
The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure
Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Allocation and apportionment of costs
Costs have been allocated as far as possible between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others have been apportioned based on the estimated usage of the resource.

Support costs represent the costs of maintaining the office premises and the society's equipment, and the management of the charities assets and compliance with constitutional and statutory requirements.

Tangible fixed assets
Depreciation is provided at the following annual rates in order to write off the cost of each asset over its estimated useful life or, if held under a finance lease, over the lease term, whichever is the shorter.

Office equipment	- 15% reducing balance
Computer equipment	- Straight line over 3 years
Freehold property	- 2% on cost

Taxation
The charity is exempt from corporation tax on its charitable activities.

Fund accounting
The accounts distinguish between restricted and unrestricted funds. Unrestricted funds are those where there are no externally imposed restrictions. These include those freely available to the charity for expenditure in accordance with the charitable objectives or appropriation to reserves for internally designated purposes.

Restricted funds 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits
The society operates a stakeholder pension scheme. Contributions payable for the year are charged in the Statement of Financial Activities.

continued...

2. DONATIONS AND LEGACIES

	31.3.21	31.3.20
	£	£
Donations	770	4,599
Grants	10,000	-
	10,770	4,599

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
Covid-19 Support Grant	10,000	-

3. OTHER TRADING ACTIVITIES

	31.3.21	31.3.20
	£	£
Rental income	22,541	18,085
Pathway lettings	42,608	44,575
	65,149	62,660

4. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	2,132	2,145

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	31.3.21	31.3.20
		£	£
Grants	Pathway letting, advice & bond scheme	259,140	321,658
Grants	Pathway lettings development	10,000	-
Grants	Supporting people services	312,082	294,852
Grants	Travel warrant scheme	5,261	14,063
		586,483	630,573

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
WG Advice, Resettlement & Bond Scheme	217,920	217,920
LA Funding for Advice, Assistance, Advocacy & Bond Scheme	11,440	11,440
LA Social Care	6,372	6,372
Travel Warrants	5,261	14,063
SP Generic Support Service	312,082	294,852
Rough Sleeper Count	-	883
LA Pathway Lettings Development	10,000	-
SSLD	8,408	4,828
LA Housing, Shared Accommodation Project	-	35,894
The National Lottery Community Fund	-	9,665
Carried forward	571,483	595,917

continued...

5. INCOME FROM CHARITABLE ACTIVITIES - continued

	31.3.21	31.3.20
	£	£
Brought forward	571,483	595,917
PCC Rough Sleeper Information, Leaflets & Packs	-	10,000
PCC Rough Sleeper Outreach Work	15,000	13,756
Rough Sleeper Homeless Pods	-	10,900
	586,483	630,573

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 7)	Totals
	£	£	£
Pathway letting, advice & bond scheme	239,871	35,956	275,827
Pathway lettings development	1,413	-	1,413
Supporting people services	255,574	38,953	294,527
Furniture & crisis scheme	2,664	-	2,664
Travel warrant scheme	4,859	-	4,859
	504,381	74,909	579,290

7. SUPPORT COSTS

	Management	Governance costs	Totals
	£	£	£
Pathway letting, advice & bond scheme	29,757	6,199	35,956
Supporting people services	32,236	6,717	38,953
	61,993	12,916	74,909

Support costs are calculated as a proportion of expenses based on administration staff time.

8. NET INCOME/(EXPENDITURE)

Net resources are stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Depreciation - owned assets	8,280	10,048
Auditors' remuneration	2,280	2,280
Other accountancy services	4,260	6,072

continued...

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

10. STAFF COSTS

	31.3.21	31.3.20
	£	£
Wages and salaries	439,452	475,384
Social security costs	29,880	31,023
Other pension costs	7,186	9,067
	476,518	515,474

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Administration	2	2
Advocacy & Support	22	23
	24	25

No employees received emoluments in excess of £60,000.

continued...

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - 31/03/2020

	Unrestricted funds £	Restricted fund £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	4,599	-	4,599
Charitable activities			
Pathway letting, advice & bond scheme	-	321,658	321,658
Supporting people services	294,852	-	294,852
Travel warrant scheme	-	14,063	14,063
Other trading activities	62,660	-	62,660
Investment income	2,145	-	2,145
Total	364,256	335,721	699,977
EXPENDITURE ON			
Charitable activities			
Pathway letting, advice & bond scheme	30,478	318,212	348,690
Pathway lettings development	-	1,264	1,264
Supporting people services	319,808	1,006	320,814
Furniture & crisis scheme	3,251	-	3,251
Travel warrant scheme	-	12,497	12,497
Total	353,537	332,979	686,516
NET INCOME	10,719	2,742	13,461
Transfers between funds	(1,348)	1,348	-
Net movement in funds	9,371	4,090	13,461
RECONCILIATION OF FUNDS			
Total funds brought forward	702,091	109,425	811,516
TOTAL FUNDS CARRIED FORWARD	711,462	113,515	824,977

continued...

12. TANGIBLE FIXED ASSETS

	Freehold property £	Office equipment £	Computer equipment £	Totals £
COST				
At 1 April 2020	305,690	29,107	47,183	381,980
Additions	-	-	8,280	8,280
Disposals	-	-	(504)	(504)
At 31 March 2021	305,690	29,107	54,959	389,756
DEPRECIATION				
At 1 April 2020	11,525	20,249	45,141	76,915
Charge for year	6,114	1,332	4,219	11,665
Eliminated on disposal	-	-	(504)	(504)
At 31 March 2021	17,639	21,581	48,856	88,076
NET BOOK VALUE				
At 31 March 2021	288,051	7,526	6,103	301,680
At 31 March 2020	294,165	8,858	2,042	305,065

13. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Debtors	99,983	75,707
Prepayments	17,655	7,135
	117,638	82,842

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21 £	31.3.20 £
Creditors	11,590	12,046
Social security and other taxes	6,306	5,967
Accruals and deferred income	165,669	171,402
	183,565	189,415

Included within accruals and deferred income are amounts that the Charity is holding on behalf of the Local Authority Housing department and the Local Authority Social Services department for the purpose of issuing bonds to landlords on behalf of the Charity's clients. Also included are amounts received from Pembrokeshire County Council for the purpose of assisting landlords with letting fees as well as an amount for assisting individuals to purchase household items when they do not have any other means of funding.

As at 31st March 2021 Pembrokeshire Care Society are holding £35,065 (2020 - £42,790) on behalf of the Housing department, where active bonds at the year end amount to £49,246 (2020 - £49,565), and £nil (2020 - £nil) on behalf of the Social Services department of which active bonds at the year end amount to £850 (2020 - £1,290).

continued...

15. MOVEMENT IN FUNDS

	At 1.4.20 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General funds	445,196	74,316	16,056	535,568
Designated funds	266,266	-	(14,162)	252,104
	711,462	74,316	1,894	787,672
Restricted funds				
Restricted funds	113,515	10,928	(1,894)	122,549
TOTAL FUNDS	824,977	85,244	-	910,221

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	390,133	(315,817)	74,316
Restricted funds			
Restricted funds	274,401	(263,473)	10,928
TOTAL FUNDS	664,534	(579,290)	85,244

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
Unrestricted funds				
General funds	423,988	37,219	(16,011)	445,196
Designated funds	278,103	(26,500)	14,663	266,266
	702,091	10,719	(1,348)	711,462
Restricted funds				
Restricted funds	109,425	2,742	1,348	113,515
TOTAL FUNDS	811,516	13,461	-	824,977

continued...

15. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	364,256	(327,037)	37,219
Designated funds	-	(26,500)	(26,500)
	364,256	(353,537)	10,719
Restricted funds			
Restricted funds	335,721	(332,979)	2,742
TOTAL FUNDS	699,977	(686,516)	13,461

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
Unrestricted funds				
General funds	423,988	111,535	45	535,568
Designated funds	278,103	(26,500)	501	252,104
	702,091	85,035	546	787,672
Restricted funds				
Restricted funds	109,425	13,670	(546)	122,549
TOTAL FUNDS	811,516	98,705	-	910,221

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General funds	754,389	(642,854)	111,535
Designated funds	-	(26,500)	(26,500)
	754,389	(669,354)	85,035
Restricted funds			
Restricted funds	610,122	(596,452)	13,670
TOTAL FUNDS	1,364,511	(1,265,806)	98,705

continued...

15. MOVEMENT IN FUNDS - continued

RESTRICTED FUNDS

	31.3.21	31.3.20
	£	£
Advice and bond scheme	66,540	54,601
Pathway lettings development fund	39,302	40,715
Furniture & crisis fund	9,621	11,515
Travel warrants	7,086	6,684
	122,549	113,515

DESIGNATED FUNDS

	31.3.21	31.3.20
	£	£
Redundancy	45,000	60,685
Office furniture and equipment	5,000	10,000
Database redesign	8,000	25,000
Pathway lettings development fund	169,104	122,581
Staff related costs	5,000	10,000
Property maintenance	15,000	25,000
Training	5,000	13,000
	252,104	266,266

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31st March 2021.

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17. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	31.3.21 £	31.3.20 £
Net income for the reporting period (as per the Statement of Financial Activities)	85,244	13,461
Adjustments for:		
Depreciation charges	11,665	10,048
Profit on disposal of fixed assets	(100)	-
Interest received	(2,132)	(2,145)
(Increase)/decrease in debtors	(34,796)	33,920
Decrease in creditors	(5,850)	(52,064)
Net cash provided by operations	54,031	3,220

18.. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.4.20 £	Cash flow £	At 31.3.21 £
Net cash			
Cash at bank and in hand	626,485	47,983	674,468
	626,485	47,983	674,468
Total	626,485	47,983	674,468

19. OPERATING LEASES

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.21 £	31.3.20 £
Within one year	15,747	18,420
Between one and five years	-	15,747
	15,747	34,1677

Pembrokeshire Care Society

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	770	4,599
Grants	10,000	-
	10,770	4,599
Other trading activities		
Rental income	22,541	18,085
Pathway lettings	42,608	44,575
	65,149	62,660
Investment income		
Deposit account interest	2,132	2,145
Charitable activities		
Grants	586,483	630,573
Total incoming resources	664,534	699,977
EXPENDITURE		
Charitable activities		
Salaries	382,200	391,782
Social security	24,727	25,027
Pensions	5,948	8,042
Rent and rates	18,781	18,613
Insurance	2,284	2,562
Light and heat	2,905	3,829
Telephone	8,472	9,988
IT, printing & postage	13,926	13,645
Advertising	950	707
Sundries	4,658	1,167
Staff travel expenses	6,213	22,580
Subscriptions & course fees	1,630	2,535
Repairs maintenance & cleaning	4,112	9,267
Furniture fund expenditure	2,664	3,251
Travel warrants	4,859	12,497
Consultancy fees	5,094	7,410
Recruitment costs	2,663	233
Staff training	1,738	1,006
Professional fees	-	777
Rough sleeper homeless pods	-	18,900
Pathway lettings IT equipment	-	9,385
Depreciation	10,557	9,087
	504,381	572,290

Pembrokeshire Care Society

Detailed Statement of Financial Activities
for the Year Ended 31 March 2021

	31.3.21 £	31.3.20 £
Support costs		
Management		
Salaries	51,528	57,242
Social security	4,637	5,396
Pensions	1,115	923
Rent & rates	22	496
Insurance	250	287
Light and heat	318	429
Stationery & telephone	2,141	2,638
Sundries	505	132
Office repairs	254	6,923
Subscriptions & course fees	115	148
Depreciation	1,108	961
	61,993	75,575
Governance costs		
Wages	5,724	26,360
Social security	516	600
Pensions	123	102
Auditors' remuneration	6,540	8,352
Sundries	13	3,237
	12,916	38,651
Total resources expended	579,290	686,516
Net income	85,244	13,461