



CHURCHES HOUSING ACTION TEAM (MID DEVON) LTD

REPORT AND FINANCIAL STATEMENTS
YEAR ENDED 31st MARCH 2023

CHURCHES HOUSING ACTION TEAM (MID DEVON) LTD.

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TRUSTEES REPORT FOR THE YEAR ENDED 31ST MARCH 2023



The Trustees present their report and financial statements for the year ended 31st March 2023 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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 1st January 2015).

CHAIR'S REPORT

The year to 31st March 2023 has been an extremely busy year for CHAT where demand for all our services has been high. With the ongoing Cost of Living crisis and Ukraine war continuing to affect us all, people are struggling with historically high inflation and household costs. This is particularly evident with significant increase in demand on our food bank and debt and money advice service.



We continue to meet these challenges with an excellent staff team and wonderful volunteers as well as wider support from the local community. The long-established working relationships with our partners such as Mid Devon District Council (MDDC), Tiverton Town Council, schools, churches and other agencies in the area have borne much fruit; CHAT has been a trusted partner in delivering services to hundreds of local families in the Mid-Devon area.

We have had a positive year in terms of income, and we are extremely grateful to everyone who continues to support CHAT so faithfully, including our local supporters and the grant-making bodies.

I am very proud of the way CHAT continues to rise to the challenges that are presented - with a very quick and nimble response to working with the local community including individuals, supermarkets, churches, voluntary and statutory agencies and local businesses. During the year, we were delighted to gain the Investing in Volunteers kitemark and have continued to recruit and train volunteers who provide a range of help in our office whether that is on the front-line with our clients, or in back-office administration assistance. For the entire year, we have been back to our normal opening and working hours and delivering face to face advice.

We remain committed to being a client-centred Hub for Housing Help and we know how much our clients appreciate the welcoming environment and easy access to the foodbank. Every morning we see our Hub reception area full of people waiting to access our foodbank and the other support we offer.

We have ended the year well, feeling proud of all that has been achieved and knowing that CHAT plays such an important role in the Mid Devon area serving the needs of those struggling with housing issues, debt, poverty and the mental health challenges that accompany these things. We are seeing increasingly complex cases and ongoing high levels of fuel and food poverty which will continue to lead to a substantial increase in demand for all our services.

Personally, I am grateful to my fellow Trustees and look forward to working with them and the whole CHAT team to bring hope to all those suffering with the hopelessness that continues to surround issues of housing and debt.

Simon Friend
Chair of Trustees

REVIEW OF ACTIVITIES

Throughout the year we offered support and advice through drop-in sessions, telephone calls and home visits for those who are struggling with housing situations or threatened with homelessness throughout the whole of Mid Devon. We provided housing advice, tenancy support, debt and money advice as well as hardship relief through the Foodbank, Fuel Poverty scheme and other hardship schemes. We continue to work closely with other agencies (statutory and charitable) both referring to them and having clients referred to us.

Support and Advice Team

All our support and advice is given with the aim of empowering the clients in their own decision-making and enabling them to move forward at a pace that is appropriate for them. In addition to casework, we continue to ensure the quality of our service and to that end staff and volunteers have attended training on many topics including the Mental Capacity Act, awareness of loan sharks, GDPR, first aid, addiction awareness, safeguarding, case management, housing law, benefits, mortgage repossessions, and debt casework. We work with other agencies and are active in local networks for food, health & wellbeing and mental health support. We accept referrals from many agencies and signpost/refer clients onto other services as is appropriate for them. We regularly work with other agencies (statutory and charitable) whilst not duplicating their work.

This year has seen the highest demand ever for Support and Advice.

**2240
CLIENTS**



Helped by the
CHAT team this
year

**53%
INCREASE**



In support and advice
cases compared to
last year

**458
CASES**



Housing cases
worked on during
the year

**554
HOUSEHOLDS**



Accessed help
through our
foodbank

**251
CASES**



New debt and
money cases
opened

When we first met Sue* she was facing eviction from her social tenancy due to over £4000 in rent arrears. Our advisor quickly realised that her housing benefit had stopped and discovered that Sue had missed a review deadline. By advocating on her behalf, the advisor managed to get the housing benefit reinstated, a back payment of £4,678 clearing the rent arrears and, most importantly, the possession proceedings were stopped. Our advisor also spent some time explaining the importance of such reviews, and reassured Sue that we were here to help if she needed help with that in the future.

**Name changed*

We have offered those who have found themselves sleeping rough a shower, clothes washing and a warm place to spend some time alongside the with support to move forward in finding suitable accommodation.

Supporting clients with housing and tenancy support

This year we have helped our clients with a range of issues including landlord harassment, overcrowding, rent arrears, eviction proceedings, homes that are in poor repair as well as helping those who have found themselves homeless or sofa surfing. 35% of our clients were sleeping rough, sofa surfing or living in temporary accommodation placed by the Local Authority. We seek to work with landlords wherever possible, and encourage and facilitate

engagement with other services. We also seek to prevent homelessness by supporting clients to sustain and manage their tenancy well. We finished the year with 7 households on our Assisted Tenancy Scheme which adopts a proactive approach to tenancy sustainment by assessing affordability and suitability and offering a deposit guarantee and ongoing communication between the Landlord and tenant throughout the tenancy.

85

Clients helped with setting up new tenancies

48

Cases where possession proceedings already started

100

100% increase in the number of clients who we have helped with tenancy support

22

22% of all housing cases are threatened with homelessness.

This year saw a new partnership begin with the Brewin Trust and St George and St Pauls Churches, Tiverton to provide tenancy support for a local House of Multiple Occupation (HMO). This is a project that aims to give a supported environment for individuals who are struggling to find a home and give them renewed hope for the future. We believe the holistic approach between the three organisations provides tenants with practical help in a supportive environment in which they can learn to thrive in life and sets them up well for the future.

Roger* had been sleeping in his car for a few weeks when he came to CHAT due to a difficult relationship breakdown. Although he had been working, he couldn't sustain his job while he was living in his car and did not qualify for temporary accommodation from the local authority. His mental and physical health were deteriorating, and he would come to CHAT most days because he found it a warm place to be that offered safety with friendly conversation. The morning after he moved into the HMO, he returned to CHAT with a noticeable smile on his face and described how he spent some time the previous evening looking out his window, at the pouring rain, thinking about how thankful he was that he wasn't in his car. Roger is still not fit for work, but the stability of a roof over his head has placed him in the best possible place to rebuild his life after a difficult time and CHAT will continue to support him until he is ready to move on to a tenancy of his own.

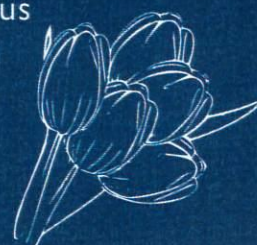


*Name changed

Supporting clients with debt and money

We are a Community Money Advice (CMA) centre and are authorised and regulated by the Financial Conduct Authority. This year we have continued to help clients with budgeting, income maximisation, benefit issues and personal debt but have seen a higher level of debt and more complex debts. Our trained debt specialists (staff and volunteers) worked with 252 clients to make an informed choice about the right solution for them. We have an in house Debt Relief Order (DRO) intermediary, so can support clients with face to face advice at every stage of the way to financial independence – whether budgeting or dealing with bankruptcy.

We first met Jane* when she was referred to us by another foodbank and was living in temporary accommodation after fleeing an abusive relationship. When she moved to Tiverton we began helping her resolve the issues around the financial abuse she had endured for years, and she needed to visit us weekly at the foodbank. We worked with her to get a Debt Relief Order (DRO) in place and with her pension in place Jane now no longer needs to see us regularly. It was a moving moment for the whole team who had been supporting her with food and advice when she popped in with some flowers and chocolates to say thank you for helping her to start a new life in our community with a clean slate.



*Name changed

3

New volunteers
trained in debt
advice



AVERAGE DEBT
£7,858

The average debt of the clients
we are working with has
increased by £1360 this year

£

TOTAL DEBT
£856,531

Total debt being managed
by CHAT advisors on 31st
March 2023

45

45% increase in
Debt Relief Orders
processed

cma

Freedom from debt
Hope for the future

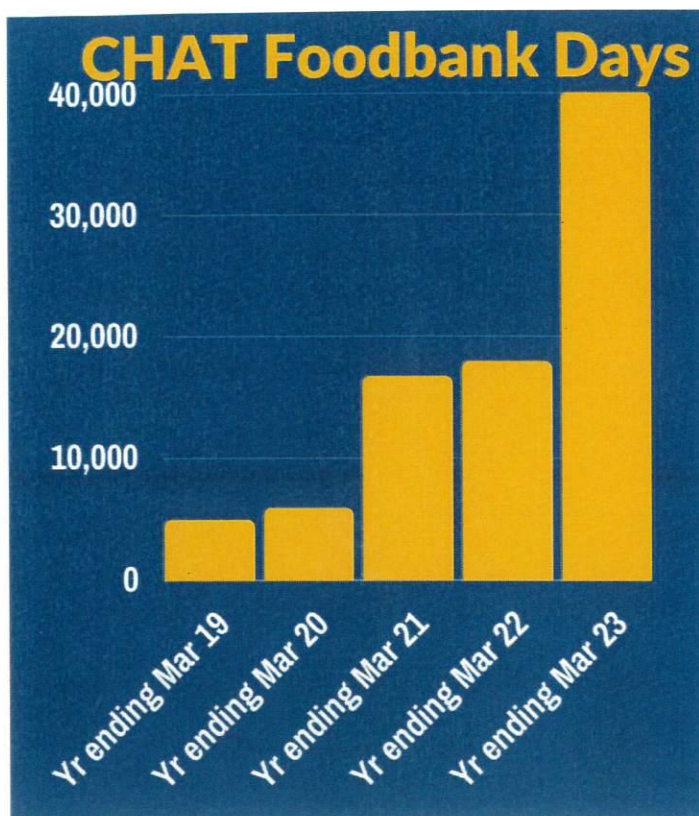
“

***Thank you for
standing by me for
these last two years***

Jane

”

Foodbank and Hardship relief



This chart shows the growth using food days (the number of people in the household multiplied by the number of days the pack lasts).

The foodbank serves the Tiverton area and is open 5 days a week. No referral is necessary and it often serves as a gateway to further support and advice. We are grateful to the community for their generous food donations and we also purchase fresh produce to supplement these when funding permits. We have continued to work with others in the area to make best use of surplus food.

This year we have continued to see a sharp rise in the people needing to use the foodbank. Each pack is designed to help for 7 days and every client is spoken to about their requirements. This year we saw a worrying trend over the year of more people needing our help with over two and half more time packs being given out in March 2023 than April 2022. The vast majority of clients use us in an emergency and do not visit us regularly - less than 7% of households visited us more than 12 times in the year.

124% INCREASE

Our foodbank gave out 2.4 times more food than year ending March 2022



3716 adults fed



2354 children fed

40,131

total food days given out

Over 75% of households used the foodbank less than 6 times during the year.

We have also helped clients to overcome barriers by assisting with necessary items such as ID documents and bus tickets, which are often a barrier to accessing further services. Alongside that, our homebank has also helped with items that have been kindly donated such as kettles, toasters, mobile phones, hot food vouchers, school uniform, tents, roll mats, bedding and home starter packs that have essential items for a new home.

£3,692

Awarded to clients from the CHAT hardship fund. This helped with transport, ID documents, phone top-ups etc.



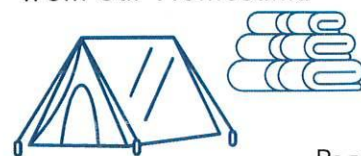
£103,948

Awarded to households who awarded vouchers from Household Support Fund (on behalf of MDDC)



£4,500

An estimated value of second hand, good quality items have been given out from our Homebank.



Mid Devon Energy Partnership and Fuel Poverty Fund



Thanks to a grant awarded by the Energy Industry Voluntary Redress Scheme we launched the Mid Devon Energy Partnership with Exeter Community Energy in October 2022. this partnership seeks to tackle poverty across Mid Devon, by offering support and advice on energy, housing, debt and money as our organisations work closely together. It also provided essential training to frontline workers in how to identify fuel poverty.

Households in our area were hit hard by the increase in energy prices and thanks to a generous donation from Tiverton Town Council and Cullompton United Charities and other generous donations, we were able to continue helping those who were in desperate need of gas or electricity. Pre payment top up vouchers are awarded to those with no other funds available to them and they will also have an onward referral to Exeter Community Energy for energy advice

**TOTAL FUEL
VOUCHERS
AWARDED**

£4,594



**EX16 AREA
£2,766**

**EX17 AREA
£1,060**

Homes for Ukraine Support

At the beginning of the year we became very aware of the need to respond proactively to support the Ukrainian refugees who are hosted in Mid Devon on the Homes for Ukraine scheme.

By working in partnership with Mid Devon District Council (MDDC) we have helped to support these families as they integrate into life in Mid Devon.

By employing a Ukrainian speaking member of staff we were able to provide meaningful support by explaining systems and procedures ensuring that they get the help they need with a variety of issues including registering with a GP, Universal Credit claims, help with pensions, support to gain employment, volunteering opportunities and finding private rental properties. We have also been in contact with the hosts who have generously opened their homes and are supporting their Ukrainian guests on a day to day basis.



**111 Ukrainian Households
153 Adults
92 Children**

Supported in Mid Devon



Due to a grant from MDDC and the generosity of the Exe Valley Rotary Club and donations

from the public we were able to support with hardship grants.

These totalled £5493 and were used to purchase essential items including clothing, school uniform, essential furniture and food.

“

"You have reassured me so much it is amazing what you do at CHAT."

”

Connecting with the Community

It has been wonderful working with the community in the last year. We have been very fortunate to have such fantastic support through quizzes, concerts, challenge events, church services, school assemblies, teddy bear sleepouts and so much more. We were honoured to be chosen as one of the charities supported by the Friendship Brothers who came third in the Talisker Whiskey Challenge and rowed unassisted across the Atlantic in 32 days raising a fantastic amount for charity. We couldn't provide the services we do without the generous support from our local community and we are so grateful that we have been thought of in such a challenging time.

Thanks to some specific grant funding we have also spent some time looking at how we communicate with our users and donors via social media, we've relaunched our website and we've designed corporate packs in order to develop those partnerships.

We are active members of the Mid Devon food network and the local Health and Wellbeing alliances in Tiverton, Crediton and Cullompton and are represented on Tiverton Town Council's Community resilience working party.



CHAT team

At the end of this year CHAT had 16 employees (11.04 FTE). The CEO has responsibility for the running of the organisation and is assisted by the Volunteer Coordinator and Fundraising Manager. This structure supports the remaining two-thirds of the staff team who are involved in direct service delivery.

“ This is the most kind and supportive organisation that I have ever worked for. You feel you are not only a supported colleague, but you feel like you are part of a family.”

CHAT has always valued volunteer involvement and we further proved our commitment to this in December 2022 when we were thrilled to be awarded the UK quality standard for good practice in volunteer management Investing in Volunteers. Volunteer roles include foodbank stacking and packing, sorting clothing and bedding, administrative support, debt and money advice,

budgeting courses, fundraising, project management, reception along with our Trustee board who provide governance. It is impossible to place a financial value on their contribution, but if we were having to cover these hours with paid staff a conservative estimate would be over £97,000.

The Trustees are committed to developing a supportive team environment and the wellbeing of all team members is very important to CHAT. All staff have access to an employee assistance programme, regular internal supervision, and recognising the difficult nature of the advisor's job we offer access to an external psychotherapist. We also provided Compassionate Mindfulness resilience training for all staff this year.



Charitable Objectives

CHAT exists to relieve either generally or individually, persons within the area of Mid Devon, without distinction of gender, or of political, religious, or other opinions, who are in conditions of need, hardship or distress, by making grants of money, or providing or paying for items or services or facilities calculated to reduce the need, hardship or distress of such persons.

In particular to relieve persons who are homeless or threatened with homelessness, or who are without decent, secure, permanent accommodation. The common purpose of the company is social action as defined by the principles of the Christian faith.

Public benefit

The charity acknowledges the requirement to demonstrate that it has charitable aims and purposes that are for the public benefit.

As the only charitable organisation in Mid Devon that exists solely to respond to and prevent homelessness, we work to help individuals and families in crisis find their way back to suitable accommodation or keep the tenancy they have. The services are provided without charge and are accessible to anyone living in the Mid Devon area.

The trustees believe that the work of CHAT in homelessness and homeless prevention issues, debt advice, the foodbank, fuel poverty and hardship scheme clearly demonstrate that our charitable aims are indeed for the benefit of the public and that trustees have complied with Section 4 of the Charities Act 2011 and benefits the wider community as a whole.

Vision and Values

Our vision is for no one in Mid Devon to be homeless or hungry and our values of Compassion, Justice, Advocacy and Dignity are at the heart of everything we do.

CHAT is founded on Christian principles and is accessible to all those in need, regardless of their background.



COMPASSION

We act with kindness and love in bringing hope to those in need, hardship or distress.



JUSTICE

We believe that everyone is entitled to decent, secure and affordable housing-somewhere to call home and we will challenge injustice wherever it is encountered.



ADVOCACY

We believe in standing beside the people in our community so that they get the help and support they need.



DIGNITY

We respect the people we work with through seeking to be open and transparent and by building relationships based on trust.

FINANCIAL REVIEW

It can be seen from the review of activities, achievements, and the performance report above that the year under review saw a step change in activity and this is reflected in the financial results.

Income at £470,563 was up by 19% on 2022 (£393,988). Voluntary and grant income increased by 16.8%, fundraising events by 97% as we initiated various events. Open market (service delivery) and grant income, including partnership agreements with other agencies, fell by 5%.

Expenditure at £436,874 increased by 18% on 2022 (£370,067) with increases in food, hardship grants, additional advisor hours and some support costs; outweighed by lower professional fees and other overhead costs. Support costs have increased due to increased investment in the structures needed to support the increased operational work.

UNRESTRICTED FUNDS:

INCOME of £310,681 was 15% higher than 2022 (£270,787). Grant income was lower but donations, fundraising events, service provision under contracts and other income increased as the trustees explored new avenues of income generation.

EXPENDITURE of £311,341 was 26% higher than 2022 (£247,711) as a result of additional advisor hours and associated costs. Direct support salaries, IT provision, replacement and additional computer hardware costs were higher but expenditure on buildings, professional fees and some office costs were lower.

Fundraising expenditure of £28,734 was 3% lower than 2021 (£29,726). In the light of the increase in income this year this was a very cost-effective department.

The unrestricted fund balances, after transfers, were £149,365 – 2022 (£153,425).

RESTRICTED FUNDS:

These funds are restricted by the donors/grantors and service commissioners for specific purposes. Income of £159,882 was 30% higher than 2022 (£123,201). There was a generous 122% increase in voluntary income and a small 4% reduction in service provision agreements with local government for the support of Ukraine refugees, post pandemic local hardship relief and the Mid Devon Energy Partnership.

These funds provide additional services by taking the pressure off the general fund, in particular advisor employment costs.

Expenditure of £125,533 was 3% higher than 2022 (£122,356). The balance of the restricted funds at the end of the year, after fund transfers, was £74,042 – 2022 (£36,293) as some fund income had been received but not yet expended.

Services delivered through the general fund and restricted funds demonstrate the reach that CHAT has throughout Mid Devon by providing housing, debt and money advice, and poverty and hardship relief to local residents.

Reserves Policy

The trustees are aware of the need to secure CHAT's viability beyond the immediate future. For the long term it must be able to absorb setbacks and take advantage of change and opportunity.

This reserves policy applies to the unrestricted funds of the charity and the trustees aim is to ensure a balance between a reasonable level of reserves in accordance with the guidelines laid down by the Charity Commission and sensible use of funds. In particular it is designed to:

- Cover uncertainty over future income
- Ensure sufficient cash-flow to carry out day-to-day business
- In the event of CHAT having to be wound up provision for the continuation of operations must be kept in reserve to allow for a managed closure
- Maintain a provision for redundancy

Reserves can only be generated and maintained by strict financial controls. An overview of the charity's financial position is considered at all trustee meetings and the trustees review the reserves policy as and when deemed necessary and always annually.

In order to meet these objectives, the optimum level of the general reserves was set at £81,000. We were able to maintain this reserve level during the financial year, but this must be regarded as a minimum and the trustees work to ensure that reserves reflect the points described above.

Principal sources of funds

The Trustees seek to maintain a broad base of funding sources, including grants, partnership working and donations. Our fundraiser applies for grants from a variety of organisations. CHAT continues to develop its fundraising strategy as part of its Business Plan, with a view to attracting corporate funding, developing a legacy policy and promoting the Givers of Hope Scheme which encourages people to commit to a regular amount each month.

Risk management

All charities face an increasingly competitive market when approaching grant-making trusts for support. By implementing effective and tight cost controls and by providing ongoing financial management information, the financial risk to the charity is kept to a minimum. The Executive Management Team meet regularly to review the financial position of CHAT and monitor fundraising strategies. The current inflationary state of the economy will certainly bring further uncertainty in respect of funding and we are working hard to develop strategies that will ensure we diversify our sources of income.

Structure, governance and management

The organisation is a Charitable Company limited by guarantee, incorporated on 31st August 1995 and registered as a charity on 27th September 1995. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding ten pounds. Members are subscribers to the Memorandum of Association and admitted to membership in accordance with the rules set out in the Articles of Association and subject to Trustee approval. Members pay an annual subscription and are entitled to vote at the AGM.

Trustee selection methods, induction and training

The directors of the company are also trustees for the purpose of charity law and under the company's Articles are known as members of the Council of Management. Under the requirements of the Memorandum and Articles of Association, the members of the council of management are elected to serve for a period of a maximum of three years after which they must be re-elected at the next Annual General Meeting.

The Council of Management seeks to select trustees according to the skills and expertise they can offer and new trustees are encouraged to explore this with the Chair and other members of the board before the AGM. All Trustees are encouraged to attend training on Trustee duties and given appropriate booklets and information produced by the Charity Commission and other relevant bodies. They are expected to familiarise themselves with the work of CHAT and to this end can spend time at the CHAT office, talking to and shadowing staff members, where appropriate, and spend time with other trustees who already have a working knowledge of the organisation.

Organisational structure

CHAT's Council of Management meets at least four times a year and is responsible for the direction and policy of the charity.

The CEO is responsible to the Trustees for the day-to-day running of all departments of the organisation and for carrying out the strategic plans for the organisation. She meets regularly with various Trustees, particularly the Chair, and liaises with the Treasurer, and executive management team in order to ensure swift and effective decision making. The CEO also performs the roles of office manager and finance officer, and therefore has a detailed understanding of the organisation as a whole.

Responsibilities of the Trustees

Company law requires the Trustees, who are directors for the purposes of company law, to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the company will continue on that basis.

The Trustees are responsible for maintaining 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. The Trustees 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.

Approved by the Trustees on 18th July 2023 and signed on their behalf by

A handwritten signature in black ink, appearing to read 'Simon Friend', followed by a checkmark.

Simon Friend
Chair

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity number	1049478
Company registration number	3096996
Registered office and operation address	Coggan's Well House, Phoenix Lane Tiverton, Devon EX16 6LU
Trustee	Simon Friend (Appointed 6/07/15) Chair Peter Day (Appointed 6/07/15) Vice Chair Terry Norris (Appointed 2/07/2018) Treasurer Lara Wielenga (Appointed 2/07/2018) Steve Daykin (Appointed 29/07/21) Vivienne Brewster (Appointed 2/07/2018) Jennifer Tower (Appointed 2/07/2018) Mathew Melksham (Appointed 2/07/2018) Rod Hewson (Appointed 30/07/2020)
Company secretary	Clive Williams
Treasurer	Terence Norris
Chief Executive Officer	Alison Padfield

CHURCHES HOUSING ACTION TEAM (MID DEVON) LTD.

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Independent Examiner's Report to the Trustees of Churches Housing Action Team (Mid Devon) Ltd

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2023 set out on pages 16 to 22.

Responsibilities and basis of the report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act)

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

S Legassick
Certified Accountant
21 Angel Hill
Tiverton Devon EX16 6PE
18th July 2023

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED
YEAR ENDED 31st MARCH 2023

STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Unrestricted funds		Restricted funds	Total 2023	2022
		General £	Designated £	£	£	£
Income						
Income and endowments from:						
Donations and legacies		287,424		120,840	408,264	347,423
Charitable activities		15,500		39,042	54,542	40,604
Other trading activities		5,858			5,858	5,576
Investments		1,899			1,899	385
Total income		<u>310,681</u>	<u>0</u>	<u>159,882</u>	<u>470,563</u>	<u>393,988</u>
Expenditure						
Raising funds	10	28,734		383	29,117	29,726
Charitable activities	10	280,383	2,224	125,150	407,757	340,341
Total expenditure	10	<u>309,117</u>	<u>2,224</u>	<u>125,533</u>	<u>436,874</u>	<u>370,067</u>
Net income before transfers		1,564	-2,224	34,349	33,689	23,921
Transfers between funds	8	(3,400)		3,400	0	0
Net movement in funds		-1,836	-2,224	37,749	33,689	23,921
Fund balances brought forward		133,425	20,000	36,293	189,718	165,797
Fund balances carried forward		<u>131,589</u>	<u>17,776</u>	<u>74,042</u>	<u>223,407</u>	<u>189,718</u>

The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED

BALANCE SHEET AT 31st MARCH 2023

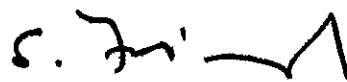
	Notes	2023		2022	
		£	£	£	£
Tangible fixed assets	3		9,962		12,926
Current assets					
Debtors	4	25,388		64,060	
Cash at bank and in hand		<u>202,449</u>		<u>124,212</u>	
		<u>227,837</u>		<u>188,272</u>	
Creditors: amounts falling due within one year					
Creditors	5	14,392		11,480	
		<u>14,392</u>		<u>11,480</u>	
Net current assets			<u>213,445</u>		<u>176,792</u>
Net assets	6		<u>223,407</u>		<u>189,718</u>
Reserves					
Unrestricted general reserve	6		131,589		133,425
Designated funds	6		17,776		20,000
Restricted funds	6		74,042		36,293
Total funds			<u>223,407</u>		<u>189,718</u>

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with FRS102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland.'

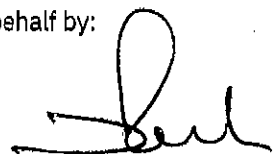
For the financial year ended 31 March 2023 the company was entitled to exemption from audit under section 477 Companies Act 2006; and no notice has been deposited under section 476.

Approved by the Trustees on 18 July 2023 and signed on their behalf by:

Simon Friend
Chair



Terry Norris
Trustee



NOTES AND ACCOUNTING POLICIES

1. Accounting policies

Basis of accounting

The financial statements are prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Churches Housing Action Team (Mid Devon) Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms under which the funds were raised.

Income

All incoming resources are included in the statement of financial activities when the charity is entitled to the income, when it is probable that the income will be received and when the amount can be quantified with reasonable accuracy.

Voluntary income includes grants, donations and gifts and is included in full when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

Expenditure

Expenditure is recognised on the accruals basis inclusive of Value Added Tax which cannot be recovered.

Costs of generating funds comprise the costs of attracting donations and administering membership.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services. It includes both the costs that can be allocated directly and indirect costs necessary to support the activities.

All costs are allocated between the expenditure categories of the statement of financial activities on a basis designed to reflect use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Creditors are measured at settlement amounts less any trade discounts

Assets

Tangible fixed assets are depreciated by equal annual instalments over their estimated useful lives at the following rates:

Fixtures and fittings	33%
IT Equipment	33%
Leasehold improvements	Over the term of the lease

Debtors are measured at the cash or other consideration expected to be received

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED
YEAR ENDED 31st MARCH 2023

NOTES AND ACCOUNTING POLICIES

2. Net Income for the year	2023	2022
This is stated after charging:	£	£
Depreciation of tangible assets owned by the company	2,964	2,470

3. Tangible fixed assets

	Leasehold improvements	Furniture & fittings	IT equipment	Total
Cost	£	£	£	£
At 1 April 2022	11,323	7,740	16,047	61,891
Additions				0
Disposals				0
At 31 March 2023	11,323	7,740	16,047	61,891
Depreciation				
At 1 April 2022	1,350	7,740	13,094	48,965
Charge for the year	1,620		1,344	2,964
Eliminated on disposals				0
At 31 March 2023	2,970	7,740	14,438	51,929
Net book amounts				
At 31 March 2023	8,353	0	1,609	9,962
At 31 March 2022	11,323	0	2,953	12,926

4. Debtors

	2023	2022
	£	£
Trade debtors	14,227	40,235
Prepayments and accrued income	6,638	7,789
Other debtors	4,523	16,036
	<u>25,388</u>	<u>64,060</u>

5. Creditors

Trade creditors	12,293	7,039
Accruals and deferred income	1,193	3,986
Taxation and Social Security	271	0
Other creditors	635	455
	<u>14,392</u>	<u>11,480</u>

6. Analysis of net assets between funds

	General	Restricted	Total
	£	£	£
Fixed assets	9,962		9,962
Current assets	153,795	74,042	227,837
Creditors	(14,392)		(14,392)
	<u>149,365</u>	<u>74,042</u>	<u>223,407</u>

7. Related Party Transactions

No trustees were in receipt of fees or expenses during the year.
There were no related party transactions

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED
YEAR ENDED 31st MARCH 2023

NOTES AND ACCOUNTING POLICIES

8. Movements in funds

	April 2022 £	Income £	Paid £	Transfers £	March 2023 £
Restricted funds					
Debt and Money Advice	83	6,990	(2,969)	7,237	11,341
DMA Training	585	3,139	(887)	(2,837)	0
Skills for Tenancy	1,000			(1,000)	0
Budgeting Courses	6,000		(6,000)		0
Food Fund	13,156	31,234	(35,182)		9,208
Fuel Poverty Fund	17	12,380	(3,680)		8,717
Staff Wellbeing	809	600	(490)		919
Hardship fund	137	5,382	(38)		5,481
Foodbank operation	7,097	18,895	(14,325)		11,667
Mid Devon Energy Partnership	0	6,863	(383)		6,480
Marketing and publicity	6,976		(4,590)		2,386
Crediton Outreach	433	2,105	(1,184)		1,354
Ukraine Hardship Fund	0	16,240	(5,538)		10,702
Ukraine Support Fund	0	56,054	(50,267)		5,787
Total restricted funds	36,293	159,882	(125,533)	3,400	74,042
Unrestricted funds					
Assisted Tenancies	5,000		(677)		4,323
Springboard Project	15,000		(1,547)		13,453
General Reserve	133,425	310,681	(309,117)	(3,400)	131,589
	189,718	470,563	(436,874)	0	223,407

Debt and Money Advice. A fund to provide advice to clients to manage their income and expenditure to control personal debt.

DMA Training: For training of volunteers in debt and money advice.

Skills for Tenancy: A fund to establish a programme to assist clients with tenancy skills.

Budgeting courses: A fund to run budgeting courses across Mid Devon using staff and volunteers

Food Fund. Donations to provide food for those in need.

Fuel Poverty Fund. Donations to assist with the provision of fuel for those in need.

Staff Wellbeing. A fund to provide support and supervision for staff.

Hardship Fund. A fund for specific hardship needs of clients of CHAT for which no other budget is available.

Foodbank operation: Funding to support the costs of running the foodbank.

Mid Devon Energy Partnership: Tackling poverty across Mid Devon by offering advice on energy, housing, debt and money.

Marketing and publicity audit: A fund to audit marketing and publicity materials and develop a strategy to increase engagement with both the community and potential clients.

Crediton outreach: A fund to set up regular outreach in the Crediton area

Ukraine Hardship Fund: To provide grants to individuals arriving in Mid Devon from Ukraine

Ukraine Support Fund: A fund to provide advice and resources in Mid Devon for arrivals from Ukraine

Assisted Tenancies. A fund to help prospective tenants in difficult circumstances obtain tenanted accommodation.

Springboard project: A joint initiative by CHAT and Crediton Foodbank to employ a support worker to enable people to sustain tenancies and prevent homelessness.

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED
YEAR ENDED 31st MARCH 2023

NOTES AND ACCOUNTING POLICIES

9. Staff costs and numbers

Staff costs were as follows:

	2023 £	2022 £
Gross wages and salaries	254,616	216,119
Social security costs	13,615	10,881
Pension costs	6,912	6,718
	<u>275,143</u>	<u>233,718</u>

The average number of full time equivalent employees was:

	Number	Number
Management and administration	3.48	2.5
Support and advice	7.56	5.3
	<u>11.04</u>	<u>7.8</u>

No employee received emoluments of more that £60,000 (2022: none)

The charity operates a defined contribution pension scheme. The contributions are allocated between direct costs and support costs according to the staff involved.

10. Total expenditure

	<u>Direct costs</u>		<u>Support costs</u>		Total 2023	Total 2022
	Staff £	Other £	Staff £	Other £	£	£
Raising funds						
Fundraising and membership	25,907	2,827			28,734	29,726
Restricted funds		383			383	0
	<u>25,907</u>	<u>3,210</u>	<u>0</u>	<u>0</u>	<u>29,117</u>	<u>29,726</u>
Charitable activities						
<u>Unrestricted funds</u>						
General and core activities	132,692	25,425	55,939	68,551	282,607	217,985
					0	0
	<u>132,692</u>	<u>25,425</u>	<u>55,939</u>	<u>68,551</u>	<u>282,607</u>	<u>217,985</u>
<u>Restricted funds</u>						
Debt and money advice	2,704	265			2,969	22,322
Other	56,997	47,540	2,745	14,899	122,181	100,034
	<u>59,701</u>	<u>47,805</u>	<u>2,745</u>	<u>14,899</u>	<u>125,150</u>	<u>122,356</u>
Total expenditure	<u>218,300</u>	<u>76,440</u>	<u>58,684</u>	<u>83,450</u>	<u>436,874</u>	<u>370,067</u>

Support costs include governance costs estimated at £3,000 (2022: £3,000)

Governance costs include independent examiner's fees of £nil (2022: nil)

11. Commitments under operating leases

At 31 March 2023 the company had annual commitments of £21,000 (2022: £21,000) under non-cancellable operating leases expiring between 2 and 5 years in respect of land and buildings.

CHURCHES HOUSING ACTION TEAM (MID DEVON) LIMITED
YEAR ENDED 31st MARCH 2023

NOTES AND ACCOUNTING POLICIES

10. Detailed Income and expenditure account

	Unrestricted				
	General and core activities	Designated funds	Restricted funds	Total	Total 2022
	£	£	£	£	
Income					
Operating grants	15,500		39,042	54,542	40604
Other grants	64,350		49,159	113,509	136138
Donations	201,241		70,422	271,663	202565
Legacies and funeral donations	6,374			6,374	0
Fundraising	14,874		1,259	16,133	8195
Membership	585			585	525
Other income	5,858			5,858	5576
Bank interest	1,899			1,899	385
	310,681	0	159,882	470,563	393,988
Direct charitable expenditure					
Accommodation, food and hardship	423	677	43,788	44,888	41661
Salaries, including NI and pension costs	132,288	404	59,701	192,393	168027
Staff supervision	148		250	398	811
Recruitment and training	10,127	173	2,394	12,694	2757
Travel expenses	630	27	1,373	2,030	511
Telephone, publications, subscriptions	13,220			13,220	6401
	156,836	1,281	107,506	265,623	220,168
Support costs: fundraising	28,734		383	29,117	29726
Support costs: charitable activities					
Salaries, including NI and pension costs	55,939		2,745	58,684	40033
Travel expenses	79			79	54
Property costs	29,885		7,949	37,834	34635
Telephone	1,596		334	1,930	3335
IT costs	5,806	943	1,826	8,575	4724
Postage, stationery and copier	1,952		379	2,331	2272
Publications and subscriptions	908			908	2677
Equipment repairs and renewals	10,847		2,260	13,107	6047
Insurance	2,513		535	3,048	3228
Professional fees	7,974		1,465	9,439	17170
Recruitment and training	725			725	2270
Miscellaneous	2,359		151	2,510	1258
Depreciation	2,964			2,964	2470
	123,547	943	17,644	142,134	120173
Total resources expended	309,117	2,224	125,533	436,874	370,067
Net Incoming resources before transfers	1,564	-2,224	34,349	33,689	23,921