

Charity registration number 1049996 (England and Wales)

Company registration number 3108844

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees	Mr C Kelsall Mr U Ezeanata Mr K Pearce Mr B Molloy Ms C Lunt	(Appointed 25 July 2024)
Secretary	Mr B Gouldson	
Charity number (England and Wales)	1049996	
Company number	3108844	
Registered office	142 Cherryfield Drive Kirkby Merseyside L32 8RX	
Auditor	Mitchell Charlesworth (Audit) Limited Suites C,D,E, & F 14th Floor The Plaza 100 Old Hall Street Liverpool L3 9QJ	
Solicitors	Maxwell Hodge 26 Sherborne Square Liverpool L36 9UR	

KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU COMPANY LIMITED BY GUARANTEE CONTENTS

	Page
Trustees' report	1 - 8
Statement of trustees' responsibilities	9
Independent auditor's report	10 - 12
Statement of financial activities	13 - 14
Balance sheet	15
Statement of cash flows	16
Notes to the financial statements	17 - 28

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees present their annual report and financial statements for the year ended 31 March 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2019)

Objectives and activities

The charity's purposes, as set out in the objects contained in the Company's Memorandum of Association, are to promote any charitable purpose for the benefit of the whole community of Knowsley ("the area of benefit") by the advancement of education, the protection of health and the relief of poverty, sickness and distress.

The charity's objects are defined as above. Our aims are focused on:

- To provide the advice people need for the problems they face, and
- To improve the policies and practices that affect people's lives

Our service provides free, independent, confidential and impartial advice to everyone on their rights and responsibilities. We value diversity, promote equality and challenge discrimination.

The charity has developed its own Mission Statement to reflect more accurately its purpose and role:

Citizens Advice Knowsley empower the Knowsley community to make informed choices by providing trusted advice and influencing positive change

We achieve this by:

Providing advice and advocacy to help people solve the problems they face

Campaigning to improve the policies and practices that affect people's lives

Ensuring that we remain relevant to the needs of the Knowsley community by maintaining strong stakeholder relationships and ensuring a focus on the sustainability of our charity

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. The annual review seeks to examine our achievements and outcomes and to set key strategic targets for the coming three year period, with a focus on developing a 12 month strategic plan to be reviewed by trustees on an ongoing basis.

In carrying out the review we are ensuring that that our aims, objectives and activities are in line with our stated purpose.

Our main objectives on an annual basis focus on ensuring that our service meets the needs of the clients we support.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Key priorities have been:

- Providing clear development opportunities for all volunteers, staff and trustees, linked to the organisational vision statement and priorities
- Ensuring our clients can access multi-channel services
- Maintain high quality standards across the organisation, including performance management and grant/contract compliance
- Maintain sound financial practices in line with statutory requirements and good practice, and develop a more diverse and sustainable funding base
- Raise the overall profile of research and campaigns work across the organisation
- Improve the consistency of data collected through our case management systems and use this information to support campaign issues and the drive to end the disparities in access and experience for marginalised people
- Use our data to improve engagement/influence on local and national stakeholders, in particular elected officials

Public benefit

Our main activities and who we try to help are described above. All our charitable activities focus on providing the advice people need for the problems they face and are undertaken specifically to provide public benefit. The board of trustees have had due regard to the Charity Commission guidance on public benefit and have complied with the duty in section 4 of the Charities Act 2011.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Responsibility towards the environment

Knowsley District Citizens Advice Bureau aims to minimise its impact on the environment and has implemented an organisational environmental policy to ensure that all activities place an increased emphasis on the environmental impact of our actions.

Achievements and performance

Significant activities and achievements against objectives

During this year, we assisted 4,512 unique clients with 42,519 issues. Welfare Benefits accounted for 38% of all issues with money advice (Debt and Financial Capability) accounting for 33% of issues. During this period, we have seen a dramatic rise in the number of housing, consumer and family related issues, with more than 100% increases in the number of issues in each of these areas, evidencing that clients are receiving support with more diverse and complex matters, and being provided with a holistic advice service.

Through this year, we have continued to focus on the accessibility of our services, including the use of WhatsApp messaging to allow more efficient booking of telephone and face-to-face appointments. We have continued to develop our core services and adapt to the changing needs of Knowsley residents:

- We remained committed to supporting the twin aims of the Citizens Advice Service and ensuring that our work contributes to the strategic aims of Knowsley Council and other funders.
- We continued to lead Greater Merseyside Money Advice Partnership via funding from the Money and Pensions Service.

KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU COMPANY LIMITED BY GUARANTEE TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2025

- We participated in research and campaigns work to highlight issues and to advocate on behalf of the residents of Knowsley.
- We provided general help outreach work at Stockbridge Village via funding from ForHousing and in Halewood with the support of Halewood Town Council.
- We provided energy advice through funding from Energy Redress, the Cadent Foundation and Citizens Advice Energy Advice Project.
- We helped clients to develop money skills through the LCR Mind and Money Programme.
- We assisted clients with energy advice and income maximisation advice supported by Scottish Power Energy Networks.
- We further expanded our network of approved referral partners to allow direct referrals for clients in need of advice services.

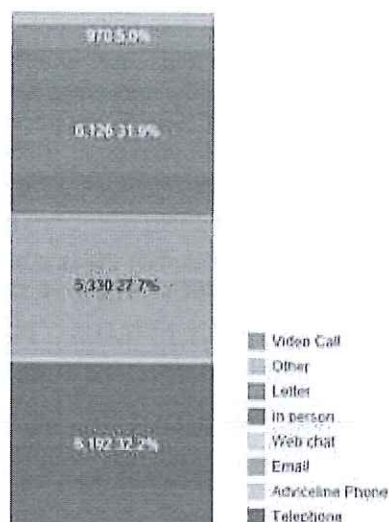
Summary

Clients	4,512
Quick client contacts	268
Issues	42,519
Activities	19,230
Cases	8,118

Outcomes

Income gain	£10,055,105
Re-imbursements, services, loans	£27,322
Debts written off	£102,049
Repayments rescheduled	£7,467
Other	£1,760,048

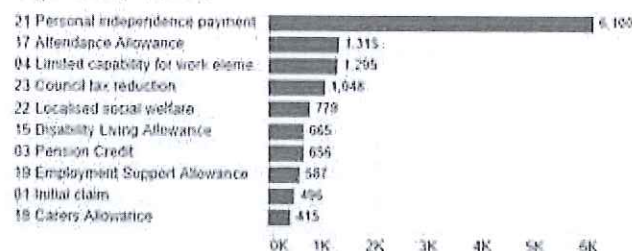
Channel



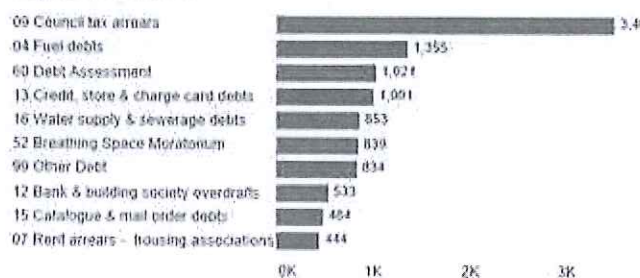
Issues

Issues	Client
Benefits & tax credits	2,34
Benefits Universal Credit	90
Charitable Support & Food Bank	61
Consumer goods & services	1,28
Debt	1,39
Education	2
Employment	14
Financial services & capability	24
CVA & Debt Crisis	2
Health & community care	8
Housing	66
Immigration & asylum	5
Legal	19
Other	2
Relationships & family	22
Tax	3
Travel & transport	8
Utilities & communications	1,07
Grand Total	42,519

Top benefit issues

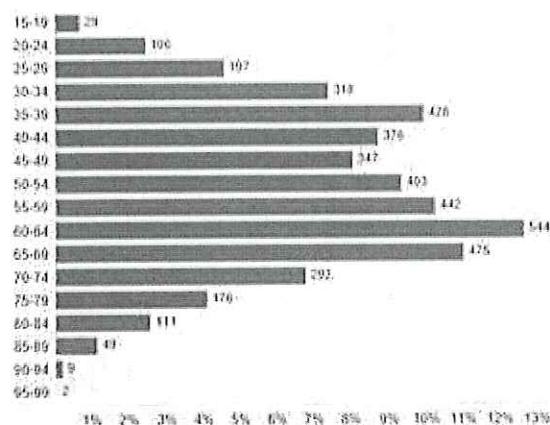


Top debt issues



**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Age



Gender



Female
Male

Disability / Long-term health



Long-Term Health Condition
Not disabled/no health problems
Disabled

Ethnicity



White
Asian
Black
Mixed
Other

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Financial review

The charity recorded a surplus of the year of £60,503 (2024 – surplus £63,342). Working on a stable financial foundation, trustees have been able to invest in new technology and implement robust financial procedures as part of the business planning process.

During this year, Citizens Advice Knowsley received additional funds through the Knowsley Better Together Fund to assist Knowsley residents affected by the cost of living crisis with Welfare Benefits and General advice.

This additional funding has allowed face-to-face and outreach services to develop in order to reach all sectors of the Knowsley community.

As energy costs are impacting on Knowsley residents, additional funds have been secured to provide energy specific advice to complement debt and financial capability services.

Trustees were made aware of the growing need for housing advice in Knowsley and committed fund to support this work as part of their commitment to providing a service which adapts to the needs of Knowsley residents.

Trustees are aware that there will be increased pressure on resources and are working with senior management to secure new and existing funding to enable Citizens Advice Knowsley to continue to provide a much needed service despite the pressure on funding and resources.

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to six months, expenditure which based on the current turnover would be an equivalent of £610,000, providing a £45,000 surplus in free reserves which trustees will look to invest in service delivery in the coming year.

The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Restricted funds of £44,623 currently held will be used in 2025/26 to continue the activities for which they were intended.

Funds designated for future building works are expected to be spent within the next 3 years.

Trustees have endeavoured to make the reserves work for the organisation by implementing a low risk investment strategy.

Risk management

Systems and procedures have been established to identify, monitor and manage the risks that Knowsley Citizens Advice faces. Trustees and the senior management team periodically review and update risks and mitigating actions.

Citizens Advice Knowsley operates under a risk management strategy agreed by trustees and periodically reviews and updates a risk register to reflect the current risks we are exposed to with a view to monitoring and mitigating major risks.

The Board ideally would like to be able to call on a 6-month running costs in the event of the organisation ceasing operations. As required in its Memorandum paragraph 5.11, the organisation has the power to invest and deposit funds in any lawful manner whilst having regard to the suitability of investments and the need for diversification.

The Trustees have assessed the major risks to which the charity is exposed and are satisfied that systems are in place to mitigate exposure to the major risks.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Structure, governance and management

The charity is a company limited by guarantee (3108844) and is governed by its Memorandum and Articles of Association, as amended by special resolution dated 23 May 2024. The registered name of the charity is Knowsley District Citizens Advice Bureau (1049996) and from January 2004, the charity has used the operating name of Citizens Advice Knowsley.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signing were:

Mr C Kelsall	
Mr K Walsh	(Resigned 24 April 2024)
Mr U Ezeanata	
Mr K Pearce	
Miss O See	(Resigned 24 April 2024)
Mr B Molloy	
Ms K Markey	(Resigned 24 April 2024)
Ms I Templeman	(Appointed 25 July 2024 and resigned 30 January 2025)
Ms C Lunt	(Appointed 25 July 2024)

Trustees are recruited in line with the terms laid out in the Bureau's Articles of Association. A term of office is 3 years and trustees may be re-elected.

Knowsley Metropolitan Borough Council annually nominates an elected member to the Board of Trustees.

Cllr Frank Walsh to 24 April 2024
Cllr Chantelle Lunt from 25 July 2024

Trustees can be elected at the Annual General Meeting, nominated by member organisations or co-opted by the Board, provided that the total number of co-opted and nominated trustees does not exceed one third of the total number of trustees.

New trustees meet with the Chair and Chief Officer for an induction session and all trustees undertake ongoing training and development as appropriate to their role.

Citizens Advice provide support to Citizens Advice Knowsley trustees to ensure they are trained to carry out their roles in the interests of the organisation and in compliance with the requirements of charity and company law.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £10 in the event of a winding up. The trustees are covered by trustee indemnity insurance.

Remuneration of Key Management

Key management remuneration is set using information from the national association and through analysis of comparable roles within the charity and voluntary sector. Salaries are reviewed on an annual basis in line with roles and responsibilities.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Organisational structure

Citizens Advice Knowsley is a member of Citizens Advice, the operating name of the National Association of Citizens Advice Bureaux, which provides a framework for standards of advice and casework management as well as monitoring progress against these standards.

Knowsley District Citizens Advice Bureau is governed by the Board of Trustees who:

- Set the policy of the charity
- Are involved in determining corporate strategy, including setting key strategic objectives
- Make major decisions about the future of finances
- Set a framework for human resource policy

Responsibility for day to day management matters and implementation of policy is delegated to the Chief Officer, within a clearly understood framework for strategic control.

The following personnel attend trustee meetings in a non-voting capacity:

Brian Gouldson, Chief Officer

Trustee minutes are sent to Citizens Advice to ensure compliance with national membership requirements.

Contribution of Volunteers and Paid Staff

The charity's success could not have been achieved without the hard work and dedication of volunteers and staff. The Trustee Board and senior management recognise the tremendous contribution made by the charity's volunteers in advising the public and administering the service without which the service could not operate.

Volunteers represent the indispensable core of the service for without them there would not be a Citizens Advice service. Their value is inadequately expressed in monetary terms. Indeed, volunteers bring many skills to the service and very often the experience gained helps individuals return to full employment.

Our volunteers

Volunteers contributed the equivalent to 4.48 FTE members of staff during the year. This equates to £111,460 based on a paid staff equivalent receiving the Living Wage Foundation Real Living Wage.

All Trustees/Directors are volunteers

Equal opportunities

Knowsley District Citizens Advice Bureau recognises the positive value of diversity promotes equality and challenges discrimination. The charity welcomes volunteers and employees from all parts of the community, particularly under-represented groups.

We support the Citizens Advice equality, diversity and inclusion goals and have incorporated these in with all aspects of business planning.

The trustees, who are also the directors of Knowsley District Citizens Advice Bureau for the purpose of company law are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

Auditor


In accordance with the company's articles, a resolution proposing that Mitchell Charlesworth (Audit) Limited (formerly BWM) be reappointed as auditor of the company will be put at a General Meeting.

Disclosure of information to auditor

So far as the trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. Additionally, the trustees have taken all necessary steps that they ought to have taken as trustees in order to make themselves aware of all relevant audit information and to establish that the charity's auditors are aware of that information.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the companies act 2006.

The trustees' report was approved by the Board of Trustees.



Mr U Ezeanata

Treasurer

Date: 23-10-2025

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees, who are also the directors of Knowsley District Citizens Advice Bureau for the purpose of company law, are responsible for preparing the Trustees' Report 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

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

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

KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU COMPANY LIMITED BY GUARANTEE INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU

Opinion

We have audited the financial statements of Knowsley District Citizens Advice Bureau (the 'charity') for the year ended 31 March 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (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 *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity 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 charity'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 other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. 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. 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 course of 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.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared, which includes the directors' report prepared for the purposes of company law, is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

TO THE MEMBERS OF KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity'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.

Auditor's responsibilities for the audit of the financial statements

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 an auditor's report 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.

The extent to which the audit was considered capable of detecting irregularities, including fraud

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the company through discussions with directors and other management;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the company, including the Companies Act 2006, taxation legislation and data protection, anti-bribery, employment and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
INDEPENDENT AUDITOR'S REPORT (CONTINUED)**

TO THE MEMBERS OF KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance; and
- enquiring of management as to actual and potential litigation and claims.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the directors and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's 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 members as a body, for our audit work, for this report, or for the opinions we have formed.

Mitchell Charlesworth

Mr Tony Stanley ACA (Senior Statutory Auditor)

For and on behalf of Mitchell Charlesworth (Audit) Limited, Statutory Auditor

Accountants

Suites C,D,E, & F

14th Floor The Plaza

100 Old Hall Street

Liverpool

L3 9QJ

Date: 24/11/2025.....

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2025

Current financial year		Unrestricted funds general 2025 £	Unrestricted funds designated 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
	Notes					
Income and endowments from:						
Charitable activities	3	689,542	-	494,451	1,183,993	1,151,366
Investments	4	26,862	-	-	26,862	5,411
Other income	5	10,251	-	150	10,401	10,197
Total income		726,655	-	494,601	1,221,256	1,166,974
Expenditure on:						
Charitable activities	6	686,662	-	474,091	1,160,753	1,103,632
Total expenditure		686,662	-	474,091	1,160,753	1,103,632
Net income		39,993	-	20,510	60,503	63,342
Transfers between funds		(20,278)	20,278	-	-	-
Net movement in funds		19,715	20,278	20,510	60,503	63,342
Reconciliation of funds:						
Fund balances at 1 April 2024		635,680	168,892	24,113	828,685	765,343
Fund balances at 31 March 2025		655,395	189,170	44,623	889,188	828,685

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)
INCLUDING INCOME AND EXPENDITURE ACCOUNT**

FOR THE YEAR ENDED 31 MARCH 2025

Prior financial year		Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
	Notes				
Income and endowments from:					
Charitable activities	3	676,429	-	474,937	1,151,366
Investments	4	5,411	-	-	5,411
Other income	5	9,777	-	420	10,197
Total income		691,617	-	475,357	1,166,974
Expenditure on:					
Charitable activities	6	640,800	-	462,832	1,103,632
Total expenditure		640,800	-	462,832	1,103,632
Net income		50,817	-	12,525	63,342
Transfers between funds		20,067	(29,722)	9,655	-
Net movement in funds		70,884	(29,722)	22,180	63,342
Reconciliation of funds:					
Fund balances at 1 April 2023		564,796	198,614	1,933	765,343
Fund balances at 31 March 2024		635,680	168,892	24,113	828,685

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
BALANCE SHEET**

AS AT 31 MARCH 2025

		2025	2024
	Notes	£	£
Fixed assets			
Tangible assets	10	89,170	118,892
Current assets			
Debtors	11	109,082	81,319
Cash at bank and in hand		732,794	734,521
		841,876	815,840
Creditors: amounts falling due within one year	12	(41,858)	(106,047)
Net current assets		800,018	709,793
Total assets less current liabilities		889,188	828,685
The funds of the charity			
Restricted income funds	15	44,623	24,113
Unrestricted funds - general		655,395	635,680
Unrestricted funds - designated	16	189,170	168,892
		889,188	828,685

The financial statements were approved by the trustees on 23-10-2025



Mr U Ezeanata
Treasurer

Company registration number 3108844 (England and Wales)

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	20		(28,589)		96,507
Investing activities					
Investment income received		26,862		5,411	
Net cash generated from investing activities			26,862		5,411
Net cash generated from financing activities			-		-
Net (decrease)/increase in cash and cash equivalents			(1,727)		101,918
Cash and cash equivalents at beginning of year			734,521		632,603
Cash and cash equivalents at end of year			732,794		734,521

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

Charity information

Knowsley District Citizens Advice Bureau is a private company limited by guarantee incorporated in England and Wales. The registered office is 142 Cherryfield Drive, Kirkby, Merseyside, L32 8RX.

1.1 Accounting convention

The accounts have been prepared in accordance with the charity's governing document, the Companies Act 2006 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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared on the historical cost convention. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the accounts, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the accounts.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by trustees for a particular purpose. The aim and use of the designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

(Continued)

Income from donations and grants, including capital grants, is included in income when these are receivable, except as follows:

- When donors specify that donations and grants given to the charity must be used in future accounting periods, the income is deferred until those periods.
- When donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included until the preconditions for use have been met.
- When donors specify that donations and grants, including capital grants, are for particular restricted purposes, which do not amount to preconditions regarding entitlement, this income is included as restricted funds when receivable.

Voluntary income includes discretionary grants for projects, goods and services where no service agreement or contract exists.

Other grants and contracts, which have particular service requirements are included in the statement of financial activities under the heading income from charitable activities.

Interest is included when receivable by the charity.

1.5 Expenditure

Expenditure reflects all amounts paid and accrued during the year. All costs are allocated between the expenditure categories on a basis designed to reflect the use of the resource. Costs relating to a particular project are allocated directly, others are apportioned on an appropriate basis. Staff costs are apportioned between projects on the basis of an assessment of the time spent by individual employees.

Charitable expenditure

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

Governance costs

These represent costs associated with meeting the constitutional and statutory requirements of the charity and include the independent examination fees and costs linked to the strategic management of the charity.

1.6 Tangible fixed assets

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

All assets costing more than £1,000 are capitalised at cost.

Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Leasehold Improvements	10% p.a. on a straight line basis
Office equipment	25% p.a. on a straight line basis

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

(Continued)

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.10 Employee benefits

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

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

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

1 Accounting policies

(Continued)

1.11 Taxation

The charity benefits from various exemptions from taxation afforded by tax legislation and is not liable to corporation tax on income or gains falling within those exemptions.

The charity is not able to recover Value Added Tax. Expenditure is recorded in the accounts inclusive of VAT.

1.12 Pensions

The charity operates a defined contribution scheme for employees. Contributions are charged to the Statement of Financial Activities in the period to which they relate.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

The following were considered to be critical accounting estimates that have been applied during the preparation of these financial statements:

Depreciation and UEL's

The annual depreciation charge for tangible fixed assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are assessed on initial acquisition and reassessed periodically to ensure they remain appropriate. They are amended when necessary to reflect current estimates based on technological advancement, future investments, economic utilisation and the physical condition of the assets. The useful economic lives for each class of asset are set out in the accounting policy 1.6.

Prepayments:

Invoices which are received during the year that cover the following accounting period have an appropriate proportion of their costs held as a prepayment. They are amended periodically based on the invoices which have been received in each year.

3 Income from charitable activities

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Total 2024 £
Services provided under contract	689,542	-	689,542	676,429	-	676,429
Performance related grants	-	494,451	494,451	-	474,937	474,937
	<u>689,542</u>	<u>494,451</u>	<u>1,183,993</u>	<u>676,429</u>	<u>474,937</u>	<u>1,151,366</u>

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

4 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	26,862	5,411

5 Other income

	Unrestricted funds 2025 £	Restricted funds 2025 £	Total 2025 £	Total 2024 £
Other income	10,251	150	10,401	10,197

6 Expenditure on charitable activities

	Advice delivery 2025 £	Advice delivery 2024 £
Direct costs		
Staff costs	851,784	745,142
Office expenses	16,874	35,459
Travel and subsistence	6,785	15,391
Sundry and cleaning	17,398	40,806
	892,841	836,798
Share of support and governance costs (see note 7)		
Support	248,701	236,978
Governance	19,211	29,856
	1,160,753	1,103,632
Analysis by fund		
Unrestricted funds - general	686,662	640,800
Restricted funds	474,091	462,832
	1,160,753	1,103,632

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

7 Support costs allocated to activities

	2025	2024
	£	£
Staff costs	119,429	106,975
Depreciation	29,722	29,722
Premises costs	60,982	59,282
Office costs	35,340	36,598
Staff and volunteer	3,127	4,311
Other costs	-	90
Governance costs	19,312	29,856
	<u>267,912</u>	<u>266,834</u>
Analysed between:		
Advice delivery	<u>267,912</u>	<u>266,834</u>

Support costs represent the overheads for running the charity and where directly attributable, costs have been allocated to the relevant headings.

The recharges have been calculated as a pro-rata figure based on the number of FTE posts allocated to each funding stream.

Governance costs includes payments to the auditor of £6,828 for the audit and £4,932 for accountancy fees (2024: £6,235 for the audit and £4,505 for accountancy fees).

8 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year. During the year no trustees were reimbursed for any expenses incurred (2024- £nil).

9 Employees

The average monthly number of employees during the year was:

	2025	2024
	Number	Number
Advice/ project delivery	23	20
Management and administration	10	11
	<u>33</u>	<u>31</u>
Total	<u>33</u>	<u>31</u>

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

9 Employees

(Continued)

Employment costs	2025 £	2024 £
Wages and salaries	846,678	743,054
Social security costs	75,812	66,345
Other pension costs	48,723	42,718
	<u>971,213</u>	<u>852,117</u>

The average number of employees shown above is based on actual employee numbers.

There were no employees whose annual remuneration was more than £60,000.

Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2025 £	2024 £
Aggregate compensation	<u>143,494</u>	<u>80,113</u>

10 Tangible fixed assets

	Leasehold Improvements £	Office equipment £	Total £
Cost			
At 1 April 2024	<u>297,225</u>	<u>34,519</u>	<u>331,744</u>
At 31 March 2025	<u>297,225</u>	<u>34,519</u>	<u>331,744</u>
Depreciation and impairment			
At 1 April 2024	<u>178,333</u>	<u>34,519</u>	<u>212,852</u>
Depreciation charged in the year	<u>29,722</u>	<u>-</u>	<u>29,722</u>
At 31 March 2025	<u>208,055</u>	<u>34,519</u>	<u>242,574</u>
Carrying amount			
At 31 March 2025	<u>89,170</u>	<u>-</u>	<u>89,170</u>
At 31 March 2024	<u>118,892</u>	<u>-</u>	<u>118,892</u>

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

11 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Trade debtors	-	6,375
Prepayments and accrued income	109,082	74,944
	<u>109,082</u>	<u>81,319</u>

12 Creditors: amounts falling due within one year

	2025 £	2024 £
Trade creditors	9,427	25,156
Other creditors	21,441	36,005
Accruals and deferred income	10,990	44,886
	<u>41,858</u>	<u>106,047</u>

14 Amounts held on behalf of third parties

The charitable company holds funds as agent totalling £180,229 (2024: £239,723), in a bank account operated by the charitable company, which is payable to third parties. The amount payable to third parties and an equivalent amount of the bank balance are excluded from these accounts.

Funder	Balance at 1 April 2024 £	Received £	Paid out £	Balance at 31 March 2025 £
GMMAP Funds	239,723	2,117,959	(2,177,453)	180,229
	<u>239,723</u>	<u>2,117,959</u>	<u>(2,177,453)</u>	<u>180,229</u>

Funder	Balance at 1 April 2023 £	Received £	Paid out £	Balance at 31 March 2024 £
GMMAP Funds	207,760	2,128,673	(2,096,710)	239,723
	<u>207,760</u>	<u>2,128,673</u>	<u>(2,096,710)</u>	<u>239,723</u>

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

14 Retirement benefit schemes

	2025 £	2024 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	48,723	42,718

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

15 Restricted funds

The restricted funds of the charity comprise the unexpended balances of donations and grants held on trust subject to specific conditions by donors as to how they may be used.

	At 1 April 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2025 £
Energy Redress	12,194	72,379	(74,608)	-	9,965
MAS	11,919	304,096	(299,981)	-	16,034
Cadent	-	46,173	(42,544)	-	3,629
Financial Resilience	-	71,953	(56,958)	-	14,995
	<u>24,113</u>	<u>494,601</u>	<u>(474,091)</u>	<u>-</u>	<u>44,623</u>
Previous year:	At 1 April 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 March 2024 £
Energy Redress	-	98,125	(85,931)	-	12,194
MAS	-	289,431	(277,512)	-	11,919
Cadent	-	39,575	(44,470)	4,895	-
Financial Capability	1,933	-	(1,933)	-	-
Financial Resilience	-	48,226	(52,986)	4,760	-
	<u>1,933</u>	<u>475,357</u>	<u>(462,832)</u>	<u>9,655</u>	<u>24,113</u>

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

15 Restricted funds

(Continued)

Energy Redress - Energy Redress is funding administered by the Energy Saving Trust to provide advice on energy saving and energy efficiency measures to Knowsley residents through a blend of home visits, face-to-face and telephone advice.

MAS - Funding through the Money and Pensions Service to provide debt advice services as part of the Greater Merseyside Money Advice Partnership.

Cadent- The Energy Caseworker Project is designed to deliver specialist energy advice and income maximisation support to clients experiencing fuel poverty. The advice will focus on energy advice issues, income maximisation and benefits advice.

Financial Capability - Funding through the Better Mental Health Fund as part of a project managed by Knowsley Council on behalf of the Office for Health Improvement and Disparities providing support to Knowsley residents experiencing mental health issues arising from the Covid-19 pandemic.

Financial Resilience - The Financial Resilience Programme will undertake targeted community engagement and recruitment activities to reach out and connect with people from the local authority areas of Halton, Knowsley, St Helens, Liverpool, Sefton and Wirral within the Liverpool City Region.

16 Unrestricted funds - designated

These are unrestricted funds which are material to the charity's activities made up as follows:

	At 1 April 2024 £	Transfers £	At 31 March 2025 £
Future building works	50,000	50,000	100,000
Leasehold improvements	118,892	(29,722)	89,170
	<u>168,892</u>	<u>20,278</u>	<u>189,170</u>
Previous year:	At 1 April 2023 £	Transfers £	At 31 March 2024 £
Future building works	50,000	-	50,000
Leasehold improvements	148,614	(29,722)	118,892
	<u>198,614</u>	<u>(29,722)</u>	<u>168,892</u>

The above designated funds have been set aside to carry out future building works at our new Kirkby and Huyton offices. The balance was reviewed by the trustees to more accurately reflect the position held at 31 March 2025. The leasehold improvements designated fund represents the net book value of the assets capitalised within 2019.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

17 Analysis of net assets between funds

	Unrestricted funds general 2025 £	Unrestricted funds designated 2025 £	Restricted funds 2025 £	Total 2025 £
At 31 March 2025:				
Tangible assets	-	89,170	-	89,170
Current assets/(liabilities)	655,395	100,000	44,623	800,018
	<u>655,395</u>	<u>189,170</u>	<u>44,623</u>	<u>889,188</u>
	Unrestricted funds general 2024 £	Unrestricted funds designated 2024 £	Restricted funds 2024 £	Total 2024 £
At 31 March 2024:				
Tangible assets	-	118,892	-	118,892
Current assets/(liabilities)	635,680	50,000	24,113	709,793
	<u>635,680</u>	<u>168,892</u>	<u>24,113</u>	<u>828,685</u>

18 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	53,400	53,400
Between two and five years	106,800	160,200
	<u>160,200</u>	<u>213,600</u>

The operating leases represent leases of premises to third parties. The leases are negotiated over terms of ten years and rentals are fixed for four years.

19 Related party transactions

There were no disclosable related party transactions during the year (2024 - none) other than the remuneration of key management personnel detailed in the 'Employees' note.

**KNOWSLEY DISTRICT CITIZENS ADVICE BUREAU
COMPANY LIMITED BY GUARANTEE
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2025**

20	Cash (absorbed by)/generated from operations	2025 £	2024 £
	Surplus for the year	60,503	63,342
	Adjustments for:		
	Investment income recognised in statement of financial activities	(26,862)	(5,411)
	Depreciation and impairment of tangible fixed assets	29,722	29,722
	Movements in working capital:		
	(Increase) in debtors	(27,763)	(29,922)
	(Decrease)/increase in creditors	(64,189)	38,776
	Cash (absorbed by)/generated from operations	(28,589)	96,507

21 Analysis of changes in net funds

The charity had no material debt during the year.

22 Company limited by guarantee

Knowsley District Citizens Advice Bureau Limited is incorporated under the Companies Act 2006 as a company limited by guarantee. The liability of the members is limited to £10.

