

**COMPANY REGISTRATION NUMBER: 04769232**  
**CHARITY NUMBER: 1065786**

**SHINEY ADVICE & RESOURCE PROJECT**

**FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2023**

**SHINEY ADVICE & RESOURCE PROJECT**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2023**

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# SHINEY ADVICE & RESOURCE PROJECT

## LEGAL AND ADMINISTRATIVE INFORMATION

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### Registration Numbers

Charity Number 1065786  
Company Number 04769232

### Trustees

Christine Parkin - Chair  
Tia Patterson - Vice Chair  
Clinton Leeks OBE - Secretary  
Kathleen Levey - Treasurer  
Lisa Watson  
John Dannell

### Company Secretary

Clinton Leeks OBE

### Registered Office

17 Beatrice Terrace  
Shiney Row  
Houghton le Spring  
Tyne & Wear  
DH4 4QW

### Independent Examiner

Torgersens  
Chartered Accountants  
East Suite, Ground Floor  
Avalon House  
St Catherines Court  
Sunderland  
SR5 3XJ

### Bankers

Unity Trust Bank plc  
Nine Brindleyplace  
Birmingham  
B1 2HB

Monmouthshire Building Society  
Monmouthshire House  
John Frost Square  
Newport  
South Wales  
NP20 1PX

### Solicitors

Hedley & Co  
20 Fawcett Street  
Sunderland  
SR1 1RZ

# **SHINEY ADVICE & RESOURCE PROJECT**

## **THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

**YEAR ENDED 31 MARCH 2023**

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The Trustees present this report together with the financial statements of the charitable company for the year ended 31 March 2023. The financial statements have been prepared in accordance with the accounting policies set out on pages 16 to 17 and comply with the current statutory requirements, the requirements of the charitable company's governing document, the current Statement of Recommended Practice and the Companies Act 2006.

### **Administration details**

#### **Constitution**

The Shiny Advice & Resource Project ("ShARP") is a registered Charity (No. 1065786) and is a company limited by guarantee (Company No. 04769232).

The principal address of the charitable company is:

17 Beatrice Terrace  
Shiny Row  
Houghton le Spring  
Tyne & Wear  
DH4 4QW

The Directors who served during the year are as follows: -

Christine Parkin - Chair  
Tia Patterson – Vice Chair  
Clinton Leeks OBE – Secretary  
Kathleen Levey - Treasurer  
Lisa Watson  
John Dannell

The above are Directors and Trustees for the purposes of the Companies Act and Charities Act respectively.

### **Structure, Governance and Management**

Shiny Advice & Resource Project (ShARP) was established September 1981 under Memorandum and Articles of Association which set out the aims, objectives and governance of the organisation. ShARP was registered as a charity and incorporated as a company limited by guarantee on 19 May 2003.

ShARP has a Board made up of representation from the local community. The members of the Board are the Directors of the company. Recruitment is open and anyone with an interest in the area ShARP covers and who supports the aims and objectives of ShARP can volunteer for the Board. All positions on the Board are voted on and/or confirmed at the Annual General Meeting (AGM). Board members serve for a 3-year term. They are eligible for re-election at the end of their 3-year term and there will be no more than 15 and no less than 5 members.

The Board will invite co-options between AGM's from individual members whose experience or interests are relevant to the furthering of ShARP's objectives. Appointment of co-options will take place at ordinary meetings and take effect from the end of the meeting. At any one time no more than one third of the Board should be co-optees.

ShARP is a membership organisation and considers all suitably qualified and skilled members who apply to become Trustees. Most Trustees joining ShARP are familiar with the practical work of the organisation. New Trustees are invited to an induction session given by a serving member of the Board. These sessions include;

- \* The obligations of the Board
- \* The main documents describing the operational framework including the Memorandum and Articles

**SHINEY ADVICE & RESOURCE PROJECT**  
**THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**  
**YEAR ENDED 31 MARCH 2023**

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- \* Resourcing the financial position of ShARP as set out in the accounts
- \* Future plans and objectives

**Organisational Structure**

The Board meets bi- monthly and is responsible for the strategic direction and policy of the organisation. The Chief Officer is responsible for all aspects of operational management with support from the Chair and nominated board members, including the Treasurer.

**Objectives and Activities**

**Objectives**

The object of ShARP is the promotion of any charitable purpose for the benefit of the community living in Houghton-le-Spring and surrounding areas. These objects must be pursued with due regard to equality of opportunity and without discrimination on the grounds of age, disability, race, religion, gender or sexuality.

In furtherance of its objects but not otherwise, the company has the following powers:

- \* To inform, assist and advise people living, working, or otherwise connected with the area, in all matters relating to their rights and development.
- \* To provide free advice and information to individuals and groups in matters relating to welfare rights, debt, housing and employment.
- \* Promote and provide education and training in matters relating to citizens' rights and skills for personal development.
- \* To promote the use of resources and sharing of knowledge for local individuals and groups.
- \* To respond to the needs of the community by ensuring that the organisation is managed by local people and to provide training for them to function effectively.

**Public Benefit Statements**

The Trustees have had regard to the Charity Commission's guidance on their legal duty on public benefit, and are satisfied that the Charity delivers public benefit, and due regard is paid to the guidance on public benefit when deciding on what new projects the charity should undertake.

# **SHINEY ADVICE & RESOURCE PROJECT**

## **THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

**YEAR ENDED 31 MARCH 2023**

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### **Achievements and Performance**

ShARP is a membership organisation. We are a busy community anchor and in 2022 – 2023 we had a footfall of around 9,000 people which is building back year upon year following Covid. Our core business is the delivery of free, independent welfare rights, benefits and debt advice services to assist people in understanding their rights and claiming their entitlement. We continually review and refresh our services in response to national government policy, to address local priorities as identified through community consultation and to meet the needs of the community. In 2022 - 2023 the value of our ability to flex and respond to need was to prove an essential support to our community as the Cost of Living crisis impacted on daily living.

The charity started April 2022 full of drive and ambition, determined to build on the areas for further development identified through achieving the targets for growth as set in our Business Plan. The core business of the charity is the development of the community through the provision of advice and the Board of Directors maintained that priority in all of the areas of new work developed in 2022 – 2023. In support of that the Board of Directors reviewed the staffing structure and identified a resource to create the post of Advice Services Manager. The development of new projects this year was made possible by the responsiveness and generosity of funders as well as the strengthening of our partnership working arrangements with other voluntary sector organisations.

This year has seen ShARP further develop joint work with Pallion Action Group to deliver Year 2 of the First Tier Welfare Rights contract and Back on The Map – advice provision to older people through the Independent Age funding. A new partnership with Oxclose District Young People's Project to deliver a 2-year pilot project – Youth Matters Fun with Finance funded by Sunderland City Council Washington Area Committee is particularly welcome. This pilot will work with young people in Washington to co-design a programme for young people to support learning about all aspects of money management, budgeting and priorities, saving, debt, illegal money lending, scams, gambling, building financial resilience and how to get help and support if things go wrong for themselves or others.

The funding for the core costs of the charity remain a constant challenge and this year has been especially difficult for us due the impact of rising energy costs etc drawing heavily on our own resources. So, we are very grateful to funders who have recognised that challenge and stepped forward to support our work.

The Board of Directors would like to thank all funders for their continued trust and support in what has been another challenging year as we sought new and innovative ways to support local people caught up in the Cost of Living crisis.

This year:

- We have undergone assessment for the Advice Quality Standard (AQS) which quality assures our advice service.
- We have maintained Investors in People
- We are proud to be a member of the Living Wage Foundation which means that we are an accredited Living Wage Employer.
- We are a member of Disability Rights UK because we are committed to ensuring that we are accessible, inclusive and visible to all members of our community.

The Board of Directors also would like to take this opportunity to formally acknowledge the work of the ShARP team and thank everyone for their commitment and efforts to support local people and provide the same high-quality service that we are proud of in what has been a challenging year.

**SHINEY ADVICE & RESOURCE PROJECT**  
**THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**  
**YEAR ENDED 31 MARCH 2023**

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**Advice Services Report**



The advice service continues to be at the core of ShARP providing free high quality, independent advice on welfare rights, debt and benefit entitlement. The organisation is valued by local people and professionals as a trusted provider of advice which demonstrates we are a valued community resource that people feel able to turn to when in difficulty.

The advice service now comprises of a number of projects funded by several different sources. These include the First Tier Welfare Rights contract (FTWR) commissioned by Sunderland City Council (SCC), Advice on Prescription (AoP) grant funded by Sunderland Clinical Commissioning Group (SCCG), Shiney Homes Advice Project funded by a community grant from Nationwide Building Society, Washington Individual Support Project (WISP) funded by Reeds Grassroots Fund through the Community Foundation and SCC Washington Area Committee, R U Ready for Universal Credit? funded by SCC Coalfields Area Committee and work for other local providers e.g. Back on The Map. This has enabled ShARP to make a greater contribution to the wider delivery of welfare rights, benefit and debt advice across the city of Sunderland.

ShARP and Pallion Action Group work in partnership, with ShARP as Lead Partner to deliver the First Tier Welfare Rights contract (FTWR) in the Coalfields, Washington Sunderland North and Sunderland West areas of the city. Both charities are recognised and funded by Virgin Money Foundation as Community Anchor organisations and that means that both bring added value and by working with those who find it difficult to engage with services ensuring the advice service is visible and accessible brings additional reach to the delivery of the contract

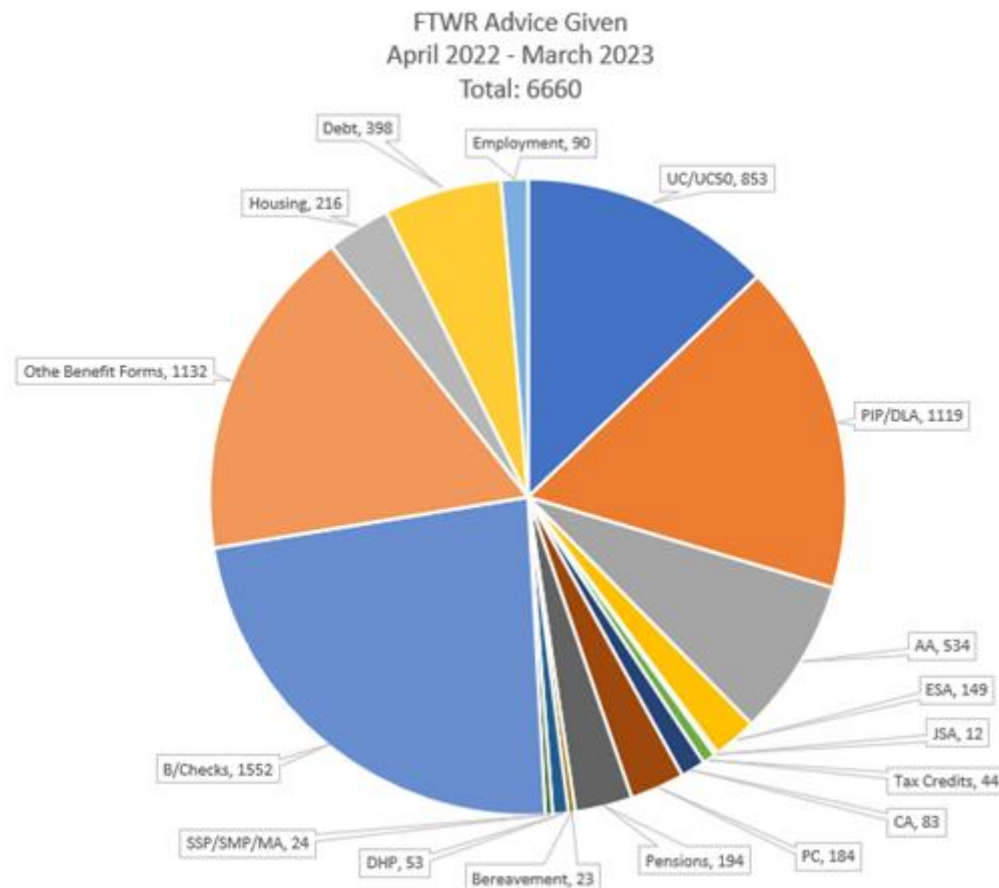
## SHINEY ADVICE & RESOURCE PROJECT

### THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)

#### YEAR ENDED 31 MARCH 2023

The ShARP advice team delivered advice to a total of 6963 people in this reporting period through FTWR, AoP and WISP.

In 2022 to 2023 there has been an increase in the complexity of the presenting issues which often require a more detailed “case work” approach to ensure that issues are resolved. We have strong relationships with Sunderland Together 4 Children Early Help Team, Adult Services, Crisis Mental Health Team, Shelter, Wearside Women in Need, Gentoo and other housing providers so that we can draw on the strengths and skills of each organisation to help our beneficiaries.



This year saw energy costs escalate to unprecedented levels meaning that many households were paying more than 10% of their income for energy which plunged many people into fuel poverty. Together with rises in food costs and a general rise in prices across the board we saw an increase in the number of people experiencing hardship, rising levels of anxiety and periods of crisis for individuals and their families. As an independent provider of high-quality advice services, we are skilled, imaginative and able to innovate and we utilised those skills fully as we worked in partnership with other providers to help Sunderland City Council deliver the government's Household Support Fund giving targeted support to those hardest hit by the impact of the cost of living crisis.



# SHINEY ADVICE & RESOURCE PROJECT

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)

### YEAR ENDED 31 MARCH 2023

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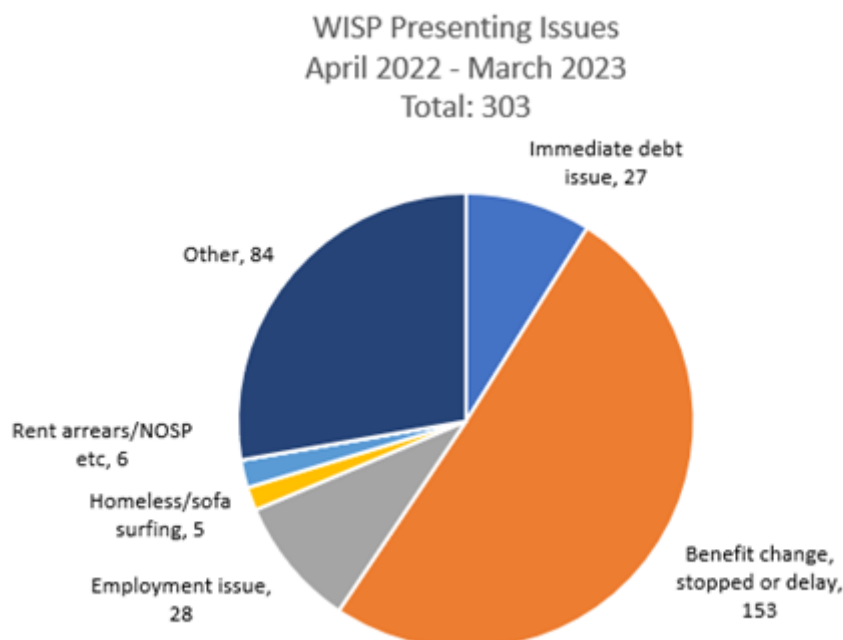
#### Washington Individual Support Project (WISP)

The project is funded through Sunderland City Council Washington Area Committee and is now in its third year. The WISP Advice Worker works in partnership with Foodbanks in Washington providing advice to some of the most vulnerable people in the area who present repeatedly in crisis to the foodbanks. Sometimes the crisis is caused because of being homeless, being sanctioned, escalating debt, drug or alcohol dependency or by having to wait for the first UC payment. The WISP Advice Worker has established excellent relationships with key partners including Washington Foodbanks, Gentoo, WEAR Recovery, Wearside Women in Need, Washington Job Centre, Social Prescribers and Age UK so that any additional support needs can be met by the most appropriate agency

Once the crisis is dealt with beneficiaries are introduced to other community groups where they can develop their interests, meet other people and make friends. The benefit of this multiagency approach is that we are able to address complex advice needs in an informal way and help to raise everyone's understanding of the benefits system.

Funding for the project is due to end in March 2023 but following a meeting in December 2022 where Washington Area Committee received the final evaluation report and a presentation about outcomes from the project local Councillors decided that the work is still a priority for them so will consider another round of funding in the next financial year.

ShARP will continue to seek additional funding to secure the project and is in discussion with REEDS Grassroots Fund through Tyne & Wear Community Foundation.



#### Back on The Map

The excellent partnership between Back on the Map Sunderland and ShARP continues. Back on the Map refer their tenants to ShARP for independent advice. The advice provided is bespoke to the individual and can also identify wider unmet needs which the team at Back on the Map are then able to support through their centre. The approach and shared value base have made this a good example of partnership between two strong community-based organisations.

## SHINEY ADVICE & RESOURCE PROJECT

### THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)

YEAR ENDED 31 MARCH 2023

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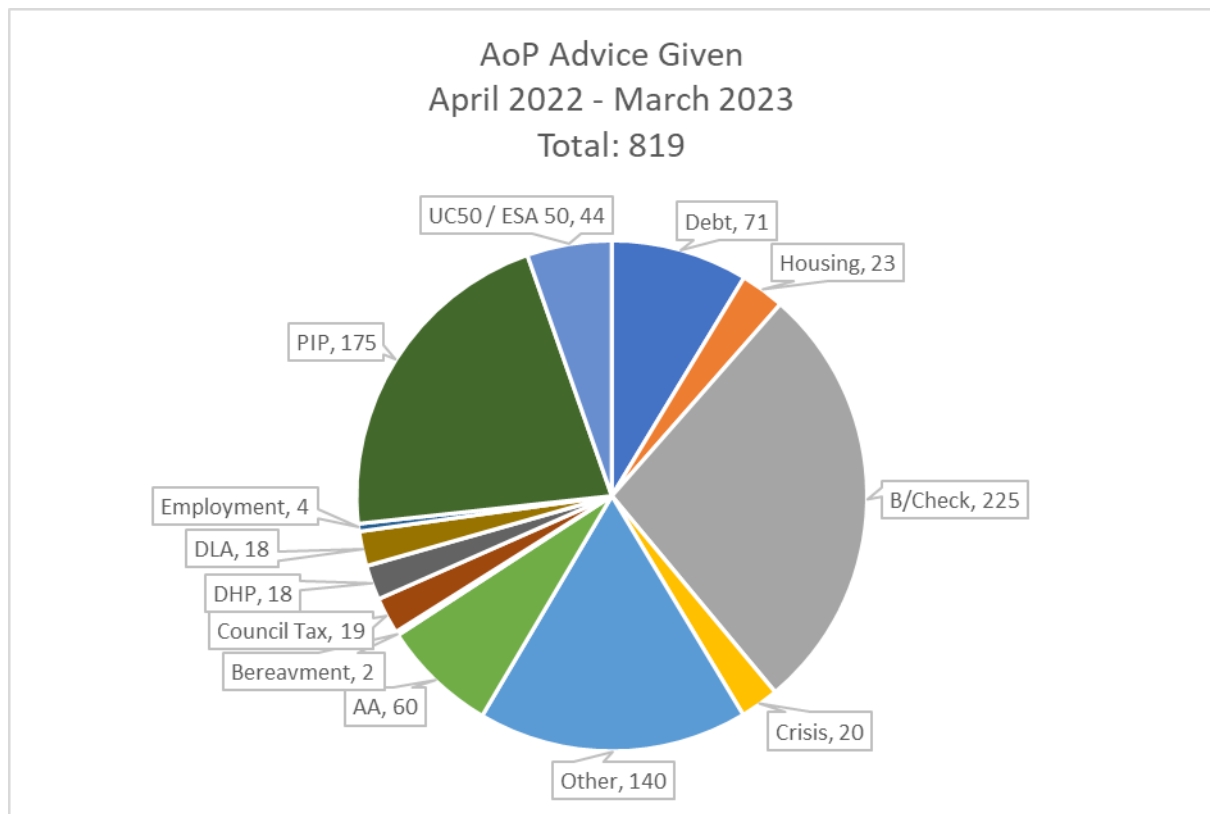
#### Advice on Prescription

The Advice on Prescription project is a social prescribing project and is delivered by two Advice on Prescription workers available to patients in each of the 6 GP surgeries in the Coalfields area. The project is grant funded by Sunderland Clinical Commissioning Group.

Advice on Prescription receives referrals from GPs and health professionals for patients who have low mood, anxiety or depression where causal factors may include worries about finances or debt.

Advice on Prescription has achieved recognition both with health professionals and with local people throughout the Coalfields area. The project has achieved all targets and made a significant impact by helping people claim their entitlement.

The Advice Workers use a casework approach to provide ongoing support to those who need it as this is particularly effective when helping people experiencing anxiety, low mood or depression as it gives continuity of support.



## SHINEY ADVICE & RESOURCE PROJECT

### THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)

YEAR ENDED 31 MARCH 2023

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#### Community, Enterprise and Volunteering

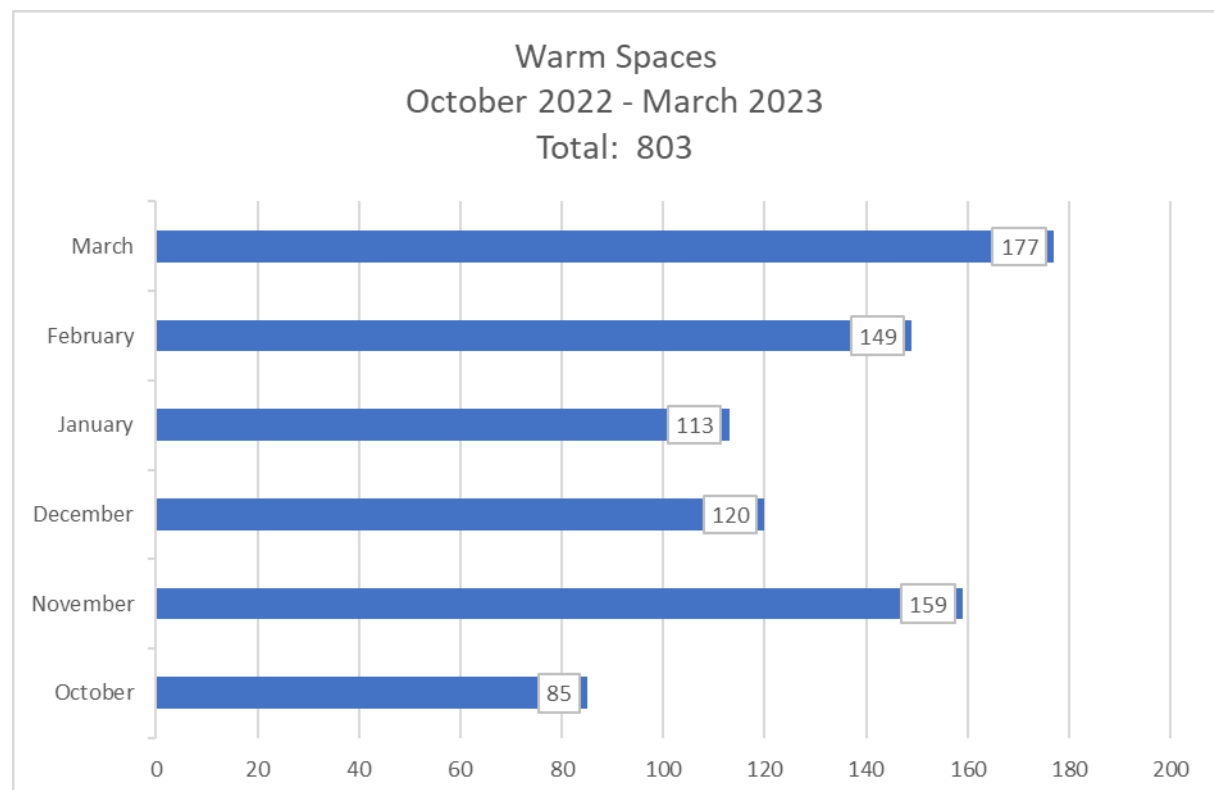
In the previous year we were fortunate to be awarded funding from the Norman Jackson Fund to fund a dedicated post of Volunteer and Centre Development Worker to develop our centre-based activities as well as recruiting and supporting volunteers.

Volunteers are a vital support to the work of ShARP and the running of the Shiney Things Charity Shop and the Community Library and we rely on their support to deliver our community events e.g. Shiney Row Christmas Lights Switch On, Shiney Marras Men's Group, holiday activities and fundraising events for other charities.

The Board is grateful for the support given to the organisation by our team of committed volunteers.

In response to the Cost of Living Crisis Sunderland City Council funded a number of centres to provide a Warm Space for those residents most affected. The ShARP centre provided a Warm Space Monday to Friday 9am-4.30pm offering warmth and food to local people. The ShARP advice team provided dedicated advice provision into other community based warm spaces to ensure that people were able to access support and advice about benefit entitlement and information on any grants available to them.

In that period of time 803 local people accessed the ShARP centre as a Warm Space.



**SHINEY ADVICE & RESOURCE PROJECT**  
**THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**  
**YEAR ENDED 31 MARCH 2023**

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**Funders and Supporters**

We would like to thank the following funders and supporters of ShARP

A local Community Trust through Tyne and Wear Community Foundation  
A local Charitable Trust through Tyne and Wear Community Foundation  
Age UK  
Back on the Map  
Bethany Church (Sunderland and Hetton)  
CHANCE  
Citizens Advice Bureau  
Durham Community Foundation  
Fiscus - ACES Partnership  
Garfield Weston Foundation  
Gentoo (Empower)  
Greggs Foundation  
Hetton New Dawn  
International Communities of Sunderland (ICOS)  
Nationwide Building Society Community Grant  
Norman Jackson Fund  
Rainbow Centre Children's Centre  
REEDS Grassroots Fund  
Springboard  
Sunderland City Council - Coalfields Area Committee Strategic Initiative Budget  
Sunderland City Council – East Area Committee Strategic Initiative Budget  
Sunderland City Council – (First Tier Welfare Rights)  
Sunderland City Council Public Health  
Sunderland City Council – Washington Area Committee Strategic Initiative Budget  
Sunderland Clinical Commissioning Group  
Sunderland International Bangladesh Centre  
Sunderland MIND  
The Henry Smith Charity  
Trusthouse Charitable Foundation  
Tyne and Wear Community Foundation  
Virgin Money Foundation and Clay Hill Trust  
Washington MIND  
YMCA Fencehouses

We are grateful for the support of our community and those businesses who support us through individual donations.

## **SHINEY ADVICE & RESOURCE PROJECT**

### **THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**

**YEAR ENDED 31 MARCH 2023**

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#### **Financial Review**

ShARP uses the Sage50 system which enables accurate and timely controls of finances. The Treasurer provides scrutiny to ensure that appropriate financial controls are in place, Chairs the Finance Sub Committee and ensures Board receives regular finance.

The Charity Shop Shiney Things generates unrestricted income which supports the work of ShARP.

Based on monies received and spent in the year ShARP has a deficit of £205,639 which has been funded by reserves brought forward. This is due in part to the requirement to record income in the year it is received rather than the year to which it relates. Towards the end of the 2021/22 financial year various funds were awarded and became due to the charity before 31<sup>st</sup> March 2022 in respect of future projects but were required to be accounted for as at 31<sup>st</sup> March 2022. This included £90,000 for Advice on Prescription together with grant funding of £50,000 from Nationwide Community Grant for Shiney Homes Advice Project which were for activities/projects running throughout 2022/23 and 2023/24.

#### **Reserves Policy**

The Balance Sheet shows that there are restricted funds of £188,083 and unrestricted funds of £308,825 of which £299,101 is designated leaving general funds of £9,724. The Trustees seek to build up unrestricted funds as reserves to cover 6 months running costs in line with recommendations from the Charities Commission.

#### **Plans for the Future 2023-2024**

Our core work has always been welfare rights advice. However, our success as an organisation stems from the use of community development principles and practice, flexibility and our ability to build relationships with the community, partners and funders. We will continue to ensure that these principles underpin our future development.

We will develop and deliver services in response to emerging need and local priorities as identified in future Community Consultations. We expect that the Cost of Living Crisis will impact on local people for some time to come and we will use our skills and expertise to mitigate the impact of this wherever we can.

We expect that there will be limited funding available in the next year, particularly, to support the core costs of the charity. This will be a challenge for us at a time when additional resources will be needed to help people adjust to and manage whatever circumstances they find themselves in as we go through this next period so we will continue to work with partners whenever we can to make the best use of limited resources.

We know that many local people are digitally excluded and we will focus attention on working to mitigate the impact of that. In line with our values local people will be encouraged to increase self-determination and develop the necessary skills to apply for and manage benefits online. This focus on increasing self-help is in line with ShARP's aims and objectives and will become necessary as Universal Credit is further embedded and other changes to benefits occur. We will work with other organisations to try new approaches to support local people as needed.

We will review and refresh the ShARP business plan and strategy to identify potential for growth and consolidation of all areas of the charities work.

We will update our website and social media to modern standards so that it is accessible on all devices and easy to navigate. We will also continue to respond to local residents to meet their needs in a holistic way and develop opportunities for them to meet informally and enjoy a range of activities in the centre, for example the community library, community activities and volunteering opportunities.

At this point, ShARP is in a strong position to face the future. We will maintain our proactive pursuit of relevant funding sources and explore any opportunities for enterprise development and further partnerships to secure longer term sustainability for the organisation.

**SHINEY ADVICE & RESOURCE PROJECT**  
**THE TRUSTEES' REPORT (INCORPORATING THE DIRECTOR'S REPORT)**  
**YEAR ENDED 31 MARCH 2023**

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**Statement of the Trustees Responsibilities**

Company Law requires the trustees 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 and of the surplus or deficit of the charitable company for that period. In preparing these financial statements, the Board is required to:

- \* select suitable accounting policies and then apply them consistently;
- \* make judgements and estimates that are reasonable and prudent;
- \* follow the recommendations of the Charity Commission and of the accounting profession with regard to the form and content of the financial statements and to disclose and explain any departures therefrom; and
- \* prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

**Risk Assessment**

The trustees have considered any risks to which the charitable company might be exposed and are satisfied that the administrative, investment and financial procedures which are in place minimise the risk of any loss to the charitable company.

**Exemption Statement**

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Signed on behalf of the Trustees

.....  
Clinton Leeks OBE  
Date:

# **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SHINEY ADVICE & RESOURCE PROJECT**

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I report on the financial statements for the year ended 31 March 2023, which comprise the statement of financial activities (including income and expenditure account), statement of financial position, and the related notes.

## **Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

## **Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## **Independent examiner's statement**

In connection with my examination, no matter has come to my attention to indicate that:

- accounting records have not been kept in accordance with section 386 of the Companies Act 2006;
- the accounts do not accord with such records
- where accounts are prepared on an accruals basis, whether they fail to comply with relevant accounting requirements under section 396 of the Companies Act 2006, or are not consistent with the Charities SORP (FRS102)
- any matter which the examiner believes should be drawn to the attention of the reader to gain a proper understanding of the accounts.

Alison Henshaw FCCA  
Torgersens  
Chartered Accountants  
East Suite, Ground Floor  
Avalon House  
St Catherines Court  
Sunderland  
SR5 3XJ

Date:

# SHINEY ADVICE & RESOURCE PROJECT

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>INCOME AND EXPENDITURE ACCOUNT</b>					
<b>Incoming resources</b>					
Donations and legacies	4	5,332	-	5,332	9,567
Charitable activities	5	29,000	157,129	186,129	426,924
Other trading activities	6	9,525	649	10,174	7,971
<b>Total incoming resources</b>		<u>43,857</u>	<u>157,778</u>	<u>201,635</u>	<u>444,462</u>
<b>Resources expended</b>					
Charitable activities	7	74,337	327,531	401,868	368,257
Other expenditure	9	5,406	-	5,406	4,680
<b>Total resources expended</b>		<u>79,743</u>	<u>327,531</u>	<u>407,274</u>	<u>372,937</u>
<b>Net incoming/(outgoing) resources</b>		(35,886)	(169,753)	(205,639)	71,525
<b>Transfers between Funds</b>		9,035	(9,035)	-	-
<b>Net movement in funds</b>		<u>(26,851)</u>	<u>(178,788)</u>	<u>(205,639)</u>	<u>71,525</u>
Total funds brought forward		335,676	366,871	702,547	631,022
<b>Total funds carried forward</b>		<u>308,825</u>	<u>188,083</u>	<u>496,908</u>	<u>702,547</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The notes on pages 16 to 26 form part of these unaudited financial statements.



**SHINEY ADVICE & RESOURCE PROJECT**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT 31 MARCH 2023**

	Note	£	2023 £	2022 £
<b>Fixed Assets</b>				
Tangible fixed assets	11		<b>299,101</b>	300,287
<b>Current Assets</b>				
Debtors	12	<b>13,390</b>		219,197
Cash at bank		<b>241,858</b>		203,053
Cash in hand		<b>438</b>		260
		<b>255,686</b>		422,510
<b>Creditors: amounts falling due within one year</b>	13	<b>(57,879)</b>		(20,250)
<b>Net Current Assets</b>			<b>197,807</b>	402,260
<b>Net Assets</b>			<b>496,908</b>	702,547
<b>Funds of the Charity</b>				
Designated reserves	16		<b>299,101</b>	300,287
Unrestricted funds - general	16		<b>9,724</b>	35,389
Restricted funds	17		<b>188,083</b>	366,871
<b>Total Funds</b>			<b>496,908</b>	702,547

The members of the committee are satisfied that the charitable company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for: (i) ensuring that the charitable company keeps proper accounting records which comply with section 386 of the Act; and (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus or deficit for the financial year in accordance with the requirements of section 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These unaudited financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These unaudited financial statements were approved by the trustees on \_\_\_\_\_ and are signed on their behalf by:

Clinton Leeks OBE  
Trustee

Company number 04769232

The notes on pages 16 to 26 form part of these unaudited financial statements.

# SHINEY ADVICE & RESOURCE PROJECT

## NOTES TO THE FINANCIAL STATEMENTS

### 31 MARCH 2023

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#### 1. General Information

The company is a private company limited by guarantee, registered in England and Wales, as well as being a registered Charity. The address of the registered office is 17 Beatrice Terrace, Shiney Row, Houghton-le-Spring, Tyne & Wear DH4 4QW.

#### 2. Statement of Compliance

The financial statements have been prepared in compliance with the provisions of FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

#### 3. Accounting Policies

##### *Basis of Accounting*

These financial statements have been prepared under the historical cost convention and in accordance with:

- i) the Statement of Recommended Practice, "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)";
- ii) the special provisions of Part 15 of the Companies Act 2006 ("the 2006 Act") relating to small companies; and
- iii) FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

The financial statements are presented in sterling (£), which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

##### *Tangible Fixed Assets*

All fixed assets are included at cost.

##### *Depreciation*

Depreciation is calculated to write down the cost, less estimated residual value of all tangible fixed assets over their expected useful lives. The rates generally applicable are:

Freehold Properties & Improvements	2% - 4% straight line
Fixtures, Fittings & Equipment	10% - 33.3% reducing balance
Property Refurbishment	6.67% straight line

##### *Recognition of Incoming Resources*

These are included in the Statement of Financial Activities (SOFA) when:

- \* the charitable company becomes entitled to the resources;
- \* the trustees are virtually certain they will receive the resources; and
- \* the monetary value can be measured with sufficient reliability.

Income is deferred only when the charitable company has to fulfil conditions before becoming entitled to it or when the donor specifies that it is to be expended in a future period.

##### *Investment Income*

Bank interest is included in the Statement of Financial Activities on the accruals basis.

##### *Donations, Legacies and Charitable Income*

This income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants receivable are credited to income immediately.

**SHINEY ADVICE & RESOURCE PROJECT**  
**NOTES TO THE FINANCIAL STATEMENTS**  
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**3. Accounting Policies (continued)**

***Going Concern***

There are no material uncertainties regarding the charity's ability to continue as a going concern.

***Financial Instruments***

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

***Defined Contribution Plans***

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as a finance cost in profit or loss in the period in which it arises.

***Expenditure***

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. All costs have been directly attributed to one of the functional categories of resources expended in the Statement of Financial Activities.

***Taxation***

Due to the company's charitable operations no corporation tax is payable on the results for the year.

***Funds Accounting***

Funds held by the charitable company are used for:

General fund comprises those funds which the principals are free to use in accordance with the charitable objectives.

Restricted funds are funds which are to be used for specific purposes as laid down by the donor or by the specific terms of the appeal under which the funds are raised. Expenditure which meets these criteria is charged to the fund, with a fair allocation of management and support costs.

Designated funds are unrestricted funds earmarked by the management committee for a particular purpose.

The capital fund reflects the net book value of tangible fixed assets owned by the charitable company less any monies owed in respect of the assets.

**4. Donations and legacies**

	<b>Unrestricted Funds £</b>	<b>Restricted Funds £</b>	<b>Total 2023 £</b>	<b>Total 2022 £</b>
<b>Donations:</b>				
Others	5,332	-	5,332	9,567
	<u>5,332</u>	<u>-</u>	<u>5,332</u>	<u>9,567</u>

Income from donations and legacies in 2022 was made up of unrestricted funds of £6,475 and restricted funds of £3,092.

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**5. Charitable activities**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
<b>Grants &amp; Contractors Services:</b>				
City of Sunderland - Contracted Services	-	86,002	86,002	172,003
Community Foundation	9,000	-	9,000	-
Community Foundation – WISP	-	5,000	5,000	-
Community Opportunities – CRF	5,000	-	5,000	-
Washington COVID-19 Mental Health Support	-	-	-	3,800
Co-op Local Community Fund	-	-	-	3,808
Sunderland City Council – West Advice Project	-	20,000	20,000	16,666
Sunderland City Council – Warm Spaces	15,000	-	15,000	-
Sunderland City Council – Advice in Warm Spaces	-	20,000	20,000	-
Sunderland City Council – Come On In	-	6,000	6,000	-
Shiney Homes Advice	-	-	-	50,000
Empower	-	3,000	3,000	-
Springboard	-	-	-	8,506
Client Emergency Funding	-	620	620	-
Sunderland City Council – WISP	-	15,007	15,007	17,460
Sunderland CCG	-	-	-	90,000
Henry Smith Community Foundation	-	-	-	23,000
COVID-19 Champions Project	-	1,500	1,500	11,032
Back In The World	-	-	-	30,049
Opencast Community Foundation	-	-	-	1,500
NHS Path to Excellence	-	-	-	(900)
	<u>29,000</u>	<u>157,129</u>	<u>186,129</u>	<u>426,924</u>

Income from charitable activities in 2022 was made up of unrestricted funds of £23,600 and restricted funds of £403,324.

**6. Other trading activities**

	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
Room hire and use of facilities	1,670	-	1,670	925
Miscellaneous income	984	649	1,633	2,278
Library	230	-	230	71
Shop	6,535	-	6,535	4,697
Interest received	106	-	106	-
	<u>9,525</u>	<u>649</u>	<u>10,174</u>	<u>7,971</u>

Income from other trading activities in 2022 was made up of unrestricted funds of £7,421 and restricted funds of £550.

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**7. Charitable Activities**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Bank and visa charges	269	-	269	264
Insurance	2,170	911	3,081	2,882
Printing, postage and stationery	3,278	-	3,278	2,054
Telephone	4,129	1,226	5,355	3,908
Rates	842	-	842	625
Heat, light and water	12,874	-	12,874	7,860
Repairs and renewals	4,255	-	4,255	7,580
Miscellaneous expenses	3,380	29	3,409	2,960
Depreciation	12,783	-	12,783	12,837
Advertising	-	74	74	670
Subscriptions	923	1,140	2,063	2,105
Wages, national insurance and pension	14,387	216,347	230,734	191,994
Staff and volunteer expenses	385	50	435	122
Legal and professional	5,952	-	5,952	4,676
Computer software	8,443	650	9,093	8,217
Meeting	267	-	267	38
Project costs	-	107,104	107,104	119,465
	<u>74,337</u>	<u>327,531</u>	<u>401,868</u>	<u>368,257</u>

Expenditure on charitable activities in 2022 was made up of £113,821 unrestricted and £254,436 restricted funds.

**8. Staff costs**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Gross wages, salaries and benefits in kind	217,431	189,791
Employers national insurance cost	12,123	8,870
Employers pension contributions	3,457	2,445
SMP recovered	(2,277)	(9,112)
	<u>230,734</u>	<u>191,994</u>

	<b>2023</b>	<b>2022</b>
The average number of employees in the year	<u>11</u>	<u>10</u>

No employee received more than £60,000 during the year (2022: none).

The trustees received no remuneration during the year (2022: £nil).

No other costs were reimbursed to trustees. (2022: £nil).

**Key Management Personnel**

Key management personnel comprises of one employee that has authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation cost in respect of key management personnel for services provided to the charity was £47,714 (2022: £54,253).

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**9. Other expenditure**

	<b>Unrestricted 2023</b>	Unrestricted 2022 £
Independent examination	<u><b>5,406</b></u>	<u>4,680</u>

Other services provided by the Independent Examiner which are included within Legal & Professional fees are; Payroll £798 (2022: £648), P11D preparation £114 (2022: £102), Confirmation statement preparation £30 (2022: £30)

**10. Corporation tax**

The charitable company is exempt from taxation under Section 505 of the Income and Corporation Taxes Act 1988.

**11. Tangible fixed assets**

	<b>Property Improvement £</b>	<b>Freehold property £</b>	<b>Fixtures, Fittings And Equipment £</b>	<b>Total £</b>
<b>Cost or valuation</b>				
At 1 April 2022	31,050	375,466	53,992	460,508
Additions	11,597	-	-	11,597
Disposals	-	-	-	-
<b>At 31 March 2023</b>	<u>42,647</u>	<u>375,466</u>	<u>53,992</u>	<u>472,105</u>
<b>Depreciation</b>				
At 1 April 2022	14,252	103,716	42,253	160,221
Charge for year	2,843	7,650	2,290	12,783
Disposals	-	-	-	-
<b>At 31 March 2023</b>	<u>17,095</u>	<u>111,366</u>	<u>44,543</u>	<u>173,004</u>
<b>Net book value</b>				
<b>At 31 March 2023</b>	<u><b>25,552</b></u>	<u><b>264,100</b></u>	<u><b>9,449</b></u>	<u><b>299,101</b></u>
<b>At 31 March 2022</b>	<u>16,798</u>	<u>271,750</u>	<u>11,739</u>	<u>300,287</u>

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**12. Debtors**

	2023	2022
	£	£
Other debtors	8,457	209,777
Prepayments and accrued income	4,933	9,420
	<u>13,390</u>	<u>219,197</u>

**13. Creditors: amounts falling due within one year**

	2023	2022
	£	£
Other creditors	943	1,021
Accruals	22,213	6,309
Trade creditors	30,502	10,744
Wages	4,221	2,176
	<u>57,879</u>	<u>20,250</u>

**14. Related Party Transactions**

Transactions with related parties are required to be disclosed under FRS 102. During the year there were no related party transactions. (2022 £nil)

**15. Analysis of net assets between funds**

	Restricted Reserves	General Reserves	Designated Reserves	Total Funds
	£	£	£	£
Tangible fixed assets	-	-	299,101	299,101
Current assets	188,083	67,603		255,686
Current liabilities	-	(57,879)	-	(57,879)
	<u>188,083</u>	<u>9,724</u>	<u>299,101</u>	<u>496,908</u>

**Analysis of net assets between funds – previous year**

	Restricted Reserves	General Reserves	Designated Reserves	Total Funds
	£	£	£	£
Tangible fixed assets	-	-	300,287	300,287
Current assets	366,871	55,639	-	422,510
Current liabilities	-	(20,250)	-	(20,250)
	<u>366,871</u>	<u>35,389</u>	<u>300,287</u>	<u>702,547</u>

**SHINEY ADVICE & RESOURCE PROJECT**  
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**16. Unrestricted reserves**

	Balance @ 01.04.22 £	Incoming Resources £	Resources expended £	Transfers between funds £	Balance @ 31.03.23 £
<b>Designated reserve</b>					
Capital fund	300,287	-	(12,783)	11,597	299,101
<b>Unrestricted funds</b>					
General funds	35,389	43,857	(66,960)	(2,562)	9,724
Total unrestricted funds	<u>335,676</u>	<u>43,857</u>	<u>(79,743)</u>	<u>9,035</u>	<u>308,825</u>

**Unrestricted reserves – movement in previous year**

	Balance @ 01.04.21 £	Incoming Resources £	Resources expended £	Transfers between funds £	Balance @ 31.03.22 £
<b>Designated reserve</b>					
Capital fund	312,598	-	(12,837)	526	300,287
<b>Unrestricted funds</b>					
General funds	104,436	37,496	(105,664)	(879)	35,389
Total unrestricted funds	<u>417,034</u>	<u>37,496</u>	<u>(118,501)</u>	<u>(353)</u>	<u>335,676</u>

The designated reserve represents the net book value of capital items.

General funds are funds available for the charitable company to use for the purposes of the charitable company without restriction.



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**17. Restricted funds**

	<b>Balance @ 01.04.22 £</b>	<b>Incoming Resources £</b>	<b>Resources expended £</b>	<b>Transfers between funds £</b>	<b>Balance @ 31.03.23 £</b>
City of Sunderland	144,125	86,622	(201,170)	-	29,577
Back on the Map	8,988	-	(759)	-	8,229
Sunderland City Council – WISP	7,839	20,007	(15,257)	-	12,589
Washington COVID-19 Mental Health Support	5,332	-	(5,332)	-	-
Sunderland CCG	100,084	-	(50,398)	-	49,686
Sunderland City Council & Springboard – RU Ready for UC	3,648	-	(3,648)	-	-
COVID-19 Champions Project	3,765	1,500	(5,265)	-	-
Co-op Community Fund	3,808	649	(1,280)	-	3,177
Back in the World	30,049	-	(7,576)	-	22,473
Sunderland City Council – West Advice Project	6,166	20,000	(21,666)	-	4,500
Shiney Homes Advice	50,000	-	(11,110)	-	38,890
Haswell Family	3,032	-	-	-	3,032
Roof Repairs	35	-	-	(35)	-
Warm Spaces – Advice	-	20,000	(4,070)	-	15,930
Empower	-	3,000	-	(3,000)	-
Sunderland City Council – Come on In	-	6,000	-	(6,000)	-
<b>Total restricted funds</b>	<b>366,871</b>	<b>157,778</b>	<b>(327,531)</b>	<b>(9,035)</b>	<b>188,083</b>

**SHINEY ADVICE & RESOURCE PROJECT**  
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**Restricted funds – movement in previous year**

	Balance @ 01.04.21 £	Incoming Resources £	Resources expended £	Transfers between funds £	Balance @ 31.03.22 £
City of Sunderland	107,866	172,003	(135,744)	-	144,125
Back on the Map	9,148	-	(160)	-	8,988
Sunderland City Council – WISP	-	17,460	(9,621)	-	7,839
Sunderland City Council – Targeted Project	12,500	-	(12,500)	-	-
Washington COVID-19 Mental Health Support	4,000	3,800	(2,468)	-	5,332
Sunderland CCG	39,282	90,000	(29,198)	-	100,084
Sunderland City Council & Springboard – RU Ready for UC	-	8,506	(4,858)	-	3,648
Sunderland City Council – Increasing Capacity & Improve Customer Resilience	40,000	-	(40,000)	-	-
Mickey’s Place	912	-	(1,200)	288	-
Community Hub	280	25	(370)	65	-
COVID-19 Champions Project	-	11,032	(7,267)	-	3,765
Co-op Community Fund	-	3,808	-	-	3,808
Sunderland City Council – Christmas Event 2021	-	550	(550)	-	-
Back in the World	-	30,049	-	-	30,049
Sunderland City Council – West Advice Project	-	16,666	(10,500)	-	6,166
Shiney Homes Advice	-	50,000	-	-	50,000
Haswell Family	-	3,032	-	-	3,032
Roof Repairs	-	35	-	-	35
Total restricted funds	<u>213,988</u>	<u>406,966</u>	<u>(254,436)</u>	<u>353</u>	<u>366,871</u>

**SHINEY ADVICE & RESOURCE PROJECT**  
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**18. Restricted reserves - *continued***

City of Sunderland provided funding for small community projects.

Back on the Map have provided funds to help deliver Welfare Benefits and Debt Advice to clients of the charity.

Sunderland City Council provided funding for delivery of the Washington Individual Support Project (WISP) to deliver advice services to engage and support people presenting to other agencies in acute crisis.

Sunderland City Council Targeted project provided funding to address the issue of fuel poverty often experienced by families where children are entitled to free school meals. Eligible families with a pre-payment meter were offered a £10 fuel voucher to assist with the cost of their fuel. They were also provided with a Benefit Check to see that they had their full benefit entitlement in place.

Washington COVID-19 Mental Health and Wellbeing Support offered funding to promote the wellbeing of residents in the Washington area, particularly those who are most vulnerable during the pandemic, and tackling mental health problems by delivering focused programmes which provide a range of services.

Sunderland CCG provided funds to the Advice on Prescription project which offers free and confidential advice to patients of six GP surgeries in the area. The transfer represents the capital additions purchased for this project. Comic Relief also provided funding towards Advice on Prescription in the prior year.

Sunderland City Council Coalfield Area Committee provided funding to work in partnership with Springboard to deliver R U Ready UC to provide advice on welfare rights and benefits specifically Universal Credit. This includes developing IT skills, CV preparation and training in preparation for employment or further training.

Sunderland City Council Increasing Capacity and Improve Customer Resilience provided funding to increase capacity in the First Tier provision in recognition of the need for welfare rights, benefit, debt and employment advice for those living with the impact of COVID-19.

Sunderland City Council Neighbourhood Fund and Community Chest have provided funding for Mickey's Place project working in partnership with St Michael's and All Angels providing healthy action in the community.

Community Hub and Room Hire (Virtual School) represents rental income received specifically for the Virtual and Link schools.

Covid 19 Champions - In response to the high levels of support needs some residents had following COVID Sunderland City Council funded a number of time limited projects across the city to provide targeted support. In order to maximise the resource in Washington ShARP joined a partnership with SNCBC/Community Opportunities (Lead Partner), Washington Mind and the Millennium Centre.

Co-op Community Fund represents a grant that has contributed to funding the activities of the weekly Shiney Marras men's group.

Sunderland City Council provided a grant of £550 in the previous year to ShARP to fund the community activities delivered for the Shiney Row Christmas Lights Switch on in 2021.

Warm spaces advice – Funds towards an advice worker to support residents using warm spaces in the city.

# SHINEY ADVICE & RESOURCE PROJECT

## NOTES TO THE FINANCIAL STATEMENTS

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#### 17. **Restricted reserves - *continued***

Back in the World - From the start of COVID-19 lockdowns and restrictions starting in March 2020 ShARP continued to deliver its advice services and attempted to maintain contact with vulnerable members of the community via doorstep visits. However, our support was limited by COVID restrictions on meeting people, recruitment of new volunteers, difficulties that many members of the community experience in accessing digital services and more recently anxiety and poor mental health following lengthy periods of isolation. Prior to COVID we had 25 volunteers but this has reduced to 5, these remaining volunteers working predominantly inside the charity shop. It has become much more difficult to recruit volunteers or expand volunteer opportunities especially in community development activities due to anxiety about COVID infection. With grant funding from The Norman Jackson Fund we propose to overcome this by implementing a new project 'Back to the World' which will focus on creating new community development activities supported by volunteers who will be able to access support and training opportunities leading to paid work and/or further training. We will expand our pool of volunteers by providing a clear volunteer pathway into employment and/or training. The focus of the volunteering will include community development activity to encourage isolated members of the community to take part in group activities in addition to supporting our existing community library and charity shop. A key aspect of this work will involve the recruitment of a volunteer support worker to oversee the recruitment, training and placement of all volunteers.

West Advice Project - The Sunderland West Area Committee decided to fund a new project to meet the needs of residents who were impacted by COVID-19 either through health issues, losing employment, having to claim benefits for the first time etc. The project provided access to a specialist Advice Worker and additional advice capacity to help with employment advice, complex welfare rights and benefits issues and support with challenging decisions made by DWP. This project is managed by ShARP as part of the partnership with Pallion Action Group.

Shiney Homes Advice Project (SHAP) - This is a new project for ShARP funded for 2 years (April 2022 – March 2024) by a donation from Nationwide Building Society through Charities Trust. SHAP will address an increasing need seen in the local area over the last 2 years for help with housing related issues. The project will provide a dedicated qualified Advice Worker to support local people by helping them to avoid losing their home through eviction, helping them into a home and supporting them to thrive within their homes. The Advice Worker will provide housing related and debt advice, based alongside the core advice team and receive housing related referrals from them and external partners including local GPs, Social Prescribers, Sunderland City Council, Wearside Women in Need, JobCentre Plus, schools and foodbanks. Shiney Homes Advice Project will use a casework approach to deliver a personalised advice service to vulnerable people at risk of homelessness, in arrears with rent and will link with SCC Accredited Landlord Scheme, Access to Housing, Gentoo and Shelter to ensure people have the best chance of having a place fit to call home.

The Haswell Family donated funds to be used for something special in memory of Barbara Haswell.

Small donations were received in the previous year towards the roof repairs.

Sunderland City Council Welcome – Come on In Project provided funds which were used to purchase a new door at ShARP

Empower Local Community Fund awarded a grant to cover costs relating to the purchase of the new front door at ShARP

#### 18. **Company Limited by Guarantee**

The charitable company is limited by guarantee in that every member undertakes to contribute such amounts as may be required in the event of the charitable company being wound-up, for the payments of the debts, liabilities and the cost of winding up not exceeding £1 per member.