

Company registration number: 3396688

Charity registration number: 1068647

Harbour Place Grimsby

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2020

Forrester Boyd
26 South Saint Mary's Gate
Grimsby
North East Lincolnshire
DN31 1LW

Harbour Place Grimsby

Contents

Reference and Administrative Details	1
Trustees' Report	2 to 12
Independent Examiner's Report	13
Statement of Financial Activities	14 to 15
Balance Sheet	16
Notes to the Financial Statements	17 to 27

Harbour Place Grimsby

Reference and Administrative Details

Trustees	S Beasant
	A Brown
	A Burley
	J Hodson
	C Parkin
	S Shreeve
	D Humphrey
	J Younger
Senior Management Team	R Barr
	D Carlile
Principal Office	The Hope Centre Hope Street Grimsby DN32 7QL
	The charity is incorporated in England.
Company Registration Number	3396688
Charity Registration Number	1068647
Solicitors	Wilkin Chapman LLP
	Cartergate House
	26 Chantry Lane
	Grimsby
	North East Lincolnshire DN31 2LJ
Independent Examiner	Forrester Boyd
	26 South Saint Mary's Gate
	Grimsby
	North East Lincolnshire DN31 1LW

Harbour Place Grimsby

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2020.

Trustees

S Beasant

A Brown

A Burley

J Eatock (resigned 28 September 2020)

D Hampson (appointed 13 January 2020 and resigned 14 June 2021)

J Hodson

C Parkin (appointed 27 February 2020)

S Shreeve

D Humphrey (appointed 12 April 2021)

J Younger (appointed 10 May 2021)

Objectives and activities

Objects and aims

Harbour Place's core objectives remain unchanged from previous years; focussed upon improving health, well-being and employability skills of the homeless and disadvantaged people of North East Lincolnshire (NEL). As is set out in greater detail later in this report, the activities of our charity have extended following the move to new premises and now include a full time Night Shelter facility, Street Outreach teams and other support services.

Public benefit

The Trustees have had due regard to guidance published by the Charity Commission (CC) on public benefit. Trustees believe that the objectives and activities identified below, along with the outcomes achieved through the activities and support provided by staff and volunteers, demonstrate how the charity brings benefit to the public.

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Geographical Profile of the Project

HP operates in NEL situated on the east coast of England at the mouth of the Humber Estuary, covering an area of 74 square miles (192 sq. km). It is an area that not only presents challenges, but also potential. It includes the port towns of Grimsby and Immingham, the seaside resort of Cleethorpes, a range of villages of varying size and composition, and the attractive landscape of the Lincolnshire Wolds. According to the 2011 Census, the population of NEL was 159,616, of which about 1.4% is from minority ethnic communities. Around 122,000 live in the Grimsby / Cleethorpes conurbation, 10,000 in Immingham, and the remainder in rural settlements. A lower percentage of the population is within the 20-34 age range when compared to national and regional averages. This indicates the difficulty of retaining younger adults and graduates within the area.

Harbour Place Grimsby

Trustees' Report

Premises

Harbour Place is based at The Hope Centre, Hope Street Grimsby. These premises are secured by a long-term lease at a nominal annual rent, which is less than 5% of the commercial annual rental for such a property.

These premises include areas set aside for Night Shelter accommodation, along with a shower block, a kitchen serving a café area, other areas for service users to relax and receive support, plus various other areas for staff use.

During the period of reporting, Harbour Place continued to lease premises at 42 Albert Street West, which were used for additional storage plus specific project work. This lease expired on 18th September 2021 and was not renewed. Harbour Place issued all appropriate notices to the landlord and vacated the premises before the end of the lease. The Trustees believe that there is further potential at the Hope street premises and will consider further adaptation and development of these premises in the future

Harbour Place Grimsby

Trustees' Report

Staff, Volunteers and Opening Hours

During 2020, the staff team consisted of:

- A full-time Project Director
- A full-time Project Manager (who is also our Rough sleeping Co-Ordinator)
- an Outreach/Support Team of 8 (6 full-time and 2 part-time)
- 4 Night Shelter supervisors (full-time on rotation)
- 1 part-time administrator and 1 part-time cleaner

In late 2020, the Outreach/Support Team reduced by 1 full-time person.

Throughout the year, these staff were ably assisted by our team of volunteers, all of whom have been through a full induction and receive regular additional training. Over the year, the volunteer pool consisted of approximately 10 individuals.

Since opening in September 2018, our 15 bed Night Shelter facility operated every night of the year (including Christmas), but Government Guidance due to the Covid-19 pandemic resulted in this facility being forced to close. The way in which we adapted our services and the facilities at the Hope Centre are covered later in this report, but we are pleased to report that our new 10 bed Night Shelter facility opened in December 2020 and once again is open every night of the year.

Clients using this facility receive an evening meal and breakfast, have the use of the shower facilities, access to clean clothing and receive ongoing support. They each now have their own bedroom and have to abide by our Covid-19 protocol.

During the day, the centre is staffed during office hours on weekdays. Clients can visit during these hours for specific support from our staff and in order to register for the Night Shelter. Like the Night Shelter, client visits in the daytime are subject to our Covid-19 protocol, including a limit to the number of clients allowed in the Hope Centre at any one time.

Outreach tours continue to be conducted at varying times of the day and evening during the week and at weekends.

During 2021, we have continued to review our Covid-19 protocol, always prioritising the safety of staff, volunteers and clients. Whilst this continues to affect the more social aspects of the Hope Centre for clients, our team has worked very hard to ensure that it has not compromised one-to-one support for our clients during a very challenging period.

Harbour Place Grimsby

Trustees' Report

Volunteering

There has been a steady increase in volunteer numbers in the first quarter of 2020 due to a campaign to increase volunteer numbers, but many of these volunteers were unable to attend the Hope Centre from April onwards due to the risks presented by the Covid-19 pandemic. We have kept in contact with our volunteers and most have returned to the Hope Centre during summer 2021.

In addition to the 'traditional' volunteer, HP continues to encourage Service Users to volunteer and will support them as they develop their skills. Training opportunities are provided to all volunteers by HP whenever possible and we remain very focussed on providing positive and enriching experiences for our volunteers.

After an extremely challenging period for so many people during this pandemic, we are very much focussed on building volunteer numbers and enhancing the volunteer experience and have just recruited a new Volunteer Co-Ordinator.

HP has regularly provided Social Work placement opportunities over recent years for students from the University of Hull. We did not have any student placements during 2020, but these have resumed in 2021. HP continues to have a member of staff on the Practice Quality Assurance Panel and the Social Work Support and Suitability Panel at the University of Hull.

Staff Team

2020 provided great challenge for our Staff Team. They continued to provide vital frontline services for vulnerable people during a pandemic. Whilst we have taken every measure possible to mitigate risk for both staff and clients, this was undoubtedly a frightening time and the team took every challenge in their stride. They also were extremely flexible in adapting working hours and developing new methods of providing support.

Our Project Director Robin Barr has very much led the way on this, also working closely with our Project Manager Dave Carlile and our Chair of Trustees. Robin has been in regular contact with colleagues at NELC and Public Health to ensure that we developed the best practice possible to enable staff to provide vital support with minimal risk.

Elizabeth Robinson left Harbour Place in August 2020 and Kathryn Atkinson left in October 2020. We would like to thank them both for their service and wish them well in their future careers.

As a result of these changes, former volunteer Robert Ridley progressed from relief work to a part-time role and Robert has since progressed to a full-time role in 2021. We also welcomed Jordan Bowles to our team in December 2020 as a relief worker.

More than ever, the Trustees would like to reaffirm that we are extremely proud of our staff team. Their flexibility, dedication and diligence remains clear for all to see and they make such a positive difference to so many people.

Harbour Place Grimsby

Trustees' Report

Trustees

Jane Eatock resigned as Trustee at the end of September 2020. During her time on the Board, Jane was a strong contributor as Harbour Place transformed its structure and service offering. Jane left due to other commitments, particularly as Managing Partner at Wilkin Chapman Solicitors.

David Hampson resigned as Trustee in June 2021, also due to other commitments.

Jane and David remain keen supporters of Harbour Place and the Board would like to place on record their heartfelt thanks for their service as Trustees.

Dan Humphrey joined as Trustee in April 2021. Dan is a lawyer, specialising in Planning and Development. Dan has previously served as a Board member for other local charities and community organisations and will be a great addition to our Board.

Jodie Younger joined as Trustee in May 2021. Jodie is a Chartered Accountant and Director of Finance at Enquire Learning Trust. Jodie is very passionate about the local community and will further enhance the Financial and Strategic skills base on the Board.

Grant Funding

During 2020, Harbour Place received £305,503 under the Rough Sleeper Initiative (RSI). These funds are received as part of a joint proposal with North East Lincolnshire Council (NELC) to bid for funding made available via the Ministry of Housing, Communities and Local Government (MHCLG) to specifically tackle rough sleeping.

The structure of this bid is such that NELC submits the bid to MHCLG, with HP nominated as their designated key service provider. NELC also secured additional funding within their RSI bids to meet the cost of a drug and addiction worker, based at The Hope Centre but employed by a third party.

RSI funding has been secured until 31st March 2022 (on the provision that agreed outcomes are achieved) and HP will receive £329,750 of RSI funding for that year.

Other grant funds received during 2020 include:

- £30,000 from Tudor Trust
- £35,000 from Homeless Link for Covid-19 adaptations to the Hope Centre
- £10,000 from Big Lottery
- £5,500 from NELC as part of the 'Everyone In' initiative

HP has submitted strong bids for further significant grant funding during 2021 and a couple of these are in the latter stages of consideration by the potential grant funders. All grant funders are reporting that demand exceeds availability of funds by significant multiples, but the two funders who we are currently in the latter stages with have been very positive about our proposals.

The Trustees would like to acknowledge that funding from these organisations is vital to HP being able to continue to provide support to so many vulnerable people. It should also be acknowledged that the success of these bids can be attributed to the diligence of our Senior Management Team in preparing the bids and also the excellent outcomes for our clients which can be demonstrated over a number of years.

Harbour Place Grimsby

Trustees' Report

Fundraising

The Trustees are very aware that HP cannot rely on grant funding alone and we are fortunate to enjoy the continuing support of local businesses and the wider community. The generosity of everyone who supports our organisation is greatly appreciated.

Having significantly developed our fundraising activities in 2019, the national restrictions arising due to the Covid-19 pandemic resulted in the cancellation of all our planned fundraising events. Sadly, included within our cancelled events was the Annual Fundraising Dinner.

The pandemic provided an unprecedented financial challenge to our local business community, which understandably resulted in a significant reduction in fundraising by local businesses.

As a result of these challenges, our income from fundraising and other trading activities fell 70% from £46,433 in 2019 to £14,099.

On a more positive note, the pandemic resulted in a strong focus from within communities on supporting local charities and this resulted in a significant increase in donations. During 2020, HP received donations totalling £40,153 compared to £29,314 in 2019, an increase of 37% over the prior year.

We are extremely thankful to our local community for such outstanding support. We also would like to thank our fundraising and social media team for ensuring that our local community remained very much aware of Harbour Place and the work that we were doing.

2021 is proving equally as challenging in terms of fundraising. The combination of the lockdown in the first half of 2021 and continued challenges in terms of the risk presented by large gatherings along with the financial impact of the pandemic within our local community has made it very difficult to plan any major events. We are more optimistic about 2022, when we will be celebrating our 25th anniversary and we are planning multiple events to mark this significant milestone.

The Trustees continue to believe that it is essential that HP continues to maintain a strong profile in the community - both to enhance fundraising revenue and also to further develop strong, positive awareness of HP and the difference that we make to so many lives.

Harbour Place Grimsby

Trustees' Report

Achievements and Performance

2020 has been a challenging year and the pandemic clearly impacted significantly on the way we could deliver services, particularly in relation to the Night Shelter. Whilst the Night Shelter operated with over 90% occupancy during the first 2 months of the year, "lock-down" and specific guidance from the Government effectively closed our Night Shelter on 23rd March.

Initially, we provided temporary accommodation for a small group of Clients, with the Hope Centre being staffed on a 24/7 basis. However, these individuals were all allocated alternative accommodation by early May and thereafter the Night Shelter remained closed until 21st December.

Throughout the period that the Night Shelter was closed, our Night Staff sadly had to be furloughed. However, in every other respect our entire staff team remained at work throughout the pandemic and went above and beyond the call of duty to support our Clients. Our team worked closely with Partners to find innovative and effective ways to support Clients throughout this challenging period.

Throughout the crisis, we worked as close partners of the Local Authority to identify accommodation for all Rough Sleepers as part of the essential "Everyone In" initiative. Our Support Workers provided comprehensive support to individuals placed in temporary accommodation, including assistance liaising with harm reduction services, re-engaging with health services and families. The focus of the support was to assist individuals to maintain their accommodation long-term and to create an environment that enabled them to make positive changes in their lives.

From late March onwards, our Team were supporting over 50 individuals in temporary accommodation each month, and in June alone, completed 168 appointments / support sessions with Clients. Throughout the whole of 2020, support remained consistently high.

Further, despite huge efforts made to accommodate all Rough Sleepers, our Outreach Team supported a small but significant number of Rough Sleepers who were unwilling or unable to fully utilise or maintain the accommodation offered to them.

Sadly, numbers back on the streets increased during late summer, so we allocated our services over 2 sites, keeping Colleagues separate as part of our Covid precautions and based our Outreach Team at our Albert Street West site. Adhering to safe working practices at all times, our Outreach Team provided services to this group, facilitating showers, providing hot meals and access to harm reduction and health services. The core aim being to keep both Clients and the wider Community safe, working to encourage Clients "off the streets" and into accommodation.

Harbour Place Grimsby

Trustees' Report

During the last quarter of the year, the Outreach Team saw 77 different Clients, providing support on benefits, housing and mental health. Further, a colleague from WAWY who was co-located with Harbour Place was able to provide face to face support which had previously only been available over the phone.

Of these 77 Clients seen, 45 were Rough Sleeping and 32 were sofa surfing.

During a period when most other services were still unable to operate, we were able to provide over 140 showers and 339 hot meals to some of the most vulnerable in the Community.

Following a successful bid to MHCLG for funding and an enormous "Team" effort from the Trustee Board, Volunteers and Staff, significant adaptations were made to the Hope Centre during November and December, so that the Night Shelter was able to open again on 21st December.

Whilst sadly we had to reduce the capacity from 15 to 10, the accommodation is now provided in single occupancy rooms, and the feedback from Clients has been universally positive. Over the course of the year, over 140 new Clients registered with Harbour Place, and during the 7 months the Night Shelter was closed, Staff undertook an average of 180+ Client appointments / support visits / interactions a month.

During 2020, in addition to chairing fortnightly Providers Meetings, we maintained and further strengthened our co-working with other Key Agencies within the Sector, including:

- NEL's Homelessness Prevention Service
- Navigo
- We Are With You (WAWY)
- CAB
- Focus Adult Social Care
- Grimsby Job Centre Plus
- YMCA
- Salvation Army
- Humberside Police

Harbour Place Grimsby

Trustees' Report

Financial review

The Trustees are pleased to report a surplus of £25,850 for the year ended 31st December 2020. Whilst we have recorded a surplus for the second consecutive year, this should be viewed in the context of a significant deficit in 2018, plus ongoing financial challenges resulting from the Covid-19 pandemic, as described earlier within this report.

The surplus for this year has resulted from a combination of factors: the ability to adapt our service provision under RSI whilst the Night Shelter was closed; furloughing our Night Shelter team for several months; securing other grant funding and the exceptional financial support from our local community.

Total revenue grant funding in the year totalled £399,936, compared to a 2019 total of £374,635. However, it should be noted that the 2020 figure includes a £35,000 grant towards the costs of adapting the Hope Centre so that we could re-open our Night Shelter in December 2020. The cost of these adaptations was £36,908. Thus, revenue grants in 2020 represented 86% of running costs compared to 87% of running costs in 2019.

Fundraising, donations and trading activities in 2020 generated a gross income of £54,252. This compares to a gross income of £75,747 in 2019 (less direct expenditure of £6,922 in respect of the Annual Fundraising Dinner).

Bank interest rates remain low and interest received totalled £51 (2019: £51). The Trustees remain committed to exploring alternative investment strategies, but these are obviously limited because any investment must be on the strict proviso that any investment does not present any risk to the capital sum invested and must be relatively liquid. The Trustees have been very cognisant of the need for strong liquidity during this challenging period, but we expect a significant new investment strategy to commence by the end of 2021.

Income for 2020 also includes funding received from the Coronavirus Job Retention Scheme (CJRS), totalling £38,643.

Staff costs continue to represent around 85% of our regular ongoing expenditure and totalled £361,339 in 2020, compared to £369,589 in 2019. This slight reduction reflects a small reduction to pay for those staff members who were furloughed for around 7 months during the year. Staff cost for 2020 net of CJRS funding totalled £322,696.

As highlighted above, expenditure in 2020 also included £36,908 for the adaptations to the Hope Centre. These adaptations included the creation of 8 separate bedrooms within the previous dormitory areas, ventilation improvements and the creation of an additional wet room with shower and WC.

Other expenditure remained comparable to levels in previous years.

The resultant surplus for 2020 has had a positive impact upon reserves, which remain at a sustainable level, although we shall continue our efforts to strengthen them further over future years in order to meet our Reserves Policy.

Policy on reserves

Our aim is to build up income and expenditure reserves representing 6 to 12 months of expenditure to allow the charity to continue with planned activities.

Harbour Place Grimsby

Trustees' Report

Plans for future periods

The Year Ahead

2021 has remained very challenging for everyone within our community as we began the year with another national lockdown. However, the success of the vaccination programme has given us a more optimistic outlook for 2022 and beyond.

The re-opening of the Night Shelter has been a great success and the adaptations necessary due to Covid-19 have enhanced the client experience. It is clear to see how clients really enjoy and appreciate having their own private space and this is clearly a more positive start to their journey off the streets. The downside of these adaptations is that it has reduced our bed capacity from 15 to 10, but this more progressive environment will result in many clients moving on from the Night Shelter sooner than would have been the case with the dormitories.

In terms of the outlook on the streets, the removal of the ban on evictions and the financial impact of the pandemic is resulting in increased numbers of rough sleepers. We expect our services to be very much in demand this coming winter.

As a Board of Trustees, we remain very focussed on strengthening the charity's ability to generate more funds itself. After a period where we were very much focussed on the challenges of the pandemic, the Board and management are once again actively progressing projects in this regard and hope to report significant developments in the near future.

In financial terms, 2021 is currently running at a deficit, but we are optimistic about a strong fourth quarter and a final position that is relatively close to break even.

We would once again like to thank everyone who has supported us through these challenging times and in particular we would like to record our appreciation of NELC's Homelessness Prevention Team, who have been very diligent and supportive to us and our client group.

The ongoing economic and social impact of Covid-19 is likely to present challenges for some time to come. However, the Trustees are confident that our committed team will continue to find opportunities to adapt and fund services to meet the needs of our client group.

Finally, we would like to extend our most sincere thanks to our fellow Trustees, our Staff and our Volunteers for their hard work and commitment during the year.

Structure, governance and management

Nature of governing document

Harbour Place Grimsby is a company limited by guarantee governed by its Memorandum and Articles of Association dated 2nd July 1997 and updated in 1998.

Induction and training of trustees

New Trustees undergo an informal induction which includes invitation to a Board Meeting prior to becoming a Trustee, visiting the registered office of the company to familiarise themselves in the way the organisation carries out its day to day duties and implements decisions. Business planning, the Memorandum and Articles of Association and financial performance are also covered. In addition, Trustees are encouraged to attend external training events which assist them in undertaking their role.

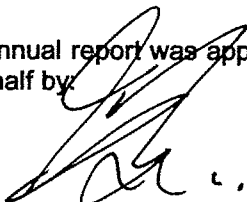
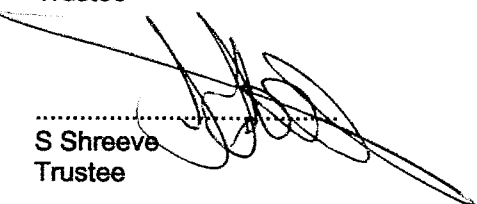
Harbour Place Grimsby

Trustees' Report

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 27 September 2021 and signed on its behalf by:


.....
A Brown
Trustee
.....
S Shreeve
Trustee

Harbour Place Grimsby

Independent Examiner's Report to the trustees of Harbour Place Grimsby

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2020 which are set out on pages 14 to 27.

Respective responsibilities of trustees and examiner

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

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


Independent examiner's statement

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

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

1. accounting records were not kept in respect of Harbour Place Grimsby as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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


.....
C Jensen ACA
ICAEW

26 South Saint Mary's Gate
Grimsby
North East Lincolnshire
DN31 1LW

27 September 2021

Harbour Place Grimsby

Statement of Financial Activities for the Year Ended 31 December 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
Income and Endowments from:				
Donations and legacies	3	40,153	-	40,153
Charitable activities	4	46,954	352,982	399,936
Other trading activities	5	14,099	-	14,099
Investment income	6	51	-	51
Other income	7	38,643	-	38,643
Total income		<u>139,900</u>	<u>352,982</u>	<u>492,882</u>
Expenditure on:				
Charitable activities	9	<u>(114,050)</u>	<u>(352,982)</u>	<u>(467,032)</u>
Total expenditure		<u>(114,050)</u>	<u>(352,982)</u>	<u>(467,032)</u>
Net income		<u>25,850</u>	<u>-</u>	<u>25,850</u>
Net movement in funds		25,850	-	25,850
Reconciliation of funds				
Total funds brought forward		<u>151,089</u>	<u>-</u>	<u>151,089</u>
Total funds carried forward	21	<u>176,939</u>	<u>-</u>	<u>176,939</u>

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Income and Endowments from:				
Donations and legacies	3	29,314	-	29,314
Charitable activities	4	83,850	290,785	374,635
Other trading activities	5	46,433	-	46,433
Investment income	6	51	-	51
Total income		<u>159,648</u>	<u>290,785</u>	<u>450,433</u>
Expenditure on:				
Raising funds	8	<u>(6,922)</u>	<u>-</u>	<u>(6,922)</u>
Charitable activities	9	<u>(137,794)</u>	<u>(290,785)</u>	<u>(428,579)</u>
Total expenditure		<u>(144,716)</u>	<u>(290,785)</u>	<u>(435,501)</u>
Net income		<u>14,932</u>	<u>-</u>	<u>14,932</u>
Net movement in funds		14,932	-	14,932

The notes on pages 17 to 27 form an integral part of these financial statements.

Harbour Place Grimsby

Statement of Financial Activities for the Year Ended 31 December 2020 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2019 £
Reconciliation of funds				
Total funds brought forward		<u>136,157</u>	<u>-</u>	<u>136,157</u>
Total funds carried forward	21	<u>151,089</u>	<u>-</u>	<u>151,089</u>

The notes on pages 17 to 27 form an integral part of these financial statements.

Harbour Place Grimsby
(Registration number: 3396688)
Balance Sheet as at 31 December 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	16	2,186	2,733
Current assets			
Debtors	17	38,862	76,135
Cash at bank and in hand	18	<u>196,753</u>	<u>171,869</u>
		235,615	248,004
Creditors: Amounts falling due within one year	19	<u>(60,862)</u>	<u>(99,648)</u>
Net current assets		<u>174,753</u>	<u>148,356</u>
Net assets		<u>176,939</u>	<u>151,089</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>176,939</u>	<u>151,089</u>
Total funds	21	<u>176,939</u>	<u>151,089</u>

For the financial year ending 31 December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 14 to 27 were approved by the trustees, and authorised for issue on 27 September 2021 and signed on their behalf by:

.....
A Brown
Trustee

.....
S Shreeve
Trustee

The notes on pages 17 to 27 form an integral part of these financial statements.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

The address of its registered office is:

The Hope Centre
Hope Street
Grimsby
DN32 7QL

These financial statements were authorised for issue by the trustees on 27 September 2021.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Harbour Place Grimsby meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

The financial statements are presented in sterling and rounded to the nearest pound.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Specifically in connection with the current economic climate, the trustees have considered the impact of COVID-19 on the charity and they are satisfied that the company has sufficient financial headroom to continue operating for at least the next twelve months. For this reason the financial statements have been prepared on a going concern basis.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000.00 or more are initially recorded at cost.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Motor vehicles	20% reducing balance

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

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

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

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

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

Pensions and other post retirement obligations

The charity operates a defined contribution pension scheme. Contributions are charges in the statement of financial activities as they become payable in accordance with the rules of the scheme.

3 Income from donations and legacies

	Unrestricted funds General £	Total funds £
Donations and legacies;		
Donations from companies, trusts and similar proceeds	12,945	12,945
Donations from individuals	16,231	16,231
Donations from community groups	10,977	10,977
Total for 2020	40,153	40,153
Total for 2019	29,314	29,314

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

4 Income from charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Outreach, support and night shelter	46,954	352,982	399,936
Total for 2020	<u>46,954</u>	<u>352,982</u>	<u>399,936</u>
Total for 2019	<u>83,850</u>	<u>290,785</u>	<u>374,635</u>

The total figure of £352,982 (2019: £290,785) relating to outreach, support and night shelter also includes £35,000 (2019: £0) relating to Funding for the alterations to the Hope Centre.

5 Income from other activities

	Unrestricted funds General £	Total funds £
Fundraising	10,912	10,912
Trading income; Other Trading Income	<u>3,187</u>	<u>3,187</u>
Total for 2020	<u>14,099</u>	<u>14,099</u>
Total for 2019	<u>46,433</u>	<u>46,433</u>

6 Investment Income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income; Interest on cash deposits	<u>51</u>	<u>51</u>
Total for 2020	<u>51</u>	<u>51</u>
Total for 2019	<u>51</u>	<u>51</u>

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

7 Other income

	Unrestricted funds General £	Total funds £
Other Income	38,643	38,643
Total for 2020	38,643	38,643

The total of £38,643 relating to other income is all from CJRS income received within the year.

8 Expenditure on raising funds

a) Costs of trading activities

	Note	Unrestricted funds General £	Total funds £
Total for 2020		-	-
Total for 2019		6,922	6,922

9 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total funds £
Staff Costs	77,306	284,033	361,339
Allocated support costs	35,544	68,949	104,493
Governance costs	1,200	-	1,200
Total for 2020	114,050	352,982	467,032
Total for 2019	137,794	290,785	428,579

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

10 Analysis of governance and support costs

Support costs allocated to charitable activities

	Governance costs £	Administration costs £	Premises costs £	Other support costs £	Total 2020 £	Total 2019 £
Outreach, support and night shelter	1,200	12,276	25,302	30,007	68,785	58,990
Alteration costs of leased premises	-	-	36,908	-	36,908	-
	<u>1,200</u>	<u>12,276</u>	<u>62,210</u>	<u>30,007</u>	<u>105,693</u>	<u>58,990</u>

Governance costs

	Unrestricted funds General £	Total funds £
Independent examiner fees		
Examination of the financial statements	1,200	1,200
Total for 2020	<u>1,200</u>	<u>1,200</u>
Total for 2019	<u>1,200</u>	<u>1,200</u>

11 Net Incoming/outgoing resources

Net outgoing resources for the year include:

	2020 £	2019 £
Operating leases - other assets	3,000	3,000
Depreciation of fixed assets	<u>547</u>	<u>683</u>

12 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

13 Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	332,202	337,935
Social security costs	23,489	26,394
Pension costs	5,648	5,260
	<u>361,339</u>	<u>369,589</u>

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

	2020 No	2019 No
Charitable activities	<u>16</u>	<u>16</u>

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

The total employee benefits, including gross pay, employer's NI and employer's pension contributions, of the key management personnel of the charity were £97,417 (2019 - £97,351).

14 Independent examiner's remuneration

	2020 £	2019 £
Examination of the financial statements	<u>1,200</u>	<u>1,200</u>

15 Taxation

The charity is a registered charity and its activities are exempt from taxation.

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

16 Tangible fixed assets

	Motor vehicles £	Total £
Cost		
At 1 January 2020	4,495	4,495
At 31 December 2020	4,495	4,495
Depreciation		
At 1 January 2020	1,762	1,762
Charge for the year	547	547
At 31 December 2020	2,309	2,309
Net book value		
At 31 December 2020	2,186	2,186
At 31 December 2019	2,733	2,733

17 Debtors

	2020 £	2019 £
Prepayments	1,951	2,215
Accrued income	36,522	71,232
Other debtors	389	2,688
	<u>38,862</u>	<u>76,135</u>

18 Cash and cash equivalents

	2020 £	2019 £
Cash on hand	48	33
Cash at bank	196,705	171,836
	<u>196,753</u>	<u>171,869</u>

19 Creditors: amounts falling due within one year

	2020 £	2019 £
Other taxation and social security	7,361	11,521
Other creditors	1,145	1,207
Accruals	42,431	7,059
Deferred income	9,925	79,861
	<u>60,862</u>	<u>99,648</u>

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

	2020 £	2019 £
Deferred income at 1 January	(79,861)	(76,014)
Resources deferred in the period	(5,000)	(79,861)
Amounts released from previous periods	<u>74,936</u>	<u>76,014</u>
Deferred income at year end	<u>(9,925)</u>	<u>(79,861)</u>

20 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £5,648 (2019 - £5,260).

21 Funds

	Balance at 1 January 2020 £	Incoming resources £	Resources expended £	Balance at 31 December 2020 £
Unrestricted				
General	151,089	139,900	(114,050)	176,939
Restricted	<u>-</u>	<u>352,982</u>	<u>(352,982)</u>	<u>-</u>
Total funds	<u>151,089</u>	<u>492,882</u>	<u>(467,032)</u>	<u>176,939</u>
	Balance at 1 January 2019 £	Incoming resources £	Resources expended £	Balance at 31 December 2019 £
Unrestricted				
General	136,157	159,648	(144,716)	151,089
Restricted	<u>-</u>	<u>290,785</u>	<u>(290,785)</u>	<u>-</u>
Total funds	<u>136,157</u>	<u>450,433</u>	<u>(435,501)</u>	<u>151,089</u>

Harbour Place Grimsby

Notes to the Financial Statements for the Year Ended 31 December 2020

The specific purposes for which the funds are to be applied are as follows:

The general fund represents the free funds of the charity which are not designated for particular purposes.

The restricted fund principally includes income received for the Rough Sleeping Initiative.

22 Analysis of net assets between funds

	Unrestricted funds General £	Total funds at 31 December 2020 £
Tangible fixed assets	2,186	2,186
Current assets	235,615	235,615
Current liabilities	<u>(60,862)</u>	<u>(60,862)</u>
Total net assets	<u>176,939</u>	<u>176,939</u>

	Unrestricted funds General £	Total funds at 31 December 2019 £
Tangible fixed assets	2,733	2,733
Current assets	248,004	248,004
Current liabilities	<u>(99,648)</u>	<u>(99,648)</u>
Total net assets	<u>151,089</u>	<u>151,089</u>

23 Related party transactions

There were no related party transactions in the year.