
HARV OUTREACH TEAM

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

HARV OUTREACH TEAM

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HARV OUTREACH TEAM

REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Liz Pilkington
Siobhan O'Reilly
Liz Heaton
Noreen Akhtar
Jade Hargreaves
Saeeda Mayat
Karen Tidswell
Louise Neville

Dispensation

to protect the identities of the trustees

Charity registered number

1069367

Principal office

PO Box 77
Accrington
Lancashire
BB5 1GJ

Independent Examiner

Gillian Davies (AAT Qualified)
Accountancy Services Dept
CW Accountants Ltd
30 Brotherston Drive
Blackburn
Lancashire
BB2 4FJ

Bankers

HSBC
107 Blackburn Road
Accrington
Lancashire
BB5 1JP

HARV OUTREACH TEAM

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the financial statements of the charity for the 1 April 2020 to 31 March 2021.

OBJECTIVES AND ACTIVITIES

a. POLICIES AND OBJECTIVES

The objectives of the charity are to promote for the public benefit the provision of services directed towards the prevention of domestic violence, and the relief and support of persons who have suffered, or are in danger of suffering, violence from perpetrators known to them; to advance the education of voluntary and statutory agencies and the public in all aspects of domestic violence including its causes and prevention.

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

Grants are received from various funding organisations, including local government and national charities, to assist the charity to achieve its objectives.

The majority of this funding is used for staff and project costs and further training to facilitate the services required.

c. MAIN ACTIVITIES UNDERTAKEN TO FURTHER THE CHARITY'S PURPOSES FOR PUBLIC BENEFIT

In setting objectives and planning activities, the Trustees have given due consideration to general guidance published by the charity commission relating to public benefit. The main activities undertaken to further the charity's purposes for public benefit are shown in the Review of Activities in these accounts.

d. VOLUNTEERS

The charity is grateful for the unstinting effort of its volunteers who are involved in service provision and governance. It is calculated that over 2,350 volunteer hours were provided during the year 2020-2021. If this is conservatively valued at £35 an hour, the volunteer effort amounts to £82,250.

ACHIEVEMENTS AND PERFORMANCE

a. REVIEW OF ACTIVITIES

Message from the Chief Executive Officer

HARV continues to work towards a society where adults, children and families can live safely and freely from abuse, exploitation, and violence.

This end of the financial year 2021 was a year into the pandemic in the UK and HARV continues to deal with unprecedented issues for our sector and for the vulnerable people we support. We continue to be challenged with increased need for our services at a time where our capacity and resources were significantly reduced. This in addition to an already complex political and economic environment that had already decimated so many specialists ending violence against women and girls' charities across the UK.

HARV OUTREACH TEAM

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2021

a. REVIEW OF ACTIVITIES - continued

Message from the Chief Executive Officer - continued

Amongst all the issues the team have been resilient, and we have been successful in meeting our strategic and operational objectives for the year. These include:

1. The opening of an additional 2 units of temporary safe house accommodation in Hyndburn
2. Further investment into the first Ending Violence Against Women and Girls Hub in the UK.
3. Development of a multi-agency team that meets the complexity of needs of our services users. Services under one roof that are responsive and delivered at the correct time, having a number of improved outcomes for adults, children and families.

We were hoping to open a charity shop in 2022, a full consultation was conducted in partnership with sector experts and Lloyds Bank Foundation. This has been transferred to the project plan for 2022/23.

We also had plans to start trading and to open the Waterside Café, this also has been put on hold until 2022, architecture plans have been developed in partnership with The Intelligent Design Centre.

Our core services are funded by Lancashire County Council (MHCLG), Lloyds Bank Foundation, The Rank Foundation, The National Lottery, Ministry of Housing, Communities and Local Government, Post code local trust and BBC Children in Need.

We continue to respond to victims of abuse that are in crisis, have a need for support, are ready for recovery and then able to move on and live fully independently. We know that every area of an individual's life can be adversely affected by the perpetration of abuse and thus our services are designed to respond to this in a timely and holistic way.

Covid has increased referrals into our services significantly. We continue to meet new challenges in an agile and responsive way, ensuring that women and children's needs are prioritised. The impact on the team has been significant, I'm so proud of the team and how they have gone above and beyond as key workers.

Throughout all the legislative, political, social and economic changes we have and will continue to provide high quality services to victims of domestic abuse. We are a strong, experienced and determined team that will always meet new challenges with resilience and drive, we are committed to ensuring that victims of domestic abuse get the very best service and support they need in order to not only live their lives free from violence but to recover and thrive in the future.

I would like to take this opportunity to thank all supporters and stakeholders, most importantly to thank the frontline team here at HARV who work tirelessly to ensure individuals and families are safe.

Debbie Fawcett CEO

Message from the Chair.

This is my second year as chair of HARV, I want to reiterate what the CEO has said previously and show my gratitude to the staff team on the frontline. Every day they go above and beyond to ensure child and adult victims of abuse get the support they so desperately need.

We continue to provide timely and appropriate services and holistic support to women and children with severe and complex needs, we provide crisis intervention at times where there is no one else to help. We provide the legal advice, the advocacy, the accommodation, the work with children and more recently food and essential items during the first round of Covid 19 as part of the local HUB.

HARV OUTREACH TEAM

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2021

a. REVIEW OF ACTIVITIES - continued

Message from the Chair - continued

Our wrap around care means that we can deal with any issues or needs that have risen as a result of the experience of abuse and violence, because as well we know abuse can and often does impact on all areas of an individual's life. Our business manager is leading on a fundraising strategy that will enable us to meet and resource the additional demands on our services.

We will have to wait and see what happens within the next few months, I am however confident that I am surrounded by the best and most hard working team in the sector and that we will survive these turbulent times.

Siobhan O'Reilly Chair

FINANCIAL REVIEW

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

b. RESERVES POLICY

Total reserves are £1,037,746 (2020 - £677,457) of which £587,820 are restricted reserves (2020 - £375,366).

The free unrestricted reserves at present stand at £148,501 (2020 - £167,883) with designated reserves of £361,425 (2020 - £134,208) with total unrestricted reserves of £509,926 (2020 - £302,091) and the Trustees aim to accumulate sufficient reserves in order to fulfil the objectives of the charity, and to enable current activities and liabilities to be met in the event of delay in the receipt of income.

Designated funds of £364,425 (2020 - £134,208) have been set aside to cover contingency costs relating to redundancies, three months funding, should the charity cease to operate, and to provide for three months full expenditure in case of an interval between restricted funding income received to avoid movement of staff and associated costs, and £150,000 towards the purchase of the Unit 4 building attached to the current property.

c. PRINCIPAL FUNDING

The charity is principally funded by Big Lottery Fund, Lloyds Bank Foundation, Rank Foundation, Hyndburn Borough Council, Ribble Valley Borough Council, BBC Children in Need and Lancashire County Council.

STRUCTURE, GOVERNANCE AND MANAGEMENT

a. CONSTITUTION

The charity is governed by a constitution adopted on 26 March 1998 and amended on 28 June 2001 and 27 September 2006.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the charity is the responsibility of the Trustees who are elected and co-opted under the terms of the constitution.

HARV OUTREACH TEAM

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2021

c. POLICIES ADOPTED FOR THE INDUCTION AND TRAINING OF TRUSTEES

Trustees are inducted in line with Charity Commission recommendations.

d. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The charity and its property is administered and managed in accordance with the constitution by the Trustees named on page 1 who form the Management Committee.

e. RISK MANAGEMENT

Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks. These major risks are the impact of short term funding, changes in funding streams, changes to key personnel and changes in local and central government policy.

PLANS FOR FUTURE PERIODS

a. FUTURE DEVELOPMENTS

The global pandemic is significantly impacting on our ability to plan and project manage effectively, by this time of the year we have usually signed off project strategic and operational plans for 2022. Our plans have been well and truly interrupted and rather than the anticipated growth, we find ourselves desperately trying to retain our current services and resources and meet the additional complexity of demands of our services users.

We are confident in our ability to manage crisis, that's what we do, day in and day out for our service users. Our strengths lie in the knowledge, experience, skills and dedication of the team we have and in the strong relationships we have with our stakeholders, who not only understand our commitment to our service users but also know the quality of the support we offer locally. This is further evidenced by the amount of additional funding secured so far during the pandemic.

The lesson learnt from last year led us to reflect on our future approach to funding and we subsequently increased independence and self-sufficiency through the development of social enterprise to support and complement the work we do at HARV. Whilst these plans have had to be paused - our focus over the coming year will ensure we have a sustainable cost base and service model that enables us to remain competitive whilst remaining true to our principles and values.

Our new Centre opened in December 2019, Our independent safe houses are up and running. Planning for phase two of the Emily Davison Centre has been put on hold -the development of a waterside cafe and the charity shop opening will now take place in 2022, in a post covid world.

HARV OUTREACH TEAM

TRUSTEES' REPORT (continued) FOR THE YEAR ENDED 31 MARCH 2021

TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees Report was approved by the Board of Trustees on 13 January 2022 and signed on their behalf, by:

Trustee


SAEGDA MATAT

Trustee



HARV OUTREACH TEAM

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF HARV OUTREACH TEAM (the 'charity')

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 March 2021.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

INDEPENDENT EXAMINER'S STATEMENT

Since the charity'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 Association of Accounting Technicians (AAT), which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared the accounts 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

HARV OUTREACH TEAM

INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE YEAR ENDED 31 MARCH 2021

INDEPENDENT EXAMINER'S STATEMENT - continued

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

Signed:

G Davies

Dated: 13 January 2022

Gillian Davies AAT Qualified and Affiliate Member of ACIE

Accountancy Services Dept

CW Accountants Ltd
30 Brotherston Drive
Blackburn
Lancashire
BB2 4FJ

HARV OUTREACH TEAM

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	2	500	6,077	6,577	2,506
Charitable activities	3	677,238	235,031	912,269	473,204
Other income	4	-	840	840	9,309
TOTAL INCOME AND ENDOWMENTS		677,738	241,948	919,686	485,019
EXPENDITURE ON:					
Charitable activities	7,5	526,788	32,609	559,397	466,571
TOTAL EXPENDITURE	8	526,788	32,609	559,397	466,571
NET INCOME BEFORE TRANSFERS		150,950	209,339	360,289	18,448
Transfers between Funds	15	1,504	(1,504)	-	-
NET INCOME BEFORE OTHER RECOGNISED GAINS AND LOSSES		152,454	207,835	360,289	18,448
NET MOVEMENT IN FUNDS		152,454	207,835	360,289	18,448
RECONCILIATION OF FUNDS:					
Total funds brought forward		375,366	302,091	677,457	659,009
TOTAL FUNDS CARRIED FORWARD		527,820	509,926	1,037,746	677,457

The notes on pages 12 to 24 form part of these financial statements.

HARV OUTREACH TEAM

**BALANCE SHEET
AS AT 31 MARCH 2021**

	Note	£	2021 £	£	2020 £
FIXED ASSETS					
Tangible assets	12		415,201		422,244
CURRENT ASSETS					
Debtors	13	14,755		29,822	
Cash at bank and in hand		628,281		246,440	
		<u>643,036</u>		<u>276,262</u>	
CREDITORS: amounts falling due within one year	14	(20,491)		(21,049)	
NET CURRENT ASSETS			<u>622,545</u>		<u>255,213</u>
NET ASSETS			<u><u>1,037,746</u></u>		<u><u>677,457</u></u>
CHARITY FUNDS					
Restricted funds	15		527,820		375,366
Unrestricted funds	15		509,926		302,091
TOTAL FUNDS			<u><u>1,037,746</u></u>		<u><u>677,457</u></u>

The financial statements were approved by the Trustees on 13 January 2022 and signed on their behalf, by:

Trustee



SAKSHI MAYAT

Trustee



The notes on pages 12 to 24 form part of these financial statements.

HARV OUTREACH TEAM

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net cash provided by operating activities	17	<u>384,391</u>	<u>46,609</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		<u>(2,550)</u>	<u>(40,163)</u>
Net cash used in investing activities		<u>(2,550)</u>	<u>(40,163)</u>
Change in cash and cash equivalents in the year		381,841	6,446
Cash and cash equivalents brought forward		<u>246,440</u>	<u>239,994</u>
Cash and cash equivalents carried forward	18	<u><u>628,281</u></u>	<u><u>246,440</u></u>

The notes on pages 12 to 24 form part of these financial statements.

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

HARV Outreach Team constitutes a public benefit entity as defined by FRS 102.

1.2 GOING CONCERN

Although there has been change to the approach to commissioning of funds leading to a loss of funding the trustees are satisfied that the charity has adequate resources to continue in operational existence for the foreseeable future. There are no material uncertainties that cause doubt about the ability of the charity to continue as a going concern. The trustees are comfortable with the reserves held by the charity and have obtained further comfort from the additional funding already obtained to facilitate a transition period and ensure the continuation of service. As a result the trustees feel that it is appropriate to continue to adopt the going concern basis of accounting.

1.3 INCOME

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 income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (continued)

1.4 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's educational operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

1.5 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing more than £2,000 are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	-	2% straight line
Furniture and Fixtures	-	25% straight line

1.6 INTEREST RECEIVABLE

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.7 DEBTORS

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.8 CASH AT BANK AND IN HAND

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (continued)

1.9 LIABILITIES AND PROVISIONS

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

1.10 FINANCIAL INSTRUMENTS

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

1.11 PENSIONS

The charity contributes to personal pension plans. Any amounts owing at the year end are shown in creditors on the balance sheet.

1.12 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

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

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

2. INCOME FROM DONATIONS AND LEGACIES

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	500	6,077	6,577	2,506
Total 2020	-	2,506	2,506	

HARV OUTREACH TEAM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. INCOME FROM CHARITABLE ACTIVITIES

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Contracts for charitable activities	677,238	140,912	818,150	412,005
DV training, court report income and management costs recovered	-	60,379	60,379	30,740
Income for Safe House	-	1,700	1,700	-
Income for Emily Davison Centre	-	-	-	29,100
Income from Paladin	-	32,040	32,040	1,359
	<u>677,238</u>	<u>235,031</u>	<u>912,269</u>	<u>473,204</u>
<i>Total 2020</i>	<u>409,078</u>	<u>64,126</u>	<u>473,204</u>	

4. OTHER INCOMING RESOURCES

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Student placement and sundry reimbursements	-	840	840	9,309
	<u>-</u>	<u>840</u>	<u>840</u>	<u>9,309</u>
<i>Total 2020</i>	<u>-</u>	<u>9,309</u>	<u>9,309</u>	

5. ANALYSIS OF EXPENDITURE ON CHARITABLE ACTIVITIES

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Charitable activities	514,796	30,815	545,611	452,263
	<u>514,796</u>	<u>30,815</u>	<u>545,611</u>	<u>452,263</u>
<i>Total 2020</i>	<u>-</u>	<u>452,263</u>	<u>452,263</u>	

HARV OUTREACH TEAM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. OTHER COSTS

	2021 £	2020 £
Funding costs, project resources and activities	71,235	18,006
Training and travel expenses	5,518	21,587
Sessional workers costs	20,664	1,055
Supervision expenses	5,865	1,450
Staff support costs and expenses	9,660	6,848
Volunteer expenses	-	625
Advertising	86	1,875
Printing, stationery and postage	1,442	1,588
Telephone	4,911	3,599
IT costs and web hosting fees	26,358	16,590
Insurance	2,631	2,707
Rent and rates	36,841	30,575
Light and heat	4,881	5,576
Repairs and renewals	3,960	7,271
Sundry expenses	4,278	2,052
Independent Examiner's fees	420	480
Professional fees	4,367	4,852
Central administration	171	199
	<hr/>	<hr/>
Total	203,288	126,935
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7. GOVERNANCE COSTS

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Independent Examiner's fees including dormant company costs	-	420	420	480
Professional fees including payroll fees	3,112	1,255	4,367	4,852
Bank charges	52	119	171	199
Depreciation - property	8,828	-	8,828	8,777
	<hr/>	<hr/>	<hr/>	<hr/>
	11,992	1,794	13,786	14,308
	<hr/>	<hr/>	<hr/>	<hr/>

in 2020 of the total governance costs above, £5,531 was expenditure from unrestricted funds and £8,777 was expenditure from restricted funds.

HARV OUTREACH TEAM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2021 £	Depreciation 2021 £	Other costs 2021 £	Total 2021 £	Total 2020 £
Charitable activities	346,516	765	198,330	545,611	452,263
Expenditure on governance	-	8,828	4,958	13,786	14,308
	<u>346,516</u>	<u>9,593</u>	<u>203,288</u>	<u>559,397</u>	<u>466,571</u>
Total 2020	<u>330,094</u>	<u>9,542</u>	<u>126,935</u>	<u>466,571</u>	

In 2020, of total expenditure £411,586 was for restricted expenditure and £54,985 was for unrestricted expenditure.

9. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2021 £	2020 £
Depreciation of tangible fixed assets:		
- owned by the charity	9,593	9,542
Independent Examiner's fee	<u>420</u>	<u>480</u>

During the year, no Trustees received any remuneration (2020 - £NIL).

During the year, no Trustees received any benefits in kind (2020 - £NIL).

During the year, no Trustees received any reimbursement of expenses (2020 - £NIL).

10. INDEPENDENT EXAMINER'S REMUNERATION

The Independent Examiner's remuneration amounts to an Independent Examination fee of £ 420 (2020 - £ 480), and payroll services of £ 324(2020 - £ 741).

HARV OUTREACH TEAM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

11. STAFF COSTS

Staff costs were as follows:

	2021 £	2020 £
Wages and salaries	302,999	286,361
Social security costs	21,984	22,016
Pension costs	21,533	21,717
	<u>346,516</u>	<u>330,094</u>

The average number of persons employed by the charity during the year was as follows:

	2021 No.	2020 No.
Charitable Activities	14	13

The number of higher paid employees was:

	2021 No.	2020 No.
In the band £60,001 - £70,000	1	1

The total amount of employee benefits paid to key management personnel is £70,668 (2020 - £69,722)

12. TANGIBLE FIXED ASSETS

	Freehold property £	Fixtures & Fittings £	Total £
COST			
At 1 April 2020	441,859	80,090	521,949
Additions	2,550	-	2,550
At 31 March 2021	<u>444,409</u>	<u>80,090</u>	<u>524,499</u>
DEPRECIATION			
At 1 April 2020	21,910	77,795	99,705
Charge for the year	8,828	765	9,593
At 31 March 2021	<u>30,738</u>	<u>78,560</u>	<u>109,298</u>
NET BOOK VALUE			
At 31 March 2021	<u>413,671</u>	<u>1,530</u>	<u>415,201</u>
At 31 March 2020	<u>419,949</u>	<u>2,295</u>	<u>422,244</u>

HARV OUTREACH TEAM

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

13. DEBTORS

	2021 £	2020 £
Trade debtors	-	809
Other debtors	36	15,031
Prepayments and accrued income	658	1,966
Grants receivable	14,061	12,016
	<u>14,755</u>	<u>29,822</u>

14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Other taxation and social security	-	18,736
Pensions payable	297	1,544
Accruals and deferred income	20,194	769
	<u>20,491</u>	<u>21,049</u>

15. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
DESIGNATED FUNDS					
Designated Funds - to cover potential redundancy costs, purchase of Unit 4 and three months full expenditure in case of interval in restricted funding	134,208	-	-	227,217	361,425
GENERAL FUNDS					
General Funds	167,883	241,948	(32,609)	(228,721)	148,501
Total Unrestricted funds	<u>302,091</u>	<u>241,948</u>	<u>(32,609)</u>	<u>(1,504)</u>	<u>509,926</u>

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. STATEMENT OF FUNDS (continued)

RESTRICTED FUNDS

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
CAF -	-	7,500	(7,514)	14	-
CAF Resilience Fund -	-	38,743	(38,745)	2	-
Big Lottery - Reaching Communities - independent domestic abuse service (Hyndburn and Ribble Valley)	-	105,534	(105,534)	-	-
Children in Need - domestic abuse recovery programme for children and young people	14,190	23,784	(17,582)	-	20,392
Community Foundation -	-	5,000	(5,532)	532	-
Covid MHCLG -	-	73,115	(73,624)	509	-
Covid 19 Response -	-	51,186	(51,193)	7	-
Restricted Funding for Fixed Assets - completed purchases written off over the assets useful life	308,450	-	(9,593)	20,000	318,857
IPC -	-	4,704	(4,932)	228	-
Key Fund Investments -	-	50,000	(50,083)	83	-
Lloyds Foundation - CEO costs	-	37,067	(28,782)	-	8,285
LCC - MHCLG	-	131,809	-	-	131,809
PCC -	-	20,914	(19,994)	-	920
Postcode Local Trust	20,000	-	-	(20,000)	-
Publicity Funding	2,340	-	-	-	2,340
Rank Foundation - contribution to staff service delivery costs	19,669	30,000	(22,418)	-	27,251
Rank Foundation - DCMS Recovery Grant -	-	25,000	(25,072)	72	-
Rank Foundation - Time2Shine -	-	12,495	(2,386)	-	10,109
Smallwood Trust -	-	29,827	(29,983)	156	-
Women's Aid and Federation -	3,821	30,000	(33,821)	-	-
Women's Safety Projects	6,797	1,060	-	-	7,857
Women's Team Running Pot	99	-	-	(99)	-
	<u>375,366</u>	<u>677,738</u>	<u>(526,788)</u>	<u>1,504</u>	<u>527,820</u>
Total of funds	<u>677,457</u>	<u>919,686</u>	<u>(559,397)</u>	<u>-</u>	<u>1,037,746</u>

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Designated Funds - to cover potential redundancy costs and three months full expenditure in case of interval in restricted funding	134,208	-	-	-	134,208
General Funds	<u>150,844</u>	<u>75,941</u>	<u>(54,985)</u>	<u>(3,917)</u>	<u>167,883</u>

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

15. STATEMENT OF FUNDS (continued)

RESTRICTED FUNDS

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Ask Me Project - for training and associated costs	45,760	-	(47,468)	1,708	-
Big Lottery - Reaching Communities - independent domestic abuse service (Hyndburn and Ribble Valley)	(16,938)	102,041	(85,103)	-	-
Children in Need - domestic abuse recovery programme for children and young people	4,590	45,189	(35,589)	-	14,190
Community Foundation - provision for running courses	8,300	-	(8,562)	262	-
Restricted Funding for Fixed Assets - completed purchases written off over the assets useful life	317,992	-	(9,542)	-	308,450
Hyndburn BC - OPCC camera trips for groups	3,506	-	(3,506)	-	-
Hyndburn BC - Sanctuary Scheme	-	5,000	(5,000)	-	-
LCC - for training equipment	-	6,400	(6,400)	-	-
LIF Hyndburn - children and young people activities	1,734	-	(1,734)	-	-
LLoyds Foundation - CEO costs	-	50,000	(50,000)	-	-
MHCLG - Hyndburn	(223)	96,619	(96,396)	-	-
MHCLG - Ribble Valley	-	45,571	(45,571)	-	-
Postcode Local Trust	-	20,000	-	-	20,000
Publicity Funding	2,340	-	-	-	2,340
Rank Foundation - contribution to staff service delivery costs	-	30,000	(10,331)	-	19,669
Tudor Trust - for new building improvements and renovations (capital items are written off over 50 years)	-	2,041	(3,988)	1,947	-
Women's Aid and Federation -	-	6,217	(2,396)	-	3,821
Women's Safety Projects	6,797	-	-	-	6,797
Women's Team Running Pot	99	-	-	-	99
	<u>373,957</u>	<u>409,078</u>	<u>(411,586)</u>	<u>3,917</u>	<u>375,366</u>

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	134,208	-	-	227,217	361,425
General funds	167,883	241,948	(32,609)	(228,721)	148,501
	<u>302,091</u>	<u>241,948</u>	<u>(32,609)</u>	<u>(1,504)</u>	<u>509,926</u>
Restricted funds	375,366	677,738	(526,788)	1,504	527,820
	<u>677,457</u>	<u>919,686</u>	<u>(559,397)</u>	<u>-</u>	<u>1,037,746</u>

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	134,208	-	-	-	134,208
General funds	150,844	75,941	(54,985)	(3,917)	167,883
	<u>285,052</u>	<u>75,941</u>	<u>(54,985)</u>	<u>(3,917)</u>	<u>302,091</u>
Restricted funds	373,957	409,078	(411,586)	3,917	375,366
	<u>659,009</u>	<u>485,019</u>	<u>(466,571)</u>	<u>-</u>	<u>677,457</u>

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Restricted funds 2021 £	Unrestricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	326,418	88,783	415,201
Current assets	220,002	423,034	643,036
Creditors due within one year	(18,600)	(1,891)	(20,491)
	<u>527,820</u>	<u>509,926</u>	<u>1,037,746</u>

HARV OUTREACH TEAM

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS (continued)

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	<i>Restricted funds 2020 £</i>	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	308,450	113,794	422,244
Current assets	67,685	208,577	276,262
Creditors due within one year	(769)	(20,280)	(21,049)
	<u>375,366</u>	<u>302,091</u>	<u>677,457</u>

17. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

	<i>2021 £</i>	<i>2020 £</i>
Net income for the year (as per Statement of Financial Activities)	360,289	18,448
Adjustment for:		
Depreciation charges	9,593	9,542
Decrease in debtors	15,067	4,084
(Decrease)/increase in creditors	(558)	14,535
Net cash provided by operating activities	<u>384,391</u>	<u>46,609</u>

18. ANALYSIS OF CASH AND CASH EQUIVALENTS

	<i>2021 £</i>	<i>2020 £</i>
Cash in hand	628,281	246,440
Total	<u>628,281</u>	<u>246,440</u>

19. PENSION COMMITMENTS

The charity makes monthly contributions into personal pension plans on behalf of the employees. Any outstanding monies due at 31 March 2021 are included in creditors.

20. CONTROLLING PARTY

The charity is controlled by the trustees.