

Registered number: 03647391
Charity number: 1073822

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

CONTENTS

	Page
Reference and Administrative Details of the Charity, its Trustees and Advisers	1
Trustees' Report	2 - 16
Independent Examiner's Report	17
Statement of Financial Activities	18
Balance Sheet	19 - 20
Notes to the Financial Statements	21 - 36

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Trustees John Kilgour, Chair
Maire Kennan, Vice Chair
Chris Gill
James Fenny
Bernadette Chapman
Alan Coultas
Debra Irving
Wendy Collins

Company registered number 03647391

Charity registered number 1073822

Registered office 32 Houndgate
Darlington
Co Durham
DL1 5RH

Company secretary Vacancy

Accountants Clive Owen LLP
Independent Examiner
140 Coniscliffe Road
Darlington
Co Durham
DL3 7RT

Bankers Unity Trust Bank plc
4 Brindley Place
Birmingham
B1 2JB

Solicitors Close Thornton
2 Duke Street
Darlington
Co Durham
DL3 7AB

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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. The Annual Report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Who are we?

First Stop Darlington (FSD) is a charity in Darlington, which was set up to help people who are at risk of becoming homeless, and is an open door organisation which supports anyone who is vulnerable through poverty, or struggling with mental health and other issues that impede their access to benefits and other support systems.

Nobody is turned away; it is literally a person's first stop to getting help in a time of crisis.

The charity was founded in 1999 to support people 'in need and distress within Darlington'. Unfortunately, that need is still there, and since the onset of the Covid19 pandemic in February of this year, the expectation is that there will be greater need than ever as we move through to the next year. 2020 marks 21 years of FSD's work in Darlington.

FSD is situated in Houndgate, in Darlington's Town Centre, where we operate a drop-in centre on the ground floor and have offices and a training room/meeting room on the first floor. There are shower and laundry facilities and a kitchen for the use of clients. We offer an advocacy service and the use of phones and laptops so that clients can access benefits and other services.

Since we began in July 1999, we have worked with over **9,338** vulnerable people to help them work on their issue and move forwards towards an independent life. We have provided a range of support services to over 11,500 people over the years, through various outreach events.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Objectives and activities (continued)

b. Our aims and how we work

First Stop Darlington is based in the town centre of Darlington and houses a range of practical, free facilities and activities designed to help people navigate the benefit system and if applicable, become ready for employment, with the aim of enabling people to access secure housing.

The aims of the organisation are:

- To ensure that confidential, impartial information, advice and support is provided in ways that empower local people to make informed decisions about their life choices and in a way that is sensitive to their needs.
- To support local people to help themselves move forward out of a life's difficulties and onwards towards independence.
- To promote positive mental health among service users, including Mindset and Mindfulness work.
- To provide diversionary activities around prevention of poor mental health, offending, addiction behaviours and to promote a healthy sense of well-being.
- To work in partnership with other likeminded organisations to deliver wrap around services.
- To highlight the problem of poverty and its associated issues.
- To provide accurate statistical information on poverty issues to inform service planning and delivery.
- To assist the Borough in reducing the numbers of rough sleepers in Darlington and the surrounding areas and to assist people who are inappropriately housed.

The Centre is normally open to the public every weekday to provide impartial confidential information, advice, guidance, support, and onward referral to our clients but in March 2020, the Covid19 pandemic caused a radical change to working practices and the provision of services we were able to provide. Due to lock-down, the Centre closed its doors in the third week of March, and staff continued to work from home, delivering support via a free helpline and online service. The centre opened again on 1st June 2020.

There are four Project Support Staff, 1 Administrative officer and the CEO. The CEO works directly with clients during holidays and staff illness, ensuring there is full cover for our services.

Covid-19 Challenges & Changes

We learnt a lot in changing our service to an appointment only service, which went against our normal approach of an open access provision with up to 12 people in the service at any one time. We and over 88% of those clients who needed our help found that using an appointment basis was far more productive and helpful. We acknowledged that we were able to carry out deeper and wider topics to fruition than those we tackled at the same time as having an open door policy. We were also pleased and surprised at how well so many of our complex clients managed the transition and attend their appointments etc. Though we acknowledge that some of our most complex clients could not cope with any Covid guidelines and wanted full access as previously had, this we were not able to do but each person was offered an appointment on the same day they presented.

Those that really needed it returned, those that were not ready to work on their issues, continued to present ad hoc with the same requests. We gave out what we had but were not able to assist unless they were ready to attend an appointment and let us help them to work on some of their difficulties in the time we could allocate as our building is small and only allowed for 2 clients inside at any one time in compliance with Covid guidance. We have helped as many as we could, often with people being helped outside the building while 2 clients were already inside. We have worked closely with the Housing Solutions team and found many people the additional housing support they needed and have made significant inroads with the DWP in resolving benefit issues. Those who are too chaotic and complex for a structured approach have been listened to and guided to the best of our ability to the limited resources that were available during lockdowns and beyond.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Objectives and activities (continued)

What Did We Learn?

In the previous financial year, using our regular delivery model of an open-door access service and no pandemic, we supported 590 clients with 1,859 issues (average 3.15 issues per person) resolved in total. This year, under full Covid-19 Guidelines and 3 full lockdown periods where people needed to stay home unless it was an essential requirement, we supported 251 people and resolved 1,474 issues (average 5.87 issues per person). This is a significant rise in completed and resolved issues per person, which we feel is fully down to the change in delivery model to appointment only. The limitations of only being able to work with 2 people at a time within the building limited the number of people we saw, alongside a reduction in people being allowed out of their homes but the rise in issues resolved per person evidences the need to change our delivery model for the future.

When Covid-19 outbreaks are contained/reduced and our country is allowed to return to normal or near normal interactions and we have a full complement of staff again, we will seek further funding to enhance our provision and increase to the following:

- Pre-booked appointments between 9.30am – 12.30pm – (6 appointments per day)
- Daily accessed appointments between 1.30pm – 4.30pm – (6 appointments per day)
- Coffee and 'catch up' sessions 2 x afternoon per week for those who are not yet ready to work through their issues. (6 people per session)
- Outreach sessions for appointments in the community x 3 sessions per week. (9 appointments)
- Mindful sessions 1-2 times per week (4 people per session)

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Objectives and activities (continued)

c. Who do we help?

We have an instant Access policy and offer appointments with support staff on the same day of presentation or within 24 hours, should they present at time of closure. This is a crucial part of the relationship that we build with people, if they are brave enough to reach out for help, then we must be attentive enough to begin helping as fast as we can.

We support vulnerable people and families who are experiencing severe poverty. Issues such as housing or benefit problems initially presented by clients but they may often hide other issues such as debt, hunger, poor hygiene, anxiety & stress and often relationship troubles. Our support workers use various tools in their work, such as Trauma Informed Care approach and Mindfulness and are skilled in taking a holistic approach with clients to help them feel at ease and gain the confidence needed to discuss difficult issues.

Our clients are often

- o cash poor;
- o experiencing anxiety, stress and other related mental health issues;
- o under threat of eviction due to arrears or no accommodation of their own;
- o sofa surfing and/or swapping between houses throughout each week and have no permanent address;
- o have poor prospects of obtaining paid employment;
- o unable to escape out of poor living conditions without financial and legal support.

Our clients are likely to have experienced at least 3 of the following:

Homeless or at risk of homelessness; low income and/or zero hour contracts; fuel poverty; hunger; socially excluded; poverty; debt; unemployment; mental ill health; mental illness; drug and/or alcohol addiction; gambling; offending behaviour; young offenders; anti-social behaviour; teen parents; leaving care young adults; eviction from family home; eviction from accommodation; domestic abuse victims; domestic violence perpetrators; relationship breakdown; self-harm; violent behaviour; sex offenders; child abuse; sexual abuse; survival sex; bereavement; removal of child/children from family home; coping with removal of baby/babies at birth or from the family home.

Covid has had a huge impact on everyone and most certainly on those with the lowest incomes and people who already live with poor mental health, anxieties and stresses. Living through a pandemic has had varying effects on everyone; those who were already struggling in life are significantly affected mentally, financially, emotionally and physically. We have worked through the pandemic, after an initial 6 week lockdown, where we quickly learnt that our clients were not using the Freephone numbers and needed us to be present to get the help they needed. We assessed the risk and opened our project on a one-to-one appointment basis only, ensuring we kept rigid Covid hygiene and other face, space and hands rules into every action of the team and our clients.

This helped us to offer a close replication of our normal services, certainly from an emotional support approach and enabled us to work with 251 people safely over the remainder of the financial year.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Objectives and activities (continued)

d. Outputs

In 2020 – 2021 through the pandemic year:

- In 2020-21, 251 clients asked for our help during the pandemic. 73% of our clients identified as male, 36% as female and 1% as bi-gender.
- 126 people came to us seeking help with benefit issues.
- 103 people needed help to resolve housing issues.
- 72 people had health issues that were impacting their ability to move on 75% of which were Mental Health related.
- 55 people came to us for pre-employment support.

Biggest age group is that of working age people – 97% of our clients and only 5% of whom were working when they registered with us. A further 6% found employment through us during the pandemic.

13% of our clients that visited over the pandemic were 25 and under.

2% that visited were over 65 years. The remaining 85% were all between 26 and 64 years old.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance

a. Outcomes

As a result of the direct support that our clients received from the team 1,474 issues were resolved and our clients have achieved many things, especially in their improvement of stress and anxiety and in their ability to demonstrate increased resilience and earlier detection of when things need to be addressed. Some of their outcomes are below:

- Avoid or set up plans to clear debt
- Secure a home
- Gain greater understanding and skills towards improving their future life options
- Significantly increase their self-confidence and self-worth.
- Become employment ready
- Access housing, council tax and other appropriate benefits relating to their situation.
- Increased their understanding and ability to manage their contract with the Benefit Agency
- Learned new techniques to lessen the impact that anxiety and stress causes in their lives.

Specific support provided by the team has included:

- Support to reduce their anxiety and stress responses to difficult situations and life events.
- Mindfulness tools to use in everyday life that manages anxiety/stress and to improve wellbeing.
- Help with money problems and help to set up initial payment plans. Referral to CAB or Credit Union for specialist support where needed.
- Help to access crisis payments and also Social Fund payments from CAB
- Support to appeal against decisions regarding their right to sickness benefits
- Support to access the benefit system for new applications
- Support to keep benefits in place regarding accessing their journal and carrying out tasks set by DWP
- Help to source ID for job applications and housing applications.
- Help to find accommodation with no funds for a bond.
- Worked closely with the Housing Department of the Local Authority to assist in placements of vulnerable people.
- Support to understand the job market and how to engage in meaningful job searching
- Support to write relevant C.V.'s
- Support for initial engagement with Employment agencies
- Secure employment for those closer to the jobs market

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

b. Case Study:

June 2020

Client is a 58-year-old single male, homeowner with a mortgage, who lost his current job due to Covid-19 situation, although he has been told he may be taken on again if things pick up.

The gentleman was referred by Job Centre who were not open and at the end of March 2021, are still not allowing access to the public.

First we supported him to re activate his universal credit claim as he has no access to computers or the internet at home.

We then supported him to update and tidy up his last C.V. and upload to a few job sites including Amazon who are currently a big new employer in the town.

Over the next month or so, we supported client to complete Amazon application and as his application progressed to upload documents, and attend Amazon 'Chime' interviews.

Once we had built up a relationship client opened up about his Mam passing away from cancer 5 weeks previously and that his Dad was in ill health. We supported him to get in touch with solicitors, as he needed to try to help Dad sort his finances and affairs.

By the middle of August, he had passed all Amazon and DBS checks and was just awaiting a start and induction date.

Sadly, on 3rd September client informed us that his father had also sadly passed away. However, client was determined to continue with his Amazon application. We very much took this at client's pace and would allow him to talk about parents if he wanted or to just be focused on Amazon and any tasks he needed to complete.

On 8th September we opened project early at 8.00am, so the client could complete his 3 hour 'Chime' induction with Amazon and was signed up for his first shift the following Thursday.

He passed his probationary period and is still working with Amazon today.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

c. How many people have we been able to support?

Benefits and Debt

126 clients needed support in sorting out 404 issues with the benefit system and monetary worries, 80 people improved their financial situation, 99 gained a greater understanding of their claim and the benefit system, 66 of whom were able to manage their claim without further assistance.

Housing

103 people needed support with 254 housing issues. Of the people who sought help, 49 reduced their sofa surfing or rough sleeping and were supported in partnership with the Housing department to gain accommodation. There was Government protection from eviction during the pandemic, which has meant that very little prevention work was required, (33 people) unfortunately that protection has now ended and we are beginning to see a rise in evictions. 16 private rented clients gained a greater understanding of their tenancy and expected behaviours.

Mental Health Outcomes

72 people were supported with their mental health problems, living in poverty and homelessness are 2 key triggers for people to experience poor mental health. 54 people were supported to reduce their stress and anxiety; this was done through a range of tools and one to one support and encouragement to attend. 18 people felt their mental health condition was improving too, with the added bonus of 22 of the 72 reporting an improvement in their addiction management and their physical condition through our support to access specialist appointments.

Pre-Employment

In the last year, 55 clients were supported to improve their employment opportunities. 28 of them reporting an improvement in their motivation. During the pandemic, it was difficult for those furthest from the job market to move closer due to so many services being locked down and only working online, it was extremely hard for those who needed assistance to learn how to use IT equipment and search online. However, we were able to support people on a one-to-one basis, though minimal in comparison to our usual numbers, we still were able to support 40 people to improve their employment skills through increased IT and communication abilities. We helped set up 10 interviews with 7 people gaining employment.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

d. Who do we work alongside?

It is important to acknowledge the work that is undertaken in Darlington by a range of charities who all help to support our work with vulnerable people and provide fantastic services themselves. First Stop works well in partnership, and has links with the following agencies:

- | | | |
|-------------------|------------------------------|---------------------------|
| • Bike Stop | • Morrison Trust | • 700 Club |
| • Citizens Advice | • DBC Housing Department | • Darlington Credit Union |
| • TV&D YMCA | • DWP | • Foundations |
| • Human Kind | • Darlington Mind | • Darlington Refuge |
| • Sunday Stop | • Grange Road Baptist Church | • Kings Church |
| • We Are With You | • Food Banks | • Groundwork |

Partnership Working Developments

Towards the end of the year we have spent time working closely with some of our likeminded charitable and voluntary sector organisations who are keen to support our families and individuals who are experiencing severe poverty and are currently furthest from the jobs market. This has led to the beginnings of a new partnership to deliver wraparound service to those who need the support and specialism of a few different agencies to give them the best chance for change and increase in their income for them and their family.

We are currently sourcing some pilot funding to work in partnership with:

Morrison Trust, Tees Valley & Darlington YMCA, Darlington Credit Union, Bike Stop Darlington, Firthmoor Community Centre and Redhall Community Centre.

A Memorandum of Understanding with partners, joint policies and a good delivery model are all part of our workload as we step into the new financial year and beyond.

Outreach in the Community

The pandemic meant that we were no longer able to deliver our services in the community centres within our most deprived wards, this was Government guidance and legalities put in place during the Pandemic.

We are anxious to get back into our communities as soon as is viable. In the meantime, we offered a free phone advice line, offered appointments in our town centre meeting space and over Zoom for anyone with existing equipment and internet access.

We have also continued dialogue with the community centres wherever possible, passing information, sharing resources etc. to support as many of them as we can.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

e. How do we assess outcomes and impacts?

We use regular monitoring of individual cases and interact with our clients about how successful their outcomes have been. Outreach clinics are monitored in how many clients take up our services if their first contact is made after a formal contact at an outreach clinic, but again a lot of the contact is, by nature, informal for some time until the individual is ready to trust and feel comfortable.

The Board continues to investigate ways of assessing the effectiveness of our methods of delivery and cooperate with the CEO in exploring ways of developing the services offered. All our grant work is collated through our Inform Database and is reported to each funder on the successes and the difficulties that people face in their lives.

Case studies illustrate how complicated the measure of success can be when considering the multiplicity of problems with which our clients present. Clients are required to provide support workers with feedback, at the level at which they feel comfortable and this can be used as an indicator of how the client feels about the support he or she has been offered.

Due to the changes in our delivery model we have had longer interaction with individuals without interruptions. As the numbers of clients has been lower, this has allowed for greater time to reflect on what has worked and what they felt could be better. This has been a welcome addition to our appointments and has helped build the individuals' engagement and interest in the charity and what other services we provide.

We also value the feedback we receive from our funders, analysis of which helps us improve our offers of support, improve our bid writing skills and ensure we are giving our funders what they need to develop their interaction with the charity and the support they provide.

Staffing Support and Appraisal

Staff are offered regular support and an open-door policy by the CEO; they have opportunities to talk about their work and progress both formally and informally and to also have input and ideas into the running of our services and how they develop. FSD is fortunate to have had minimal staffing restructures for downsizing purposes and we are blessed with a staff team who have been a crucial part of our charity for some years. We do enjoy the energy that new people bring and have welcomed another team member this year to train in the role of Project Support Worker. We have all benefited from having a younger member in our team. At the end of this financial year the Trustees identified a need to research and adopt a salary pay scale. This is to support the further development of staff as they increase their skills and involvement in leading and supervising new areas of work.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

f. Bike Stop Darlington

The Social Enterprise owned by First Stop Darlington celebrated its 8th year of trading and has grown since opening its doors in November 2012. The enterprise provides training and work experience to people who need some additional support to improve their opportunities to gain employment. We have supported people from a wide range of backgrounds and with varying degrees of vulnerabilities and have gained extensively through meeting and working alongside so many different people of all ages from 14 upwards.

This work requires funding, both grants and income, we gain income by recycling donated bicycles, which are sold at reasonable prices to low income households. They also upcycle and restore vintage and high-end bicycles for sale at higher prices to support the work of the organisation, this now includes a range of new bicycles, including e-bikes. The recycling and upcycling provides products for our trainees and work placements to work upon, learning the skills of bicycle mechanics, which in turn supports the income of the enterprise.

Due to demand by customers, we sell new bicycles too and have added electric bicycles to our product range. We have a range of options for people to purchase from us including a traditional saving scheme, this helps support those who prefer or need to pay for their purchase over a number of weeks all at 0% and at a level of saving that is up to the individual's budget. We supported in the region of 20 families through this scheme enabling them to gain access to cycling for their families without which this may have been out of their reach.

During Covid restrictions we were unable to carry through some of the successes that we have enjoyed in previous years, such as work placements and training due to the small size of our venue and the guidelines on safe distancing etc., however we have achieved so many other successes for Bike Stop to be proud of: We remained open to support the local community throughout the entire time of Covid restrictions providing accessibility to our:

Service & Repair centre [repaired 840 bikes]
Recycled Bikes [recycled 155 bikes]
Recycled Bikes [sold 131 bikes]
New Bikes [sold 96 bikes]
Maps and Cycling/Walking information and advice

And.....

NHS/Key Worker Free Bike Loans, we provided our fleet of loan bikes x 17 and received grant monies to provide a further number of bikes/helmets/locks x 20 bikes. We were able to loan out 37 bikes over a period of Apr-Sep enabling NHS and Care Key Workers to both commute and use for leisure. The feedback received was fantastic, the majority have been new to cycling and a number went on to continue cycling after they had returned the bikes.

Increased level of women entering the cycle market, the numbers of women riders in proportion to men increased noticeably. 2019-2020 saw for every 10 adult bikes sold it was 9 : 1 in favour of men to women. Whereas during 2020-2021 the proportion of men's to women reduced to 2 : 1

Reeves Commercial sponsored a young individual [19yrs] to complete his Business Administration apprenticeship qualification with Bike Stop. David came to us as a quiet, polite young man and lacking in confidence. However, over the 18mth apprenticeship he has improved his vocational skills, attained good operational skills and demonstrated initiative, enthusiasm and drive to achieve. He successfully completed the programme and became a real asset in the business.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Achievements and performance (continued)

Supported our volunteer cohort during this difficult year, 3 x mental health issues, and 8 x retired volunteers whilst in the working environment. Also maintained contact when they were restricted from attending the business, as there were a number living in isolation. It was so pleasing as restrictions began to relax that every volunteer returned and could visibly see their self-fulfilment arriving back to the environment they feel part of.

Supported two individuals to complete their 3-month placement working towards potential employment. They came to us a long-term unemployed in need of structure, self-confidence, vocational skills, work ethics and an ability to work in a team. They demonstrated at the end of their placement an ability to work independently, and as part of a team, developing good vocational and transferrable skills. Enhanced the content of their CV's.

Supported NQA Foodbank by donating 20 child's bikes as Christmas presents to families who were struggling during this period of Covid.

Supported commuters who needed to keep their bikes on the road by providing priority services to those who needed their bikes for work.

Bike Stop Thanks

Dave a valued mechanic with Bike Stop came to us over 6yrs ago as a client in need of support, worked his way through to a volunteer, then being employed as a P/Time mechanic and achieving the Cytech L2 qualification. Ultimately, Dave became a highly knowledgeable mechanic, respected by the team and customers alike. More importantly, Dave had a natural ability to support and teach others who came through our doors in need of support. We are extremely proud of Dave as he has now moved onto a busy high turnover quality competitor local to him and has grown yet again in stature. Surely a great example of achieving and driving a life-changing pathway.

g. Thanks

Staff

The trustees of First Stop wish to pay tribute to the dedication and hard work of all members of staff and volunteers, who chose to work during the pandemic and lockdown restrictions to ensure those who needed our services could still find the help they needed. They did this with dedication, professionalism, compassion and their wonderful sense of humour, putting everyone at ease as they worked.

During the year we said goodbye to Sue Archer who has been with us for over 10years and provided a wealth of support and care for those who needed help and provided a successful range of Job Club services for those entering the world of job searching for the first time. We wish her well in her new adventures.

Happy news arrived in Elisha's announcement of the birth of her beautiful new baby Cena, we wish them well and much rest and recuperation during her Maternity Leave and look forward to her return in October 2021.

A big welcome to Liam Hamilton who joined us in the middle of a pandemic and brilliantly just jumped in and got on with everything, he is a great addition to our team and we are excited to see what advances or enhancement he brings when we are finally able to spread our wings and leave Covid restrictions behind.

Funder Gratitude

At First Stop we are always eternally thankful to every one of our funders and donors both individuals and Trusteeships, Foundations and others. This year we are paying additional thanks to the Joy Welch Educational Charitable Trust who have supported us annually for many, many years. This wonderful Trust has made the decision to close and have distributed the last of their funding to the many that they have supported and shared ups and downs with over the decades. We are proud that we were one of them and we thank you and salute you for all your hard work, dedication and commitment to making so many people's lives so much richer and fuller through your unwavering support.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

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

The Trustees have examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy that the Charity's unrestricted funds, not committed or invested in tangible fixed assets and that are cash-backed, should be adequate to cover foreseeable shortfalls in income for a sufficient period to enable the Trustees to take corrective action. At 31 March 2021, the Trustees have calculated this level to be £130,000. The Trustees are confident that this level of reserves is prudent in the light of pressures on income sources. The management committee will continue to keep this policy, and the reserves level under review. At 31 March 2021 the actual level of free reserves is £95,156 (2020: £73,244).

c. Financial review

The Statement of Financial Activities on page 18 and the Balance Sheet on page 19 show a healthy financial position, the main features of which are:

An in year surplus on unrestricted funds of £20,822, which has increased our unrestricted reserves to £261,009, restricted reserves as at 31 March 2021 are £64,561.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Structure, governance and management

a. How are we constituted?

First Stop Darlington is a company limited by guarantee, No 3647391, governed by its Articles and Memorandum of Association. It is registered charity No 1073822 with a core membership of 12 people.

The directors of FSD are the Board of Trustees and are elected by the membership. In 2020-21, the board had 8 members serving on the Board, none of whom are related to each other.

The Board has appointed a Chair and Vice Chair, who are listed at the beginning of this report. The Articles of Association require that one third of the directors/ trustees retire each year by rotation; retiring trustees are eligible for re-election.

Currently we do not have a treasurer; instead the trustees all undergo training in the field of financial management of charities and are jointly carrying out the responsibilities of treasurer. We continue to seek to fulfil this post in the long-term.

The role of the trustees is to further the objectives of FSD through taking part in formulating and regularly reviewing strategic aims, ensuring that policy and practice are in keeping with its aims and that FSD functions within the legal and financial requirements of a charitable company and strives to achieve best practice.

There were 5 Board meetings during the year all held virtually to ensure the trustees upheld all Covid-19 Guidance. During the year, they continued to work on FSD's future strategy and explore ways of communicating and raising the profile of FSD including exploring ways of recruiting new volunteers to support the charity at board level and to develop marketing and fund raising.

The board regularly considered the Risk Register, which identifies risk factors and their impact on the charity. Measuring risk factors and identifying actions to mitigate those risks informs the development of the board's strategy. The charity's strategy, considered in detail at the annual review, is regularly monitored, and procedures were put in place to ensure that the charity acts effectively to deal with external and internal risk factors.

Trustees act in a voluntary capacity and did not receive any remuneration or reimbursement of expenses. The Trustees have considerable interaction with the paid team and take a keen interest in the workings of the charity to help their understanding of the needs of the beneficiaries.

FSD employs a CEO whose responsibility is the general management of all FSD projects, management of staff and volunteers, building management and leading the team in procuring funding. The CEO attends Board meetings and reports to The Board on finance and operational matters.

The CEO is Tracy Freeman and there are 5 other members of staff.

Grant giving funding bodies are our main source of income, supplemented by fund raising efforts by Friends of FSD, and personal donations. This year the main fundraising events planned for 2020 all had to be postponed because of Covid19, and our fundraising efforts have been adversely affected.

Our thanks go to The National Lottery Fund, Garfield Weston Trust, Lloyds Bank Foundation, Henry Smith Trust, Homeless Link, County Durham Community Foundation, Amazon, Harrison Foundation and the Ballinger Trust whose grants over the year have made the work of FSD possible. We are also grateful to have been eligible for some of the Government Covid Grant Schemes, such as Furlough and Rent/Rates Grant.

Friends of First Stop, which is a group of supporters and trustees, who, in their own time, work to raise funds for FSD have not met during the Covid Lockdown and have not been able to raise any funds towards costs this year.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Structure, governance and management (continued)

FSD has a Social Enterprise, Bike Stop Darlington (BSD), set up in 2012 providing training, volunteering opportunities and work experience for the clients of FSD and other vulnerable people within the borough of Darlington, especially those furthest from the job market. BSD is managed by its own board, and produces its own accounts. These are available on request.

b. Risk Management

In 2018, First Stop Darlington undertook a full review of our operational risk strategy and our risk register will continue to be reviewed by the full Management Committee on a regular basis, an example of which is the commitment of all the Trustees to undergo training on Financial Management.

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial . Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate 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 Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees on 14 September 2021 and signed on their behalf by:



John Kilgour
Chair

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

Independent Examiner's Report to the Trustees of First Stop Darlington ('the Charity')

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

Responsibilities and Basis of Report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts 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

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 the Charity 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.

Signed:

Dated: 14 September 2021

AW Lockett Bcom BFP FCA DChA

Institute of Chartered Accountants in England and Wales
Clive Owen LLP
140 Coniscliffe Road
DARLINGTON
Co Durham
DL3 7RT

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	4	10,606	-	10,606	8,558
Charitable activities	5	10,000	201,574	211,574	174,359
Other trading activities	6	1,629	-	1,629	9,809
Investments	7	379	-	379	223
Other income	8	15,396	-	15,396	-
Total income		38,010	201,574	239,584	192,949
Expenditure on:					
Raising funds		80	-	80	857
Charitable activities		17,108	151,801	168,909	182,235
Total expenditure		17,188	151,801	168,989	183,092
Net income		20,822	49,773	70,595	9,857
Transfers between funds	19	(568)	568	-	-
Net movement in funds		20,254	50,341	70,595	9,857
Reconciliation of funds:					
Total funds brought forward		240,755	14,220	254,975	245,118
Net movement in funds		20,254	50,341	70,595	9,857
Total funds carried forward		261,009	64,561	325,570	254,975

The notes on pages 21 to 36 form part of these financial statements.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)
REGISTERED NUMBER: 03647391

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	13	165,852	167,510
Investments	14	1	1
		<u>165,853</u>	<u>167,511</u>
Current assets			
Debtors	15	6,605	17,534
Cash at bank and in hand		260,834	218,097
		<u>267,439</u>	<u>235,631</u>
Creditors: amounts falling due within one year	16	(29,804)	(66,094)
Net current assets		<u>237,635</u>	<u>169,537</u>
Total assets less current liabilities		<u>403,488</u>	<u>337,048</u>
Creditors: amounts falling due after more than one year	17	(77,918)	(82,073)
Net assets excluding pension asset		<u>325,570</u>	<u>254,975</u>
Total net assets		<u><u>325,570</u></u>	<u><u>254,975</u></u>
Charity funds			
Restricted funds	19	64,561	14,220
Unrestricted funds	19	261,009	240,755
Total funds		<u><u>325,570</u></u>	<u><u>254,975</u></u>

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

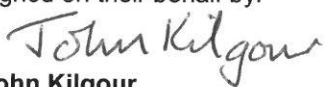
The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)
REGISTERED NUMBER: 03647391

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The financial statements were approved and authorised for issue by the Trustees on 14 September 2021 and signed on their behalf by:


John Kilgour
Chair

The notes on pages 21 to 36 form part of these financial statements.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

1. General information

First Stop Darlington is company limited by guarantee and registered in England and Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and activities are to provide impartial, confidential information, advice, guidance, support and onward referral to those who are homeless, at risk of becoming homeless or those who are socially excluded.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

First Stop Darlington 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.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

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

2.2 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. Any general purpose grants whose use is restricted by the grantor to some future accounting period are accounted for as deferred income until the restriction has been satisfied. Donations are allocated to the relevant funds on donors instructions and recorded in the accounts on an accruals basis. Gifts of services, such as rent reductions, are valued at the cost saving to the charity.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

2. Accounting policies (continued)

2.3 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.

Expenditure on raising funds includes all expenditure incurred by the Charity to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.4 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 institution with whom the funds are deposited.

2.5 Tangible fixed assets and depreciation

Tangible fixed assets costing £500 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method. The building has been depreciated to an amount which the trustees believe to be the current value of the building and is reviewed annually. Land is not depreciated.

Depreciation is provided on the following bases:

Office equipment	- 33% - 50% straight line
Other fixed assets	- 33% - 50% straight line

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

2. Accounting policies (continued)

2.6 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance Sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of Financial Activities.

Investments in subsidiaries are valued at cost less provision for impairment.

2.7 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.

2.8 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.

2.9 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 in the Statement of Financial Activities as a finance cost.

2.10 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.

2.11 Pensions

The Charity operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Charity to the fund in respect of the year.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

2. Accounting policies (continued)

2.12 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.

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.

Investment income, gains and losses are allocated to the appropriate fund.

3. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgement:

Depreciation - Depreciation is calculated so as to write off the cost of an asset, less its residual value, over the useful economic life of that asset. An estimate of the useful economic life of assets is detailed in the depreciation accounting policy.

4. Income from donations and legacies

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Donations	10,606	10,606	8,558
<i>Total 2020</i>	8,558	8,558	

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

5. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Ballinger Trust	-	20,000	20,000	20,000
Big Lottery	-	99,993	99,993	105,229
The Henry Smith Charity	-	7,000	7,000	21,000
Garfield Weston Foundation	-	25,000	25,000	-
Lloyds Bank Foundation	-	25,211	25,211	27,130
County Durham Community Fund	-	2,865	2,865	-
Homeless Link	-	21,505	21,505	-
Darlington Borough Council	10,000	-	10,000	-
Joy Welch Trust Fund	-	-	-	1,000
Total 2021	<u>10,000</u>	<u>201,574</u>	<u>211,574</u>	<u>174,359</u>
<i>Total 2020</i>	<u>1,000</u>	<u>173,359</u>	<u>174,359</u>	

6. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising events	1,629	1,629	9,809
<i>Total 2020</i>	<u>9,809</u>	<u>9,809</u>	

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

7. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Investment income	379	379	223
<i>Total 2020</i>	223	223	

8. Other incoming resources

	Unrestricted funds 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Management fees	9,500	9,500	-
Covid job retention scheme	5,896	5,896	-
	15,396	15,396	-

9. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Total funds 2021 £	<i>Total funds 2020 £</i>
Charitable activities costs	168,909	168,909	182,235
<i>Total 2020</i>	182,235	182,235	

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

9. Analysis of expenditure by activities (continued)

Analysis of direct costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff costs	120,728	129,107
Depreciation	1,813	1,864
Other staff costs	1,648	4,048
Other fees	8,807	3,983
Insurances	1,900	1,532
Premises costs	8,114	7,872
Administration	6,433	6,523
IT Support	8,995	7,867
Advertising & publications	185	130
Client training and activities	-	2,400
Client Support	3,105	9,379
Loan interest	5,475	5,734
Governance costs	1,706	1,796
	<u>168,909</u>	<u>182,235</u>

Direct costs were £168,909 (2020: £182,235) of which £17,108 (2020: £8,473) was unrestricted and £151,801 (2020: £173,762) was restricted.

10. Independent examiner's remuneration

	2021 £	<i>2020 £</i>
Fees payable to the Charity's independent examiner for the independent examination of the Charity's annual accounts	<u>1,500</u>	<u>1,500</u>

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

11. Staff costs

	2021	<i>2020</i>
	£	£
Wages and salaries	116,874	<i>117,437</i>
Social security costs	1,456	<i>9,284</i>
Contribution to defined contribution pension schemes	2,398	<i>2,386</i>
	120,728	<i>129,107</i>

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

	2021	<i>2020</i>
	No.	No.
Provision of charitable services	6	<i>6</i>

No employee received remuneration amounting to more than £60,000 in either year.

12. Trustees' remuneration and expenses

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

During the year ended 31 March 2021, no Trustee expenses have been incurred (*2020 - £NIL*).

13. Tangible fixed assets

	Freehold property £	Office equipment £	Other fixed assets £	Total £
Cost or valuation				
At 1 April 2020	165,000	12,585	9,235	186,820
Additions	-	155	-	155
At 31 March 2021	165,000	12,740	9,235	186,975
Depreciation				
At 1 April 2020	-	10,329	8,981	19,310
Charge for the year	-	1,711	102	1,813
At 31 March 2021	-	12,040	9,083	21,123

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

13. Tangible fixed assets (continued)

	Freehold property £	Office equipment £	Other fixed assets £	Total £
Net book value				
At 31 March 2021	<u>165,000</u>	<u>700</u>	<u>152</u>	<u>165,852</u>
At 31 March 2020	<u>165,000</u>	<u>2,256</u>	<u>254</u>	<u>167,510</u>

Included in freehold property is land of £10,000 (2020 - £10,000) which is not depreciated.

Freehold property was revalued by the trustees with the support of a professional valuation.

The Charity has adopted a policy of revaluation for tangible fixed assets. Had these assets been measured at historic cost, the carrying values would have been as follows:

	2021 £	2020 £
Freehold property	<u>189,328</u>	<u>189,328</u>

14. Fixed asset investments

	Investments in subsidiary companies £
Cost or valuation	
At 1 April 2020	1
At 31 March 2021	<u>1</u>
Net book value	
At 31 March 2021	1
At 31 March 2020	<u>1</u>

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

14. Fixed asset investments (continued)

Principal subsidiaries

The following was a subsidiary undertaking of the Charity:

Name	Holding
Bike Stop Darlington Limited	100%

The financial results of the subsidiary for the year were:

Name	Aggregate of share capital and reserves £	Profit/(Loss) for the period £
Bike Stop Darlington Limited	19,445	18,452

15. Debtors

	2021 £	2020 £
Due within one year		
Amounts owed by group undertakings	5,109	13,993
Other debtors	952	280
Prepayments and accrued income	544	3,261
	<u>6,605</u>	<u>17,534</u>

16. Creditors: Amounts falling due within one year

	2021 £	2020 £
Bank loans	4,149	3,889
Trade creditors	566	849
Other creditors	4,967	5,710
Accruals and deferred income	20,122	55,646
	<u>29,804</u>	<u>66,094</u>

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

16. Creditors: Amounts falling due within one year (continued)

	2021 £	2020 £
	2021 £	2020 £
Deferred income at 1 April 2020	53,072	45,979
Resources deferred during the year	13,620	53,072
Amounts released from previous periods	(53,072)	(45,979)
	<u>13,620</u>	<u>53,072</u>

17. Creditors: Amounts falling due after more than one year

	2021 £	2020 £
Bank loans	<u>77,918</u>	<u>82,073</u>

The Charity Bank mortgage is the main funding source for the charity's purchase of its new premises at 32 Houndgate Darlington. The mortgage is repayable over 20 years, starting from 12 April 2014 and ending on 12 March 2034. The amount repayable in 2021/22 is £4,149 (2020: £3,889), leaving £19,555 (2020: £18,327 payable in 2-5 years and £58,363 (2020: £63,746) payable after 5 years. The mortgage is secured against the building.

18. Financial instruments

	2021 £	2020 £
Financial assets		
Financial assets measured at fair value through income and expenditure	<u>260,834</u>	<u>17,534</u>
	2021 £	2020 £
Financial liabilities		
Financial liabilities measured at fair value through income and expenditure	<u>101,295</u>	<u>145,999</u>

Financial assets measured at fair value through income and expenditure comprise trade debtors, other debtors, prepayments and accrued income.

Financial liabilities measured at fair value through income and expenditure comprise trade creditors, other creditors, bank loans, accruals and deferred income.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

19. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
General Funds - all funds	240,755	38,010	(17,188)	(568)	261,009
Restricted funds					
The Henry Smith Charity	-	7,000	(6,898)	(102)	-
Garfield Weston Foundation	-	25,000	(13,626)	-	11,374
Lloyds Bank Foundation	5,739	25,211	(25,211)	-	5,739
Ballinger Charitable Trust	-	20,000	-	-	20,000
Homeless Link	-	21,505	(22,175)	670	-
County Durham Community Fund	-	2,865	(2,865)	-	-
Big Lottery	8,481	99,993	(81,026)	-	27,448
	14,220	201,574	(151,801)	568	64,561
Total of funds	254,975	239,584	(168,989)	-	325,570

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

19. Statement of funds (continued)

Unrestricted Funds:

General - The free funds of the charity which are available for the general work of the charity at the discretion of the Trustees.

Restricted Funds:

These funds relate to grants and donations received for specific purposes as follows:

The Henry Smith Charity - A 3 year grant to support the core work of FSD by providing a salary for a Homeless Support Worker post to help support the 700+ people who use our drop-in service and are homeless or at severe risk of homelessness. Year 3 (£28,000), ended in June 2020.

Lloyds Bank Foundation - A new 3 year fund has been secured from April 2019 £84,561 divided across 3 years. The funding is to move First Stop and Bike Stop forward strategically to ensure we can provide further services and future proof the organisation for some time to come.

The Ballinger Charitable Trust - 3 year grant to support core work of the charity, providing practical financial support to enable the charity to further their work with vulnerable people experiencing poverty, disadvantage in opportunities and limited life chances. Year 2 commenced April 19 (£20,000).

Big Lottery Fund - Reaching Communities Fund – A 3 year grant to provide support and guidance to local people who have a range of issues and barriers that are preventing them from moving forward in their lives. Particularly supporting people to prevent evictions, reducing homelessness, reducing poverty, increasing and improving peoples confidence, self-esteem and self-worth, reducing stress and anxiety brought on by their issues and improving peoples aspirations and life goals. Year 3 (£109,083) is secured until end Feb 2021, however, due to an underspend as a result of Covid, the funder has agreed to carry forward the underspend until the end of June 2021.

Garfield Weston – 1 year core funding to support the charity to support those who are homeless, at risk of homelessness and those who are marginalised in our community. (July 2020 – June 2021 £25,000).

Homeless Link – Covid Support Fund - 6 month funding, May 2020-Oct 2020 (£21,505) to provide for any additional set up and support to those struggle the most in our communities, to enable us to reach out and provide our services to our clients and those who were being hit the hardest in the first 6 months of the pandemic.

A net transfer of £568 was made between restricted and unrestricted general fund following the fulfilment of the original grant.

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

19. 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>
Unrestricted funds					
General Funds - all funds	228,907	18,590	(8,330)	1,588	240,755
Joy Welch Trust Fund	-	1,000	(1,000)	-	-
	<u>228,907</u>	<u>19,590</u>	<u>(9,330)</u>	<u>1,588</u>	<u>240,755</u>
Restricted funds					
The Henry Smith Charity	-	21,000	(21,000)	-	-
Lloyds Bank Foundation	-	27,130	(21,391)	-	5,739
Ballinger Charitable Trust	-	20,000	(20,000)	-	-
Big Lottery Fund	16,211	105,229	(111,371)	(1,588)	8,481
	<u>16,211</u>	<u>173,359</u>	<u>(173,762)</u>	<u>(1,588)</u>	<u>14,220</u>
Total of funds	<u>245,118</u>	<u>192,949</u>	<u>(183,092)</u>	<u>-</u>	<u>254,975</u>

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

20. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
General funds	240,755	38,010	(17,188)	(568)	261,009
Restricted funds	14,220	201,574	(151,801)	568	64,561
	<u>254,975</u>	<u>239,584</u>	<u>(168,989)</u>	<u>-</u>	<u>325,570</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
General funds	228,907	19,590	(9,330)	1,588	240,755
Restricted funds	16,211	173,359	(173,762)	(1,588)	14,220
	<u>245,118</u>	<u>192,949</u>	<u>(183,092)</u>	<u>-</u>	<u>254,975</u>

21. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	165,852	-	165,852
Fixed asset investments	1	-	1
Current assets	215,878	51,561	267,439
Creditors due within one year	(42,804)	13,000	(29,804)
Creditors due in more than one year	(77,918)	-	(77,918)
Total	<u>261,009</u>	<u>64,561</u>	<u>325,570</u>

FIRST STOP DARLINGTON
(A Company Limited by Guarantee)

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

21. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	167,510	-	167,510
Fixed asset investments	1	-	1
Current assets	168,959	66,672	235,631
Creditors due within one year	(13,642)	(52,452)	(66,094)
Creditors due in more than one year	(82,073)	-	(82,073)
Total	<u>240,755</u>	<u>14,220</u>	<u>254,975</u>

22. Related party transactions

Owing to the nature of the Charity's operations and the composition of the Board of Trustees being drawn from local public and private sector organisations, transaction may take place with organisations in which the Charity has an interest. All transactions involving such organisations are conducted at arm's length.