

Company Registration No. 03416785

Charity Registration No. 1074622

Community Advice Works Limited
(A company limited by guarantee)
Annual Report and Financial Statements
For the year ended 31 March 2022

Kathleen Moss ACMA, CGMA
Independent Examiner
48 Lawn Terrace,
London,
SE3 9LP

Community Advice Works Limited
(A company limited by guarantee)
Trustees' Annual Report
For the year ended 31 March 2022

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REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number
03416785 (England and Wales)

Registered Charity number
1074622

Registered office
49a Hatfield Close
London
SE14 5DW

Trustees / Directors
Katherine A Dunbar (co-chair)
Jill Mountford
Juliet Sturridge
Gillian E Hart
Toby Conyers (co-chair)
Ravi Ravindran
Claudia Hyde
Amy Harrison Resigned 11 July 2022

Treasurer
Juliet Sturridge

Company Secretary
Gillian E Hart

Independent Examiner
Kathleen Moss ACMA, CGMA
48 Lawn Terrace,
London
SE3 9LP

Bankers
Barclays Bank Plc
93 Lewisham High Street
London
SE13 6BB

Community Advice Works Limited
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Trustees' Annual Report
For the year ended 31 March 2022

The trustees, who are also directors of Community Advice Works Limited for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) (FRS 102) and The Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

Directors/Trustees are appointed at an Annual General Meeting when a third of the existing Directors/Trustees must resign at which point they can then stand for re-election.

As set out in The Articles of Association the Trustees, who are also directors for the purposes of company law, have the power at any time, and from time to time, to appoint any person to be a Director/ Trustee, either to fill a casual vacancy or as an addition to the existing Directors/Trustees. Any Director/Trustee so appointed shall hold the office only until the next following Annual General Meeting and shall then be eligible for re-election.

Organisational structure

The charitable company is managed by Directors/Trustees elected at the Annual General Meeting. The Directors/Trustees also act under company law as Directors of the company. There were eight Directors/Trustees as at 31 March 2022 (2021: nine) each of whom is liable to pay a maximum of £1 in the event of the company being wound up. The board meet every 4 to 6 weeks to monitor the on-going development of the project and to discuss reports on work related projects. Updates on issues related to finance are given at each meeting. Health and Safety and staff matters are always itemised on the agenda.

The Directors/Trustees have been monitoring the organisation to ensure it is efficient, effective and sustainable. The Directors/Trustees are also committed to furthering partnership working to enable residents to benefit from local services that complement each other, avoid duplication and ensure best practice.

Risk management

Following the sale of 170 New Cross Road we have secured a contract on a smaller, more appropriate workspace owned by Lewisham Homes and rent free to us.

We need to note the risk attached to the new premises as we do not own it and although we have an indefinite contract with Lewisham Homes we do, overall, have less security, however we calculate that this is a small risk.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Risks in a Cost of Living Crisis

Trustees are aware of the incredibly difficult time being faced by residents and organisations across the local area in New Cross Gate, with the continued cost of living crisis and the difficult situation many local families are in.

Trustees are aware of the risk to the organisation from the huge number of people that need to access support and help, something that we have seen from the rising number of people accessing our drop-in and advice services.

It is vital that the trustees and Directors are well briefed and have continuing conversations about the developing situation to ensure work is reflecting the need of the community.

Risks Post Covid

The Trustees are very aware of the difficult financial situation that confronts our local community and our organisation. Our main grant funding from Lewisham Council will be ending in the 2nd quarter of 22/23. The organisations have successfully bid for NCIL funding from the local authority for 1.5 years from August 2022, but there is no long term funding past that point, but we continue to apply for grants available and self-support the charity from our investment portfolio with CCLA.

The services we provide offer a safety net to struggling families and vulnerable individuals and the need for our services has become greater and will continue to grow as a result of the pandemic and looming economic crisis. We have to secure alternative funding to continue this much needed service past that funded by NCIL. It is becoming increasingly difficult as many more charities struggle in the Covid-19 situation and council funding is drastically cut but central government.

Our staff have returned to the office for the majority of the working week, but we understand the risk faced by the stress of workload and uncertainty of central funding in the organisation.

Reviewing the effect of the cost of living crisis and its impact on our service and community needs to be reviewed by the Directors/Trustees at every Board meeting over this current financial year, including measuring amount of service users and type of enquiry.

Operating in a Changing World

Like many charities around the world we find ourselves in a situation where demand for our services is increasing, and, we anticipate, will continue to increase while at the same time funding to deliver our services is being cut, lost and harder to attain from grant givers under huge pressure from increased demand.

There have been staff resource issues at the organisation going several months without a Service Manager, Trustees have worked hard to get through this and support the organisation and we now have a full roster of staff and are working to ensure the organisations retains a stable staff number.

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Undoubtedly Trustees will have to work with the new Service Manager to ensure staff are retained as we see shortages in the advice worker workforce across London.

It is vital that the organisation continue to look and win new sources of funding and a strategy for raising funds has been developed which the directors/Trustees have made central to their overall strategic planning.

The Directors/Trustees regularly monitor and review the risks facing the charity and to ensure that appropriate plans and policies are in place.

OBJECTIVES AND ACTIVITIES

Objectives and aims

Every year we work with clients to maximise their income through benefit applications, and assist with appeals and tribunals. We continue to support people to deal with changes to the benefit system, such as the Universal Credit and changes to PIP and DLA, and other measures that have resulted in reduced income level for the families and individuals who seek our assistance.

We saw cases of domestic violence increased significantly as the Covid-19 pandemic unfolded. CAWS's Domestic Violence provision continues to grow and provide a supportive environment in which women can process their experiences, explore options and pave the way for future change. Through follow-up consultations with women who received support, there was a reduction in the level of violent and controlling behaviours and injuries and significant improvements in women's self-esteem, anxiety, depression and self-efficacy.

Our focus has been to identify new revenue and capital funding opportunities to ensure our activities are sustained. This has resulted in the establishment of new partnerships and joint working with other local organisations.

The objectives of the charity as set out in the company's memorandum of association are:

- To improve social conditions, health, employment training and life skills of poor persons resident in the London Borough of Lewisham and surrounding areas.

The description "poor" is perhaps a little anachronistic and we continue to work with some of the most socially and economically deprived people in the borough enabling and empowering them to access services and agencies to help improve their lives.

The strategies employed to achieve the charity's objectives are to:

- To offer advice and information services to local families/individuals
- To provide volunteering and training opportunities
- To offer advocacy and counselling to victims of domestic violence.

Ensuring our work delivers our aims

We review our aims, objectives and activities each year. The review over the coming year in the will include learning lessons on managing and meeting new and increased demands from our client group as well as sharing good practice with and from other local agencies. The review looks at what was achieved and the outcomes in the previous 12 months as well as developing strategies for this current year. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. It also helps us ensure our aim, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities.

How our activities deliver public benefit

Our main activities and who we try to help are described below. All our charitable activities focus on the improvement of social conditions and prospects for socially and economically deprived people resident in the London Borough of Lewisham and are undertaken to further our charitable purposes for the public benefit

Advice work

Throughout the year we have delivered a service to clients across the borough assisting them with benefits applications and appeals, we have done preliminary advice in housing, immigration, tax and debt.

Data collected over the year continues to show the financial gains made for our clients by maximising benefits and winning appeals.

We remain an equal partner in the Advice Line Lewisham consortium and play a full and positive role in its development for the time being.

Mozaic – Women's project supporting women experiencing domestic violence

This advocacy service operating from St Thomas' Hospital provides a supportive environment for women experiencing domestic violence. This project has been part of our delivery of services for more than a decade now and remains a significant provider of support for women, helping them to process their situations and experiences, to consider their options and to deal with the myriad of issues facing them. These range from practical concerns around money, accommodation, children and work to issues of confidence, depression, anxiety and self-esteem.

This service provides support for women from a very diverse community.

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Premises

Through longstanding good relations with Lewisham Homes we operate out of 49a Hatfield Close as our base on a long term lease, rent free, with maintenance support. The property has been renovated and refurbished to make it an appropriate and useful work place for the delivery of a face to face advice service and drop in centre. Since moving premises to 49a Hatfield Close and despite period of lockdown we have been able offer staff, clients and volunteers a much better work environment.

Volunteers

The Trustees would like to take this opportunity to thank all the volunteers who gave their time and support so generously. Volunteers are the heart of CAW and without their commitment we would not be able to provide as full a service. CAW has traditionally taken on volunteers from the local area who are unemployed although our volunteers come from all walks of life and are of all ages. Volunteers are involved in all aspects of the organisation

FINANCIAL REVIEW

In the year to 31st March 2022 CAW had income of £ 241,082 (2021: £218,858) and expenditure of £194,422 (2021: £ 241,514) leaving surplus for the year of £ 46,660, (2021: deficit £22,656) of which £41,466 is unrestricted (2021: deficit £22,656).

CAW's reserves at 31st March 2022 are £676,392 (2021: £629,732) of which £5,494 (2021: £300) relate to Restricted Income Funds and £670,898 (2021: £629,432) relate to Unrestricted Income Funds.

Reserves policy

The activities of Community Advice Works are financed on a project-funding basis with a measure of unrestricted funding to cover necessary administration, core costs and overheads.

In order to fund the core costs of the organisation a management fee is built into funding applications. At the reporting date the General Reserve stands at £670,898. The trustees have invested a substantial part of these funds in a CCLA Investment fund, leaving enough to cover 6 months overheads in the Shawbrook Bank and the Barclays current account. The money earned from the investment can in the short term be used to help mitigate the risk of funding cuts from London Borough of Lewisham in 2022-2023. It is considered to be sufficient, along with agreed income for the forthcoming year, to ensure continuing operations over the next financial year and beyond.

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Principal funding sources

The principal funding sources were the London Borough of Lewisham, St Thomas NHS Trust, New Cross Gate Trust and the Leathersellers. The board is extremely grateful to all our funders for their continued support.

Investment policy and objectives

Under the Memorandum and Articles of Association, the charity has the power to invest in any way the Directors/Trustees wish and in line with our investment policy.

FUTURE DEVELOPMENTS

We anticipate significant pressure on our finances and other resources during the coming financial year as a result of the expected cut in our funding from Lewisham Council and the looming economic crisis following in the wake of Covid-19

Directors/Trustees are developing strategic plans to ensure the organisation manages this new situation as best it can with robust policies, procedures, training and support in place, alongside a

regularly reviewed risk register, a fundraising strategy that is realistic and innovative. Care of our most valuable asset, the staff and volunteers will continue to be in the foreground.

The charity was successful in its re-application for accreditation on behalf of the advice service to the Office of the Immigration Services Commissioner (OISC), Community Legal Services and the Quality Mark. The organisation continues to strive to be an active voice for our service users and communities and actively encourages and promotes community cohesion. The directors and trustees are committed to continue with further consortium and partnership working to maximise our impact. Community Advice Works Management Board and staff seek to ensure that the community is at the heart of its work.

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STATEMENT OF TRUSTEES RESPONSIBILITIES

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

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

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

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

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's Independent Examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

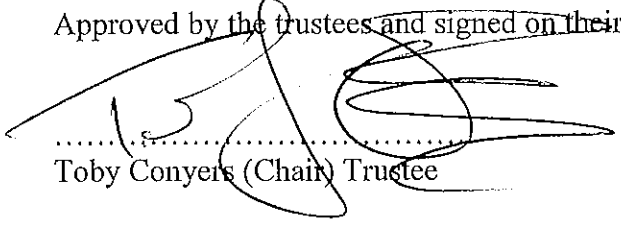
Our Independent Examiner, appointed by during the year, is Kathleen Moss ACMA, CGMA.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2022 was 8 (2021: 9). Trustees are members of the charity but this entitles them only to voting rights.

The trustees have complied with the duty in section 4 of the Charities Act 2011 to have due regard to guidance published by the Charity Commission, including public benefit guidance.

The company has taken advantage of the small companies' exemption in preparing the report above. The trustees declare that they have approved the trustees' report (including directors' report) above.

Approved by the trustees and signed on their behalf by:


.....
Toby Conyers (Chair) Trustee

Date:

31/1/2023

Independent Examiner's Report

To the Trustees of Community Advice Works Limited

I report on the accounts of the charity for the year ended 31st March 2022, comprising of the Statement of Financial Activities, Balance Sheet and associated notes.

Respective responsibilities of Trustees and examiner

The Trustees, who are also directors of Community Advice Works Limited for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and part 16 of the Companies Act 2006 and that an Independent examination is needed.

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

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of Independent examiner's report

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

Independent examiner's statement

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

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of 396 of the Companies Act 2006, Regulation 8 of the Charities Act 2011 and with the methods and principles of the Charities Statement of Recommended Practice FRS 102have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kathleen Moss ACMA, CGMA
Kathleen Moss Limited
48 Lawn Terrace
London
SE3 9LP
K R MOSS
Dated: 31st January 2023

Community Advice Works Limited
(A company limited by guarantee)

Statement of Financial Activities
(Including Income and Expenditure Account)
For the year ended 31st March 2022

		Unrestricted funds	Restricted funds	Total funds 2022	Unrestricted funds	Restricted funds	Total funds 2021
	Note	£	£	£	£	£	£
Income							
Donations and legacies	3	1,057	902	1,959	-	-	-
Charitable activities	4	204,176	33,471	237,647	207,317	9,700	217,017
Trading activities	5	1,315	-	1,315	1,840	-	1,840
Investments	6	161	-	161	1	-	1
Total Income		206,709	34,373	241,082	209,158	9,700	218,858
Expenditure:	7						
Raising funds		4,971	-	4,971	4,963	-	4,963
Charitable activities		160,272	29,179	189,451	226,851	9,700	236,551
Total expenditure		165,243	29,179	194,422	231,814	9,700	241,514
Net Income/(expenditure) before transfer between funds		41,466	5,194	46,660	(22,656)	-	(22,656)
Transfer between funds		-	-	-	-	-	-
Net Income/(expenditure) before other gains and losses		41,466	5,194	46,660	(22,656)	-	(22,656)
Other recognised gains:							
Proceeds of sale of fixed assets		-	-	-	153,152	-	153,152
Net movement in funds		41,466	5,194	46,660	130,496	-	130,496
Reconciliation of funds							
Total funds brought forward		629,432	300	629,732	498,936	300	499,236
Total funds carried forward		£ 670,898	£ 5,494	£ 676,392	£ 629,432	£ 300	£ 629,732

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

The statement of financial activities complies with the requirements for an income and expenditure account under the Companies Act 2006.

The notes on pages 12 to 22 form part of these accounts.

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Balance Sheet
As at 31st March 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible Assets	10	1,308	6,113
Current assets			
Debtors	11	31,527	83,286
Investments		550,000	
Cash at bank and in hand		103,394	549,104
		<u>684,921</u>	<u>632,390</u>
Liabilities:			
Creditors: Amount falling due within one year	12	(9,837)	(8,771)
		<u>675,084</u>	<u>623,619</u>
Net current assets / (liabilities)			
		<u>676,392</u>	<u>629,732</u>
Net assets			
		<u><u>676,392</u></u>	<u><u>629,732</u></u>
The funds of the charity:	13		
Restricted income funds	14	5,494	300
Unrestricted income funds	14		
General reserve		670,898	629,432
		<u>676,392</u>	<u>629,732</u>
Total charity funds		<u><u>676,392</u></u>	<u><u>629,732</u></u>

The charity is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31st March 2022. No member of the charity has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with sections 386 and 387 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts so far as applicable to the charitable company.

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

The notes on pages 12 to 22 form part of these accounts.

The accounts were approved by the Board on 31/1/2023

Trustee

Name

Charity Registration No.: 1074622

Company Registration No.: 03416785

Community Advice Works Limited
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Notes to the financial statements for the year ended 31st March 2022

1 Statutory information

Community Advice Works Ltd is a charitable company, limited by guarantee, registered in England and Wales number 03416785, charity number 1074622. The charitable company's registered office address is 49a Hatfield Close, London, SE14 5DW. The registered office is the principle place of business. The functional currency is sterling.

2 Accounting policies

2.1 Basis of preparation

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

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

2.2 Public benefit entity

The charitable company, Community Advice Works Ltd meets the definition of a public benefit entity under FRS 102.

2.3 Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern. The charitable company can comfortably operate based on confirmed funding with sufficient reserves.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

2.4 Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the income have been met, it is probable that the income will be received and that the amount can be measured reliably.

Where donations and grants are restricted to future accounting periods, they are deferred and recognised in those future accounting periods. Grants for immediate financial support and assistance, or to reimburse costs previously incurred, are recognised immediately.

Income from charitable activities comprises advice work programmes which are included when receivable.

2.5 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.

2.6 Fund accounting

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

Unrestricted funds are donations and other incoming resources received or generated for the charitable purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

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Notes to the financial statements for the year ended 31st March 2022: continued

2.7 Expenditure and basis of apportioning costs

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis with the irrecoverable element of VAT included with the item to which it relates and has been classified under headings that aggregate all costs related to the category. Expenditure is classified under the following activity headings:

Raising funds: Costs of raising funds relate to the costs incurred by the charitable company in inducing third parties to make voluntary contributions to it, as well as the cost of any activities with a fundraising purpose

Charitable activities: Expenditure on charitable activities includes the costs of delivering advice services and other activities undertaken to further the purposes of the charity and their associated support costs.

2.8 Tangible fixed assets and depreciation

The charitable company operates a policy of capitalising fixed asset items over £1,000. Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life. The principal annual rates used for this purpose are:

IT equipment	33% on cost
Furniture & security	25% on cost
Plant and machinery	25% on cost

2.7 Leasing and hire purchase commitments

Rental charges are charged on a straight line basis over the term of the lease.

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments.

The trustees seek to use short term deposits to maximise the return on monies held at the bank and to manage cash flow.

The charitable company 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.

2.9 Debtors

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

2.10 Creditors and provisions

Creditors and provisions are recognised where the charitable company has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.11 Fundraising

170 Community Project doesn't use 3rd party fundraising organisations. Funds are raised through individual donations, grants from **Trusts, Foundations and Government grants and contracts**. Some fundraising events are carried out from time to time.

2.12 Pensions

The charitable company operates an Auto Enrolment defined contribution pension scheme. Contributions are charged to the Statement of Financial Activities as they are incurred.

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Notes to the financial statements for the year ended 31st March 2022: continued

3 Donations and legacies	Unrestricted	Restricted	Total 2022 £
Hardship Grant	-	900	900
Other donations	1,057	2	1,059
	1,057	902	1,959

Donations and legacies - prior year comparative

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2021 £</i>
Hardship Grant	-	-	-
Other donations	-	-	-
	-	-	-

4 Income from charitable activities	Unrestricted	Restricted	Total 2022 £
Advice Work	102,873	-	102,873
Mozaic - Home Office St Thomas	86,683	-	86,683
New Cross Gate Trust	-	15,299	15,299
Leather Sellers' Company Charitable Fund	10,000	-	10,000
Lewisham plus Credit Union	4,620	-	4,620
Deptford Challenge Trust	-	14,316	14,316
Lewisham Local	-	3,856	3,856
	204,176	33,471	237,647

Income from charitable activities - prior year comparative

	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2021 £</i>
Advice Work	105,122	-	105,122
Mozaic - Home Office St Thomas	87,668	-	87,668
New Cross Gate Trust	-	9,700	9,700
Outreach - Pinnacle Housing	3,577	-	3,577
Leather Sellers' Company Charitable Fund	10,000	-	10,000
Lewisham plus Credit Union	950	-	950
	207,317	9,700	217,017

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Notes to the financial statements for the year ended 31st March 2022: continued

5	Income from other trading activities	Unrestricted	Restricted	Total 2022 £
	Rental income	1,315	-	1,315
		<u>1,315</u>	<u>-</u>	<u>1,315</u>
	<i>Income from other trading activities - prior year comparative</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2021 £</i>
	Rental income	1,840	-	1,840
		<u>1,840</u>	<u>-</u>	<u>1,840</u>
6	Income from Investments	Unrestricted	Restricted	Total 2022 £
	Interest receivable	161	-	161
	<i>Income from investments - prior year comparative</i>	<i>Unrestricted</i>	<i>Restricted</i>	<i>Total 2021 £</i>
	Interest receivable	1		1

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Notes to the financial statements for the year ended 31st March 2022: continued

7 Analysis of expenditure

	Cost of raising funds	Charitable activities: Advice work & grants	Governance costs	Support costs	2022 Total
	£	£	£	£	£
Staff costs	3,762	120,247	-	29,470	153,479
IT subscriptions and cover	-	12,025	-	145	12,170
Independent examination	-	-	1,430	-	1,430
Bank charges	-	-	92	-	92
Clerical, legal & professional	-	-	48	993	1,041
Service Accreditation	-	799	-	-	799
Rent, light, heat and water	-	-	-	633	633
Telephone	-	3,727	-	-	3,727
Equipment maintenance and renewal	-	762	-	-	762
Advertising & promotion	-	-	-	-	-
Subscriptions and publications	-	-	840	-	840
Insurance & professional indemnity	-	271	-	1,650	1,921
Printing, postage and stationery	-	585	-	-	585
Sundries	-	-	-	22	22
Repairs, Maintenance, Cleaning	-	-	-	5,662	5,662
Building security & fire safety	-	825	-	-	825
Travel and subsistence	-	10	-	-	10
Consultancy & supervision	-	2,400	-	-	2,400
Depreciation	-	-	-	4,805	4,805
Covid-19 related	-	420	-	-	420
Staff training	-	140	-	-	140
Volunteer expenses	-	199	-	-	199
Hardship grants	-	940	-	-	940
Recruitment	-	-	-	1,520	1,520
	3,762	143,350	2,410	44,900	194,422
Support costs	1,130	43,046	724	(44,900)	-
Governance costs	79	3,134	(3,213)	-	-
Total expenditure 2022	4,971	189,530	-	-	194,422

		Unrestricted	Restricted	Total
Of the total expenditure:	2022	165,243	29,179	194,422
	2021	231,814	9,700	241,514

Notes to the financial statements for the year ended 31st March 2022: continued

Community Advice Works Limited
(A company limited by guarantee)

Analysis of expenditure - prior year comparative

	Cost of raising funds	Charitable activities: Advice work	Governance costs	Support costs	2021 Total
	£	£	£	£	£
Staff costs	3,762	149,802	-	33,860	187,424
IT subscriptions and cover	-	10,766	-	465	11,231
Independent examination	-	-	1,800	-	1,800
Bank charges	-	-	126	-	126
Clerical, legal & professional	-	626	-	5,208	5,834
Service Accreditation	-	701	-	-	701
Rent, light, heat and water	-	-	-	12	12
Telephone	-	6,050	-	-	6,050
Equipment maintenance and renewal	-	517	-	-	517
Advertising & promotion	-	-	-	200	200
Subscriptions and publications	-	-	386	-	386
Insurance & professional indemnity	-	-	-	3,035	3,035
Printing, postage and stationery	-	2,213	-	-	2,213
Sundries	-	198	-	-	198
Repairs, Maintenance, Cleaning	-	-	-	3,234	3,234
Building security	-	571	-	-	571
Travel and subsistence	-	45	-	-	45
Consultancy & supervision	-	3,000	-	-	3,000
Depreciation	-	-	-	4,806	4,806
Covid-19 related	-	-	-	3,604	3,604
Relocation costs	-	-	-	905	905
Staff training	-	3,599	-	-	3,599
Volunteer expenses	-	1,198	-	-	1,198
Recruitment	-	-	-	825	825
	3,762	179,286	2,312	56,154	241,514
Support costs	1,140	54,314	700	(56,154)	-
Governance costs	61	3,012	(3,074)	-	-
Total expenditure 2020	4,963	236,612	-		241,514

Community Advice Works Limited
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Notes to the financial statements for the year ended 31st March 2022: continued

8 Net Income for the year

The net income for the year is stated after charging:	2022	2021
	£	£
Depreciation of tangible fixed assets owned by the charitable company	4,805	4,806
Independent Examination	1,360	1,800

9 Staff costs

Staff costs during the year were:	2022	2021
	£	£
Salaries and wages	142,331	173,285
Social Security costs	7,757	9,743
Employer's contribution to defined contribution pension schemes	3,391	4,396
	153,479	187,424

Number of employees

The average monthly number of employees during the year was:

	2022	2021
	6	8

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

The key management personnel of the charitable company included the Trustees and Manager.
Total employee benefits paid to key management personnel including NIC and pension were £33,232 (2021: £37,622).

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Notes to the financial statements for the year ended 31st March 2022: continued

10 Tangible fixed assets

	Plant & Machinery £	Furniture & Security	IT Equipment	Total £
Cost:				
At 1 April 2021	3,768	1,467	10,487	15,722
Disposals	-	-	-	-
Additions at cost	-	-	-	-
At 31 March 2022	3,768	1,467	10,487	15,722
Depreciation:				
At 1 April 2021	1,884	733	6,992	9,609
Charge for year	942	368	3,495	4,805
On disposals	-	-	-	-
At 31 March 2022	2,826	1,101	10,487	14,414
Net book value:				
At 31 March 2022	942	366	-	1,308
At 31 March 2021	1,884	734	3,495	6,113

The freehold building was valued sold during the year and the gain on the sale less costs associated with the sale is shown in Gains in the Statement of Financial Activities.

11 Debtors	2022	2021
Due within one year:	£	£
Trade debtors	31,367	81,157
Accrued income and prepayments	160	2,129
	31,527	83,286

12 Creditors	2022	2021
Amounts falling due within one year:	£	£
Trade creditors	1,813	458
Social Security and other taxes	4,866	4,357
Pension	598	933
Other creditors	2,560	3,023
	9,837	8,771

Community Advice Works Limited
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Notes to the financial statements for the year ended 31st March 2022: continued

13 Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund Balances at 31 March 2022 are represented by:			
Tangible Fixed Assets	1,308	-	1,308
Current Assets	679,427	5,494	684,921
Creditors: Amounts falling due within one year	(9,837)	-	(9,837)
Total net assets	670,898	5,494	676,392

Analysis of net assets between funds - prior year comparative

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund Balances at 31 March 2021 are represented by:			
Tangible Fixed Assets	6,113	-	6,113
Current Assets	632,090	300	632,390
Creditors: Amounts falling due within one year	(8,771)	-	(8,771)
Total net assets	629,432	300	629,732

Community Advice Works Limited
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Notes to the financial statements for the year ended 31st March 2022: continued

14 Funds

The income funds of the charity include restricted and unrestricted funds comprising the following unexpended balances of donations and grants held on trust:

	At 01-Apr-21 £	Incoming £	Outgoing £	Transfers between funds £	At 31-Mar-22 £
Restricted Funds					
New Cross Gate	-	15,299	(15,299)	-	-
Deptford Challenge Trust	-	14,316	(9,082)	-	5,234
Lewisham Local	-	3,858	(3,858)	-	-
Deptford First	-	900	(940)	40	-
Friends	300	-	-	(40)	260
Total Restricted Funds	300	34,373	29,179	-	5,494
Unrestricted funds:					
Advice	11,069	102,873	(102,873)	-	11,069
General Fund	618,363	103,836	(62,370)	-	659,829
Total unrestricted funds	629,432	206,709	(165,243)	-	670,898
Total funds	629,732	241,082	(194,422)	-	676,392

Restricted Funds - description

New Cross Gate	Funding to support the delivery of a weekly advice drop in day.
Friends	Funding to provide for hardship funding.
Deptford Challenge Trust	Funding to provide a drop in service from September 2021 to August 2022.
Lewisham Local	Funding to support core costs in response to the Covid 19 emergency.
Deptford First	Funding received to help those impacted by the cut to Universal Credit.
Transfers between funds:	Historic balance of Friends Funds used to support Hardship Grants made.

Funds - prior year comparative

The income funds of the charity include restricted and unrestricted funds comprising the following unexpended balances of donations and grants held on trust:

	At 01-Apr-20 £	Incoming £	Outgoing £	Transfers between funds £	At 31-Mar-21 £
Restricted Funds					
New Cross Gate	-	9,700	(9,700)	-	-
Friends	300	-	-	-	300
Total Restricted Funds	300	9,700	(9,700)	-	300
Unrestricted funds:					
Advice	11,069	105,122	(105,122)	-	11,069
General Fund	164,721	104,036	(126,692)	476,298	618,363
170 New Cross Road	69,323	153,152	-	(222,475)	-
Building Reserve	39,696	-	-	(39,696)	-
Revaluation reserve	214,127	-	-	(214,127)	-
Total unrestricted funds	498,936	362,310	(231,814)	-	629,432
Total funds	499,236	372,010	(241,514)	-	629,732

Community Advice Works Limited
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Notes to the financial statements for the year ended 31st March 2022: continued

15 Taxation

The charitable company is registered as a charity and all of its income falls within the exemptions under Part 11 of the Corporation Tax Act 2010.

16 Related parties

There are no related party transactions to disclose for 2022 (2021: none).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

17 Trustees

None of the trustees (or any person connected with them) received any remunerations from the charity during the year. No reimbursements were made to trustees in 2022 (2021: nil) for travelling and other expenses and no payments were made direct to third parties.

18 Pension and other post-retirement benefit commitments

	2022	2021
	£	£
Defined contribution		
Contributions payable by the company for the year	3,391	4,378

At 31 March 2022 £598 was outstanding, paid in April 2022 (2021: 933)

19 Operating lease commitments

The charitable company's has an operating lease commitment for a telecoms solution under non-cancellable operating leases.

	Equipment	
	2022	2021
	£	£
Less than one year	1,368	1,368
One to five years	2,052	3,420
	3,420	4,788

20 Contingent assets or liabilities

There are no contingent assets or liabilities at March 2022 (2021: Nil).

21 Professional indemnity insurance

The charitable company has insurance to protect it from loss arising from the neglect or defaults of its Trustees, employees and agents and to indemnify the Trustees or other officers against the consequences of any neglect or default on their part.

22 Liability of members

Community Advice Works Ltd is a company limited by guarantee and has no share capital. In the event of the company being wound up, the liability of the members is limited to £1 each.

23 Ultimate controlling party

The charitable company was under the control of the trustees during the period under review. There is no single ultimate controlling party.