

THE BASEMENT ADVISORY CENTRE

England & Wales · Charity number 1075052

Details

Other names	THE BASEMENT NIGHT DROP-IN CENTRE, THE BASEMENT
Status	Registered
Legal form	Charitable company
Company number	03642747
Registered	1999-04-12
Register	View on the Charity Commission register

Contact

Address	56-60 Parr Street Liverpool L1 4JN
Phone	07798828342
Email	denise@c-r.org.uk
Website	www.the-basement.org.uk

Activities

Objects: TO RELIEVE POVERTY AMONGST PERSONS IN THE CITY OF LIVERPOOL WHO ARE HOMELESS OR SLEEPING ROUGH BY THE PROVISION OF A NIGHT SHELTER.

Activities: The Basement Advisory Centre provides a drop-in facility for the homeless community in Liverpool city centre. Priority is given to rough sleepers and our service users can access our counsellors, advocacy, laundry, showering services as well as accessing our signposting and advice services.

Classification

- **How:** Provides Services, Provides Advocacy/advice/information
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Accommodation/housing, Other Charitable Purposes
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** CITY OF LIVERPOOL.
- Liverpool City

Finances

Period end	Income	Expenditure	Assets	Employees
2025-03-31	£29,227	£30,682	-	-
2024-03-31	£25,939	£72,341	-	-
2023-03-31	£70,693	£72,573	-	-
2022-03-31	£96,690	£106,350	-	-
2021-03-31	£146,491	£105,516	-	-

Trustees

Name	Role	Appointed
William CHRISTOPHER	Chair	
DENISE LEWIS		2000-03-12
Glen Monaghan		2014-01-16
KEVIN MOORES		2017-02-13
TIM KENWARD		

THE BASEMENT ADVISORY CENTRE

England & Wales - Charity number 1075052

Accounts

THE BASEMENT ADVISORY CENTRE

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2025**

**Company Registration No. 03642747
Charity Registration No. 1075052**

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2025

The trustees are pleased to present their annual report for the year ended 31st March 2025.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

OBJECTIVES AND ACTIVITIES

The charity's objects are to provide a Drop In Centre, to relieve human suffering, hardship and distress amongst homeless people irrespective of colour, creed or class and for the following purposes:-

- 1) To educate the public concerning the nature, cause and effects of homelessness, human suffering, poverty and distress.
- 2) To issue appeals, hold public meetings and take such proper steps as may be required for the purpose of promoting and publicising the objects of the charity and procuring contributions to its funds in the form of donations, subscriptions and otherwise.
- 3) To communicate and co-operate with government and authorities, national, local or otherwise and to obtain from such bodies any rights, privileges and concessions for the attainment of the charity's objects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

The charity continues to reach out and respond to the needs of the homeless, who are amongst the most socially excluded and marginalised people in society. On the basis of empowerment, the charity advocates for the rights of our service users and acts as a catalyst for change in an environment that provides a psychologically informed and planned environment.

The charity ensures that service users access the optimum support by working in partnership with other relevant agencies.

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

- Remove barriers so the socially excluded can access the services they need.
- Provide coaching to service users who request it.
- Provide services in The Basement for service users to access.
- Provide a drop in lounge for service user respite and access to support
- Provide kitchen facilities so that service users may prepare a meal for themselves.
- Provide shower and laundry facilities to rough sleepers.

Fundraising Activities

The statement of financial activities gives details of income and expenditure for this year.

The Basement continues to source funding from grant making trusts in order to develop and enhance the services currently available to service users.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2025

FINANCIAL REVIEW

Total income for the year was £40,071 (2024: £25,939) of which £30,250 (2024: £10,500) related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £29,831 (2024: £72,341) leaving a surplus for the year of £10,240 (2024: deficit £46,402).

At 31st March 2025 the charitable company's reserves stood at £22,719 (2024: £12,479) of which £24,934 (2024: £64) represented restricted funds.

Risk Management

The main risks to which the charity is exposed as identified by the Trustees have been considered and systems have been established to mitigate those risks.

Reserves Policy

It is the policy of the charitable company to maintain unrestricted funds, a level that covers redundancy provision and allows the charity to continue its activities for three months should no further funding be received.

As at the end of the financial year the unrestricted funds totalled a deficit £2,215. The charitable company requires a provision of £6,113 for three month's running costs & £1,397 redundancy costs (Total £7,510)

The trustees plans to increase the unrestricted reserves through rental income, donations and unrestricted grants to cover core costs.

Investment Policy and Objectives

The trustees have the power to invest monies of the scheme, not immediately required for its purpose, in or upon such investments, securities or properties as may be thought fit, subject to such conditions (if any) as may for the time being imposed or required by law.

PLANS FOR FUTURE

As well as continuing to source income from grants and donors, the charity is seeking a replacement tenant in order to provide rental income to increase its reserves. Whilst the charity has made numerous attempts in the preceding years to increase unrestricted funding it has seen a decline in numbers using the service and in available funding streams.

The Trustees are in discussions with training providers and new funders to provide a project which focusses on supporting our service users as well as prison leavers and those vulnerable housed to be employment ready.

To make a move away from reliance on benefits and into independence. This new project will require some changes to the building to enable the charity to focus on one-to-one support, interview techniques, and spaces for training to take place. Using the Mindful Coaching Program the charity would support people to be confident to embark on training and would support and encourage people through training and eventually into employment.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2025

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Basement Advisory Centre is a charitable company limited by guarantee (registered in England and Wales, No. 03642747) incorporated on 1st October 1998 and having registered as a charity (number 1075052) on 12th April 1999.

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association. The Memorandum and Articles of Association were amended by Special Resolution on 28th January 1999.

Governing document

The Charitable Company is administered by a board of trustees. The board meets monthly and there are sub-committees covering personnel, fundraising and finance. A Business Development Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Business Development Director has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment and development of the project.

Trustees' induction and training

A skills audit ensures that recruitment of board members is targeted at people with skills relevant to the charity. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

REFERENCE AND ADMINISTRATIVE DETAILS

Name	The Basement Advisory Centre
Company Number	03642747
Charity Number	1075052
Registered Office	56 – 60 Parr Street Liverpool, Merseyside L1 4JN
Board of Trustees	The Board of Trustees are also its Directors. Members are elected by the Annual General Meeting of the members of the council in accordance with the Articles of Association.
Trustees	W R Christopher T Kenward D Lewis G Monaghan K Moores
Company Secretary	G Monaghan

THE BASEMENT ADVISORY CENTRE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2025

Independent Examiner Mrs Ying Huang, ACCA.
LCVS,
151 Dale Street, Liverpool L2 2AH

Bankers HSBC Bank
99-101
Lord Street, Liverpool, Merseyside, L2 6PG

Signed on behalf of the Board of Trustees


.....

D Lewis, Trustee

15th December 2025
.....

Date

THE BASEMENT ADVISORY CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

Signed on behalf of the Board of Trustees



D Lewis
Trustee

56 – 60 Parr Street
Liverpool
Merseyside
L1 4JN

Date: 15th December 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BASEMENT ADVISORY CENTRE

Respective
responsibilities of
trustees and
examiner

I report on the accounts of the charitable company for the year ended 31st March 2025, which are set out on pages 7 to 17.

The trustees (who are also the directors of the company 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 that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- 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
- to state whether particular matters have come to my attention.

Basis of
independent
examiner's
statement

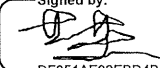
My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures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

Independent
examiner's
statement

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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mrs Ying Huang**

Signed by:

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Relevant professional qualification or body: **ACCA**

Address: **c/o LCVS, 151 Dale Street, Liverpool, L2 2AH**

Dated: 16 December 2025

THE BASEMENT ADVISORY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2025

	Notes	Unrestricted Funds	Restricted Funds	Totals	Totals
		2025	2025	2025	2024
		£	£	£	£
Income and endowments from:					
Donations and legacies	3a	9,821	-	9,821	1,140
Charitable activities	3b	-	30,250	30,250	14,090
Other trading activities	3c	-	-	-	10,709
		-----	-----	-----	-----
Total income		9,821	30,250	40,071	25,939
		-----	-----	-----	-----
Expenditure on:					
Charitable Activities	4	24,451	5,380	29,831	72,341
		-----	-----	-----	-----
Total expenditure		24,451	5,380	29,831	72,341
d		-----	-----	-----	-----
Net (expenditure)/income, net movement in funds		(14,630)	24,870	10,240	(46,402)
Total funds brought forward	8, 9	12,415	64	12,479	58,881
		-----	-----	-----	-----
Total funds carried forward	8-10	(2,215)	24,934	22,719	12,479
		=====	=====	=====	=====

The notes on pages 9 to 17 form part of these accounts. All the above amounts relate to continuing activities of the charitable company.

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

THE BASEMENT ADVISORY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2024

COMPANY NO. 03642747

	Notes	31 st March 2025		31 st March 2024	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	5		146		194
Current assets					
Debtors		115		-	
Cash at bank and in hand		24,729		15,245	
		-----		-----	
		24,844		15,245	
Current liabilities					
Creditors: amounts falling due within one year	6	(2,271)		(2,960)	
		-----		-----	
Net current assets			22,573		12,285
			-----		-----
Total assets less current liabilities			22,719		12,479
			=====		=====
Funds:					
Unrestricted funds	8, 9		(2,215)		12,415
Restricted funds	8, 10		24,934		64
			-----		-----
			22,719		12,479
			=====		=====

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board of Trustees on 15-12-2025.....



D Lewis - Trustee

15th December 2025

 Date

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

1. Limited Liability

The charity is a company limited by guarantee. Each member's liability is limited to £10.

2. Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019 and Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charitable Company have plans in place to increase the unrestricted reserves to the required level to continue in operational existence for the foreseeable future. The Trustees have therefore adopted the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from other trading activities relates to rental income and is recognised when the amount is certain.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accrual basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relates to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Fixed Assets

Capital expenditure over £250 is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Fixtures, Fittings & Equipment	25% per annum reducing balance basis
Improvements to Leasehold Property	straight line basis over 3 years

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and are not liable to corporation tax on income or gains falling within those exemptions.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income and endowments from

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
a. Donations and legacies				
Donations	4,226	-	4,226	1,140
General grants	5,595	-	5,595	-
	-----	-----	-----	-----
	9,821	-	9,821	1,140
	=====	=====	=====	=====

Donations and legacies income for year end 2024 related wholly to unrestricted fund.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

	Unrestricted Funds 2025 £	Restricted Funds 2025 £	Total Funds 2025 £	Total Funds 2024 £
b. Charitable activities				
Asda Foundation	-	25,000	25,000	-
Liverpool City Council – Community Resource Grant	-	5,250	5,250	10,500
Room Hire	-	-	-	3,590
	-----	-----	-----	-----
	-	30,250	30,250	14,090
	=====	=====	=====	=====

Income from charitable activities for year end 2024 comprised £3,590 for unrestricted funds and £10,500 relates to restricted funds.

	£	£	£	£
c. Other trading activities				
Rental income	-	-	-	10,709
	=====	=====	=====	=====

Other trading activities income for year end 2024 related wholly to unrestricted fund.

4. Expenditure on Charitable Activities

	Direct Charitable Expenditure £	Support & Governance Costs £	Total 2025 £	Total 2024 £
To educate the public concerning the nature, case and effects of homelessness, human suffering, poverty and distress.	22,818	7,013	29,831	72,341
	=====	=====	=====	=====

a. Analysed as follows:

	2025 £	2024 £
<i>Direct charitable expenditure:</i>		
Staff salary costs	14,822	36,800
Pension	237	730
Building Running costs	7,759	24,459
	-----	-----
	22,818	61,989
	-----	-----

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

	2025	2024
	£	£
<i>Support & Governance costs:</i>		
Office costs	3,847	5,886
Travel expenses	-	58
Insurance	1,295	1,452
Refreshments	29	681
Subscriptions and memberships	251	251
Legal and professional fees	34	49
DBS fees	-	16
Bank charges	62	61
Payroll fees	638	540
Accountancy	809	1,265
Loss on Disposal of fixed assets	-	29
Depreciation	48	64
	7,013	10,352
Total expenditure on charitable activities	29,831	72,341

£5,380 (2024: £10,450) of the above expenditure relates to restricted funding.

b. Analysis of staff costs

	2025	2024
	£	£
Gross Wages	14,822	36,800
Social Security Costs	-	-
Pension	237	730
Total	15,059	37,530

c. Particulars of employees:

The average number of employees during the year 1.08 (2024: 2), and calculated on the basis of full-time equivalents, was as follows:

	2025	2024
	1	1.9
Charitable activities staff	1	1.9

No employee received emoluments of more than £60,000 during the year (2024: Nil)

The Trustees, being also directors, are not remunerated for their services and are not included in the above number of employees.

There are no out-of-pocket expenses were reimbursed to trustees in the year (2024: £nil)

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

5. Tangible fixed assets

	Fixtures, Fittings & Equipment	Improvements to Leasehold Property	Total
Cost	£	£	£
Balance at 1 st April 2024	37,239	282,194	319,433
Additions	-	-	-
	-----	-----	-----
Balance at 31 st March 2025	37,239	282,194	319,433
	-----	-----	-----
Accumulated Depreciation			
Balance at 1 st April 2024	37,045	282,194	319,239
Charge for the year	48	-	48
	-----	-----	-----
Balance at 31 st March 2025	37,093	282,194	319,287
	-----	-----	-----
Net Book Value at 31st March 2025	146	-	146
	=====	=====	=====
Net Book Value at 31 st March 2024	194	-	194
	=====	=====	=====

A deed of assignment of beneficial interest dated 29th January 2016 has been declared stating a one third ownership of 56 – 60 Parr Street Liverpool. Valuation of which cannot be ascertained.

6. Debtors

	2025	2024
	£	£
Prepayments	115	-
	=====	=====

7. Creditors: amounts falling due within one year:

	2025	2024
	£	£
Accruals	2,199	2,507
Social Security costs	28	311
Pension	44	142
	-----	-----
	2,271	2,960
	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

8. Analysis of net assets

2025	Tangible Fixed Assets	Net Current Assets	Total
Unrestricted Funds	£	£	£
General Fund	146	(2,361)	(2,215)
	-----	-----	-----
Restricted Funds			
Asda Foundation	-	24,934	24,934
	-----	-----	-----
Total Funds	146	22,573	22,719
	=====	=====	=====

2024	Tangible Fixed Assets	Net Current Assets	Total
Unrestricted Funds	£	£	£
General Fund	194	12,221	12,415
	-----	-----	-----
Restricted Funds			
Liverpool City Council – Community Resource Grant	-	64	64
	-----	-----	-----
Total Funds	194	12,285	12,479
	=====	=====	=====

9. Unrestricted Funds

2025	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
	£	Income	Expenditure	£
General Fund	12,415	9,821	(24,451)	(2,215)
	=====	=====	=====	=====

2024	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
	£	Income	Expenditure	£
General Fund	58,867	15,439	(61,891)	12,415
	=====	=====	=====	=====

General Fund is used to finance the charitable company's general activities as outlined in the Trustees' Report.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

10. Restricted Funds

2025	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
		Income	Expenditure	
	£	£	£	£
Asda Foundation	-	25,000	(66)	24,934
Liverpool City Council – Community Resource Grant	64	5,250	(5,314)	-
	-----	-----	-----	-----
	64	30,250	(5,380)	24,934
	=====	=====	=====	=====

2024	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
		Income	Expenditure	
	£	£	£	£
Liverpool City Council – Community Resource Grant	7	10,500	(10,443)	64
Steve Morgan Foundation	7	-	(7)	-
	-----	-----	-----	-----
	14	10,500	(10,450)	64
	=====	=====	=====	=====

Description of Funds

These are monies given to the charitable company to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

Asda Foundation – contribution towards supporting people into Education and employment.

Liverpool City Council - Community Resource Grant – Contribution towards salaries costs. Expenditure comprises

Steve Morgan Foundation – Contribution towards salary costs

11. Operating Lease Commitments

The lease of 56-60 Parr Street, Liverpool expired in October 2021. Currently is under negotiation.

12. Related Party Transactions

There were no related party transactions during this or the previous year.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2025

13. Contingent Liabilities

During the financial year there are no contingent liabilities at 31st March 2025 (2024: nil).

14. Guarantee

As at 31st March 2025, 5 members had given a guarantee of £10 each in the event of the company winding-up. Total: £50 (2024: 5 members £50).

THE BASEMENT ADVISORY CENTRE

England & Wales - Charity number 1075052

Accounts

THE BASEMENT ADVISORY CENTRE

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2024**

**Company Registration No. 03642747
Charity Registration No. 1075052**

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2024

The trustees are pleased to present their annual report for the year ended 31st March 2024.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

OBJECTIVES AND ACTIVITIES

The charity's objects are to provide a Drop In Centre, to relieve human suffering, hardship and distress amongst homeless people irrespective of colour, creed or class and for the following purposes:-

- 1) To educate the public concerning the nature, cause and effects of homelessness, human suffering, poverty and distress.
- 2) To issue appeals, hold public meetings and take such proper steps as may be required for the purpose of promoting and publicising the objects of the charity and procuring contributions to its funds in the form of donations, subscriptions and otherwise.
- 3) To communicate and co-operate with government and authorities, national, local or otherwise and to obtain from such bodies any rights, privileges and concessions for the attainment of the charity's objects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

The charity continues to reach out and respond to the needs of the homeless, who are amongst the most socially excluded and marginalised people in society. On the basis of empowerment, the charity advocates for the rights of our service users and acts as a catalyst for change in an environment that provides a psychologically informed and planned environment.

The charity ensures that service users access the optimum support by working in partnership with other relevant agencies.

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

- Remove barriers so the socially excluded can access the services they need.
- Provide coaching to service users who request it.
- Provide services in The Basement for service users to access.
- Provide a drop in lounge for service user respite and access to support
- Provide kitchen facilities so that service users may prepare a meal for themselves.
- Provide shower and laundry facilities to rough sleepers.

Fundraising Activities

The statement of financial activities gives details of income and expenditure for this year.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2024

The Basement continues to source funding from grant making trusts in order to develop and enhance the services currently available to service users.

FINANCIAL REVIEW

Total income for the year was £25,939 (2023: £70,693) of which £10,500 (2023: £24,455) related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £72,341 (2023: £72,573) leaving a deficit for the year of £46,402 (2023: deficit £1,880).

At 31st March 2024 the charitable company's reserves stood at £12,479 (2023: £58,881) of which £64 (2023: £14) represented restricted funds.

Risk Management

The main risks to which the charity is exposed as identified by the Trustees have been considered and systems have been established to mitigate those risks.

Reserves Policy

It is the policy of the charitable company to maintain unrestricted funds, a level that covers redundancy provision and allows the charity to continue its activities for three months should no further funding be received.

As at the end of the financial year the unrestricted funds totalled £12,415. The charitable company requires a provision of £9,723 for three month's running costs & £999 redundancy costs (Total £10,722)

Investment Policy and Objectives

The trustees have the power to invest monies of the scheme, not immediately required for its purpose, in or upon such investments, securities or properties as may be thought fit, subject to such conditions (if any) as may for the time being imposed or required by law.

PLANS FOR FUTURE

The trustees aim is to focus on the development of the charity and enhancement of services on offer to homeless people or those that are vulnerably housed. We will continue to work closely with our existing partners and we aim to develop new partnerships.

The plans for the year ahead are to continue to support service users by offering our Mindful Coaching Services Program. We will work with others to identify any gaps in provision and work with local agencies and funders so that the needs of our service users are met. We will continue to build meaningful and productive relationships to deliver appropriate crisis interventions, support, advice, and advocacy. We will continue to research services on offer in other regions and explore different models for meeting the needs of service users.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Basement Advisory Centre is a charitable company limited by guarantee (registered in England and Wales, No. 03642747) incorporated on 1st October 1998 and having registered as a charity (number 1075052) on 12th April 1999.

THE BASEMENT ADVISORY CENTRE TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2024

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association. The Memorandum and Articles of Association were amended by Special Resolution on 28th January 1999.

Governing document

The Charitable Company is administered by a board of trustees. The board meets monthly and there are sub-committees covering personnel, fundraising and finance. A Business Development Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Business Development Director has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment and development of the project.

Trustees' induction and training

A skills audit ensures that recruitment of board members is targeted at people with skills relevant to the charity. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

**THE BASEMENT ADVISORY CENTRE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2024**

REFERENCE AND ADMINISTRATIVE DETAILS

Name	The Basement Advisory Centre
Company Number	03642747
Charity Number	1075052
Registered Office	56 – 60 Parr Street Liverpool Merseyside, L1 4JN
Board of Trustees	The Board of Trustees are also its Directors. Members are elected by the Annual General Meeting of the members of the council in accordance with the Articles of Association.
Trustees	W R Christopher T Kenward D Lewis G Monaghan K Moores
Company Secretary	G Monaghan
Independent Examiner	Mrs Ying Huang, ACCA. LCVS, 151 Dale Street Liverpool, L2 2AH
Bankers	HSBC Bank 99-101 Lord Street Liverpool Merseyside L2 6PG

Signed on behalf of the Board of Trustees on 7th November 2024.....


.....

D Lewis, Trustee

THE BASEMENT ADVISORY CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

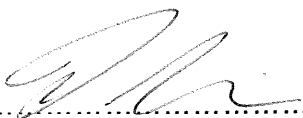
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

Signed on behalf of the Board of Trustees



.....

D Lewis
Trustee

56 – 60 Parr Street
Liverpool
Merseyside
L1 4JN

Date: 7th November 2024.

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BASEMENT ADVISORY CENTRE

I report on the accounts of the charitable company for the year ended 31st March 2024, which are set out on pages 7 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the 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 that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- 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
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mrs Ying Huang**



Relevant professional qualification or body: **ACCA**

Address: **c/o LCVS, 151 Dale Street, Liverpool, L2 2AH**

Dated: 03/12/2024.....

THE BASEMENT ADVISORY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2024

	Notes	Unrestricted Funds	Restricted Funds	Totals	Totals
		2024	2024	2024	2023
		£	£	£	£
Income and endowments from:					
Donations and legacies	3a	1,140	-	1,140	27,341
Charitable activities	3b	3,590	10,500	14,090	25,651
Other trading activities	3c	10,709	-	10,709	17,701
		-----	-----	-----	-----
Total income		15,439	10,500	25,939	70,693
		-----	-----	-----	-----
Expenditure on:					
Charitable Activities	4	61,891	10,450	72,341	72,573
		-----	-----	-----	-----
Total expenditure		61,891	10,450	72,341	72,573
		-----	-----	-----	-----
Net income/(expenditure), net movement in funds		(46,452)	50	(46,402)	(1,880)
Total funds brought forward	8, 9	58,867	14	58,881	60,761
		-----	-----	-----	-----
Total funds carried forward	7-9	12,415	64	12,479	58,881
		=====	=====	=====	=====

The notes on pages 9 to 17 form part of these accounts. All the above amounts relate to continuing activities of the charitable company.

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

**THE BASEMENT ADVISORY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2024**

COMPANY NO. 03642747

	Notes	31 st March 2024		31 st March 2023	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	5		194		287
Current assets					
Debtors		-		-	
Cash at bank and in hand		15,245		62,471	
		-----		-----	
		15,245		62,471	
Current liabilities					
Creditors: amounts falling due within one year	6	(2,960)		(3,877)	
		-----		-----	
Net current assets			12,285		58,594
			-----		-----
Total assets less current liabilities			12,479		58,881
			=====		=====
Funds:					
Unrestricted funds	7, 8		12,415		58,867
Restricted funds	7, 9		64		14
			-----		-----
			12,479		58,881
			=====		=====

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board of Trustees on 7th November 2024


D Lewis - Trustee

.....
Date

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

1. Limited Liability

The charity is a company limited by guarantee. Each member's liability is limited to £10.

2. Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019 and Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Trustees have therefore adopted the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from other trading activities relates to rental income and is recognised when the amount is certain.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Fixed Assets

Capital expenditure over £250 is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Fixtures, Fittings & Equipment	25% per annum reducing balance basis
Improvements to Leasehold Property	straight line basis over 3 years

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and are not liable to corporation tax on income or gains falling within those exemptions.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income and endowments from

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
a. Donations and legacies				
Donations	1,140	-	1,140	27,341
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total Funds 2024 £	Total Funds 2023 £
b. Charitable activities				
Big Lottery Fund Grant- Awards for All	-	-	-	3,030
Liverpool City Council – Community Resource Grant	-	10,500	10,500	10,500
Room Hire	3,590	-	3,590	1,196
Steve Morgan Foundation	-	-	-	10,925
	3,590	10,500	14,090	25,651
	=====	=====	=====	=====
c. Other trading activities	£	£	£	£
Rental income	10,709	-	10,709	17,701
	=====	=====	=====	=====

4. Expenditure on Charitable Activities

	Direct Charitable Expenditure £	Support & Governance Costs £	Total 2024 £	Total 2023 £
To educate the public concerning the nature, case and effects of homelessness, human suffering, poverty and distress.	61,989	10,352	72,341	72,573
	=====	=====	=====	=====

a. Analysed as follows:

	2024 £	2023 £
<i>Direct charitable expenditure:</i>		
Staff salary costs	36,800	44,862
Pension	730	971
Building Running costs	24,459	13,576
	61,989	59,409
	=====	=====
<i>Support & Governance costs:</i>		
Office costs	5,886	6,333
Travel expenses	58	25
Training	-	2,221
Insurance	1,452	1,629
Donation	-	216

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

<i>Continuation Support & Governance costs:</i>		
Activities	-	71
Bank fees	61	62
Refreshments	681	774
Subscriptions	251	-
Legal and professional fees	49	48
DBS fees	16	-
Payroll fees	540	489
Accountancy	1,265	1,200
Loss on Disposal of fixed assets	29	-
Depreciation	64	96
	-----	-----
	10,352	13,164
	-----	-----
Total expenditure on charitable activities	72,119	72,573
	=====	=====

£10,450 (2023: £28,320) of the above expenditure relates to restricted funding.

b. Analysis of staff costs

	2024	2023
	£	£
Gross Wages	36,800	44,862
Social Security Costs	-	-
Pension	730	971
	-----	-----
Total	37,530	45,833
	=====	=====

c. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2024	2023
Charitable activities staff	1.9	1.9
	-----	-----
	1.9	1.9
	===	===

No employee received emoluments of more than £60,000 during the year (2023: nil)

The Trustees, being also directors, are not remunerated for their services and are not included in the above number of employees.

No out-of-pocket expenses were reimbursed to trustees in the year (2023: £nil)

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

5. Tangible fixed assets

	Fixtures, Fittings & Equipment	Improvements to Leasehold Property	Total
Cost	£	£	£
Balance at 1 st April 2023	38,849	282,194	321,043
Additions	-	-	-
Disposal	(1,610)	-	(1,610)
Balance at 31 st March 2024	37,239	282,194	319,433
Accumulated Depreciation			
Balance at 1 st April 2023	38,562	282,194	320,756
Charge for the year	64	-	64
Disposal	(1,581)	-	(1,581)
Balance at 31 st March 2024	37,045	282,194	319,239
Net Book Value at 31st March 2024	194	-	194
Net Book Value at 31 st March 2023	287	-	287

A deed of assignment of beneficial interest dated 29th January 2016 has been declared stating a one third ownership of 56 – 60 Parr Street Liverpool. Valuation of which cannot be ascertained.

6. Creditors: amounts falling due within one year:

	2024	2023
	£	£
Accruals	2,649	3,566
Social Security costs	311	311
	2,960	3,877

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

7. Analysis of net assets

2024	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
Unrestricted Funds			
General Fund	194	12,221	12,415
	-----	-----	-----
Restricted Funds			
Liverpool City Council –	-	64	64
Community Resource Grant			
	-----	-----	-----
	-	64	64
	-----	-----	-----
Total Funds	194	12,285	12,479
	=====	=====	=====
2023	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
Unrestricted Funds			
General Fund	287	58,580	58,867
	-----	-----	-----
Restricted Funds			
Liverpool City Council	-	7	7
Steve Morgan Foundation	-	7	7
	-----	-----	-----
	-	14	14
	-----	-----	-----
Total Funds	287	58,594	58,881
	=====	=====	=====

8. Unrestricted Funds

2024	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
	£	Income	Expenditure	£
		£	£	
General Fund	58,867	15,439	(61,891)	12,415
	=====	=====	=====	=====

2023	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
	£	Income	Expenditure	£
		£	£	
General Fund	56,882	46,238	(44,253)	58,867
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

General Fund is used to finance the charitable company's general activities as outlined in the Trustees' Report.

9. Restricted Funds

2024	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
		Income	Expenditure	
	£	£	£	£
Liverpool City Council – Community Resource Grant	7	10,500	(10,443)	64
Steve Morgan Foundation	7	-	(7)	-
	<u>14</u>	<u>10,500</u>	<u>(10,450)</u>	<u>64</u>
	=====	=====	=====	=====

2023	Reserves at the beginning of the year	Movements in the Year		Reserves at the end of the year
		Income	Expenditure	
	£	£	£	£
National Lottery Fund Grant – Awards for All	687	3,030	(3,717)	-
Liverpool City Council – Community Resource Grant	63	10,500	(10,556)	7
Raindance Charitable Trust	1	-	(1)	-
Steve Morgan Foundation	3,128	10,925	(14,046)	7
	<u>3,879</u>	<u>24,455</u>	<u>(28,320)</u>	<u>14</u>
	=====	=====	=====	=====

Description of Funds

These are monies given to the charitable company to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

National Lottery Fund Grant – Awards for All – Funding towards Consultancy fees, printing, stationary and refreshments

Liverpool City Council - Community Resource Grant – Contribution towards salaries costs. Expenditure comprises

Steve Morgan Foundation – Contribution towards salary costs

Raindance Charitable Trust – Contribution towards core costs.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2024

10. Operating Lease Commitments

The lease of 56-60 Parr Street, Liverpool expired in October 2021. Currently is under negotiation.

11. Related Party Transactions

There were no related party transactions during this or the previous year.

12. Contingent Liabilities

During the financial year there are no contingent liabilities at 31st March 2024 (2023: nil).

13. Guarantee

As at 31st March 2024, 5 members had given a guarantee of £10 each in the event of the company winding-up. Total: £50 (2023: 6 members £60).

THE BASEMENT ADVISORY CENTRE

England & Wales - Charity number 1075052

Accounts

THE BASEMENT ADVISORY CENTRE

**ANNUAL REPORT AND UNAUDITED
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2023**

**Company Registration No. 03642747
Charity Registration No. 1075052**

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2023

The trustees are pleased to present their annual report for the year ended 31st March 2023.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2019) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

OBJECTIVES AND ACTIVITIES

The charity's objects are to provide a Drop In Centre, to relieve human suffering, hardship and distress amongst homeless people irrespective of colour, creed or class and for the following purposes:-

- 1) To educate the public concerning the nature, cause and effects of homelessness, human suffering, poverty and distress.
- 2) To issue appeals, hold public meetings and take such proper steps as may be required for the purpose of promoting and publicising the objects of the charity and procuring contributions to its funds in the form of donations, subscriptions and otherwise.
- 3) To communicate and co-operate with government and authorities, national, local or otherwise and to obtain from such bodies any rights, privileges and concessions for the attainment of the charity's objects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

The charity continues to reach out and respond to the needs of the homeless, who are amongst the most socially excluded and marginalised people in society. On the basis of empowerment, the charity advocates for the rights of our service users and acts as a catalyst for change in an environment that provides a psychologically informed and planned environment.

The charity ensures that service users access the optimum support by working in partnership with other relevant agencies.

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

- Remove barriers so the socially excluded can access the services they need.
- Provide coaching to service users who request it.
- Provide services in The Basement for service users to access.
- Provide a drop in lounge for service user respite and access to support
- Provide kitchen facilities so that service users may prepare a meal for themselves.
- Provide shower and laundry facilities to rough sleepers.

Fundraising Activities

The statement of financial activities gives details of income and expenditure for this year.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2023

The Basement continues to source funding from grant making trusts in order to develop and enhance the services currently available to service users.

FINANCIAL REVIEW

Total income for the year was £70,693 (2022: £106,350) of which £24,455 (2022: £25,795) related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £72,573 (2022: £106,350) leaving a deficit for the year of £1,880 (2022: deficit £9,660).

At 31st March 2023 the charitable company's reserves stood at £58,881 (2022: £60,761) of which £14 (2022: £3,879) represented restricted funds.

Risk Management

The main risks to which the charity is exposed as identified by the Trustees have been considered and systems have been established to mitigate those risks.

Reserves Policy

It is the policy of the charitable company to maintain unrestricted funds, a level that covers redundancy provision and allows the charity to continue its activities for three months should no further funding be received.

As at the end of the financial year the unrestricted funds totalled £58,867. The charitable company requires a provision of £18,143 for three month's running costs.

Investment Policy and Objectives

The trustees have the power to invest monies of the scheme, not immediately required for its purpose, in or upon such investments, securities or properties as may be thought fit, subject to such conditions (if any) as may for the time being be imposed or required by law.

PLANS FOR FUTURE

The trustees aim is to focus on the development and enhancement of the services on offer to homeless people or those that are vulnerably housed, and continue to work closely with our partners to offer comprehensive services.

The plans for the year ahead are to continue to identify any gaps in provision and work with local agencies and funders so that the needs of our service users are met. Having recruited specialist mental health outreach workers, we will develop further our Mindful Coaching Services Program in order to reduce the gap in connecting our service users with Mental Health Services. We will continue to build meaningful and productive relationships to deliver appropriate crisis interventions, support, advice, and advocacy. This will enable people to re-engage with services and take that important first step to recovery. To research services on offer in other regions and explore different models for meeting the needs of service users. To review the training needs of our staff.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Basement Advisory Centre is a charitable company limited by guarantee (registered in England and Wales, No. 03642747) incorporated on 1st October 1998 and having registered as a charity (number 1075052) on 12th April 1999.

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association. The Memorandum and Articles of Association were amended by Special Resolution on 28th January 1999.

Governing document

The Charitable Company is administered by a board of trustees. The board meets monthly and there are sub-committees covering personnel, fundraising and finance. A Business Development Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Business Development Director has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment and development of the project.

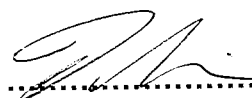
Trustees' induction and training

A skills audit ensures that recruitment of board members is targeted at people with skills relevant to the charity. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

THE BASEMENT ADVISORY CENTRE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2023
REFERENCE AND ADMINISTRATIVE DETAILS

Name	The Basement Advisory Centre
Company Number	03642747
Charity Number	1075052
Registered Office	56 – 60 Parr Street Liverpool Merseyside, L1 4JN
Board of Trustees	The Board of Trustees are also its Directors. Members are elected by the Annual General Meeting of the members of the council in accordance with the Articles of Association.
Trustees	W R Christopher T Kenward D Lewis G Monaghan K Moores J. Smith (Resigned 12 th October 2022)
Company Secretary	G Monaghan
Independent Examiner	Paula Sanchez, ACCA. C/O LCVS, 151 Dale Street Liverpool, L2 2AH
Bankers	HSBC Bank 99-101 Lord Street Liverpool Merseyside L2 6PG

Signed on behalf of the Board of Trustees on 17-10-23


.....

D Lewis, Trustee

THE BASEMENT ADVISORY CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

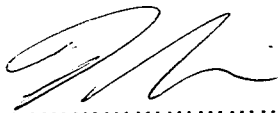
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

Signed on behalf of the Board of Trustees



D Lewis

Trustee

56 – 60 Parr Street
Liverpool
Merseyside
L1 4JN

Date: 17-10-23

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BASEMENT ADVISORY CENTRE

I report on the accounts of the charitable company for the year ended 31st March 2023, which are set out on pages 7 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the 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 that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- 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
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Paula Sanchez**



Relevant professional qualification or body: **ACCA**

Address: **c/o LCVS, 151 Dale Street, Liverpool, L2 2AH**

Dated: 7 November 2023

THE BASEMENT ADVISORY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2023

	Notes	Unrestricted Funds	Restricted Funds	Totals	Totals
		2023 £	2023 £	2023 £	2022 £
Income and endowments from:					
Donations and legacies	3a	27,341	-	27,341	4,699
Charitable activities	3b	1,196	24,455	25,651	73,991
Other trading activities	3c	17,701	-	17,701	18,000
Total income		46,238	24,455	70,693	96,690
Expenditure on:					
Charitable Activities	4	44,253	28,320	72,573	106,350
Total expenditure		44,253	28,320	72,573	106,350
Net income/(expenditure), net movement in funds		1,985	(3,865)	(1,880)	(9,660)
Total funds brought forward	8, 9	56,882	3,879	60,761	70,421
Total funds carried forward	7-9	58,867	14	58,881	60,761
		=====	=====	=====	=====

The notes on pages 9 to 17 form part of these accounts. All the above amounts relate to continuing activities of the charitable company.

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

THE BASEMENT ADVISORY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2023

COMPANY NO. 03642747

	Notes	31 st March 2023		31 st March 2022	
Fixed Assets		£	£	£	£
Tangible fixed assets	5		287		383
Current assets					
Debtors		-		-	
Cash at bank and in hand		62,471		64,293	
		<u>62,471</u>		<u>64,293</u>	
Current liabilities					
Creditors: amounts falling due within one year	6	(3,877)		(3,915)	
		<u>-----</u>		<u>-----</u>	
Net current assets			58,594		60,378
			<u>-----</u>		<u>-----</u>
Total assets less current liabilities			58,881		60,761
			<u>=====</u>		<u>=====</u>
Funds:					
Unrestricted funds	7, 8		58,867		56,882
Restricted funds	7, 9		14		3,879
			<u>-----</u>		<u>-----</u>
			58,881		60,761
			<u>=====</u>		<u>=====</u>

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board of Trustees on



D Lewis - Trustee

17/10/23

Date

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

1. Limited Liability

The charity is a company limited by guarantee. Each member's liability is limited to £10.

2. Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019 and Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Trustees have therefore adopted the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from other trading activities relates to rental income and is recognised when the amount is certain.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Fixed Assets

Capital expenditure over £250 is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Fixtures, Fittings & Equipment	25% per annum reducing balance basis
Improvements to Leasehold Property	straight line basis over 3 years

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and are not liable to corporation tax on income or gains falling within those exemptions.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income and endowments from

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
a. Donations and legacies				
Donations	27,341	-	27,341	4,699
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted Funds 2023 £	Restricted Funds 2023 £	Total Funds 2023 £	Total Funds 2022 £
b. Charitable activities				
Contract income	-	-	-	48,196
Big Lottery Fund Grant- Awards for All	-	3,030	3,030	-
Liverpool City Council – Community Resource Grant	-	10,500	10,500	10,500
Room Hire	1,196	-	1,196	-
Steve Morgan Foundation	-	10,925	10,925	15,295
	1,196	24,455	25,651	73,991
	=====	=====	=====	=====
c. Other trading activities				
Rental income	£ 17,701	£ -	£ 17,701	£ 18,000
	=====	=====	=====	=====

4. Expenditure on Charitable Activities

	Direct Charitable Expenditure £	Support & Governance Costs £	Total 2023 £	Total 2022 £
To educate the public concerning the nature, case and effects of homelessness, human suffering, poverty and distress.	59,409	13,164	72,573	106,350
	=====	=====	=====	=====

a. Analysed as follows:

<i>Direct charitable expenditure:</i>	2023	2022
	£	£
Staff salary costs	44,862	59,899
Pension	971	1,271
Building Running costs	13,576	28,026
	59,409	89,196
	=====	=====
<i>Support & Governance costs:</i>	2023	2022
	£	£
Staff salary costs	-	5,177
Office costs	6,333	3,883
Travel expenses	25	45
Training	2,221	1,539
Insurance	1,629	4,107

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Continuation Support & Governance costs:

Donation	216	-
Activities	71	-
Bank fees	62	72
Refreshments	774	180
Recruitment	-	180
Legal and professional fees	48	35
DBS fees	-	112
Clothing	-	7
Payroll fees	489	529
Accountancy	1,200	1,160
Depreciation	96	128
	13,164	17,154
Total expenditure on charitable activities	72,573	106,350
	=====	=====

£28,320 (2022: £36,542) of the above expenditure relates to restricted funding.

b. Analysis of staff costs

	2022	2022
	£	£
Gross Wages	44,862	63,937
Social Security Costs	-	1,099
Pension	971	1,311
Total	45,833	66,347
	=====	=====

c. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2023	2022
Charitable activities staff	1.9	5.5
	1.9	5.5
	===	===

No employee received emoluments of more than £60,000 during the year (2022: nil)

The Trustees, being also directors, are not remunerated for their services and are not included in the above number of employees.

No out-of-pocket expenses were reimbursed to trustees in the year (2022: £nil)

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

5. Tangible fixed assets

Cost	Fixtures, Fittings & Equipment	Improvements to Leasehold Property	Total
	£	£	£
Balance at 1 st April 2022	38,849	282,194	321,043
Additions	-	-	-
Balance at 31 st March 2023	38,849	282,194	321,043
Accumulated Depreciation			
Balance at 1 st April 2022	38,466	282,194	320,660
Charge for the year	96	-	96
Balance at 31 st March 2023	38,562	282,194	320,756
Net Book Value at 31st March 2023	287	-	287
Net Book Value at 31 st March 2022	383	-	383

A deed of assignment of beneficial interest dated 29th January 2016 has been declared stating a one third ownership of 56 – 60 Parr Street Liverpool. Valuation of which cannot be ascertained.

6. Creditors: amounts falling due within one year:

	2023	2022
	£	£
Accruals	3,566	2,482
Social Security costs	311	1,433
	3,877	3,915

7. Analysis of net assets

2023	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
Unrestricted Funds			
General Fund	287	58,580	58,867
Restricted Funds			
Liverpool City Council	-	7	7
Steve Morgan Foundation	-	7	7
	-	14	14
Total Funds	287	58,594	58,881

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

2022	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
Unrestricted Funds			
General Fund	383	56,499	56,882
	-----	-----	-----
Restricted Funds			
Big Lottery Fund Grant – Awards for All	-	687	687
Dowager Countess Eleanor Peel Trust	-	-	-
Liverpool City Council		63	63
Raindance Charitable Trust	-	1	1
Steve Morgan Foundation		3,128	3,128
	-----	-----	-----
	-	3,879	3,879
	-----	-----	-----
Total Funds	383	60,378	60,761
	=====	=====	=====

8. Unrestricted Funds

	<u>Movements in the Year</u>		
2023	Resources at the beginning of the year	Income	Expenditure
	£	£	£
General Fund	56,882	46,238	(44,253)
	=====	=====	=====

	<u>Movements in the Year</u>		
2022	Resources at the beginning of the year	Income	Expenditure
	£	£	£
General Fund	55,795	70,895	(69,808)
	=====	=====	=====

General Fund is used to finance the charitable company's general activities as outlined in the Trustees' Report.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

9. Restricted Funds

2023	Funds at the beginning of the year £	<u>Movements in the Year</u>		Funds at the end of the year £
		Income £	Expenditure £	
Big Lottery Fund Grant – Awards for All	687	3,030	(3,717)	-
Liverpool City Council – Community Resource Grant	63	10,500	(10,556)	7
Raindance Charitable Trust	1	-	(1)	-
Steve Morgan Foundation	3,128	10,925	(14,046)	7
	<u>3,879</u>	<u>24,455</u>	<u>(28,320)</u>	<u>14</u>
	=====	=====	=====	=====

2022	Funds at the beginning of the year £	<u>Movements in the Year</u>		Funds at the end of the year £
		Income £	Expenditure £	
Big Lottery Fund Grant – Awards for All	2,225	-	(1,538)	687
Dowager Countess Eleanor Peel Trust	5,011	-	(5,011)	-
Liverpool City Council – Community Resource Grant	1,390	10,500	(11,827)	63
Raindance Charitable Trust	6,000	-	(5,999)	1
Steve Morgan Foundation		15,295	(12,167)	3,128
	<u>14,626</u>	<u>25,795</u>	<u>(36,542)</u>	<u>3,879</u>
	=====	=====	=====	=====

Description of Funds

These are monies given to the charitable company to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

Big Lottery Fund Grant – Awards for All – Funding towards Consultancy fees, printing, stationary and refreshments

Dowager Countess Eleanor Peel Trust – Contribution towards recruitment and salaries

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023

Liverpool City Council - Community Resource Grant – Contribution towards salaries costs. Expenditure comprises

Steve Morgan Foundation – Contribution towards salary costs

Raindance Charitable Trust – Contribution towards core costs.

10. Operating Lease Commitments

The lease of 58 & 60 Parr Street, Liverpool expired in October 2021. Currently is under negotiation.

11. Related Party Transactions

There were no related party transactions during this or the previous year.

12. Contingent Liabilities

During the financial year there are no contingent liabilities at 31st March 2023 (2022: nil).

13. Guarantee

As at 31st March 2023, 6 members had given a guarantee of £10 each in the event of the company winding-up. Total: £60 (2022: 6 members £60).

THE BASEMENT ADVISORY CENTRE

England & Wales - Charity number 1075052

Accounts

THE BASEMENT ADVISORY CENTRE

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2022**

**Company Registration No. 03642747
Charity Registration No. 1075052**

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2022

The trustees are pleased to present their annual report for the year ended 31st March 2022.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (Sorp 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019).

OBJECTIVES AND ACTIVITIES

The charity's objects are to provide a Drop In Centre, to relieve human suffering, hardship and distress amongst homeless people irrespective of colour, creed or class and for the following purposes:-

- 1) To educate the public concerning the nature, cause and effects of homelessness, human suffering, poverty and distress.
- 2) To issue appeals, hold public meetings and take such proper steps as may be required for the purpose of promoting and publicising the objects of the charity and procuring contributions to its funds in the form of donations, subscriptions and otherwise.
- 3) To communicate and co-operate with government and authorities, national, local or otherwise and to obtain from such bodies any rights, privileges and concessions for the attainment of the charity's objects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

The charity continues to reach out and respond to the needs of the homeless, who are amongst the most socially excluded and marginalised people in society. On the basis of empowerment, the charity advocates for the rights of our service users and acts as a catalyst for change in an environment that provides a psychologically informed and planned environment.

The charity ensures that service users access the optimum support by working in partnership with other relevant agencies.

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

- Remove barriers so the socially excluded can access the services they need.
- Provide coaching to service users who request it.
- Provide services in The Basement for service users to access. .
- Provide a drop in lounge for service user respite and access to support
- Provide kitchen facilities so that service users may prepare a meal for themselves.
- Provide shower and laundry facilities to rough sleepers.
- Fundraising Activities

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2022

The statement of financial activities gives details of income and expenditure for this year.

The Basement continues to source funding from grant making trusts in order to develop and enhance the services currently available to service users.

FINANCIAL REVIEW

Total income for the year was £96,690 (2021: £146,491) of which £25,795 (2021: £21,500) related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £106,350 (2021: £105,516) leaving a deficit for the year of £9,660 (2021: surplus £40,975).

At 31st March 2022 the charitable company's reserves stood at £60,761 (2021: £70,421) of which £3,879 (2021: £14,626) represented restricted funds.

Risk Management

The main risks to which the charity is exposed as identified by the Trustees have been considered and systems have been established to mitigate those risks.

Reserves Policy

It is the policy of the charitable company to maintain unrestricted funds, a level that covers redundancy provision and allows the charity to continue its activities for three months' should no further funding are received.

As at the end of the financial year the unrestricted funds totalled £56,882. The charitable company requires £390 for redundancy provision and £26,588 for three month's running costs, total £26,978.

Investment Policy and Objectives

The trustees have the power to invest monies of the scheme, not immediately required for its purpose, in or upon such investments, securities or properties as may be thought fit, subject to such conditions (if any) as may for the time being imposed or required by law.

PLANS FOR FUTURE

The trustees aim is to focus on the development and enhancement of the services on offer and continue to work closely with our partners to offer comprehensive services.

The plans for the year ahead are to identify gaps in provision and work with local agencies and funders to meet the needs of service users. Having recruited specialist mental health outreach workers to engage with people with complex needs, we will develop further our Mindful Coaching Services Programme, in order to reduce the gap in connecting our service users with Mental Health Services. We will continue to build meaningful and productive relationships in order to deliver appropriate crisis interventions, support, advice and advocacy. This will enable people to re-engage with services and take that important first step to recovery. To research services on offer in other regions and explore different models for meeting the needs of service users. To review the training needs of our staff.

Covid-19 update

We continue to follow government guidance and have seen the easing of restrictions enabling us to have face to face meetings with service users and return to our normal ways of working.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2022

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Basement Advisory Centre is a charitable company limited by guarantee (registered in England and Wales, No. 03642747) incorporated on 1st October 1998 and having registered as a charity (number 1075052) on 12th April 1999.

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association. The Memorandum and Articles of Association were amended by Special Resolution on 28th January 1999.

Governing document

The Charitable Company is administered by a board of trustees. The board meets monthly and there are sub-committees covering personnel, fundraising and finance. A Business Development Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Business Development Director has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment and development of the project.

Trustees' induction and training

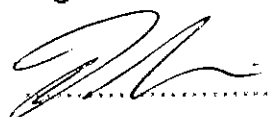
A skills audit ensures that recruitment of board members is targeted at people with skills relevant to the charity. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision-making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

THE BASEMENT ADVISORY CENTRE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2022

REFERENCE AND ADMINISTRATIVE DETAILS

Name	The Basement Advisory Centre
Company Number	03642747
Charity Number	1075052
Registered Office	56 – 60 Parr Street Liverpool Merseyside, L1 4JN
Board of Trustees	The Board of Trustees are also its Directors. Members are elected by the Annual General Meeting of the members of the council in accordance with the Articles of Association.
Trustees	W R Christopher T Kenward D Lewis G Monaghan K Moores J. Smith
Company Secretary	G Monaghan
Independent Examiner	Paula Sanchez, ACCA. C/O LCVS, 151 Dale Street Liverpool, L2 2AH
Bankers	HSBC Bank 99-101 Lord Street Liverpool Merseyside L2 6PG

Signed on behalf of the Board of Trustees on 12th September 2022.



D Lewis, Trustee

THE BASEMENT ADVISORY CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

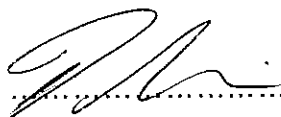
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (SORP 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019.

Signed on behalf of the Board of Trustees



D Lewis
Trustee

56 – 60 Parr Street
Liverpool
Merseyside
L1 4JN

Date: 12th Sept 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BASEMENT ADVISORY CENTRE

Respective responsibilities of trustees and examiner

I report on the accounts of the charitable company for the year ended 31st March 2022, which are set out on pages 7 to 18.

The trustees (who are also the directors of the company 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 that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- 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
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mrs. Paula Sanchez**



Relevant professional qualification or body: **ACCA**

Address: **c/o LCVS, 151 Dale Street, Liverpool, L2 2AH**

Dated: **17th October 2022**

THE BASEMENT ADVISORY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2022

	Notes	Unrestricted Funds	Restricted Funds	Totals	Totals
		2022	2022	2022	2021
		£	£	£	£
Income and endowments from:					
Donations and legacies	3a	4,699	-	4,699	11,492
Charitable activities	3b	48,196	25,795	73,991	114,844
Other trading activities	3c	18,000	-	18,000	20,155
		-----	-----	-----	-----
Total income		70,895	25,795	96,690	146,491
		-----	-----	-----	-----
Expenditure on:					
Charitable Activities	4	69,808	36,542	106,350	105,516
		-----	-----	-----	-----
Total expenditure		69,808	36,542	106,350	105,516
		-----	-----	-----	-----
Net income/(expenditure), net movement in funds		1,087	(10,747)	(9,660)	40,975
Total funds brought forward	9, 10	55,795	14,626	70,421	29,446
		-----	-----	-----	-----
Total funds carried forward	8-10	56,882	3,879	60,761	70,421
		=====	=====	=====	=====

The notes on pages 9 to 18 form part of these accounts. All the above amounts relate to continuing activities of the charitable company.

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

THE BASEMENT ADVISORY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2022

COMPANY NO. 03642747

	Notes	31 st March 2022		31 st March 2021	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	5		383		511
Current assets					
Debtors	6	-		200	
Cash at bank and in hand		64,293		71,937	
		64,293		72,137	
Current liabilities					
Creditors: amounts falling due within one year	7	(3,915)		(2,227)	
Net current assets			60,378		69,910
Total assets less current liabilities			60,761		70,421
Funds:					
Unrestricted funds	8, 9		56,882		55,795
Restricted funds	8, 10		3,879		14,626
			60,761		70,421

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

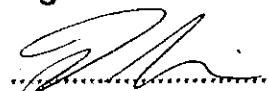
These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board of Trustees on


D Lewis - Trustee

12-9-22
Date

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

1. Limited Liability

The charity is a company limited by guarantee. Each member's liability is limited to £10.

2. Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) effective from 1st January 2019 and Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

The Charitable Company has not been significantly impacted financially by Covid-19, due to being able to provide a service as per contract over the telephone and zoom. At the time of approving the accounts, the Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Trustees have therefore adopted the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from other trading activities relates to rental income and is recognised when the amount is certain.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Fixed Assets

Capital expenditure over £250 is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Fixtures, Fittings & Equipment	25% per annum reducing balance basis
Improvements to Leasehold Property	straight line basis over 3 years

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and are not liable to corporation tax on income or gains falling within those exemptions.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income and endowments from

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
a. Donations and legacies				
Donations	4,699	-	4,699	11,492
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	Unrestricted Funds 2022 £	Restricted Funds 2022 £	Total Funds 2022 £	Total Funds 2021 £
b. Charitable activities				
Contract income	48,196	-	48,196	91,924
Dowager Countess Eleanor Peel Trust	-	-	-	5,000
Liverpool City Council – Community Resource Grant	-	10,500	10,500	10,500
Raindance Charitable Trust	-	-	-	6,000
Room Hire	-	-	18,000	1,420
Steve Morgan Foundation	-	15,295	15,295	-
	48,196	25,795	73,991	114,844
	=====	=====	=====	=====
c. Other trading activities	£	£	£	£
Rental income	18,000	-	18,000	20,155
	=====	=====	=====	=====

4. Expenditure on Charitable Activities

	Direct Charitable Expenditure £	Support & Governance Costs £	Total 2022 £	Total 2021 £
To educate the public concerning the nature, case and effects of homelessness, human suffering, poverty and distress.	89,196	17,154	106,350	105,516
	=====	=====	=====	=====

a. Analysed as follows:

	2022 £	2021 £
<i>Direct charitable expenditure:</i>		
Staff salary costs	59,899	77,758
Pension	1,271	1,488
Building Running costs	28,026	9,399
	89,196	88,645
	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

	2022	2021
	£	£
<i>Support & Governance costs:</i>		
Staff salary costs	5,177	6,336
Office costs	3,883	4,527
Travel expenses	45	-
Training,	1,539	-
Insurance	4,107	3,810
Bank and go cardless fees	72	82
Refreshments	180	-
Recruitment	180	-
Legal and professional fees	35	335
DBS fees	112	-
Clothing	7	-
Loss on disposal of fixed assets	-	87
Payroll fees	529	524
Accountancy	1,160	1,000
Depreciation	128	170
	17,154	16,871
Total expenditure on charitable activities	106,350	105,516
	=====	=====

£36,542 (2021: £18,297) of the above expenditure relates to restricted funding.

a. Analysis of staff costs

	2022	2021
	£	£
Gross Wages	63,937	81,487
Social Security Costs	1,099	2,607
Pension	1,311	1,488
	66,347	85,582
	=====	=====

c. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2022	2021
Management & Administration	-	1.0
Charitable activities	5.5	3.0
	5.5	4.0
	===	===

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

No employee received emoluments of more than £60,000 during the year (2021: nil)

The Trustees, being also directors, are not remunerated for their services and are not included in the above number of employees.

No out-of-pocket expenses were reimbursed to trustees in the year (2021: £nil)

5. Tangible fixed assets

	Fixtures, Fittings & Equipment	Improvements to Leasehold Property	Total
Cost	£	£	£
Balance at 1 st April 2021	38,849	282,194	321,043
Additions	--	-	-
	-----	-----	-----
Balance at 31 st March 2022	38,849	282,194	321,043
	-----	-----	-----
Accumulated Depreciation			
Balance at 1 st April 2021	38,338	282,194	322,532
Charge for the year	128	-	128
	-----	-----	-----
Balance at 31 st March 2022	38,466	282,194	322,660
	-----	-----	-----
Net Book Value as at 31st March 2022	383	-	383
	=====	=====	=====
Net Book Value as at 31 st March 2021	511	-	511
	=====	=====	=====

A deed of assignment of beneficial interest dated 29th January 2016 has been declared stating a one third ownership of 56 – 60 Parr Street Liverpool. Valuation of which cannot be ascertained.

6. Debtors

	2022	2021
	£	£
Prepayments	-	200
	=====	=====

7. Creditors: amounts falling due within one year:

	2022	2021
	£	£
Accruals	2,482	2,227
Social Security costs	1,433	-
	-----	-----
	3,915	2,227
	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

8. Analysis of net assets

2022	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
<i>Unrestricted Funds</i>			
General Fund	383	56,499	56,882
	-----	-----	-----
<i>Restricted Funds</i>			
Big Lottery Fund Grant – Awards for All	-	687	687
Dowager Countess Eleanor Peel Trust	-	-	-
Liverpool City Council		63	63
Raindance Charitable Trust	-	1	1
Steve Morgan Foundation		3,128	3,128
	-----	-----	-----
	-	3,879	3,879
	-----	-----	-----
<i>Total Funds</i>	383	60,378	60,761
	=====	=====	=====

2021	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
<i>Unrestricted Funds</i>			
General Fund	511	55,284	55,795
	-----	-----	-----
<i>Restricted Funds</i>			
Big Lottery Fund Grant – Awards for All	-	2,225	2,225
Dowager Countess Eleanor Peel Trust	-	5,011	5,011
Liverpool City Council – Community Resource Grant	-	1,390	1,390
Raindance Charitable Trust	-	6,000	6,000
	-----	-----	-----
	-	14,626	14,626
	-----	-----	-----
<i>Total Funds</i>	511	69,910	70,421
	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

9. Unrestricted Funds

2022	<u>Movements in the Year</u>			
	Resources at the beginning of the year	Income	Expenditure	Resources at the end of the year
	£	£	£	£
General Fund	55,795	70,895	(69,808)	56,882
	=====	=====	=====	=====

2021	<u>Movements in the Year</u>			
	Resources at the beginning of the year	Income	Expenditure	Resources at the end of the year
	£	£	£	£
General Fund	18,023	124,991	(87,219)	55,795
	=====	=====	=====	=====

General Fund is used to finance the charitable company's general activities as outlined in the Trustees' Report.

10. Restricted Funds

2022	<u>Movements in the Year</u>			
	Resources at the beginning of the year	Income	Expenditure	Resources at the end of the year
	£	£	£	£
Big Lottery Fund Grant – Awards for All	2,225	-	(1,538)	687
Dowager Countess Eleanor Peel Trust	5,011	-	(5,011)	-
Liverpool City Council – Community Resource Grant	1,390	10,500	(11,827)	63
Raindance Charitable Trust	6,000	-	(5,999)	1
Steve Morgan Foundation		15,295	(12,167)	3,128
	-----	-----	-----	-----
	14,626	25,795	(36,542)	3,879
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

2021	Movements in the Year			
	Resources at the beginning of the year	Income	Expenditure	Resources at the end of the year
	£	£	£	£
Big Lottery Fund Grant – Awards for All	2,226	-	(1)	2,225
Dowager Countess Eleanor Peel Trust	9,197	5,000	(9,186)	5,011
Liverpool City Council – Community Resource Grant	-	10,500	(9,110)	1,390
Raindance Charitable Trust	-	6,000	(-)	6,000
	<u>11,423</u>	<u>21,500</u>	<u>(18,297)</u>	<u>14,626</u>
	=====	=====	=====	=====

Description of Funds

These are monies given to the charitable company to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

Big Lottery Fund Grant – Awards for All – Funding towards Consultancy fees, printing, stationary and refreshments

Dowager Countess Eleanor Peel Trust – Contribution towards recruitment and salaries

Liverpool City Council - Community Resource Grant – Contribution towards salaries costs. Expenditure comprises

Steve Morgan Foundation – Contribution towards salary costs

Raindance Charitable Trust – Contribution towards core costs.

11. Operating Lease Commitments

The following lease payments are committed to be paid in relation to lease. The amounts payable relate to the lease of 58 & 60 Parr Street, Liverpool; however, the lease ended in October 2021. Negotiations are currently taking place.

	2022	2021
	£	£
Between one to five years	-	25,000
	<u>-</u>	<u>25,000</u>
	=====	=====

12. Related Party Transactions

There were no material related party transactions during this or the previous year which require disclosure

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2022

13. Contingent Liabilities

The charitable company did not have any contingent liabilities at 31st March 2022 (2021: nil).

14. Guarantee

As at 31st March 2022, 6 members had given a guarantee of £10 each in the event of the company winding-up. Total: £60 (2021: 6 members £60).

THE BASEMENT ADVISORY CENTRE

England & Wales - Charity number 1075052

Accounts

THE BASEMENT ADVISORY CENTRE

**ANNUAL REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31ST MARCH 2021**

**Company Registration No. 03642747
Charity Registration No. 1075052**

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2021

The trustees are pleased to present their annual report for the year ended 31st March 2021.

The financial statements comply with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (Sorp 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2015).

OBJECTIVES AND ACTIVITIES

The charity's objects are to provide a Drop In Centre, to relieve human suffering, hardship and distress amongst homeless people irrespective of colour, creed or class and for the following purposes:-

- 1) To educate the public concerning the nature, cause and effects of homelessness, human suffering, poverty and distress.
- 2) To issue appeals, hold public meetings and take such proper steps as may be required for the purpose of promoting and publicising the objects of the charity and procuring contributions to its funds in the form of donations, subscriptions and otherwise.
- 3) To communicate and co-operate with government and authorities, national, local or otherwise and to obtain from such bodies any rights, privileges and concessions for the attainment of the charity's objects.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

ACHIEVEMENTS AND PERFORMANCE

Charitable Activities

The charity continues to reach out and respond to the needs of the homeless, who are amongst the most socially excluded and marginalised people in society. On the basis of empowerment the charity advocates for the rights of our service users and acts as a catalyst for change in an environment that provides a psychologically informed and planned environment.

The charity ensures that service users access the optimum support by working in partnership with other relevant agencies. The Basement, in partnership, currently delivers "The Urban Outreach and Response Service" (UORS), contract through Liverpool City Council to bring services to entrenched street drinkers and rough sleepers. This contract offers daytime support and assessment to those who are rough sleeping, homeless or at risk of homelessness through our enablement centre service.

We offer "Mainstay" assessment throughout the day and evening and provide interventions through "Always room inside" to those new to homelessness. We offer solution focused interventions, activities and educational support and referrals into services across the City. We are also based within The Royal Liverpool Hospital where we provide homeless outreach to help reduce Accident and Emergencies admissions and discharge back to the street, whilst providing dignity and respect and the reduction of health inequalities within our marginalised cohorts.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2021

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

- Remove barriers so the socially excluded can access the services they need.
- Provide counselling to service users who request it.
- Provide services in The Basement for service users to access eg. nursing services to address physical needs, support for service users with a mental health issue, syringe exchange to reduce the spread of blood borne viruses and to offer harm reduction information.
- Provide a drop in lounge for service user respite and access to support
- Provide kitchen facilities so that service users may prepare a meal for themselves.
- Provide shower and laundry facilities to rough sleepers.

Fundraising Activities

The statement of financial activities gives details of income and expenditure for this year. Project continued with work commissioned by Public Health England and Liverpool City Council. The Basement also continues to source funding from grant making trusts in order to develop and enhance the services currently available to service users.

FINANCIAL REVIEW

Total income for the year was £146,491 (2020: £150,927) of which £21,500 (2020: £29,500) related to funding for projects upon which restrictions are placed.

Total expenditure for the year was £105,516 (2020: £155,697) leaving a surplus for the year of £40,975 (2020: deficit £4,770).

At 31st March 2021 the charitable company's reserves stood at £70,421 (2020: £29,446) of which £14,626 (2020: £11,423) represented restricted funds.

Risk Management

The main risks to which the charity is exposed as identified by the Trustees have been considered and systems have been established to mitigate those risks.

Reserves Policy

It is the policy of the charitable company to maintain unrestricted funds, a level that covers redundancy provision and allows the charity to continue its activities for three month's should no further funding are received.

As at the end of the financial year the unrestricted funds totalled £55,795. The charitable company requires £6,129 for redundancy provision and £21,805 for three month's running costs, total £29,934.

Investment Policy and Objectives

The trustees have the power to invest monies of the scheme, not immediately required for its purpose, in or upon such investments, securities or properties as may be thought fit, subject to such conditions (if any) as may for the time being imposed or required by law.

THE BASEMENT ADVISORY CENTRE

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2021

PLANS FOR FUTURE

The trustees aim is to focus on the development and enhancement of the services on offer and continue to work closely with our partners to offer comprehensive services.

The plans for the year ahead are to identify gaps in provision and work with local agencies and funders to meet the needs of service users. In particular the gap in connecting our service users with Mental Health Services. We aim to work with funders to recruit specialist mental health outreach workers to engage people with complex needs who are sleeping rough, living a street based lifestyle or are inappropriately housed. Their purpose will be to build meaningful and productive relationships in order to deliver appropriate crisis interventions, support, advice and advocacy. This will enable people to re-engage with services and take that important first step to recovery. To research services on offer in other regions and explore different models for meeting the needs of service users. To review the training needs of our staff.

Covid-19 update

The covid-19 pandemic has meant that the Basement staff had to work differently bringing service users, where possible, into hotels whilst also providing outreach to those service users who remain on the streets.

None of our staff have been furloughed and we have continued to deliver services, albeit socially distanced or via telephone or zoom. Face to face service delivery started in August 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Basement Advisory Centre is a charitable company limited by guarantee (registered in England and Wales, No. 03642747) incorporated on 1st October 1998 and having registered as a charity (number 1075052) on 12th April 1999.

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed by its Articles of Association. The Memorandum and Articles of Association were amended by Special Resolution on 28th January 1999.

Governing document

The Charitable Company is administered by a board of trustees. The board meets monthly and there are sub-committees covering personnel, fundraising and finance. A Business Development Director is appointed by the trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Business Development Director has delegated authority, within the terms of delegation approved by the trustees, for operational matters including finance, employment and development of the project.

Trustees' induction and training

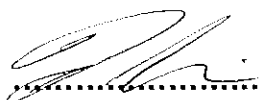
A skills audit ensures that recruitment of board members is targeted at people with skills relevant to the charity. New trustees undergo an orientation day to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction day they meet key employees and other trustees. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

THE BASEMENT ADVISORY CENTRE
TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2021

REFERENCE AND ADMINISTRATIVE DETAILS

Name	The Basement Advisory Centre
Company Number	03642747
Charity Number	1075052
Registered Office	56 – 60 Parr Street Liverpool Merseyside, L1 4JN
Board of Trustees	The Board of Trustees are also its Directors. Members are elected by the Annual General Meeting of the members of the council in accordance with the Articles of Association.
Trustees	W R Christopher T Kenward D Lewis G Monaghan K Moores J. Smith
Company Secretary	G Monaghan
Independent Examiner	Paula Sanchez, ACCA. C/O LCVS, 151 Dale Street Liverpool, L2 2AH
Bankers	HSBC Bank 99-101 Lord Street Liverpool Merseyside L2 6PG

Signed on behalf of the Board of Trustees on 3rd Nov'2021


.....

D Lewis, Trustee

THE BASEMENT ADVISORY CENTRE

STATEMENT OF TRUSTEES' RESPONSIBILITIES

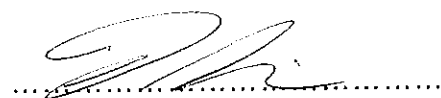
Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the trustees should follow best practice and:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principle in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue as a going concern;
- state whether applicable accounting standards have been followed, subject to any material departure disclosed and explained in the financial statements.

The Trustees are responsible for maintaining 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.

This report has been prepared in accordance with the Charities Act 2011, Companies Act 2006, Accounting and Reporting by Charities; Statement of Recommended Practice (Sorp 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2015).

Signed on behalf of the Board of Trustees



D Lewis

Trustee

56 – 60 Parr Street
Liverpool
Merseyside
L1 4JN

Date: 3-11-2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BASEMENT ADVISORY CENTRE

I report on the accounts of the charitable company for the year ended 31st March 2021, which are set out on pages 7 to 17.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the 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 that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act,
- 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
- to state whether particular matters have come to my attention.

Basis of independent examiner's statement

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

Independent examiner's statement

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

- (1) which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: **Mrs. Paula Sanchez**

Relevant professional qualification or body: **ACCA**

Address: **c/o LCVS, 151 Dale Street, Liverpool, L2 2AH**

Dated:  15. Nov. 2021

THE BASEMENT ADVISORY CENTRE
STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31ST MARCH 2021

	Notes	Unrestricted Funds	Restricted Funds	Totals	Totals
		2021 £	2021 £	2021 £	2020 £
Income and endowments from:					
Donations and legacies	3a	11,492	-	11,492	2,239
Charitable activities	3b	93,344	21,500	114,844	127,621
Other trading activities	3c	20,155	-	20,155	21,067
		-----	-----	-----	-----
Total income		124,991	21,500	146,491	150,927
		-----	-----	-----	-----
Expenditure on:					
Charitable Activities	4	87,219	18,297	105,516	155,697
		-----	-----	-----	-----
Total expenditure		87,219	18,297	105,516	155,697
		-----	-----	-----	-----
Net income/(expenditure), net movement in funds		37,772	3,203	40,975	(4,770)
Total funds brought forward	9, 10	18,023	11,423	29,446	34,216
		-----	-----	-----	-----
Total funds carried forward	8-10	55,795	14,626	70,421	29,446
		=====	=====	=====	=====

The notes on pages 9 to 17 form part of these accounts. All the above amounts relate to continuing activities of the charitable company.

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

THE BASEMENT ADVISORY CENTRE
BALANCE SHEET AS AT 31ST MARCH 2021

COMPANY NO. 03642747

	Notes	31 st March 2021		31 st March 2020	
		£	£	£	£
Fixed Assets					
Tangible fixed assets	5		511		768
Current assets					
Debtors	6	200		-	
Cash at bank and in hand		71,937		31,608	
		-----		-----	
		72,137		31,608	
Current liabilities					
Creditors: amounts falling due within one year	7	(2,227)		(2,930)	
		-----		-----	
Net current assets			69,910		28,678
			-----		-----
Total assets less current liabilities			70,421		29,446
			=====		=====
Funds:					
Unrestricted funds	8, 9		55,795		18,023
Restricted funds	8, 10		14,626		11,423
			-----		-----
			70,421		29,446
			=====		=====

These financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 SORP.

For the period covered by these accounts the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The trustees, who are the directors of the company, acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

Signed on behalf of the Board of Trustees on 3-11-21:.....



D Lewis - Trustee

.....3-11-21.....

 Date

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

1. Limited Liability

The charity is a company limited by guarantee. Each member's liability is limited to £10.

2. Accounting Policies

Basis of accounting

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (SORP 2015) (effective 1st January 2015), Charities Act 2011 and the Companies Act 2006.

The accounts are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the provisions in the SORP for Charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

Going concern

The Charitable Company has not been significantly impacted financially by Covid-19, due to being able to provide a service as per contract over the telephone and zoom. At the time of approving the accounts, the Trustees have a reasonable expectation that the Charitable Company has adequate resources to continue in operational existence for the foreseeable future. The Trustees have therefore adopted the going concern basis of accounting in preparing the accounts.

Fund accounting

Unrestricted funds are the charity's free reserves available for the trustees to apply in accordance with the charitable company's charitable objectives.

Restricted funds are subject to specific restrictive conditions imposed by the donor. All restricted funds are accounted for as restricted income and expenditure for the purposes is charged to the fund.

Income recognition

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

Donations and legacies comprise of donations and general grants which are recognised in the accounts when received, with the exception of known legacies which are accounted for when their receipt is certain.

Income from charitable activities is recognised on an accruals basis except for grants receivable, which are recognised on the date on which their unconditional payment is confirmed by the donor.

Income from other trading activities relates to rental income and is recognised when the amount is certain.

THE BASEMENT ADVISORY CENTRE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Expenditure recognition

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the Statement of Financial Activities. Support and governance costs are applied to unrestricted funds unless specifically included in the restrictions, as specified by the donor.

Expenditure on charitable activities relate to the operation of the charity comprising of direct charitable expenditure to meet the objectives of the charitable company. Support and governance costs relate to the management and operation of the organisation and also compliance with constitutional and statutory requirements in producing the annual report. These are dealt with in the Statement of Financial Activities when payment has been approved by the charitable company.

Fixed Assets

Capital expenditure over £250 is stated in the balance sheet at cost less accumulated depreciation. Depreciation is provided to write off the cost of each asset over its expected useful life as below:

Fixtures, Fittings & Equipment	- 25% per annum reducing balance basis
Improvements to Leasehold Property	- straight line basis over 3 years

Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

Taxation

Income and gains are exempt from taxation as they are received and applied for charitable purposes only. The charitable company benefits from various exemptions from taxation afforded by tax legislation and are not liable to corporation tax on income or gains falling within those exemptions.

Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an on-going basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3. Income and endowments from

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
a. Donations and legacies				
Donations	11,492	-	11,492	2,239
	=====	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
b. Charitable activities				
Contract income	91,924	-	91,924	89,714
Dowager Countess Eleanor Peel Trust	-	5,000	5,000	10,000
Liverpool City Council – Community Resource Grant	-	10,500	10,500	10,500
Raindance Charitable Trust	-	6,000	6,000	9,000
Room Hire	1,420	-	1,420	8,407
	-----	-----	-----	-----
	93,344	21,500	114,844	127,621
	=====	=====	=====	=====
c. Other trading activities	£	£	£	£
Rental income	20,155	-	20,155	21,067
	=====	=====	=====	=====

4. Expenditure on Charitable Activities

	Direct Charitable Expenditure £	Support & Governance Costs £	Total 2021 £	Total 2020 £
To educate the public concerning the nature, case and effects of homelessness, human suffering, poverty and distress.	88,645	16,871	105,516	155,697
	=====	=====	=====	=====

a. Analysed as follows:

	2021 £	2020 £
<i>Direct charitable expenditure:</i>		
Staff salary costs	77,758	98,370
Pension	1,488	2,045
Activities	-	40
Building Running costs	9,399	13,002
	-----	-----
	88,645	113,457
	-----	-----

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

	2021	2020
	£	£
<i>Support & Governance costs:</i>		
Staff salary costs	6,336	26,900
Pension	-	578
Office costs	4,527	2,268
Travel expenses	-	537
Training,	-	2,162
Insurance	3,810	3,816
Bank and go cardless fees	82	2,482
Refreshments	-	104
Recruitment	-	275
Legal and professional fees	335	1,032
Membership	-	35
DBS fees	-	56
Website costs	-	228
Loss on disposal of fixed assets	87	-
Payroll fees	524	511
Accountancy	1,000	1,000
Depreciation	170	256
	-----	-----
	16,871	42,240
	-----	-----
Total expenditure on charitable activities	105,516	155,697
	=====	=====

£18,297 (2020: £35,183) of the above expenditure relates to restricted funding.

a. Analysis of staff costs

	2021	2020
	£	£
Gross Wages	81,487	118,035
Social Security Costs	2,607	7,235
Pension	1,488	2,623
	-----	-----
Total	85,582	127,893
	=====	=====

c. Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows:

	2021	2020
Management & Administration	1.0	1.0
Charitable activities	3.0	5.2
	-----	-----
	4.0	6.2
	===	===

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

No employee received emoluments of more than £60,000 during the year (2020: nil)

The Trustees, being also directors, are not remunerated for their services and are not included in the above number of employees.

No out of pocket expenses were reimbursed to trustees in the year (2020: £nil)

5. Tangible fixed assets

	Fixtures, Fittings & Equipment	Improvements to Leasehold Property	Total
Cost	£	£	£
Balance at 1 st April 2020	40,919	282,194	323,113
Disposals during the year	(2,070)	(-)	(2,070)
	-----	-----	-----
Balance at 31 st March 2021	38,849	282,194	321,043
	-----	-----	-----
Accumulated Depreciation			
Balance at 1 st April 2020	40,151	282,194	322,345
Charge for the year	170	-	170
Disposals during the year	(1,983)	(-)	(1,983)
	-----	-----	-----
Balance at 31 st March 2021	38,338	282,194	320,532
	-----	-----	-----
Net Book Value as at 31st March 2021	511	-	511
	=====	=====	=====
Net Book Value as at 31 st March 2020	768	-	768
	=====	=====	=====

A deed of assignment of beneficial interest dated 29th January 2016 has been declared stating a one third ownership of 56 – 60 Parr Street Liverpool. Valuation of which cannot be ascertained.

6. Debtors

	2021	2020
	£	£
Prepayments	200	-
	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

7. Creditors: amounts falling due within one year:

	2021	2020
	£	£
Accruals	2,227	2,386
Social Security costs	-	544
	-----	-----
	2,227	2,930
	=====	=====

8. Analysis of net assets

	Tangible Fixed Assets	Net Current Assets	Total
	£	£	£
<i>Unrestricted Funds</i>			
General Fund	511	55,284	55,795
	-----	-----	-----
<i>Restricted Funds</i>			
Big Lottery Fund Grant – Awards for All	-	2,225	2,225
Dowager Countess Eleanor Peel Trust	-	5,011	5,011
Liverpool City Council – Community Resource Grant	-	1,390	1,390
Raindance Charitable Trust	-	6,000	6,000
	-----	-----	-----
	-	14,626	14,626
	-----	-----	-----
<i>Total Funds</i>	511	69,910	70,421
	=====	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

9. Unrestricted Funds

	<u>Movements in the Year</u>			Resources at the end of the year £
	Resources at the beginning of the year	Income	Expenditure	
	£	£	£	
General Fund	18,023	124,991	(87,219)	55,795
	=====	=====	=====	=====

General Fund is used to finance the charitable company's general activities as outlined in the Trustees' Report.

10. Restricted Funds

	<u>Movements in the Year</u>			Resources at the end of the year £
	Resources at the beginning of the year	Income	Expenditure	
	£	£	£	
Big Lottery Fund Grant – Awards for All	2,226	-	(1)	2,225
Dowager Countess Eleanor Peel Trust	9,197	5,000	(9,186)	5,011
Liverpool City Council – Community Resource Grant	-	10,500	(9,110)	1,390
Raindance Charitable Trust	-	6,000	(-)	6,000
	-----	-----	-----	-----
	11,423	21,500	18,297	14,626
	=====	=====	=====	=====

Description of Funds

These are monies given to the charitable company to be spent at the discretion of the Board of Trustees for specific charitable purposes, as follows:

Big Lottery Fund Grant – Awards for All – Funding towards Consultancy fees, printing, stationary and refreshments

Dowager Countess Eleanor Peel Trust – Contribution towards recruitment and salaries

Liverpool City Council - Community Resource Grant – Contribution towards salaries costs. Expenditure comprises

	2021	2020
	£	£
Staff salary costs	10,500	10,500
	=====	=====

THE BASEMENT ADVISORY CENTRE
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2021

Raindance Charitable Trust – Contribution towards core costs.

11. Operating Lease Commitments

The following operating lease payments are committed to be paid in relation to lease. The amounts payable relate to the lease of 58 & 60 Parr Street, Liverpool; however, to date the rent has been waived by the landlord.

	2021	2020
	£	£
Between one to five years	25,000	25,000
	-----	-----
	25,000	25,000
	=====	=====

12. Related Party Transactions

There were no material related party transactions during this or the previous year which require disclosure

13. Contingent Liabilities

The charitable company did not have any contingent liabilities at 31st March 2021 (2020: nil).

14. Guarantee

As at 31st March 2021, 6 members had given a guarantee of £10 each in the event of the company winding-up. Total: £60 (2020: 6 members £60).