

Registered Charity No:1086450
Registered Company No: 03910612
(England and Wales)

PARK LODGE PROJECT

(A Company limited by guarantee)

FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2021

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

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

	Page
Charity Reference and Administrative Details	1
Trustees Annual Report (Including Director's Report and Strategic Report)	2 - 8
Independent Examiner's Report	9
Statement of Financial Activities (Including Income and Expenditure Account)	10
Balance Sheet	11 - 12
Statement of Cashflows	13
Notes to the Accounts	14 - 20
Income & Expenditure Account for the year ended 31 March 2021	21
Income & Expenditure Account for the year ended 31 March 2020	22

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

Charity Reference and Administrative Details for the year ended 31 March 2021

Charity Name: Park Lodge Project

Charity Registration Number: 1086450

Company Registration Number: 03910612

**Registered Office and
Operational Address:** 2 Central Avenue
Clarendon Park
Leicester
LE2 1TB

Trustees (and Directors): David Pollard (Treasurer)
Ciaran Davidson
Nigel Oldman
Deborah Lockton
Rod Moore (Chair)
John Olaleye

Management Team	Edward Bailey	Chief Executive Officer
	Helen Miller	Service Manager
	Michelle Brown	Service Manager

Independent Examiners Celerica Ltd, Chartered Certified Accountants
The Old Chapel, 9A Kempson Road
Leicester LE2 8AN

Bankers: National Westminster, 1 Granby Street
Leicester, LE1 6EJ

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021**

The trustees present their report and financial statements of the charity for the year ended 31 March 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS102) in preparing the annual financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland Published in October 2019 (second edition).

Trustees of the Charity

The directors of the charitable company are also its trustees for the purpose of charitable law. The trustees who have served during the year and since the year end are as follows:

Elizabeth Barner	(resigned 2.11.20)	Nigel Oldman	
Bryan Merton	(resigned 2.11.20)	Rod Moore	(Chair)
David Pollard	(Treasurer)	Deborah Lockton	
Ciaran Davidson		John Olaleye	

Objectives and Activities

Park Lodge Project aims to empower young people to develop the skills to live independently through the provision of supported housing. We will do this by ensuring:

1. Every young person applying for accommodation gets fair and equal access.
2. All our staff are DBS checked and we have a clear Safeguarding Policy which is regularly monitored and updated.
3. All our staff have the necessary skills, knowledge and attitude to deliver the standard of service that we strive for.
4. Our accommodation is fit for purpose and we strive to improve the standard wherever possible.
5. We identify and apply, where possible, for local, regional and national funding opportunities that will further support and develop our work with young people.
6. Every young person has an individual support plan that identifies their health, education, training/employment needs and opportunities.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)**

Objectives and Activities (Continued)

The aims of Park Lodge Project

- * Reduce homelessness, repeat homelessness and risks of homelessness within the city, including offering advice, guidance and support.
- * Offer safe and nurturing accommodation, providing a stable living experience to those in need primarily young people.
- * Support service users to develop positive relationships and gain life skills to live independently and maintain tenancies.

Public Benefit Statement

The Trustees have considered the general guidance on public benefit issued by the Charities Commission and have taken due regard of that guidance. The Trustees consider they are satisfied that the charity's activities do provide a wide public benefit.

Strategic Report

Achievements and Performance

The main areas of charitable activity are the provision of supported accommodation, advice and information in housing related support, life skills, education and training and resettlement of homeless young people.

Funding for the Project is through commissioned bed spaces by Leicester City and other Authorities' Children and Young People's Services, Housing Benefit, ineligible charges, grants and donations. This is sufficient to employ 23 members of staff which is equivalent to 18 full time staff. This excludes sessional workers which are included employees working for the Project. During the year we have achieved an occupancy level of 98% and have accommodated 79 residents within our 51 bed unit. 28 residents moved on during the year with 21 move-ons (75%) being positive. During the course of the year:

4	Moved into their own tenancies
7	Moved back to family
4	Moved in with friends
1	Abandoned their bed space
1	Moved to other supported accommodation provider
6	Moved on due to criminal damage/aggressive behaviour
2	Social services ended placement
3	Moved to take up university courses and related accommodation
51	Still residing at the Project

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)**

Financial Review

During the year, the charity made a net deficit of £4,934.

It has been a difficult year with the extensive refurbishment work carried out at the Hinckley Road premises. The long term strategy of the charity looks promising as we now own two properties whereas all our properties were rented in earlier years.

The Centre successfully bid for two large grants of £50,000 from Homeless Link and £40,000 from Leathers Sellers. These were crucial in assisting with our core costs and helping with the refurbishment work at the Hinckley Road premises.

Reserves Policy

The Trustees have examined the charity's requirements for reserves in light of the risks to the organisation. It has established a policy whereby the reserves are invested on deposit at National Westminster Bank in a high deposit account. The level of reserves has been depleted by the need to invest in the refurbishment of the Hinckley Road property. The Trustees have prioritised the need to build up cash reserves to equate to 3 months average running costs of the Project and seek additional sources of funding should the Project lose its current funding sources. The Trustees consider that this is a prudent measure to take place should existing activities be curtailed.

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to the continuance of satisfactory funding arrangements. We have continued to develop the purchased properties and enhance our financial stability. Current developments are centred on the West End of Leicester, where property is significantly cheaper than in Clarendon Park.

Structure, Governance & Management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 20th January 2000 and registered as a charity on 3rd May 2001. The company was established under a Memorandum of Articles which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £10.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTORS' REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)**

Governing Document (Continued)

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles of Association.

One third of the trustees or a minimum of three are required to stand for re-election at each Annual General Meeting on a rotating basis.

Due to the nature of the objectives of the Project much of the charity's work focuses upon young people. The Trustees seek to ensure that the needs of this group are appropriately reflected through the diversity of the trustee board. To enhance the potential pool of trustees, the charity seeks to identify young people who have been homeless and would be willing to become trustees and use their own experiences to assist the charity.

The more traditional business skills are well represented by the Trustees. In an effort to maintain a broad mix of skills, Trustees are requested to provide a list of their skills and in the event of particular skills being lost due to retirement, individuals are approached to offer themselves for election as Trustees.

Most trustees are familiar with the practical work of the charity as the charity has worked in partnership with them in a variety of fields to enhance the support provision provided to the young people.

New trustees are invited and encouraged to attend an induction course to familiarise themselves with the charity and the context within which it operates. This is led by the Chief Executive Officer and overseen by the Chair of the Trustees and covers:

1. A tour of all of the Project's properties.
2. The obligations of the Trustees.
3. The policies and procedures and other documents including the Memorandum and Articles of Association.
4. Resourcing and the current financial position as set out in the latest published accounts.
5. Future plans and objectives.
6. Information Pack

Further information is provided in a pack prepared from various Charity Commission documents and the Charity Commission's website guide 'An Essential Trustee'.

Additional training, if required, is sourced and paid for by the Project or delivered by the Chief Executive Officer.

PARK LODGE PROJECT (LIMITED BY GUARANTEE)

TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)

Risk Management

The Project's Risk Register is reviewed three times per year, the outcome of which is reported to the Management Committee. Where appropriate, systems and procedures have been established to mitigate the risks that the charity faces. External risks to funding have been minimised with a strategic plan to allow diversification of funding. Internal control risks are minimised by the implementation of a Financial Policy and Procedure for authorisation of all transactions within the Project.

Procedures are in place to ensure compliance with Health and Safety of staff, volunteers, trustees, service users, contractors and visitors to the Project. The Project's internal monitoring procedures ensure a consistent quality delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Organisational Structure

Park Lodge Project currently has 6 trustees who meet every 6 weeks and are responsible for the strategic direction and policy of the charity. The trustees come from a variety of professional backgrounds relevant to the work of the charity.

A scheme of delegation is in place and the day to day responsibility for the provision of services rests with the Chief Executive Officer along with the Service Managers. The CEO is also responsible for ensuring that the charity delivers the services specified and that key performance indicators are met, and for working with the Management Committee to provide strategic management. The Service Managers have the responsibility for the day to day operational management of the Project, one at each of the Project's two hubs, and for the individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

Related Parties

To enable the charity to achieve its charitable objectives, the charity operates within local and national guidelines. At a national level the Project is steered by the Department of Housing, Communities and Local Government strategy to reduce homelessness. At a local level the Project works within Leicester City's Homelessness Strategy and the Leicester City and Leicestershire County Council's Children and Young People's Services guidelines. Park Lodge Project continues to establish and improve links with other organisations, local authorities elsewhere in the country, and the community to identify policy development and prospective funding opportunities to improve services to all service users.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)**

Statement of Trustees' Responsibilities

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

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources of the charitable company for the year.

In preparing those financial statements, the trustees are required to:

- * select suitable accounting policies and then apply them consistently;
- * observe the methods and principles in the Charities SORP 2019 (FRS 102);
- * make judgements and estimates that are reasonable and prudent;
- * state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- * prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the 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.

Members of the Trustee Committee

Trustees, who are directors for the purposes of company law and trustees for the purposes of charity law, who have served during the year up to the date of this report are set out on page 1. In accordance with company law, as the company's directors, we certify that:

So far as we are aware, there is no relevant audit information of which the company's auditors are not aware.

As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**TRUSTEES ANNUAL REPORT (INCLUDING DIRECTOR'S REPORT AND
STRATEGIC REPORT) FOR THE YEAR ENDED 31ST MARCH 2021 (CONTINUED)**

This report has been prepared in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities 2019 (FRS 102) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by the trustees and signed on their behalf by:



.....
Mr D. Pollard (Director)

Dated: 2/11/2021

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**INDEPENDENT EXAMINERS' REPORT
TO THE TRUSTEES OF PARK LODGE PROJECT
FOR THE YEAR ENDED 31 MARCH 2021**

We report on the accounts of Park Lodge Project for the year ended 31st March 2021 which are set out on pages 10 to 20.

Responsibilities and Basis of Report

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

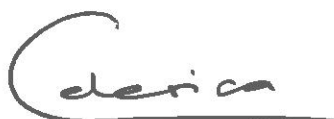
Having satisfied ourselves that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, we report in respect of our examination we have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent Examiner's Statement

We have completed our examination. We can confirm that no matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

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

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



CELERICA LTD
CHARTERED CERTIFIED ACCOUNTANTS
FIRST FLOOR
THE OLD CHAPEL
9 KEMPSON ROAD
LEICESTER
LE2 8AN

Dated : 3 / 11 / 2021

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 MARCH 2021
(including income and expenditure account)**

		<u>2021</u>	<u>2021</u>	<u>2021</u>	<u>2021</u>	<u>2020</u>
		<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Total</u>	<u>Total</u>
Note		<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Income and endowments						
Voluntary income	2	43,131	-	52,802	95,933	8,576
Charitable activities	3	791,099	-	-	791,099	834,003
Investment income	4	2	-	-	2	1,455
Other		-	-	-	-	-
Total Income and endowments		834,232	-	52,802	887,034	844,034
Expenditure on:						
Raising funds		-	-	-	-	-
Charitable activities	5	821,367	17,799	52,802	891,968	824,424
Other		-	-	-	-	-
Total expenditure		821,367	17,799	52,802	891,968	824,424
Net income (deficit)		12,865	(17,799)	-	(4,934)	19,610
Transfer between funds		(228,079)	228,079	-	-	-
Net movements in funds		(215,214)	210,280	-	(4,934)	19,610
Reconciliation of funds:						
Total funds brought forward		329,344	624,082	-	953,426	933,816
Total funds carried forward		114,130	834,362	-	948,492	953,426

All figures relate to continuing operations.

There were no recognised gains or losses for the current or previous period other than as stated above.

The movement in funds is due to the net incoming resources for the year.

The notes on pages 14 to 20 form part of these accounts

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)
Registered company number 3910612**

BALANCE SHEET AS AT 31 MARCH 2021

		<u>2021</u>		<u>2020</u>
	Note	£	£	£
FIXED ASSETS	10		1,368,820	1,122,791
CURRENT ASSETS				
Debtors & prepayments	11	56,950		57,214
Cash at bank		68,754		302,467
Cash in hand		288		2,586
		<u>125,992</u>		<u>362,267</u>
CURRENT LIABILITIES				
Creditors	12	39,956		60,572
		<u>39,956</u>		<u>60,572</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			86,036	301,695
Creditors: amounts falling due after one year	13		(506,364)	(471,060)
NET ASSETS			<u><u>948,492</u></u>	<u><u>953,426</u></u>
FUNDS				
Unrestricted	15		114,130	329,344
Designated	15		834,362	624,082
Restricted	15		-	-
			<u><u>948,492</u></u>	<u><u>953,426</u></u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act for the year ended 31 March 2021.

The members have not required the charitable company to obtain an audit of the financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2016.

The trustees acknowledge their responsibilities for:

- a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)
Registered company number 3910612**

BALANCE SHEET AS AT 31 MARCH 2021 (Continued)

- b) preparing financial statements which give a true and fair view of the state of the charitable company as at the end of the financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been approved in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to the charitable company.

Approved by the trustees on 21/11/2021 and signed on their behalf by:



David Pollard

The notes on pages 14 to 20 form part of these accounts

PARK LODGE PROJECT
(LIMITED BY GUARANTEE)
Registered company number 03910612

CASHFLOW STATEMENT AS AT 31 MARCH 2021

	Note	<u>2021</u> £	<u>2020</u> £
Cash flow from operating activities		(4,934)	19,610
Depreciation of tangible fixed assets		5,335	3,708
(Increase)/decrease in debtors		264	39,726
Increase/(decrease) in creditors		(21,515)	17,318
Bank interest received		(2)	(1,455)
Bank interest paid		17,799	14,194
		<hr/>	<hr/>
Net cash flow from operating activities		(3,053)	93,101
		<hr/>	<hr/>
Cash flow from investing activities			
Purchase of tangible fixed assets		(251,363)	(406,930)
Interest received		2	1,455
		<hr/>	<hr/>
Net cash flow from investing activities		(251,361)	(405,475)
		<hr/>	<hr/>
Cash flow from financing activities			
Receipts from issue of new long term loans		50,000	157,500
Repayment of long term loans		(13,797)	(9,210)
Interest paid		(17,799)	(14,194)
		<hr/>	<hr/>
Net cash flow from financing activities		18,404	134,096
		<hr/>	<hr/>
Net increase / (decrease) in cash and cash equivalents		(236,010)	(178,278)
Cash and cash equivalents at 1 April 2020		305,053	483,331
		<hr/>	<hr/>
Cash and cash equivalents at 31 March 2021		69,043	305,053
		<hr/>	<hr/>
Cash and cash equivalents consists of:			
Cash at bank and in hand		69,043	305,053
		<hr/>	<hr/>
Cash and cash equivalents at 31 March 2021		69,043	305,053
		<hr/>	<hr/>

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

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

1 Accounting Policies

1. Summary of significant accounting policies

a General information and basis of preparation

Park Lodge Project is a registered charity in England and Wales and also a company that is limited by guarantee. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the Charity. The address of the charity's registered office is given on page 1 of these financial statements. The nature of the charity's operations and principal activities detailed on page 2-3 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting practice.

The financial statements have been prepared to give a "true and fair" view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a "true and fair" view. This departure has involved following the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value where considered necessary. The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

b Funds

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

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

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

1 Accounting Policies (Continued)

1. Summary of significant accounting policies (Continued)

b Funds (Continued)

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

c Income recognition

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance of conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

For donations to be recognised the charity will have been notified of the amounts and the settlement date in writing. If there are conditions attached to the donation and this requires a level of performance before entitlement can be obtained then income is deferred until those conditions are fully met or the fulfilment of those conditions is within the control of the charity and it is probable that they will be fulfilled.

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. A corresponding amount is recognised in expenditure.

No amount of time is included in the financial statements for volunteer time in line with SORP FRS (102). Further detail is given in the Trustees Annual Report.

Where practicable, gifts in kind donated for distribution to the beneficiaries of the charity are included in stock and donations in the financial statements upon receipt. If it is impracticable to assess the fair value at receipt or if the costs to undertake such a valuation outweigh any benefits then the fair value is recognised as a component of donations when it is distributed and an equivalent amount recognised as charitable expenditure.

Gifts in kind donated for resale are included at fair value, being the expected proceeds from sale less the expected cost of the sale. Where estimating the fair value is practicable upon receipt it is recognised in stock and "Income from other trading activities". Upon sale, the value of stock is charged against "Income from trading activities" and the proceeds are recognised as "Income from other trading activities". Where it is impracticable to fair value the items due to the volume of low value items they are not recognised in the financial statements until sold. This income is recognised within "Income from other trading activities".

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

1 Accounting Policies (Continued)

1. Summary of significant accounting policies (Continued)

c Income recognition (Continued)

Fixed assets gifts in kind are recognised when receivable and are included at fair value. They are not deferred over the life of the asset.

For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. At this point income is recognised. On occasion, legacies will be notified to the charity however it is not possible to measure the amount expected to be distributed on these occasions, the legacy is treated as a contingent asset and disclosed.

Income from trading activities includes income earned from fundraising events and trading activities to raise funds for the charity. Income is received in exchange for supplying goods and services in order to raise funds and is recognised when entitlement has occurred.

Investment income is earned through holding assets for investment purposes such as interest. Interest income is recognised using the effective interest method. Any dividend and rent income is recognised as the charity's right to receive payment is established.

d Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

- Cost of raising funds
- Expenditure on charitable activities
- Other expenditure represents those items not falling into the above categories.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

e Support costs allocation

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs and administrative costs. They are incurred directly in support of expenditure on the objects of the charity.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

The analysis of these costs is included in note 6.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

1 Accounting Policies (Continued)

1. Summary of significant accounting policies (Continued)

f Tangible fixed assets

The accounting policy seeks to capitalise such fixed assets that are of continued use to the and administration of the Charity and provides depreciation thereon as follows:

Freehold Properties	Not Depreciated
Improvement to Freehold Properties	Not Depreciated
Computer Equipment	- 33.33% on cost
Fixtures & Fittings	- 25% on cost

The freehold property and improvements thereon has not been depreciated since it is the opinion of the trustees that it's market value is in excess of its book value. It is a requirement from the Companies Act 2006 and FRS102 to charge depreciation on all tangible fixed assets, but in the opinion of the trustees' the valuation as stated provides a true and fair view.

Assets that relate to direct charitable expenditure for residents continue to be written off at the time of purchase. These items will continue to have very little residual value.

g Provisions

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, It is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

h Leases

Rentals payable or receivable under operating leases are charged to the SoFA on a straight line basis over the period of the lease.

i Taxation

No provision has been made for taxation as the charity's charitable status renders it exempt from UK direct taxation.

j Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

2 Voluntary income		<u>2021</u>	<u>2020</u>
Homeless Link	Restricted	50,000	-
Leathers Sellers	Unrestricted	40,000	-
Job Retention Scheme	Restricted	2,802	-
Community Foundation	Unrestricted	1,724	3,555
Chances for Children	Unrestricted	-	1,140
Centrepont	Unrestricted	-	2,086
Sundry donations	Unrestricted	1,407	1,159
Miscellaneous	Unrestricted	-	636
		<u>95,933</u>	<u>8,576</u>

Voluntary income was £95,933 (2020: £8,576). £52,802 were of a restricted nature (2020: Nil)

3 Charitable activities income	<u>2021</u>	<u>2020</u>
Housing benefits / rents / commissioning	791,099	834,003
	<u>791,099</u>	<u>834,003</u>

Income from charitable activities was £791,099 (2020: £834,003). All unrestricted

4 Investment income	<u>2021</u>	<u>2020</u>
Bank Interest received	2	1,455

Investment income was £2 (2020: £1,455). All of these were unrestricted.

5 Charitable activities expenditure	<u>2021</u>	<u>2020</u>
Provide supported housing		
Activities undertaken directly	352,663	337,245
Support costs	539,305	487,179
	<u>891,968</u>	<u>824,424</u>

£839,166 (2020: £824,424) of the above costs were related to unrestricted funds.
£52,802 (2020: £Nil) of these costs were related to restricted funds.

6 Allocation of support costs	<u>Provide Supported Housing 2021</u>	<u>Provide Supported Housing 2020</u>
Governance	35,294	12,422
Travelling	1,528	4,162
Telephone	7,370	9,984
Salaries for resident support	471,979	442,709
Mortgage interest	17,799	14,194
Depreciation	5,335	3,708
	<u>539,305</u>	<u>487,179</u>

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

7	Governance costs					<u>2021</u>	<u>2020</u>
	Advertising					150	1,477
	Independent examiner's fees					3,650	3,660
	Professional fees					30,996	5,833
	Bank charges					498	1,452
						<u>35,294</u>	<u>12,422</u>
8	Trustees Expenses						
	There were no trustees expenses during the year. (2020: £Nil)						
9	Net Income					<u>2021</u>	<u>2020</u>
	This is stated after charging:						
	Independent Examiners fees					<u>3,600</u>	<u>3,660</u>
10	Fixed Assets	<u>Freehold</u>	<u>Property</u>	<u>Computer</u>	<u>Fixture</u>		
		<u>Property</u>	<u>Improvements</u>	<u>Equipment</u>	<u>& Fittings</u>		<u>Total</u>
	COST:						
	As at 1 April 2020	720,166	395,206	17,204	1,925		1,134,501
	Additions	-	246,482	4,881	-		251,363
	As at 31 March 2021	<u>720,166</u>	<u>641,688</u>	<u>22,085</u>	<u>1,925</u>		<u>1,385,864</u>
	DEPRECIATION:						
	As at 1 April 2020	-	-	9,785	1,924		11,709
	Charge for the year	-	-	5,335	-		5,335
	As at 31 March 2021	<u>-</u>	<u>-</u>	<u>15,120</u>	<u>1,924</u>		<u>17,044</u>
	NET BOOK VALUE:						
	As at 31 March 2021	<u>720,166</u>	<u>641,688</u>	<u>6,965</u>	<u>1</u>		<u>1,368,820</u>
	As at 31 March 2020	<u>720,166</u>	<u>395,206</u>	<u>7,418</u>	<u>1</u>		<u>1,122,791</u>
11	Debtors					<u>2021</u>	<u>2020</u>
	Rents receivable					37,892	44,634
	Sundry debtors & prepayments					19,058	12,580
						<u>56,950</u>	<u>57,214</u>

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2021 (CONTINUED)**

12	Creditors: Amounts falling due within one year	<u>2021</u>	<u>2020</u>		
	Sundry creditors & accruals	18,827	40,342		
	Loans & mortgages	21,129	20,230		
		<u>39,956</u>	<u>60,572</u>		
13	Creditors: Amounts falling due after one year	<u>2021</u>	<u>2020</u>		
	Loans & Mortgages	506,364	471,060		
		<u>506,364</u>	<u>471,060</u>		
14	Wages and Salaries	<u>2021</u>	<u>2020</u>		
	Wages & salaries	439,631	408,908		
	Social security	32,348	33,801		
		<u>471,979</u>	<u>442,709</u>		
		<u>2021</u>	<u>2021</u>	<u>2020</u>	<u>2020</u>
		Full time		Full time	
		Equivalent		Equivalent	
		Number		Number	
	Average number of employees	29	19	30	18

All staff are employed by the charity. No employees earned more than £60,000 during the two years ended 31 March 2021.

15 Movements in Funds

	<u>01-Apr 2020</u>	<u>Incoming Resources</u>	<u>Outgoing Resources</u>	<u>Transfers</u>	<u>31-Mar 2021</u>
Unrestricted Funds					
General Fund	329,344	834,232	(821,367)	(228,079)	114,130
Designated Property	624,082	-	(17,799)	228,079	834,362
Restricted Funds					
Restricted Funds	-	52,802	(52,802)	-	-
TOTAL FUNDS	<u>953,426</u>	<u>887,034</u>	<u>(891,968)</u>	<u>-</u>	<u>948,492</u>

The designated fund represents two properties owned by the charity.

16 Operating Lease Commitments

Total minimum payments under operating leases are:	<u>2021</u>	<u>2020</u>
Lease payments	<u>147,983</u>	<u>147,983</u>

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2021**

	<u>2 Central</u>	<u>5-19</u>	<u>23-343</u>	<u>35</u>	<u>Flats</u>	<u>Flats</u>	<u>Flats</u>	
	<u>Avenue</u>	<u>Three Bed</u>	<u>Four Bed</u>	<u>Wordsworth</u>	<u>Sweetbriar Park</u>	<u>113-115</u>	<u>Springfield</u>	
	<u>11 Bed House</u>	<u>Outer House</u>	<u>Outer House</u>	<u>Road</u>	<u>Road</u>	<u>Hinckley Road</u>	<u>Cambridge</u>	<u>Total</u>
Housing benefits, rents & commissioning	216,178	91,823	129,099	56,601	52,427	28,416	216,555	791,099
Other income	45,933				-	50,000		95,933
Bank interest	2				-			2
	262,113	91,823	129,099	56,601	52,427	78,416	216,555	887,034
Wages	139,466	48,858	68,692	30,117	27,896	41,724	115,226	471,979
Training	8,552				-	-	-	8,552
Advertising	150				-	-	-	150
Rates	2,551	1,743	2,122	1,096	616	3,144	741	12,013
Light & heat	10,647	3,570	1,545	1,986	13,204	7,268	732	38,952
Insurance	18,061				-	-	-	18,061
Repairs & renewals	20,190	906	2,582	2,231	6,503	58,892	1,351	92,655
Fixtures & equipment	-				-			-
Household expenses	4,036	148	299	107	130	759		5,479
Activity	4,058	10	245	10	286	1,178	146	5,933
Rent	22,732	16,554	25,994	12,980	-	-	79,426	157,686
Telephone	4,124	1,089	713	400	-	346	698	7,370
Audit / Independent Examiners	730	475	475	475	475	475	545	3,650
Printing, postage & stationery	1,013	659	659	659	659	659	759	5,067
Miscellaneous	5,843	325	315	157	1,418	50	158	8,265
Bank charges	498				-	-	-	498
Professional fees	30,996	-		-			-	30,996
Travel	1,528	-		-				1,528
Mortgage interest charges	-				5,331	12,468		17,799
Depreciation	5,335				-	-		5,335
	280,510	74,337	103,641	50,218	56,518	126,963	199,782	891,968
Net (Deficit) Income for the Year	(18,397)	17,486	25,458	6,383	(4,091)	(48,547)	16,773	(4,934)
Fund Balance Brought Forward	92,050	159,453	357,910	15,284	(784)	(26,139)	355,653	953,426
Transfers	874,839	(176,939)	(383,368)	(21,667)	4,875	74,686	(372,426)	-
Fund Balance Carried Forward	948,492	-	-	-	-	-	-	948,492

This page does form part of the statutory financial statements

**PARK LODGE PROJECT
(LIMITED BY GUARANTEE)**

**INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2020**

	<u>Park Lodge</u>	<u>5-19 Three Bed Outer House</u>	<u>23-343 Four Bed Outer House</u>	<u>35 Wordsworth Road</u>	<u>Flats Sweetbriar Park Road</u>	<u>Flats 113-115 Hinckley Road</u>	<u>Flats Springfield Cambridge Portland</u>	<u>Total</u>
Housing benefits, rents & commissioning	207,204	92,468	121,454	54,186	24,133	-	334,558	834,003
Other income	8,576	-	-	-	-	-	-	8,576
Bank interest	1,455	-	-	-	-	-	-	1,455
	217,235	92,468	121,454	54,186	24,133	-	334,558	844,034
Wages	113,943	48,501	63,704	28,421	12,658	-	175,481	442,709
Training	27,910	-	-	-	-	-	-	27,910
Advertising	1,477	-	-	-	-	-	-	1,477
Rates	2,463	1,451	1,568	614	924	4,042	3,423	14,485
Light & heat	7,181	2,966	4,859	3,639	623	380	18,580	38,228
Insurance	11,337	-	-	-	-	-	2,092	13,428
Repairs & renewals	23,771	299	1,286	1,131	6,364	4,316	8,942	46,109
Fixtures & equipment	264	-	250	250	-	-	-	764
Household expenses	3,616	273	296	375	101	-	400	5,062
Activity	9,219	512	-	5	1,079	-	16	10,832
Rent	22,732	16,937	23,812	12,980	-	-	79,031	155,492
Telephone	4,439	1,263	702	461	-	39	3,080	9,984
Audit / Independent Examiners	732	476	476	476	476	476	549	3,660
Printing, postage & stationery	2,685	1,745	1,745	1,745	1,745	1,745	2,014	13,426
Miscellaneous	11,498	11	-	-	-	-	-	11,509
Bank charges	290	189	189	189	189	189	218	1,452
Professional fees	1,167	758	758	758	758	758	875	5,833
Travel	4,162	-	-	-	-	-	-	4,162
Mortgage interest charges	-	-	-	-	-	14,194	-	14,194
Depreciation	3,139	-	-	-	-	-	569	3,708
	252,023	75,383	99,646	51,045	24,917	26,139	295,269	824,424
Net (Deficit) Income for the Year	(34,789)	17,086	21,807	3,141	(784)	(26,139)	39,289	19,610
Fund Balance Brought Forward	126,839	142,367	336,103	12,143	-	-	316,364	933,816
Fund Balance Carried Forward	92,050	159,453	357,910	15,284	(784)	(26,139)	355,653	953,426