

**CITIZENS ADVICE THANET**  
**(A COMPANY LIMITED BY GUARANTEE)**

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

**Charity Number 1086799**

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**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

The trustees have pleasure in presenting their report and the unaudited financial statements for the year ended 31 March 2025 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006 relating to small companies, 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 (FRS 102) (effective 1 January 2019).

**REFERENCE AND ADMINISTRATIVE DETAILS****Charity Registration Number**

1086799

**Company Registration Number**

04176324

**Registered Office**

Mill Lane House

Mill Lane

Margate

Kent

CT9 1LB

**Trustees/Directors**

Mr Simon Farrer

Mrs Danielle Barnes (resigned 30.6.24)

Mrs Sarah Ellis

Ms Helen Mitchell

Ms Sharon Wilding

Chair

Mrs Heidi Coleman (resigned 30.6.24)

Mr Connor Harney

Treasurer

Ms Bernadette Hawkes (appointed 17.4.24)

Ms Nicola Parmar (appointed 18.7.24)

**Co-Opted Local Authority Representatives**

Cllr Jenny Matterface

Cllr David Green (until 18.5.24)

Cllr John Edwards (from 18.5.24)

**Chief Officer and Company Secretary**

Mrs Angela Drew-Robinson (until 31.5.25)

**Bankers**

CAF Bank Ltd

25 Kings Hill Avenue

Kings Hill

West Malling

Kent

ME19 4JQ

**Independent Examiner**

Mr S J Wren FCCA

Accountancy Matters (Kent) Limited

The Marlowe Innovation Centre

Marlowe Way

Ramsgate

Kent

CT12 6FA

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

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**STRUCTURE, GOVERNANCE AND MANAGEMENT****Governing document**

Citizens Advice Thanet is a registered charity and a company limited by guarantee incorporated on 9 March 2001. It was established under a memorandum of association and is governed by its articles of association.

**Recruitment and appointment of trustee directors**

Trustees Board vacancies are advertised on the national Citizens Advice website and other appropriate media. Applicants for vacancies will be selected by a short listing and interview process which will be based on a published job description and person specification. This process will be carried out by a small group of Trustees especially appointed for this purpose. The Charity aims to have a balanced makeup which reflects the community the Service serves.

**Organisational structure**

Citizens Advice Thanet is governed by a Board of Trustees who meet at least quarterly. Day to day running of the Charity is supervised by the Chief Officer who reports to the Trustees on a quarterly basis. The Trustees and the Chief Executive are the Key Management Personnel as defined by the Charities SORP FRS102.

**Related parties**

Citizens Advice Thanet has membership of the national body now called Citizens Advice, which provides a framework for the standards of advice and casework managements as well as monitoring progress against these standards. Operating policies are independently determined by the Trustee Board in order to fulfil its charitable objects and comply with the national membership requirements.

**Risk assessment**

The Charity has adopted a policy of regularly reviewing the risks to the operations of the Charity, to ensure that adequate steps are taken to mitigate such risks.

**OBJECTIVES AND ACTIVITIES****Objectives**

To deliver the Citizens Advice Service to the people of Thanet, ensuring as far as possible that we provide the advice people need for the problems they face and improve the policies and practices that effect peoples' lives. We will endeavour to provide free, independent, confidential and impartial advice to everyone on their rights and responsibilities, whilst valuing diversity, promoting equality and challenging discrimination.

**Activities and achievements, performance and factors affecting achievement of objectives**

Unfortunately, not much has changed since the previous year; the cost of living is still a factor affecting many of our clients. Ever increasing food costs, high energy costs, acute shortage of affordable housing. The government decision to take away the Winter Fuel Allowance from many of our Pension Age people has an added impact. The demand for our service is consistently high due to the difficulties people are experiencing and advice needed.

We were delivery partners for the Government Household Support Fund scheme. People and families this was aimed at those we identified as not having enough income to afford the basic essentials for living and fitted the eligibility criteria. We were able to offer Food vouchers, School wear vouchers and items for keeping warm and improving energy efficiency. A total of £90,000 was given to 291 local vulnerable households in need. Budgeting and money advice were also part of the delivery to where possible improve the financial capability of these clients.

We were able to secure funding for a part-time telephone adviser for 6 months through the UK Shared Prosperity Scheme, part of the government levelling up programme. This was successful and certainly identified the need of telephone as an advice channel. We are actively seeking further funding to continue this service as a priority.

**TRUSTEES ANNUAL REPORT  
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**Activities and achievements, performance and factors affecting achievement of objectives**

Reaching Communities 'Better Lives Thanet' continues to provide a much-needed Outreach Advice service, working out of foodbanks, libraries, Community locations, Salvation Army. Home visits have also commenced this year for clients. Due to Home Visits being resource heavy, these are limited to those that are not able to get advice via our other channels. This has improved our accessibility as a service.

A successful bid for new IT equipment from National Lottery 'Awards for All' scheme, enabled us to completely replace our old stock of Computers and laptops. This has improved our efficiency as a service. Our advisers are really impressed about the difference this has made to the advice-giving process. As much of the equipment was not compatible for Windows 11, we have future proofed ourselves for the next few years.

We secured £30,000 of funding from Colyer Fergusson Charitable Trust, this provided the money to employ a full-time Supervisor/Adviser for one year. This has enabled us to increase Advice Capacity and take on more trainee volunteer advisers.

Our Service Level Agreement with Thanet District Council, continues to be the backbone for our core costs. We are pleased to say we have been able to secure a further three years funding (from April 2025) from Thanet District Council.

Ramsgate Town Council continued to provide funding to assist with employing a supervisor/adviser 22.5 hours pw to man the Ramsgate Office.

Over the year, due to the training up of new volunteer advisers, we were able to extend the Drop-in Service at our Ramsgate office from one to two drop ins a week.

We advised 3159 clients during 2024-25 regarding 7602 issues, this is an increase of 881 clients from the previous year (2278 clients and 5736 issues).

We have the added value of being able to provide training for new staff and volunteers that wish to improve their future job prospects

A special thank you to an amazing group of dedicated volunteers that continue to give up their free time to provide their services to Citizens Advice Thanet and the local community. Thank you also to our paid staff for their hard work and diligence that have ensured the growth and increased capacity to deliver quality advice to the people of Thanet

**FINANCIAL REVIEW****Financial position**

The total income for the year was £361,659 a small increase from the previous year's income of £359,836. The service has been working to rebuild the service following the ending of projects and the disruption caused to the service by the Covid-19 pandemic. Thanet District Council Continue to be a valued supporter of the work of Thanet Citizens Advice. Their funding agreement provides for the core services, with additional funding provided for specific projects. Other significant funders during the year were Ramsgate Town Council, Colyer Fergusson Charitable Trust and The National Lottery.

The number of volunteers again increased, and additional staff employed is a positive step forward. The total resources expended were £326,865.

Total funds held at the end of the financial year, 31 March 2025, were £276,266. This is made up of restricted funds of £6,117, designated funds of £93,216 and unrestricted general funds of £176,893.

Once again, the service has been successful in securing project funding and will continue to seek opportunities of further funding. This enables the service to plan to continue to grow its services in the coming year.

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

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**Reserves Policy and going concern**

Citizens Advice Thanet operates on grant and project funding. Funding for core services is provided through grants by Thanet District Council. A 3-year agreement commencing from April 2025 is in place. Project funding has been secured for the financial year 2025-26 and further funding bids will be made to support the expansion of services.

The Directors consider that Citizens Advice Thanet is able to operate as a going concern over the next twelve months and to run its core services and projects that fit with the charitable objects.

The reserves policy has been prepared with reference to the Charity Commission's publication 'Charities and Reserves'. CC19, 2016.

The trustees believe that Citizens Advice Thanet should hold financial reserves in order to ensure that the charity can continue to operate and meet the needs of clients in the event of unforeseen and difficult financial circumstances.

In determining the level of reserves consideration will be given to:

- a) The risk of unforeseen emergency or other unexpected need for funds.
- b) Covering unforeseen day-to-day operational costs.
- c) Funds to provide time for trustees to take action if income falls below expectation.
- d) Planned commitments, or designations, that cannot be met by future income alone.
- e) The need to fund short-term deficits in a cash budget.

The trustees consider that an unrestricted reserve of between 3 and 6 months unrestricted expenditure is sufficient to meet the above requirements. Total reserves have increased to the year end 31 March 2025.

The Trustees have two designated funds. One designated fund is in respect of the net book value of fixed assets. Although these form part of general funds, they cannot be utilised for future expenditure. The second designated fund is to cover the costs of closure of the charity should it be considered that is no longer a going concern. This would enable the charity to meet its financial commitments on closure.

**Investment policy and activities**

The current policy is to keep reserves in an interest-bearing account and for sufficient funds to be available should they be required in an emergency.

**PLANNING OUR FUTURE AND THE TASKS AHEAD**

To secure further funding to increase the capacity of our telephone advice service.

To secure further funding to continue the full-time Supervisor/Advisor role.

Further application for funding from Ramsgate Town Council to continue the part-time Supervisor/adviser role

To source other possibilities and opportunities for funding, collaborating with partners and other LCA's to source larger pots of funding to continue and support our growth to advise more people.

To increase the Drop-in service at our Ramsgate Office to three drop ins a week.

**TRUSTEES ANNUAL REPORT  
FOR THE YEAR ENDED 31 MARCH 2025**

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**PUBLIC BENEFIT**

The trustees confirm that they have complied with their duty as prescribed by section 4 of the Charities Act 2006 to have due regard to the Charity Commission public benefit guidance.

Signed on behalf of the Board of Trustees by :

Sharon Wilding - Chairman

Date : 24 July 2025

**CITIZENS ADVICE THANET**

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I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2025 which are set out on pages 7 to 17.

**Responsibilities and basis of report**

As the charity's 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 the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself 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, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

**Independent examiner's statement**

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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

**S J Wren FCCA**  
**Accountancy Matters (Kent) Limited**  
**Chartered Certified Accountants**  
**The Marlowe Innovation Centre**  
**Marlowe Way**  
**Ramsgate**  
**Kent**  
**CT12 6FA**

Date : 29 July 2025



**STATEMENT OF FINANCIAL ACTIVITIES**  
**(incorporating an Income and Expenditure Account)**  
**FOR THE YEAR ENDED 31 MARCH 2025**

	Notes	Unrestricted funds £	Restricted funds £	Total funds 2025 £	Total funds 2024 £
<b>INCOME</b>					
Donations and grants	2	304	122,500	122,804	147,834
Charitable activities	3	113,851	119,173	233,024	211,475
Investment income	4	5,831	-	5,831	527
Fundraising income		-	-	-	-
<b>TOTAL INCOME</b>		<b>119,986</b>	<b>241,673</b>	<b>361,659</b>	<b>359,836</b>
<b>EXPENDITURE</b>					
Cost of raising funds	5	7,349	-	7,349	7,439
Charitable activities	5	116,270	203,246	319,516	284,285
<b>TOTAL EXPENDITURE</b>		<b>123,619</b>	<b>203,246</b>	<b>326,865</b>	<b>291,724</b>
<b>NET (EXPENDITURE)/INCOME FOR THE YEAR BEFORE TRANSFERS</b>	6	<b>(3,633)</b>	<b>38,427</b>	<b>34,794</b>	<b>68,112</b>
Transfers between funds	12	61,977	(61,977)	-	-
<b>NET MOVEMENT IN FUNDS FOR THE YEAR</b>		<b>58,344</b>	<b>(23,550)</b>	<b>34,794</b>	<b>68,112</b>
Balance as at 1 April 2024		211,765	29,667	241,432	173,320
<b>BALANCE AS AT 31 MARCH 2025</b>		<b>270,109</b>	<b>6,117</b>	<b>276,226</b>	<b>241,432</b>

**BALANCE SHEET  
AS AT 31 MARCH 2025**

	Notes	2025 £	2024 £
<b>FIXED ASSETS</b>			
Tangible assets	8	13,216	6,403
<b>CURRENT ASSETS</b>			
Debtors and prepayments	9	4,556	4,780
Cash at bank and in hand		<u>348,134</u>	<u>284,708</u>
		352,690	289,488
<b>CURRENT LIABILITIES</b>			
Creditors: amounts falling due within one year	10	<u>89,680</u>	<u>54,459</u>
		263,010	235,029
<b>NET ASSETS</b>	11	<u>276,226</u>	<u>241,432</u>
<b>FUNDS OF THE CHARITY</b>	.		
Unrestricted general fund	12	176,893	165,362
Designated funds	12	93,216	46,403
Restricted funds	12	<u>6,117</u>	<u>29,667</u>
<b>TOTAL FUNDS</b>		<u>276,226</u>	<u>241,432</u>

Represented by:

For the financial year ended 31 March 2025 the company was entitled to exemption from audit under s.477 Companies Act 2006 and no members have deposited a notice under s.476 requiring an audit.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with s.386 of the Act for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies and in accordance with the Charities SORP FRS 102.

Approved and signed for issue by the trustees on 24 July 2025

Sharon Wilding - Chairman

Connor Harney - Treasurer

**Company registration number - 04176324**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

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**1 ACCOUNTING POLICIES****a) Basis of accounting**

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 the Republic of Ireland FRS 102 (effective 1 January 2019) - (Charities SORP FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland FRS 102 and the Companies Act 2006.

Citizens Advice Thanet meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

**b) Preparation of the accounts on a going concern basis**

Citizens Advice Thanet operates on grant and project funding. Funding for core services is currently funded through grants by Thanet District Council. A 3-year funding agreement was put in place from April 2025. The success with bids for funding, and the review of core costs, all contribute to the charity being able to operate the service within the funds available.

The Trustees consider that Citizens Advice Thanet is able to operate as a going concern for at least the twelve months from the date these accounts are formally approved. Funding is in place and sufficient reserves are held for the service to continue to operate.

**c) Income**

Grants receivable - grants made to finance the activities of the Charity are credited to the statement of financial activities (SOFA) accounting in the period to which they relate.

Bank interest - bank interest is included in the income and expenditure account on receipt.

Other income - other income, including donations and gifts are included as they were received.

Gifts and intangible income - in addition to the above, the charity also receives help and support in the form of voluntary assistance in advising the public. This help and support is not included in the financial statements. However, its value to the charity has been estimated and disclosed in the trustees' report.

Deferred income - grants received in advance of the period in which the funder requires the expenditure to be applied will be reflected within deferred income on the balance sheet.

**d) Expenditure**

All expenditure is accounted for on an accruals basis and includes VAT where applicable. All expenditure directly related to the provision of the advisory services is included within the charitable expenditure. Other costs incurred have been allocated between activities for generating funds and governance as appropriate. Where such costs relate to more than one functional cost category they have been split on an estimate of time spent.

**e) Leases**

Rental costs are charged to the Statement of Financial Activities as incurred.

**f) Significant judgements and estimates**

No significant judgements or estimates have had to be made by the Trustees in preparing these financial statements

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**1 ACCOUNTING POLICIES**

**g) Depreciation of fixed assets**

Tangible fixed assets costing more than £1,000 are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life as follows :

Leasehold improvements	Over the term of the lease
Computers, software and equipment	33% straight line
Furniture and equipment	25% straight line

**h) Fund accounting**

Unrestricted funds are grants, donations and other incoming resources receivable by the charity without further specified purpose and are available as general funds.

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

Restricted funds relates to income to be used for specific purposes as laid down by the donor.

	Unrestricted funds	Restricted funds	2025 Total funds	2024 Total funds
	£	£	£	£
<b>2 DONATIONS AND GRANTS</b>				
Thanet District Council - Household Support	-	100,000	100,000	120,000
Colyer Fergusson Charitable Trust	-	12,500	12,500	-
DWP - Kickstart Scheme	-	-	-	500
Thanet District Council - Community Connect	-	10,000	10,000	19,180
Donations	304	-	304	8,154
	<u>304</u>	<u>122,500</u>	<u>122,804</u>	<u>147,834</u>
<b>3 INCOME FROM CHARITABLE ACTIVITIES</b>				
Thanet District Council	113,851	-	113,851	106,702
Ramsgate Town Council	-	21,500	21,500	20,000
Cit A - Cost of Living	-	-	-	15,000
The National Lottery Community Fund	-	97,673	97,673	55,944
Thanet District Council - Rough Sleeper	-	-	-	13,829
	<u>113,851</u>	<u>119,173</u>	<u>233,024</u>	<u>211,475</u>
<b>4 INVESTMENT INCOME</b>				
Bank interest receivable	5,831	-	5,831	527
	<u>5,831</u>	<u>-</u>	<u>5,831</u>	<u>527</u>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

<b>5 EXPENDITURE</b>	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>2025 Total funds</b>	<b>2024 Total funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Costs of raising funds :</b>				
Wages and salaries	7,349	-	7,349	7,439
Fundraising costs	-	-	-	-
	<u>7,349</u>	<u>-</u>	<u>7,349</u>	<u>7,439</u>
<b>Charitable activities</b>				
Wages and salaries	20,705	112,129	132,834	98,240
Travel and other staff and volunteer costs	3,745	785	4,530	2,747
Grants - Household support	-	90,000	90,000	108,000
Rent and room hire	12,066	-	12,066	11,040
Light, heat and water	2,777	-	2,777	1,609
Property repairs and cleaning	3,112	-	3,112	5,256
Computer costs and IT support	4,753	75	4,828	3,101
Office equipment repairs	1,244	157	1,401	927
Insurance	4,659	-	4,659	4,480
Telephone	1,934	-	1,934	1,607
Publicity	12	100	112	205
Printing post and stationery	1,445	-	1,445	2,311
Training	480	-	480	5,218
CAB subscription costs	2,028	-	2,028	1,969
Books and publications	2,698	-	2,698	974
Sundries	60	-	60	106
Depreciation	11,763	-	11,763	8,193
<b>Support costs</b>				
Wages and salaries	35,419	-	35,419	21,175
Accountancy fees	1,551	-	1,551	1,566
Payroll costs	864	-	864	965
<b>Governance costs</b>				
Wages and salaries	2,940	-	2,940	2,976
Board and AGM meeting expenses	382	-	382	60
Legal and professional	13	-	13	-
Independent Examiner's fee	1,620	-	1,620	1,560
	<u>116,270</u>	<u>203,246</u>	<u>319,516</u>	<u>284,285</u>
<b>Total expenditure</b>	<u>123,619</u>	<u>203,246</u>	<u>326,865</u>	<u>291,724</u>
<b>6 NET INCOME</b>			<b>2025</b>	<b>2024</b>
			<b>£</b>	<b>£</b>
This is stated after charging:				
Depreciation			11,763	8,193
Loss on disposal of fixed assets			-	-
Independent Examiner's remuneration : Management accounts			1,551	1,566
Payroll fees			864	965
Independent Examiners' fee			1,620	1,560

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**7 INFORMATION REGARDING EMPLOYEES**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Wages and salaries	166,851	122,767
Social security costs	13,552	10,008
Pension contributions	3,139	2,055
Employment Allowance	(5,000)	(5,000)
	<u>178,542</u>	<u>129,830</u>

The average monthly head count was 8 staff (2024 - 6 staff).

The average number of employees based on full time equivalents analysed by function was:

	<b>2025</b>	<b>2024</b>
	<b>Number</b>	<b>Number</b>
Advisory services	5	4
Management and administration	<u>2</u>	<u>1</u>
	<u>7</u>	<u>5</u>

No employee received remuneration of more than £60,000 during the year or the preceding year.

No trustees received remuneration or were reimbursed expenses (2024 - no trustee received remuneration, but one trustee reimbursed expenses of £39) in their capacity as a trustee.

The total employee benefits (including employers national insurance) of the key management personnel of the charity were £29,397 (2024 - £29,756)

**8 FIXED ASSETS**

	<b>Leasehold Imp'ments</b>	<b>Computer Equipment £</b>	<b>Fixtures &amp; fittings</b>	<b>Total £</b>
<b>Cost</b>				
As at 1 April 2024	54,969	53,359	8,229	116,557
Additions	-	18,576	-	18,576
Disposals	<u>-</u>	<u>(48,029)</u>	<u>(827)</u>	<u>(48,856)</u>
As at 31 March 2025	<u>54,969</u>	<u>23,906</u>	<u>7,402</u>	<u>86,277</u>
<b>Depreciation</b>				
As at 1 April 2024	51,300	51,694	7,160	110,154
Charge for the year	3,669	7,025	1,069	11,763
Disposals	<u>-</u>	<u>(48,029)</u>	<u>(827)</u>	<u>(48,856)</u>
As at 31 March 2025	<u>54,969</u>	<u>10,690</u>	<u>7,402</u>	<u>73,061</u>
<b>Net book value</b>				
As at 31 March 2025	<u>-</u>	<u>13,216</u>	<u>-</u>	<u>13,216</u>
As at 31 March 2024	<u>3,669</u>	<u>1,665</u>	<u>1,069</u>	<u>6,403</u>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**9 DEBTORS**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Prepayments	<u>4,556</u>	<u>4,780</u>

**10 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2025</b>	<b>2024</b>
	<b>£</b>	<b>£</b>
Trade creditors	-	807
Other creditors	676	458
Taxation and social security	3,281	2,463
Accruals	3,469	2,914
Deferred income	<u>82,254</u>	<u>47,817</u>
	<u>89,680</u>	<u>54,459</u>

**11 ANALYSIS OF NET ASSETS BETWEEN FUND**

	<b>General funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	13,216	-	13,216
Current assets	266,573	80,000	6,117	352,690
Current liabilities	<u>(89,680)</u>	<u>-</u>	<u>-</u>	<u>(89,680)</u>
<b>Net assets as at 31 March 2025</b>	<u>176,893</u>	<u>93,216</u>	<u>6,117</u>	<u>276,226</u>

**ANALYSIS OF NET ASSETS BETWEEN FUND - PREVIOUS YEAR**

	<b>General funds</b>	<b>Designated funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fixed assets	-	6,403	-	6,403
Current assets	219,821	40,000	29,667	289,488
Current liabilities	<u>(54,459)</u>	<u>-</u>	<u>-</u>	<u>(54,459)</u>
<b>Net assets as at 31 March 2024</b>	<u>165,362</u>	<u>46,403</u>	<u>29,667</u>	<u>241,432</u>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

**12 MOVEMENT IN FUNDS**

	As at 1 04 2024 £	Income	Expenditure	Transfers	As at 31 03 2025 £
		£	£	£	
Restricted funds					
TDC - Relocation	3,490	-	-	-	3,490
TNL Community Fund - IT	19,180	-	-	(18,576)	604
TNL Community Fund - Better Lives	6,997	97,673	(73,473)	(30,432)	765
Full Time Supervisor	-	12,500	(11,242)	-	1,258
TDC - Community Connect	-	10,000	(7,568)	(2,432)	-
TDC - Household Support	-	100,000	(90,000)	(10,000)	-
Ramsgate Town Council	-	21,500	(20,963)	(537)	-
Total restricted funds	29,667	241,673	(203,246)	(61,977)	6,117
Designated funds					
Fixed assets	6,403	-	-	6,813	13,216
Charity closure	40,000	-	-	40,000	80,000
Total designated funds	46,403	-	-	46,813	93,216
Unrestricted general funds	165,362	119,986	(123,619)	15,164	176,893
Total funds	241,432	361,659	(326,865)	-	276,226

**RESTRICTED FUNDS**

**Thanet District Council - Relocation**

£30,000 was awarded for the move and relocation costs in 2021, for refit to make new smaller office fit for purpose. No further money was spent from this pot in 2024-25

**TNL Community Fund - IT**

Grant money received from the National Lottery Awards for All scheme spent on replacing old IT equipment for new. The transfer to unrestricted funds represents the cost of IT purchased in the year and is shown within fixed assets on the balance sheet.

**TNL Community Fund - Better Lives Thanet**

Restricted to project salaries of 2 advisers plus associated costs of admin, supervision, training, travel, IT provision, insurance, memberships, reference materials, stationary. The aim of the project is to make our service more accessible by taking it out into Community Venues around Thanet. The transfer to unrestricted funds represents an agreed contribution towards the charity's overhead costs.

**Full Time Supervisor**

A grant of £30,000 from Colyer Fergusson Charitable Trust to fund the full time salary of a supervisor/advisor for a one year contract from November 2024. £17,500 has been deferred into next year's budget to match against the salary cost.

**TDC - Community Connect**

£10,000 received from Thanet District Council (UK Shared Prosperity Scheme) to cover the salary and additional costs for a part-time telephone adviser on a 6-month contract, focusing on the most deprived wards in Thanet. The transfer to unrestricted funds represents the agreed contribution towards the charity's overhead costs.

**TDC - Household Support**

A total of £100,000 received from Thanet District Council, £90,000 to distribute and £10,000 for admin costs. The aim of the fund to help those unable to pay for essentials during the continuing cost of living crisis.



## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

### RESTRICTED FUNDS - cont'd

#### Ramsgate Town Council

Funding is restricted to the Ramsgate Office paying for a part-time Supervisor/Adviser to enable a service to function from the Ramsgate Office.

### DESIGNATED FUNDS

#### Fixed assets

A fund created by the Trustees and represents the net book value of the charity's fixed assets at the balance sheet date. The fund was created due to the increase in fixed assets and although they are within general funds the value of the assets cannot be utilised for future expenditure.

#### Charity closure

A fund created by the Trustees and represents the estimated costs of the charity having to close due to a lack of funding.

### UNRESTRICTED GENERAL FUNDS

This (Operational Reserve) provides funding for the service to continue for a period of time should funding be withdrawn. This allows the Directors to seek further alternative funding or to reorganise the service to meet the available funding.

### MOVEMENT IN FUNDS - PREVIOUS YEAR

	As at 1 04 2023 £	Income £	Expenditure £	Transfers £	As at 31 03 2024 £
Restricted funds					
TDC - Relocation	3,490	-	-	-	3,490
TNL - Community Fund - IT	-	19,180	-	-	19,180
TNL - Community Fund - Better Lives	-	55,944	(35,522)	(13,425)	6,997
TDC - Rough Sleeper	4,116	13,829	(13,160)	(4,785)	-
TDC - Household Support	-	120,000	(108,000)	(12,000)	-
Ramsgate Town Council	-	20,000	(17,350)	(2,650)	-
KCF - Volunteer Training	4,700	-	(4,250)	(450)	-
Total restricted funds	12,306	228,953	(178,282)	(33,310)	29,667
Designated funds					
Fixed assets	12,098	-	-	(5,695)	6,403
Charity closure	40,000	-	-	-	40,000
Total designated funds	52,098	-	-	(5,695)	46,403
Unrestricted general funds	108,916	130,883	(113,442)	39,005	165,362
Total funds	173,320	359,836	(291,724)	-	241,432

### RESTRICTED FUNDS - PREVIOUS YEAR

#### Thanet District Council - Relocation

In the previous year, £30,000 was awarded for the move and relocation costs. The new smaller office required a complete refit to make it 'fit for purpose'. Further remaining money was spent in 2022/23, and further amounts may be spent in 2024/25.

#### TNL Community Fund - IT

This was awarded towards the end of the financial year to be spent in 2024-25 on IT as prescribed in the bid.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2025**

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**RESTRICTED FUNDS - PREVIOUS YEAR - cont'd****TNL Community Fund - Better Lives**

Restricted to project salaries of two Advisors, one 35 hours pw and the other 30 hours pw plus associated on costs of admin, supervision and management and other costs such as training, travel, IT provision, Insurance, memberships, reference materials, stationery. The aims of the project are to bring our advice service to venues in the community such as food banks, children centres, community hubs, libraries where people in need of our help may be.

**TDC - Rough Sleeper RISE**

This ended 20 September 2023. Restricted to cover of 21 hour part-time adviser within the Rise Team plus a transfer to unrestricted funds to represent a contribution towards office costs.

**TDC - Household Support**

A total of £120,000 was received from Thanet District Council. £108,000 to distribute and £12,000 to cover administration of the project. The aim of the project was to help those unable to pay for essentials during the cost of living crisis. The £108,000 was distributed via vouchers from platforms Hugg and Charis plus the Schoolwear Centre Shop in Margate.

**Ramsgate Town Council**

Funding from Ramsgate Town Council restricted to Ramsgate Office for paying for a part time Supervisor/Adviser to enable advice service to function from the Ramsgate Office.

**KCF - Volunteer training**

Funding carried over from 2022/23 to cover training of volunteers, provided by Citizens Advice North West Kent. An amount of £450 remained of the original grant of £6,000. It was agreed with the funder that we could use this to put towards the cost of a desktop. A desktop was purchased and therefore the balance of the fund has been transferred to general funds to contribute towards the cost of the desktop.

**DESIGNATED FUNDS - PREVIOUS YEAR****Fixed assets**

A fund created by the Trustees and represents the net book value of the charity's fixed assets at the balance sheet date. The fund was created due to the increase in fixed assets and although they are within general funds the value of the assets cannot be utilised for future expenditure.

**Charity closure**

A fund created by the Trustees and represents the estimated costs of the charity having to close due to a lack of funding.

**UNRESTRICTED GENERAL FUNDS**

This (Operational Reserve) provides funding for the service to continue for a period of time should funding be withdrawn. This allows the Directors to seek further alternative funding or to reorganise the service to meet the available funding.

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2025

### 13 FINANCIAL COMMITMENTS

At 31 March 2025 the charity had future minimum lease payments under non-cancellable operating leases as follows:

	2025 £	2024 £
within one year	27,500	6,440
within two to five years	7,875	-
after five years	-	-
	<u>          </u>	<u>          </u>

Included in the amount payable within one year is £14,000 in respect of a lease agreement where heads of terms were agreed by the year end but the lease agreement was not actually signed until just after 31 March 2025.

### 14 OTHER FINANCIAL COMMITMENTS

During the year ended 31 March 2022, the charity moved its offices in Margate and incurred expenditure of £18,875 which has been shown as Leasehold Improvements on the balance sheet and depreciated over the initial lease term. When the charity vacates the property it will be required to put the office back to their original state. The cost of this work cannot be accurately quantified and therefore has not been recognised as a commitment on the balance sheet.

### 15 MEMBERS LIABILITY

The company is a company limited by guarantee. Every member of the Charity undertakes to contribute such amount as may be required, not exceeding £10, to the Charity's assets if it should be wound up while they are a member or within one year after they ceased to be a member, for the costs of winding up and for the adjustment of the rights of persons who have contributed to the Charity's assets.

### 16 CORPORATION TAXATION

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 17 RELATED PARTY TRANSACTIONS

The charity did not undertake any transactions with related parties that require disclosure.