

Company registration number: 03722790

Charity registration number: 1093016

# Lancaster & District Homeless Action Service Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Harrison Salmon Associates  
Chartered Accountants & Registered Auditors  
7 Towngate  
Leyland  
Lancashire  
PR25 2EN

# **Lancaster & District Homeless Action Service Limited**

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## **Lancaster & District Homeless Action Service Limited**

### **Reference and Administrative Details**

<b>Trustees</b>	Mr Mark Whiteman Mr Darren Paul Mills (resigned 28 July 2020) Mr Lee Dudding Ms Mary Murray Smyth Mrs Anne Allison (appointed 1 October 2020) Mr Richard Parker Taylor Mrs Pauline Howard (appointed 13 October 2020)
<b>Secretary</b>	Mr Lee Dudding
<b>Principal Office</b>	Edward Street Lancaster Lancashire LA1 1HQ
<b>Registered Office</b>	Edward Street Lancaster Lancashire LA1 1HQ  The charity is incorporated in England.
<b>Company Registration Number</b>	03722790
<b>Charity Registration Number</b>	1093016
<b>Bankers</b>	HSBC Lancaster 35 Market Street Lancaster LA1 1JQ
<b>Independent Examiner</b>	Harrison Salmon Associates Chartered Accountants & Registered Auditors 7 Towngate Leyland Lancashire PR25 2EN

## **Lancaster & District Homeless Action Service Limited**

### **Strategic Report for the Year Ended 31 March 2021**

The trustees, who are directors for the purposes of company law, present their strategic report for the year ended 31 March 2021, in compliance with s414C of the Companies Act 2006.

#### **Financial review**

##### ***Policy on reserves***

The Trustees believe that Lancaster District Homeless Actions (LDHAS) should hold financial reserves sufficient to ensure that the charity can continue to operate and meet the needs of clients should unforeseen and potential financially damaging circumstances arise. They believe designated reserves should be set aside, to cover contractual commitments to LDHAS staff, equipment replacements, and other foreseeable costs, from time to time.

The Trustee board of LDHAS has determined that unrestricted reserves should be held that are sufficient to cover operating costs of LDHAS for three months. The intention of this is that the majority of outstanding client cases can be completed and closed should LDHAS be unable to continue in operation.

The Trustee board may decide from time to time to hold designated reserves for specific purposes, such as replacement of IT equipment, buildings maintenance, software updates.

In addition to the provision of three months operating costs, unrestricted funds should be set aside for the following purposes:

Contractual commitment reserve (1) - a reserve to ensure that LDHAS is able to cover contracted payments to all staff as redundancy, provision of locum maternity cover, and the costs of any disciplinary and /or grievance procedures which may arise.

Contractual commitment reserve (2) - a reserve to cover utilities, insurance premiums, equipment rental, mobile phone contracts.

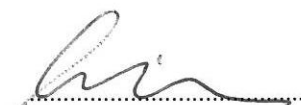
Equipment reserve - a reserve to ensure that there is sufficient money to replace equipment when it becomes obsolete or beyond economic repair.

Premises reserve - a reserve to provide for the cost of relocating to new premises either at the expiry of the current lease or if larger premises are deemed necessary. Provision for reinstatement of the current site to comply with the obligations under the current lease.

Development reserve - a reserve to allow LDHAS to undertake the development of new projects and areas of work and to conduct full feasibility studies on the advisability of such proposals.

We may also wish to list restricted funds that are held to support specific projects, in particular where the project runs beyond a year end. This reserves policy is monitored and reviewed by the trustees annually. This policy implies compliance with child and vulnerable adult safeguarding and other project policies.

The strategic report was approved by the trustees of the charity on 30 June 2021 and signed on its behalf by:



Mr Mark Whiteman  
Chairman

# **Lancaster & District Homeless Action Service Limited**

## **Trustees' Report**

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

### **Objectives and activities**

#### ***Public benefit***

Activities undertaken to further public benefit.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### **Structure, governance and management**

#### **Financial instruments**

#### ***Objectives and policies***

The charity's activities expose it to a number of financial risks including credit risk, cash flow risk and liquidity risk. The use of financial derivatives is governed by the charity's policies approved by the board of trustees, which provide written principles on the use of financial derivatives to manage these risks. The charity does not use derivative financial instruments for speculative purposes.

#### ***Cash flow risk***

The charity's activities expose it primarily to the financial risks of changes in foreign currency exchange rates and interest rates. The charity uses foreign exchange forward contracts and interest rate swap contracts to hedge these exposures.

Interest bearing assets and liabilities are held at fixed rate to ensure certainty of cash flows.

#### ***Credit risk***

The charity's principal financial assets are bank balances and cash, trade and other receivables, and investments. The charity's credit risk is primarily attributable to its trade receivables. The amounts presented in the balance sheet are net of allowances for doubtful receivables. An allowance for impairment is made where there is an identified loss event which, based on previous experience, is evidence of a reduction in the recoverability of the cash flows.

The credit risk on liquid funds and derivative financial instruments is limited because the counterparties are banks with high credit-ratings assigned by international credit-rating agencies.

The charity has no significant concentration of credit risk, with exposure spread over a large number of counterparties and customers.

#### ***Liquidity risk***

In order to maintain liquidity to ensure that sufficient funds are available for ongoing operations and future developments, the charity uses a mixture of long-term and short-term debt finance.

Further details regarding liquidity risk can be found in the Statement of accounting policies in the financial statements.

The annual report was approved by the trustees of the charity on 30 June 2021 and signed on its behalf by:



Mr Mark Whiteman  
Chairman

## **Lancaster & District Homeless Action Service Limited**

### **Statement of Trustees' Responsibilities**

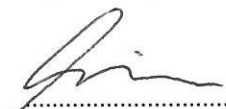
The trustees (who are also the directors of Lancaster & District Homeless Action Service Limited for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

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

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

Approved by the trustees of the charity on 30 June 2021 and signed on its behalf by:



Mr Mark Whiteman  
Chairman

## **Lancaster & District Homeless Action Service Limited**

### **Independent Examiner's Report to the trustees of Lancaster & District Homeless Action Service Limited**

I report on the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 18 .

#### **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.

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

- 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 report**

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

#### **Independent examiner's statement**

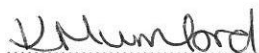
In connection with my examination, no matter has come to my attention:

(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, 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 by Charities

have 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.



Mrs Kathryn Mumford  
Chartered Accountants & Registered Auditors

7 Towngate  
Leyland  
Lancashire  
PR25 2EN

30 June 2021

# Lancaster & District Homeless Action Service Limited

## Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 2021 £
<b>Income and Endowments from:</b>				
Grants, donations and legacies	3	55,977	89,609	145,586
Other trading activities	4	38,452	-	38,452
Total Income		94,429	89,609	184,038
<b>Expenditure on:</b>				
Charitable activities	5	(70,207)	(74,302)	(144,509)
Total Expenditure		(70,207)	(74,302)	(144,509)
Net income		24,222	15,307	39,529
Net movement in funds		24,222	15,307	39,529
<b>Reconciliation of funds</b>				
Total funds brought forward		402,147	25,900	428,047
Total funds carried forward	16	426,369	41,207	467,576
	Note	Unrestricted funds £	Restricted funds £	Total 2020 £
<b>Income and Endowments from:</b>				
Grants, donations and legacies	3	52,507	86,000	138,507
Other trading activities	4	60,019	-	60,019
Total Income		112,526	86,000	198,526
<b>Expenditure on:</b>				
Charitable activities	5	(76,892)	(68,181)	(145,073)
Total Expenditure		(76,892)	(68,181)	(145,073)
Net income		35,634	17,819	53,453
Net movement in funds		35,634	17,819	53,453
<b>Reconciliation of funds</b>				
Total funds brought forward		366,513	8,081	374,594
Total funds carried forward	16	402,147	25,900	428,047

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2019 is shown in note 16.



# Lancaster & District Homeless Action Service Limited

(Registration number: 03722790)  
Balance Sheet as at 31 March 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	12	1,418	1,891
<b>Current assets</b>			
Debtors	13	877	2,217
Cash at bank and in hand		468,829	423,500
		469,706	425,717
<b>Creditors: Amounts falling due within one year</b>	14	(3,548)	439
<b>Net current assets</b>		466,158	426,156
<b>Net assets</b>		467,576	428,047
<b>Funds of the charity:</b>			
<b>Restricted funds</b>		41,207	25,900
<b>Unrestricted income funds</b>			
Unrestricted funds		426,369	402,147
<b>Total funds</b>	16	467,576	428,047

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 6 to 18 were approved by the trustees, and authorised for issue on 30 June 2021 and signed on their behalf by:

  
.....  
Mr Mark Whiteman  
Chairman

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **1 Charity status**

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

#### **2 Accounting policies**

##### **Summary of significant accounting policies and key accounting estimates**

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

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

##### **Basis of preparation**

Lancaster & District Homeless Action Service Limited 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 notes.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

##### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Reclassification of asset fund**

The Cumberland Building Society account has been reclassified as an unrestricted asset. The funds are made up of unrestricted funding and are reserved for certain expenditure rather than restricted.

##### **Income and endowments**

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

##### **Grants receivable**

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

#### **Taxation**

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### **Tangible fixed assets**

Individual fixed assets costing £0.00 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Furniture & Fittings	20% straight line basis

#### **Research and development**

Research and development expenditure is written off as incurred.

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Trade debtors**

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Trade creditors**

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Borrowings**

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

#### **Fund structure**

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **Financial instruments**

##### ***Classification***

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

##### ***Recognition and measurement***

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### ***Debt instruments***

Debt instruments which meet the following conditions are subsequently measured at amortised cost using the effective interest method:

- (a) The contractual return to the holder is (i) a fixed amount; (ii) a positive fixed rate or a positive variable rate; or (iii) a combination of a positive or a negative fixed rate and a positive variable rate.
- (b) The contract may provide for repayments of the principal or the return to the holder (but not both) to be linked to a single relevant observable index of general price inflation of the currency in which the debt instrument is denominated, provided such links are not leveraged.
- (c) The contract may provide for a determinable variation of the return to the holder during the life of the instrument, provided that (i) the new rate satisfies condition (a) and the variation is not contingent on future events other than (1) a change of a contractual variable rate; (2) to protect the holder against credit deterioration of the issuer; (3) changes in levies applied by a central bank or arising from changes in relevant taxation or law; or (ii) the new rate is a market rate of interest and satisfies condition (a).
- (d) There is no contractual provision that could, by its terms, result in the holder losing the principal amount or any interest attributable to the current period or prior periods.
- (e) Contractual provisions that permit the issuer to prepay a debt instrument or permit the holder to put it back to the issuer before maturity are not contingent on future events, other than to protect the holder against the credit deterioration of the issuer or a change in control of the issuer, or to protect the holder or issuer against changes in levies applied by a central bank or arising from changes in relevant taxation or law.
- (f) Contractual provisions may permit the extension of the term of the debt instrument, provided that the return to the holder and any other contractual provisions applicable during the extended term satisfy the conditions of paragraphs (a) to (c).

Debt instruments that are classified as payable or receivable within one year on initial recognition and which meet the above conditions are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

With the exception of some hedging instruments, other debt instruments not meeting these conditions are measured at fair value through profit or loss.

Commitments to make and receive loans which meet the conditions mentioned above are measured at cost (which may be nil) less impairment.

#### ***Investments***

Investments in non-convertible preference shares and non-puttable ordinary or preference shares (where shares are publicly traded or their fair value is reliably measurable) are measured at fair value through profit or loss. Where fair value cannot be measured reliably, investments are measured at cost less impairment.

Investments in subsidiaries and associates are measured at cost less impairment. For investments in subsidiaries acquired for consideration including the issue of shares qualifying for merger relief, cost is measured by reference to the nominal value of the shares issued plus fair value of other consideration. Any premium is ignored.

# Lancaster & District Homeless Action Service Limited

## Notes to the Financial Statements for the Year Ended 31 March 2021

### *Derivative financial instruments*

The charity uses derivative financial instruments to reduce exposure to foreign exchange risk and interest rate movements. The charity does not hold or issue derivative financial instruments for speculative purposes.

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to their fair value at each reporting date. The resulting gain or loss is recognised in statement of financial activities immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in statement of financial activities depends on the nature of the hedge relationship.

### *Fair value measurement*

The best evidence of fair value is a quoted price for an identical asset in an active market. When quoted prices are unavailable, the price of a recent transaction for an identical asset provides evidence of fair value as long as there has not been a significant change in economic circumstances or a significant lapse of time since the transaction took place. If the market is not active and recent transactions of an identical asset on their own are not a good estimate of fair value, the fair value is estimated by using a valuation technique.

### 3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 2021	Total 2020
	General £	£	£	£
Grants, including capital grants;				
Grants from other charities	21,268	89,609	110,877	86,000
Regular giving and capital donations	34,709	-	34,709	52,507
	<u>55,977</u>	<u>89,609</u>	<u>145,586</u>	<u>138,507</u>

### 4 Income from other trading activities

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Events income;			
Other events income	32,372	32,372	48,642
Lotteries and competitions income	-	-	57
Gift aid reclaimed	5,345	5,345	7,459
Other income from other trading activities	735	735	3,861
	<u>38,452</u>	<u>38,452</u>	<u>60,019</u>

# Lancaster & District Homeless Action Service Limited

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 5 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total 2021	Total 2020
	Note	General £	£	£	£
Fundraising costs		360	-	360	464
Repairs and maintenance		11,427	775	12,202	8,859
Office expenses		15,584	-	15,584	16,939
Sundry and other costs		1,218	-	1,218	3,113
Travel and subsistence		49	-	49	448
Computer software and maintenance		706	-	706	4,317
Advertising		354	-	354	223
Staff costs		36,286	73,527	109,813	105,137
Allocated support costs	6	(2,706)	-	(2,706)	473
Governance costs	6	6,929	-	6,929	5,100
		<u>70,207</u>	<u>74,302</u>	<u>144,509</u>	<u>145,073</u>

### 6 Analysis of governance and support costs

#### Governance costs

	Unrestricted funds	Total 2021	Total 2020
	General £	£	£
Staff costs			
Other staff costs	-	-	574
Audit fees			
Other fees paid to auditors	1,038	1,038	1,098
Legal fees	312	312	579
Other governance costs	5,579	5,579	2,849
	<u>6,929</u>	<u>6,929</u>	<u>5,100</u>



# Lancaster & District Homeless Action Service Limited

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 7 Net incoming/outgoing resources

Net incoming resources for the year include:

	2021 £	2020 £
Depreciation of fixed assets	<u>473</u>	<u>473</u>

### 8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

### 9 Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
<b>Staff costs during the year were:</b>		
Wages and salaries	107,774	102,671
Pension costs	1,068	490
Other staff costs	<u>971</u>	<u>2,550</u>
	<u>109,813</u>	<u>105,711</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed as full time equivalents was as follows:

	2021 No	2020 No
Employees	<u>6</u>	<u>8</u>

No employee received emoluments of more than £60,000 during the year.

### 10 Auditors' remuneration

	2021 £	2020 £
<b>Other fees to auditors</b>		
All other non-audit services	<u>1,038</u>	<u>1,098</u>

# Lancaster & District Homeless Action Service Limited

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 11 Taxation

The charity is a registered charity and is therefore exempt from taxation.

### 12 Tangible fixed assets

	Land and buildings £	Furniture and equipment £	Total £
<b>Cost</b>			
At 1 April 2020	32,393	37,613	70,006
At 31 March 2021	32,393	37,613	70,006
<b>Depreciation</b>			
At 1 April 2020	32,393	35,722	68,115
Charge for the year	-	473	473
At 31 March 2021	32,393	36,195	68,588
<b>Net book value</b>			
At 31 March 2021	-	1,418	1,418
At 31 March 2020	-	1,891	1,891

### 13 Debtors

	2021 £	2020 £
Trade debtors	593	1,857
Prepayments	284	360
	877	2,217

### 14 Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	-	1,547
Other taxation and social security	2,184	(3,162)
Other creditors	326	138
Accruals	1,038	1,038
	3,548	(439)

# Lancaster & District Homeless Action Service Limited

## Notes to the Financial Statements for the Year Ended 31 March 2021

### 15 Pension and other schemes

#### Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,069 (2020 - £491).

### 16 Funds

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>				
General	(402,147)	(94,429)	70,207	(426,369)
<b>Restricted funds</b>	<u>(25,900)</u>	<u>(89,609)</u>	<u>74,302</u>	<u>(41,207)</u>
<b>Total funds</b>	<u>(428,047)</u>	<u>(184,038)</u>	<u>144,509</u>	<u>(467,576)</u>
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 31 March 2020 £
<b>Unrestricted funds</b>				
General	(366,513)	(112,526)	76,892	(402,147)
<b>Restricted funds</b>	<u>(8,081)</u>	<u>(86,000)</u>	<u>68,181</u>	<u>(25,900)</u>
<b>Total funds</b>	<u>(374,594)</u>	<u>(198,526)</u>	<u>145,073</u>	<u>(428,047)</u>

### 17 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Tangible fixed assets	1,418	-	1,418
Current assets	428,499	41,207	469,706
Current liabilities	<u>(3,548)</u>	<u>-</u>	<u>(3,548)</u>
<b>Total net assets</b>	<u>426,369</u>	<u>41,207</u>	<u>467,576</u>

## **Lancaster & District Homeless Action Service Limited**

### **Notes to the Financial Statements for the Year Ended 31 March 2021**

#### **18 Analysis of net funds**

	<b>At 1 April 2020</b>	<b>Cash flow</b>	<b>At 31 March</b>
	<b>£</b>	<b>£</b>	<b>2021</b>
			<b>£</b>
Cash at bank and in hand	423,500	45,329	468,829
Net debt	<u>423,500</u>	<u>45,329</u>	<u>468,829</u>

**Lancaster & District Homeless Action Service Limited**

**Notes to the Financial Statements for the Year Ended 31<sup>st</sup> March 2021**

	Balance at 01.04.20	Incoming resources	Outgoing resources	Transfers	Balance at 31.03.21
	£	£	£	£	£
Tudor Trust	0.00	37,000.00	17,063.46		19,936.54
Lloyds Bank Foundation	25,000.00	0.00	15,713.20		9,286.80
Big Lottery	0.00	41,082.00	31,424.36		9,657.64
Leeds Building Society	900.00	0.00	774.96		125.04
Floating Support 2020	0.00	11,527.00	9,325.83		2,201.17
Total P&L	25,900.00	89,609.00	74,301.81	0.00	41,207.19

