



Guildhall Chambers
29 Fisher Street, CA3 8RF

Trustee Report 2020/2021

It has been a challenging year for our homeless service. Obviously Covid brought many challenges and continues to do so. We increased our opening hours during the first lockdown in March 2020 and have continued with those increased opening hours while all statutory services went on line or telephone only, as we realised there were many vulnerable young people with no place to go when in crisis.

The organisation is working well, we are just taking back volunteers to help run the service and provide much needed support for our paid staff. Our service relies on volunteers so its really good to start taking some back in. We also provide placements for social work students and counselling students to enable them to gain practical experience.

Donations are going well and we are increasing our efforts to secure future funding to enable us to make the organisation financially sustainable. A fundraising strategy is being developed to list all grant and fundraising activity.

We have supported over 300 young people in the last year with homeless advice, supported accommodation, benefits advice, food parcels, emotional support, mental health issues, counselling, signposting to drug and alcohol services and debt advice. Several of the young people have been in crisis so the support is intensive and time consuming but we are continuing to offer extended opening hours and we also have an online messaging service that our young people can access to receive support.

Our eleven units of supported accommodation are in great demand as restrictions have lifted. We currently have a waiting list and the young people that live there are very settled. We look forward to another year of helping homeless young people.

Graeme Ridgewell
Ben White
Jenna Sutherland
Sheila March
Pauline Colla

Carlisle Key Trustees



Carlisle Key
Statement of Financial Activities
for the year ended 31st March 2021

	Note	Total	Unres	Rest	2020
Donations		16,172	16,172		18,950
Grants	2	221,852	155,410	66,442	99,421
Student placements		2,800	2,800		1,400
Rent		105,061	105,061		18,307
Bank interest		12	12		33
Release of housing grants		9,097		9,097	4,653
		354,994	279,455	75,539	142,764
Expenditure					
Salaries and pensions		130,595	130,595		98,276
Rent		19,440	19,440		21,120
Utilities and council tax		11,314	11,314		9,280
Insurance		2,334	2,334		1,953
Operating expenses		12,458	12,458		4,476
Office expenses		2,885	2,885		2,091
Telephone and internet		2,222	2,222		1,573
Young persons' expenses		14,690		14,690	1,630
Counselling		6,859		6,859	779
Cleaning		1,601	1,601		1,745
Training		444	444		2,630
Vonteeers' expenses		43	43		981
Travel		355	355		813
Repairs and maintenance		18,444	18,444		2,163
Subscriptions		1,171	1,171		1,909
Marketing		423	423		3,404
Sundry expenses		350	350		
Covid 19 costs		3,320	3,320		
Mortgage interest		2,715	2,715		5,076
Depreciation		16,081	6,984	9,097	10,643
		247,744	217,098	30,646	170,542
Surplus/(Deficit) for the year		107,250	62,357	44,893 -	27,778
Funds brought forward		93,237	79,016	14,221	121,015
Funds carried forward		200,487	141,373	59,114	93,237

Carlisle Key
Balance Sheet as at 31st March 2021

2020

FIXED ASSETS

Note

Tangible assets	4	327,855	298,096
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CURRENT ASSETS

Debtors	5	12,062	7,469
Cash at bank and in hand		176,498	128,337

	188,560	135,806
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CREDITORS

Amount falling due within one year ⁶	31,103	62,300
	157,457	73,506

Total assets less current liabilities	485,312	371,602
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Creditors falling due within more than one year	284,825	278,365
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NET ASSETS	200,487	93,237
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Financed by:

ACCUMULATED FUNDS

Restricted funds	59,114	14,221
Unrestricted funds	141,373	79,016

200,487	93,237
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Carlisle Key Accounting policies

Basis of preparation

The accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standards applicable to the UK and Republic of Ireland" and the requirements of the Companies Act 2006 as applicable to the small companies regime

The accounts have been prepared under the historical cost convention

The statement of financial activities included all gains and losses recognised during the year.

All incoming resources and resources expensed derive from continuing activities

Company status

The company is a charity limited by guarantee and in the event of the company being wound up the liability is limited to £10 per member.

Fund accounting

Unrestricted funds can be used at the trustees' discretion for furtherance of the general objectives of the charity while restricted funds are to be used in the specific restrictions imposed by the donors.

Tangible Fixed Assets

The tangible fixed assets are stated at cost.

Depreciation is recognised so as to write off the costs over their useful lives.

Freehold buildings 2% straight line

Leasehold buildings over the period of the lease

Furniture and equipment 25% straight line

Deferred income

To the extent that grants received

will not be spent until a later period they are carried forward in creditors as deferred income

Grants received to fund the purchase of property are held in creditors and released in line with depreciation policy.

2 Grants

	Total	Unrest	Rest	2020
Lloyds Bank Foundation	25,000	25,000		
Francis Scott	20,000	20,000		
Nationwide BS	32,333		32,333	8,334
Big Lottery	29,000	29,000		42,410
Tudor Trust	3,500		3,500	
Cumbria Community Found	2,000		2,000	2,500
Cumbria County Council	15,690	2,950	12,740	
Groundwork	1,500	1,500		
CAF Bank	10,000	10,000		
Carlisle City Council	4,000	4,000		1,000
Cumbria PCC	2,940	2,940		
Homeless Link	14,000		14,000	
Newcastle BS	4,000	4,000		5,177
Lottery Covid recovery	46,020	46,020		
Lottery Community Fund	10,000	10,000		
Co-op local fund	1,870		1,870	
Hadfield Trust				5,000
St James Place				10,000
Garfield Weston				25,000
	221,853	155,410	66,443	99,421

3 Staff costs

Salaries and national ins	124,594	93,865
Pension costs	6,001	4,411
	130,595	98,276

4 Fixed Assets

Cost	Freehold	Leasehld	Equipment
At 1st April 2020	271,175	27,814	9,750
Additions	6,242	33,027	6,572
	277,417	60,841	16,322
Depreciation			
At 1st April 2020	5,424	2,781	2,438
Charge for year	5,551	6,452	4,079
	10,975	9,233	6,517
Net book value	266,442	51,608	9,805

Tudor Trust contributed £40000 towards the leasehold property improvements for wich the trustees extend their grateful thanks

5 Debtors

	2021	2020
Trade debtors	3,845	1,417
Prepayments	8,217	6,052
	12,062	7,469

6 Creditors

	2021	2020
Amounts falling due within on year		
Trade creditors and accruals	2,070	29,112
Deferred income	16,666	25,475
Grants for property purchase	9,097	4,653
Mortgage	3,271	3,060
	31,104	62,300
Amounts falling due within more than one year		
Deferred income		16,666
Grants for property purchase	230,811	204,352
Mortgage	54,014	57,346
	284,825	278,364

7 Donations

Localgiving	3,535
Capita	500
Riverside	950
Methodist Church	3,104
Period Poverty North Cumbria	874
Groundwork	500
TJX	500
Christmas Appeal	590
Paypal Giving Fund	2,293

This is a snapshot of the many donations received for which the trustees are most grateful

8 Restricted fund analysis	1st Apr 20	Income	Expend	31st Mar 21
Hadfield Trust	4,221		4,221	
St James Place	10,000		2,638	7,362
Nationwide		32,333	14,690	17,643
Tudor Trust		3,500		3,500
Cumbria CC		12,740		12,740
Cumbria Community Fund		2,000		2,000
Homeless Link		14,000		14,000
Co-op Local Fund		1,870		1,870
	14,221	66,443	21,549	59,115

CARLISLE KEY

Independent Examiners Report to the Trustees of Carlisle Key

I report on the accounts of the charity for the year ended 31st March 2021, which are set out on pages 1-5.

This report is made solely to the charity's trustees, as a body, in accordance with s43 of the Charities Act 1993 (for a charity in England and Wales)

Respective responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year (under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to:

- ♦ Examine the accounts (under section 43 (3)(a) of the 1993 Act);
- ♦ To follow the procedures laid down in the General Directions given by the Charity Commissioners under s43 (7)(b) of the Act; and
- ♦ To state whether particular matters have come to my attention.

Basis of independent examiners report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination included a review of 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 the seeking of explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in audit and consequently, I do not express an audit opinion on the view given by the accounts.

Independent examiners 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 s41 of the Act; and
- ♦ to prepare accounts which accord with accounting records and comply with the accounting requirements of the Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable proper understanding of the accounts to be reached.

Mr. Robert W. Gordon FCA, ATT, FMAAT
Briar Lea House, Brampton Road,
Longtown, Carlisle, CA6 5TN

Date: 15 September 2021