

Free The Way

Charity No. 1107435

Company No. 05024637

Trustees' Report and Unaudited Accounts

31 March 2024

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The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the unaudited financial statements of the charity for the year ended 31 March 2024.

#### REFERENCE AND ADMINISTRATIVE DETAILS

Company No. 05024637

Charity No. 1107435

Registered Office

37 Church Street

Seaham

County Durham

SR7 7EJ

Directors and Trustees

The Directors of the charitable company are its Trustees for the purposes of charity law.

The following Directors and Trustees served during the year:

L. Anderson

C. Darvell

A. Elliwell

P. Scholes

T. Welch

Company Secretary

S. Robb

Accountants

Brewster & Co (NE) Ltd

5a Station Terrace

East Boldon

Tyne & Wear

NE36 0LJ

#### OBJECTIVES AND ACTIVITIES

The purpose of the charity as set out in its governing document is to provide accommodation, support and development programmes to help recovering addicts into independent living.

#### ACHIEVEMENTS AND PERFORMANCE

Free The Way  
Trustees Annual Report

Free the Way has gone from strength to strength, with 25 new service users being introduced to the intensive housing support and day care element

Free The way has increased the outreach support for those in move on stage. Progressing a further 4 individuals in to move on accommodation. We now 22 individuals in move on houses still accessing support. In September Free the Way acquired and staffed a new incubation house. This house is staffed 24/7 and allows for those new to our service to have intensive supervised support for the first 30 days allowing a concentrated period of observation and support to be issued.

In terms of service user success stories. Free The Way has seen 1 service user secure housing through Believe Housing (durham county council) and a further 10 access the waiting list for social tenancy.

3 service users have re-entered full time employment. With 11 more taking up external volunteering positions across the charitable sector.

One service user is now currently progressing through an 8-week rail maintenance course with a promise of employment at the end. Whilst another has completed the course and is now in full time employment within the rail network maintenance service.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. The Trustees are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The above report has been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and in accordance with the Charities SORP (FRS 102).

Signed on behalf of the board

L. Anderson  
Trustee

31 March 2024

I report to the charity trustees on my examination of the financial statements of Free The Way for the year ended 31 March 2024.

#### 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 financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act).

Having satisfied myself that the financial statements of the Charity 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 financial statements 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

As the charity'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 ICAEW, which is one of the listed bodies.

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

- accounting records were not kept in accordance with section 386 of the 2006 Act ; or
- the financial statements do not accord with those records; or
- the financial statements do not comply with the accounting requirements under section 396 of the 2006 Act other than any requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the financial statements 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 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 financial statements to be reached.

C.T.Brewster ICAEW  
Brewster & Co (NE) Ltd  
5a Station Terrace  
East Boldon  
Tyne & Wear

NE36 0LJ  
31 March 2024

Free The Way  
Statement of Financial Activities  
for the year ended 31 March 2024

		Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
	Notes				
Income and endowments from:					
Donations and legacies	4	1,070	-	1,070	2,565
Charitable activities	5	-	35,125	35,125	68,092
Investments	6	6	-	6	2
Other	7	325,347	-	325,347	297,719
Total		326,423	35,125	361,548	368,378
Expenditure on:					
Other	8	348,905	-	348,905	354,271
Total		348,905	-	348,905	354,271
Net gains on investments		-	-	-	-
Net income	9	(22,482)	35,125	12,643	14,107
Transfers between funds		46,785	(46,785)	-	-
Net income before other gains/(losses)		24,303	(11,660)	12,643	14,107
Other gains and losses					
Net movement in funds		24,303	(11,660)	12,643	14,107
Reconciliation of funds:					
Total funds brought forward		71,107	11,660	82,767	68,660
Total funds carried forward		95,410	-	95,410	82,767

Free The Way  
Summary Income and Expenditure Account  
for the year ended 31 March 2024

	2024 £	2023 £
Income	361,542	368,376
Interest and investment income	6	2
Gross income for the year	<u>361,548</u>	<u>368,378</u>
Expenditure	336,344	344,171
Depreciation and charges for impairment of fixed assets	12,561	10,100
Total expenditure for the year	<u>348,905</u>	<u>354,271</u>
Net income before tax for the year	<u>12,643</u>	<u>14,107</u>
Net income for the year	<u><u>12,643</u></u>	<u><u>14,107</u></u>

Free The Way  
Balance Sheet  
at 31 March 2024

Company No. 05024637	Notes	2024 £	2023 £
Fixed assets			
Tangible assets	11	57,762	44,817
		<u>57,762</u>	<u>44,817</u>
Current assets			
Cash at bank and in hand		41,697	39,990
		<u>41,697</u>	<u>39,990</u>
Creditors: Amount falling due within one year	12	(4,049)	(2,040)
Net current assets		<u>37,648</u>	<u>37,950</u>
Total assets less current liabilities		<u>95,410</u>	<u>82,767</u>
Net assets excluding pension asset or liability		<u>95,410</u>	<u>82,767</u>
Total net assets		<u><u>95,410</u></u>	<u><u>82,767</u></u>
The funds of the charity			
Restricted funds	13		
Restricted income funds		-	11,660
		<u>-</u>	<u>11,660</u>
Unrestricted funds	13		
General funds		95,410	71,107
		<u>95,410</u>	<u>71,107</u>
Reserves	13		
Total funds		<u><u>95,410</u></u>	<u><u>82,767</u></u>

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

For the year ended 31 March 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

Approved by the board on 31 March 2024

And signed on its behalf by:

C. Darvell  
Trustee  
31 March 2024



Free The Way  
Statement of Cash flows  
for the year ended 31 March 2024

	2024 £	2023 £
Cash flows from operating activities		
Net income per Statement of Financial Activities	12,643	14,107
Adjustments for:		
Depreciation of property, plant and equipment	12,561	10,100
Dividends, interest and rents from investments	(325,353)	(297,721)
Increase/(Decrease) in trade and other payables	1,060	(2,168)
Net cash used in operating activities	<u>(299,089)</u>	<u>(275,682)</u>
Cash flows from investing activities		
Payments for property, plant and equipment	(25,506)	(15,188)
Dividends, interest and rents from investments	325,353	297,721
Net cash from investing activities	<u>299,847</u>	<u>282,533</u>
Net cash from financing activities	<u>-</u>	<u>-</u>
Net increase in cash and cash equivalents	758	6,851
Cash and cash equivalents at the beginning of the year	39,990	32,939
Cash and cash equivalents at the end of the year	<u>40,748</u>	<u>39,790</u>
Components of cash and cash equivalents		
Cash and bank balances	41,697	39,990
	<u>41,697</u>	<u>39,990</u>

## 1 Accounting policies

### Basis of preparation

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.

### Change in basis of accounting or to previous accounts

There has been no change to the accounting policies (valuation rules and method of accounting) since last year and no changes have been made to accounts for previous years.

### Fund accounting

Unrestricted funds	These are available for use at the discretion of the trustees in furtherance of the general objects of the charity.
Designated funds	These are unrestricted funds earmarked by the trustees for particular purposes.
Revaluation funds	These are unrestricted funds which include a revaluation reserve representing the restatement of investment assets at their market values.
Restricted funds	These are available for use subject to restrictions imposed by the donor or through terms of an appeal.

### Income

Recognition of income	Income is included in the Statement of Financial Activities (SoFA) when the charity becomes entitled to, and virtually certain to receive, the income and the amount of the income can be measured with sufficient reliability.
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Income with related expenditure	Where income has related expenditure the income and related expenditure is reported gross in the SoFA.
---------------------------------	--

Donations and legacies	Voluntary income received by way of grants, donations and gifts is included in the the SoFA when receivable and only when the Charity has unconditional entitlement to the income.
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Tax reclaims on donations and gifts	Income from tax reclaims is included in the SoFA at the same time as the gift/donation to which it relates.
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Donated services and facilities	These are only included in income (with an equivalent amount in expenditure) where the benefit to the Charity is reasonably quantifiable, measurable and material.
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Volunteer help	The value of any volunteer help received is not included in the accounts.
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Investment income	This is included in the accounts when receivable.
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Gains/(losses) on revaluation of fixed assets	This includes any gain or loss resulting from revaluing investments to market value at the end of the year.
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Gains/(losses) on investment assets	This includes any gain or loss on the sale of investments.
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## Free The Way

### Notes to the Accounts

#### Expenditure

Recognition of expenditure	Expenditure is recognised on an accruals basis. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.
Expenditure on raising funds	These comprise the costs associated with attracting voluntary income, fundraising trading costs and investment management costs.
Expenditure on charitable activities	These comprise the costs incurred by the Charity in the delivery of its activities and services in the furtherance of its objects, including the making of grants and governance costs.
Grants payable	All grant expenditure is accounted for on an actual paid basis plus an accrual for grants that have been approved by the trustees at the end of the year but not yet paid.
Governance costs	These include those costs associated with meeting the constitutional and statutory requirements of the Charity, including any audit/independent examination fees, costs linked to the strategic management of the Charity, together with a share of other administration costs.
Other expenditure	These are support costs not allocated to a particular activity.

#### Taxation

The charity is exempt from corporation tax on its charitable activities.

#### Freehold investment property

Investment properties are measured initially at cost and subsequently at fair value at each balance sheet date and are not depreciated. All gains or losses are taken to the Statement of Financial Activities as they arise.

#### Stocks

Stock is included at the lower of cost or net realisable value. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

#### Trade and other debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and on hand, demand deposits with banks and other short-term highly liquid investments with original maturities of three months or less and bank overdrafts. In the statement of financial position, bank overdrafts are shown within borrowings or current liabilities. In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the company's cash management.

#### Trade and other creditors

Short term creditors are measured at the transaction price. Other creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Research and development

Expenditure on research and development is written off in the year in which it is incurred.

#### Foreign currencies

Monetary assets and liabilities denominated in currencies other than the functional currency of the charity are translated at the rates of exchange prevailing at the end of the reporting period.

Transactions in currencies other than the functional currency of the charity are recorded at the rate of exchange on the date that the transaction occurred.

All exchange differences are taken into account in arriving at net income/expenditure.

#### Leased assets

Where the charity enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease.

Leases which do not transfer substantially all the risks and rewards of ownership to charity are classified as operating leases.

Assets held under finance leases are initially recognised as assets of the charity at their fair value at the inception of the lease or, if lower, at the present value of the minimum lease payments. The corresponding liability to the lessor is included in the balance sheet date as a finance lease obligation. Lease payments are apportioned between finance expenses and reduction of the lease obligation so as to achieve a constant rate of interest on the remaining balance of the liability. Finance expenses are recognised immediately, unless they are directly attributable to qualifying assets, in which case they are capitalised in accordance with the charity's policy on borrowing costs.

Assets held under finance leases are depreciated in the same way as owned assets.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. In the event that lease incentives are received to enter into operating leases, such incentives are recognised as a liability. The aggregate benefit of incentives is recognised as a reduction of rental expense on a straight-line basis.

#### Pension costs

The charity operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the company pays fixed contributions into a separate entity. Once the contributions have been paid the company has no further payments obligations. The contributions are recognised as expenses when they fall due. Amounts not paid are shown in accruals in the balance sheet. The assets of the plan are held separately from the company in independently administered funds.

#### Receipt of donated goods, facilities and services

All donated goods, facilities and services received are recognised within incoming resources and expenditure at an estimate of the value to the charity.

## 2 Company status

The company is a private company limited by guarantee and consequently does not have share capital.

3 Statement of Financial Activities - prior year

	Unrestricted funds 2023 £	Restricted funds 2023 £	Total funds 2023 £
Income and endowments from:			
Donations and legacies	2,565	-	2,565
Charitable activities	56,432	11,660	68,092
Investments	2	-	2
Other	297,719	-	297,719
Total	<u>356,718</u>	<u>11,660</u>	<u>368,378</u>
Expenditure on:			
Other	346,778	7,493	354,271
Total	<u>346,778</u>	<u>7,493</u>	<u>354,271</u>
Net income	<u>9,940</u>	<u>4,167</u>	<u>14,107</u>
Net income before other gains/(losses)	9,940	4,167	14,107
Other gains and losses:			
Net movement in funds	<u>9,940</u>	<u>4,167</u>	<u>14,107</u>
Reconciliation of funds:			
Total funds brought forward	61,167	7,493	68,660
Total funds carried forward	<u>71,107</u>	<u>11,660</u>	<u>82,767</u>

4 Income from donations and legacies

Unrestricted	Total 2024	Total 2023
£	£	£
1,070	1,070	2,565
<u>1,070</u>	<u>1,070</u>	<u>2,565</u>

5 Income from charitable activities

Restricted	Total 2024	Total 2023
£	£	£
-	-	41,446
35,125	35,125	26,646
<u>35,125</u>	<u>35,125</u>	<u>68,092</u>

6 Income from investments

Unrestricted	Total 2024	Total 2023
£	£	£
6	6	2
<u>6</u>	<u>6</u>	<u>2</u>

7 Other income

Unrestricted	Total 2024	Total 2023
£	£	£
325,347	325,347	296,119
-	-	1,600
<u>325,347</u>	<u>325,347</u>	<u>297,719</u>

8 Other expenditure

	Unrestricted	Total 2024	Total 2023
	£	£	£
Employee costs	117,728	117,728	132,473
Motor and travel costs	10,275	10,275	12,627
Premises costs	165,575	165,575	159,524
Amortisation, depreciation, impairment, profit/loss on disposal of fixed assets	12,561	12,561	10,100
General administrative costs	32,024	32,024	27,007
Legal and professional costs	10,742	10,742	12,540
	<u>348,905</u>	<u>348,905</u>	<u>354,271</u>

9 Net income before transfers

	2024	2023
	£	£
This is stated after charging:		
Depreciation of owned fixed assets	12,561	10,100

10 Staff costs

	2024	2023
Salaries and wages	89,768	100,712
	<u>89,768</u>	<u>100,712</u>

No employee received emoluments in excess of £60,000.

# 11 Tangible fixed assets

	£	£
Cost or revaluation		
At 1 April 2023	101,007	101,007
Additions	25,506	25,506
At 31 March 2024	<u>126,513</u>	<u>126,513</u>
Depreciation and impairment		
At 1 April 2023	56,190	56,190
Depreciation charge for the year	12,561	12,561
At 31 March 2024	<u>68,751</u>	<u>68,751</u>
Net book values		
At 31 March 2024	<u>57,762</u>	<u>57,762</u>
At 31 March 2023	<u>44,817</u>	<u>44,817</u>

# 12 Creditors:

amounts falling due within one year

	2024 £	2023 £
Other taxes and social security	1,500	440
Accruals	2,549	1,600
	<u>4,049</u>	<u>2,040</u>

# 13 Movement in funds

	At 1 April 2023	Incoming resources (including other gains/losses) £	Resources expended £	Gross transfers £	At 31 March 2024 £
Restricted funds:					
Restricted income funds:	11,660	35,125	-	(46,785)	-
<i>Total</i>	<u>11,660</u>	<u>35,125</u>	<u>-</u>	<u>(46,785)</u>	<u>-</u>
Unrestricted funds:					
General funds	71,107	326,423	(348,905)	46,785	95,410
<i>Total funds</i>	<u>82,767</u>	<u>361,548</u>	<u>(348,905)</u>	<u>-</u>	<u>95,410</u>

# 14 Analysis of net assets between funds

	Unrestricted funds £	Total £
Fixed assets	57,762	57,762
Net current assets	37,648	37,648
	<u>95,410</u>	<u>95,410</u>

15 Reconciliation of net debt

	At 1 April 2023 £	Cash flows £	At 31 March 2024 £
Cash and cash equivalents	39,990	1,707	41,697
	<u>39,990</u>	<u>1,707</u>	<u>41,697</u>
Net debt	<u>39,990</u>	<u>1,707</u>	<u>41,697</u>

16 Related party disclosures  
*Controlling party*

The company is limited by guarantee and has no share capital; thus no single party controls the company.



Free The Way  
Detailed Statement of Financial Activities  
for the year ended 31 March 2024

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income and endowments from:				
Donations and legacies	1,070	-	1,070	2,565
	<u>1,070</u>	<u>-</u>	<u>1,070</u>	<u>2,565</u>
Charitable activities	-	-	-	41,446
	-	35,125	35,125	26,646
	<u>-</u>	<u>35,125</u>	<u>35,125</u>	<u>68,092</u>
Investments	6	-	6	2
	<u>6</u>	<u>-</u>	<u>6</u>	<u>2</u>
Other	325,347	-	325,347	296,119
	-	-	-	1,600
	<u>325,347</u>	<u>-</u>	<u>325,347</u>	<u>297,719</u>
Total income and endowments	326,423	35,125	361,548	368,378
Expenditure on:				
Employee costs				
Salaries/wages	89,768	-	89,768	100,712
Temporary staff	27,960	-	27,960	31,761
	<u>117,728</u>	<u>-</u>	<u>117,728</u>	<u>132,473</u>
Motor and travel costs				
Vehicles - General costs	10,275	-	10,275	12,627
	<u>10,275</u>	<u>-</u>	<u>10,275</u>	<u>12,627</u>
Premises costs				
Rent	130,711	-	130,711	122,200
Rates	19,805	-	19,805	13,530
Light, heat and power	10,870	-	10,870	11,383
Premises repairs and maintenance	1,729	-	1,729	10,583
Other premises costs	2,460	-	2,460	1,828
	<u>165,575</u>	<u>-</u>	<u>165,575</u>	<u>159,524</u>
General administrative costs, including depreciation and amortisation				
Depreciation of	12,561	-	12,561	10,100
Bank charges	298	-	298	249
Equipment expensed	840	-	840	1,098
General insurances	663	-	663	1,074
Postage and couriers	561	-	561	142

## Detailed Statement of Financial Activities

Software, IT support and related costs	390	-	390	540
Stationery and printing	802	-	802	1,197
Sundry expenses	23,632	-	23,632	17,910
Telephone, fax and broadband	4,838	-	4,838	4,797
	<u>44,585</u>	<u>-</u>	<u>44,585</u>	<u>37,107</u>
Legal and professional costs				
Accountancy and bookkeeping	1,751	-	1,751	1,660
Consultancy fees	8,444	-	8,444	10,075
Other legal and professional costs	547	-	547	805
	<u>10,742</u>	<u>-</u>	<u>10,742</u>	<u>12,540</u>
Total of expenditure of other costs	<u>348,905</u>	<u>-</u>	<u>348,905</u>	<u>354,271</u>
Total expenditure	348,905	-	348,905	354,271
Net gains on investments	-	-	-	-
	<u>(22,482)</u>	<u>35,125</u>	<u>12,643</u>	<u>14,107</u>
Net income				
Transfers between funds	46,785	(46,785)	-	-
Net income before other gains/(losses)	<u>24,303</u>	<u>(11,660)</u>	<u>12,643</u>	<u>14,107</u>
Other Gains	-	-	-	-
Net movement in funds	<u>24,303</u>	<u>(11,660)</u>	<u>12,643</u>	<u>14,107</u>
Reconciliation of funds:				
Total funds brought forward	71,107	11,660	82,767	68,660
Total funds carried forward	<u>95,410</u>	<u>-</u>	<u>95,410</u>	<u>82,767</u>