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# OFF THE FENCE TRUST LIMITED

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(A company limited by guarantee)

**TRUSTEES' REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 MARCH 2021**

Charity Registered Number 1108777

Company Registered Number 05300691

# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

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# OFF THE FENCE TRUST LIMITED

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## LEGAL AND ADMINISTRATIVE INFORMATION

Trustees: Graham Hollebon, Chairman  
David Goldin  
Greg Peacock  
Kathleen Price  
Gerhard Schulz, Treasurer  
Jean Cooke  
Matthew Weir  
Hannah Lancaster

Company registered number: 05300691

Charity registered number: 1108777

Registered Office: 37 Portland Road  
Hove  
BN3 5DQ

Company secretary: Gerhard Schulz

Chief executive officer: Paul Young

Independent Examiner: J Irvine-Smith FCIE  
Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
West Sussex  
PO18 8NF

Bankers: HSBC Bank plc  
153 North Street  
Brighton  
East Sussex  
BN1 1SW

Patrons: Dr Rodney Queen, Peter Kyle MP, Dee Simpson, Michael Chowen,  
Maureen Chowen, Bruno Salter, George Verwer, Claire Martin OBE

# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

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.

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

#### ***Nature of governing document***

Off The Fence Trust Limited is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association.

#### ***Methods of appointment or election of Trustees***

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association. None of the Trustees has any beneficial interest in the company.

#### ***Organisational structure***

The projects are supervised by Managers who report to the General Manager, who reports to the chief executive officer (CEO) who is responsible for the day-to-day operations of the charity and is accountable to the Board of Trustees. The Company's Board has a wide and varied skill base as well as having a multi skilled advisory panel and all this is underpinned by the Health & Safety safeguards of Peninsula Business services.

#### ***Risk management***

The Trustees have assessed the major risks to which the company is exposed, for each of the projects and in particular those related to the operations and finances of the company. The Trustees are satisfied that systems and procedures are in place to mitigate exposure to the major risks (full risk management strategy document available on request).

### **Objectives and activities**

#### ***Objects and aims***

The charity's vision is resisting poverty, empowering people, restoring hope in Brighton and Hove.

#### ***Mission Statement***

The mission of Off The Fence is to eradicate social and spiritual poverty in Brighton & Hove, engaging with individuals to create a new level of hope in the City. Off The Fence provides short and long-term solutions by delivering a range of support networks to empower people and prevent poverty in all its forms. The charity offers people hope, a way forward and the opportunity to live a transformed life.

#### ***Values***

The values agreed by the Off the Fence team and the underpinning to our day-to-day decision making are:

- Compassion
- Excellence
- Integrity
- Unity
- Christ-like

# OFF THE FENCE TRUST LIMITED

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The objectives are to:

1. Offer professional and quality services to all our clients.
2. Solve homelessness issues, offer practical and emotional support for isolated women, prevent school exclusions and provide schools with positive mentoring, individual support, structured activities and faith-based resources.
3. Equip others to address and overcome social and spiritual poverty.
4. Show God's love in action.
5. Teach life skills and build relationships that lead to a better future for all.
6. Provide long-term (and where necessary life-term) care and support for clients.

### ***Public benefit***

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

### ***Activities undertaken to achieve objectives***

The charity is organized into four frontline projects as well as the core infrastructure:

- Antifreeze - working directly with rough sleepers on the streets of Brighton & Hove, providing advice and support both at the day centre and through night outreach incorporating Hygiene 4 All which provides mobile hygiene services for rough sleepers to include laundry, showers & supplies.
- Schools & Youth - supporting schools with lunch clubs, classroom work, pastoral care, inclusion projects, PSHE classes and prayer spaces.
- Gateway - advice, befriending and networking service for women.
- Ministry - a Christian ministry, with training and a support service.

### ***Volunteers***

We would like to thank the army of volunteers who give to us many thousands of man hours per year free of charge; the impact on this City is incalculable.

### ***Financial review***

#### ***Reserves policy***

The required level of reserves (as set out in our policy) was to set aside three months running costs during the course of the year. The Trustees consider that reserves at this level will ensure that, in the case of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to the ways in which additional funding may be raised. Budgeted monthly running costs for the next year are £60,000 per month, with a three month reserve being £180,000.

#### ***Going concern***

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements.

# OFF THE FENCE TRUST LIMITED

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

### ***Principal funding***

The charity received total income of £815,634 (2020 - £600,764) which included Gifts in kind amounting to £11,206 (2020 - £12,120).

The charity has been successful in delivering income to support the continued development of all our projects. In addition we have launched a capital appeal to fund the purchase of a property for our Gateway Women's Centre and expect to complete this acquisition in the next financial year.

### **Achievements and performance**

#### ***Review of Activities***

##### *Covid-19 Response*

Off The Fence was able to respond very quickly to the challenges of Covid-19 and the lockdown restrictions that were first implemented in March 2020. We moved to a remote support for service users, invested in new IT including a Cloud based system to enable staff to work from home, new CRM capability and a new support provider, and developed Covid safe policies to keep everyone well. The CEO, senior staff and Board remained in close contact to ensure rapid decision making in the best interests of our staff and clients.

We used the Government furlough scheme, particularly in the early days of the pandemic, and have been able to maintain the required level of staffing across all our projects throughout the year.

Our fundraising team have implemented a new website, a virtual sleepout and other new enterprising remote fundraising events.

We are honoured to have been chosen as the Mayor's Charity for the third year running, testament to our longevity in working with the most vulnerable people in the City over the last 24 years. We have also launched a highly successful capital appeal to enable us to extend our work with women in crisis, a capability much in demand as a result of the pandemic.

It has been a year like no other but we are proud to have continued to serve those in need in Brighton and Hove.

##### *How Antifreeze makes a difference*

- Booking clients' appointments with doctors, the police and other agencies
- Safeguarding adults – including multiagency meetings
- Afternoon & Evening outreach, taking hot drinks and clothes to rough sleepers and signposting them to Antifreeze and other organisations with our Street Sheets
- Exploring apprenticeship and employment opportunities
- Dental Care Advice (NHS)
- Legal Advice (Lawstop)
- Referrals to Accommodation agencies such as the Council Housing Accommodation (especially Emergency Accommodation), Safehaven Sussex Accommodation and Emmaus Housing & Working Communities all across the UK
- Referrals for rehabilitation support and other 'Support for Facing Addictions'
- Referrals to Mental Health Homeless Team
- Referrals to JustLife and other creative arts projects
- Referrals to Voices in Exile (refugee support etc.)

# OFF THE FENCE TRUST LIMITED

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

- Local food banks referrals and obtaining essential items e.g. kettles
- We provide:
- High Quality Sleeping Bags, blankets, rucksacks
  - Toiletries
  - Hot drinks on Outreach
  - Hygiene Bags (Containing sanitary towels, tissues and other basic/vital needs)
  - Signposting Support Work including referrals to accommodation/health providers
  - Benefit claims over the phone
  - Emotional Support (A listening ear)
  - Spiritual Support including the offer of Christian literature, prayer and our Worship Service
  - Essential Printing e.g. CVs
  - Receiving Post and forwarding on to clients where possible
  - Bus Tickets for Client's Appointments

### Gateway women experiencing crisis or difficulty through:

- Crisis support e.g. suicide interventions, safety planning, responding to safeguarding issues
- Provision of emotional, practical and spiritual support
- Provision of emergency food and toiletries bank
- Provision of clothing and household items
- Supporting women to access IT including provision of devices
- Referring and signposting to specialist services
- Applying for grants for individuals
- Supporting carers
- Advocacy support e.g. letter writing, making phone calls, liaising with other services
- Supporting women to make phone calls regarding benefits, utility bills
- Befriending-style support e.g. regular check ins and phone calls
- Information and support regarding jobs, volunteering, training and courses
- Providing public health information and updates about Covid, lockdown
- Accompanying to appointments e.g. psychiatrists, hospital, benefits appointments
- Outreach visits meeting women to offer support at their home or in the community
- Spiritual support for women of all faith backgrounds and none, including prayer, bible study
- Workshops, activities, talks and trips to improve wellbeing and reduce isolation
- Refer women to amongst others Money Advice Plus, CAP (Christians against Poverty), Voices in Exile, MIND, RISE, GPs, DWP – benefits, Job Centre Plus – benefits and job seeking, Samaritans, Brighton Council Housing, Departments, Brighton and Hove Food Partnership, Police and Citizens Advice Bureau
- Gateway receive referrals from Equinox, GPs, Mental health teams and Psychiatrists,
- Family Coaches, Emmaus, Time to Talk Befriending, MIND, Paladin National Stalking Advocacy Service, Trussel Trust Food Bank (Whitehawk) and Self-referral (this makes up a large proportion of our referrals)

### Our Schools and Youth team help disempowered young people by:

- Creating and delivering a new suite of Lessons under the "Where's Your Head At" title:
- Head Start – Transition
- Head Full – Anxiety
- Head Up – Identity / Self-Worth

# **OFF THE FENCE TRUST LIMITED**

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## **TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021**

- Head Sense – Keeping safe
- Head Space – Grief / Bereavement (Currently being created)
- Head Together – Connections (to be created)
- Head Block – Emotion (to be created)
- 1-1 mentoring (face to face and online)
- Group mentoring
- Transition mentoring from primary to secondary school
- Safe Space Clubs (Lunch time and after school)
- Christian Clubs (Lunch time, after school and through Instagram)
- Youth Alpha
- Anglican Eucharist, Prayer and one-off youth events
- Supporting the wider work of the school community by assisting with the delivery of additional activities in the school calendar
- Prayer/Reflection Spaces
- Permanent Prayer Space Lunch Club
- Helping students read at primary school
- Christians in Education events and online
- Annual year 7 residential trip
- Exam Support
- Creating a whole host of video and online resources during Lockdown:
- Assemblies
- Thought for the day
- Lesson input (e.g. How Food banks work)
- Prayer / Reflection Space in a Box
- Advent Prayer Journal

The Schools team have partnerships with local schools including Aldrington C of E Primary, Blatchington Mill, Cardinal Newman Catholic School, Hove Park and King's School



# OFF THE FENCE TRUST LIMITED

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## TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

### Trustees' responsibilities statement

The Trustees (who are directors of Off The Fence Trust Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and 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 the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 of the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 21 May 2021 and signed on their behalf by:

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Graham Hollebon

# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

## INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

### Independent examiner's report to the Trustees of Off The Fence Trust Limited

I report to the charity Trustees on my examination of the accounts of the company for the year 31 March 2021.

### Respective responsibilities of trustees and examiner

As the Trustees of the company (and 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 the company's accounts 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 Off The Fence Trust Limited'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 Fellow Member of the Association of Independent Examiners, which is one of the listed bodies.

I have completed my examination. I can 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 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities 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 accounts to be reached.

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J Irvine-Smith FCIE  
Independent Examiners Ltd  
2 Broadbridge Business Centre  
Delling Lane  
Bosham  
PO18 8NF

21 May 2021

# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
	Note				
<b>INCOMING RESOURCES</b>					
Donations and legacies	2	366,261	344,750	711,011	509,360
Charitable activities	3	16,090	-	16,090	8,298
Other trading activities	4	77,107	10,993	88,100	82,380
Investments	5	434	-	434	726
<b>TOTAL INCOMING RESOURCES</b>		<b>459,891</b>	<b>355,743</b>	<b>815,634</b>	<b>600,764</b>
<b>RESOURCES EXPENDED</b>					
Raising funds	6	93,273	-	93,273	46,475
Charitable activities	7	101,041	470,109	571,149	619,130
<b>TOTAL RESOURCES EXPENDED</b>		<b>194,313</b>	<b>470,109</b>	<b>664,422</b>	<b>665,605</b>
<b>NET INCOMING RESOURCES/(RESOURCES EXPENDED) BEFORE TRANSFERS</b>		<b>265,578</b>	<b>(114,366)</b>	<b>151,212</b>	<b>(64,841)</b>
Transfers between funds		(121,361)	121,361	-	-
<b>NET INCOMING RESOURCES/(RESOURCES EXPENDED) BEFORE OTHER GAINS AND LOSSES</b>		<b>144,217</b>	<b>6,995</b>	<b>151,212</b>	<b>(64,841)</b>
Gains/(losses) on sale of fixed assets		-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		<b>144,217</b>	<b>6,995</b>	<b>151,212</b>	<b>(64,841)</b>
<i>Total funds at 1 April 2020</i>		<b>516,038</b>	<b>387,790</b>	<b>903,828</b>	<b>968,669</b>
<b>TOTAL FUNDS AT 31 MARCH 2021</b>	15	<b>660,255</b>	<b>394,785</b>	<b>1,055,040</b>	<b>903,828</b>

The notes on pages 13 to 23 form part of these financial statements

# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

Registered number: 05300691

## BALANCE SHEET AS AT 31 MARCH 2021

			2021	2020
	Note	£	£	£
<b>FIXED ASSETS</b>				
Tangible assets	12		726,930	743,752
<b>CURRENT ASSETS</b>				
Debtors	13	6,999		8,249
Cash at bank and in hand		<u>588,684</u>	<u>160,163</u>	
		595,682	168,412	
<b>CREDITORS: amounts falling due within one year</b>	14	<u>(267,572)</u>	<u>(8,336)</u>	
<b>NET CURRENT ASSETS/(LIABILITIES)</b>			<u>328,110</u>	<u>160,076</u>
<b>NET ASSETS</b>			<u>1,055,040</u>	<u>903,828</u>
<b>CHARITY FUNDS</b>				
Restricted funds		394,785		516,038
Unrestricted funds		660,255		387,790
<b>TOTAL FUNDS</b>	15		<u>1,055,040</u>	<u>903,828</u>

The company's financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

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

The financial statements were approved by the Trustees on 21 May 2021 and signed on their behalf, by:

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Graham Hollebon

The notes on pages 13 to 23 form part of these financial statements

# OFF THE FENCE TRUST LIMITED

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## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2021

	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
<b>Cash flows from operating activities</b>		
Net cash provided by/ (used in) operating activities	<b>443,307</b>	<b>(35,144)</b>
<b>Cash flows from investing activities</b>		
Dividends, interest and rents from investments	<b>434</b>	<b>726</b>
Proceeds from the sale of property, plant and equipment	-	-
Purchase of property, plant and equipment	<b>(15,221)</b>	<b>(11,643)</b>
Proceeds from sale of investments	-	-
Purchase of investments	-	-
<b>Net cash provided by/(used in) investing activities</b>	<b>(14,786)</b>	<b>(10,917)</b>
<b>Cash flows from financing activities</b>		
Repayments of borrowing	-	-
Cash inflows from new borrowing	-	-
Receipt of endowment	-	-
<b>Net cash provided by/(used in) financing activities</b>	<b>-</b>	<b>-</b>
<b>Change in cash and cash equivalents in the year</b>	<b>428,521</b>	<b>(46,061)</b>
Cash and cash equivalents at the beginning of the year	<b>160,163</b>	<b>206,224</b>
<b>Cash and cash equivalents at the end of the year</b>	<b>588,684</b>	<b>160,163</b>
<b>Reconciliation of net income/(expenditure) to net cash flow from operating activities</b>		
	<b>Total funds 2021 £</b>	<b>Total funds 2020 £</b>
Net income/ (expenditure) for the reporting period (as per the statement of financial activities)	<b>151,212</b>	<b>(64,841)</b>
<b>Adjustments for:</b>		
Depreciation charges	<b>32,043</b>	<b>31,314</b>
(Gains)/ losses on investments	-	-
Dividends, interest and rents from investments	<b>(434)</b>	<b>(726)</b>
Loss/ (profit) on the sale of fixed assets	-	-
(Increase)/ decrease in stocks	-	-
(Increase)/decrease in debtors	<b>1,250</b>	<b>(2,141)</b>
Increase/(decrease) in creditors	<b>259,236</b>	<b>1,250</b>
Net cash provided by/(used in) operating activities	<b>443,307</b>	<b>(35,144)</b>
<b>Analysis of cash and cash equivalents</b>		
	<b>2021 £</b>	<b>2020 £</b>
Cash at bank and in hand	<b>588,684</b>	<b>160,163</b>
<b>Total cash and cash equivalents</b>	<b>588,684</b>	<b>160,163</b>

The notes on pages 13 to 23 form part of these financial statements

# OFF THE FENCE TRUST LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 1. ACCOUNTING POLICIES

#### **Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 2. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

#### **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 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

Off The Fence Trust 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.

#### **Income**

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.

#### ***Donations and legacies***

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

#### ***Gift aid***

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

#### ***Gifts in kind***

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Gifts donated for resale are included as income when they are sold.

# OFF THE FENCE TRUST LIMITED

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### ***Interest receivable***

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

### **Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Expenditure on raising funds includes all expenditure incurred by the company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

### **Tangible fixed assets and depreciation**

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives.

Depreciation is provided on the following bases:

Freehold property	- 2% straight line on buildings
Property improvements	- 10% straight line
Plant and machinery	- 25% straight line
Fixtures and fittings	- 25% straight line
Computer equipment	- 33% straight line

### **Debtors**

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

# **OFF THE FENCE TRUST LIMITED**

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## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

### **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.

### **Liabilities and provisions**

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

### **Pensions**

The charity operates a defined contribution pension scheme which is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

### **Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

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

### **Financial instruments**

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.



# OFF THE FENCE TRUST LIMITED

(A company limited by guarantee)

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations	164,917	40,267	205,184	224,044
Legacies	-	-	-	14,720
Grants	164,820	181,341	346,161	252,234
Government grants	31,893	123,092	154,985	3,747
Similar incoming resources	4,631	50	4,681	14,615
	<b>366,261</b>	<b>344,750</b>	<b>711,011</b>	<b>509,360</b>
<i>Total 2020</i>	<i>275,750</i>	<i>233,610</i>	<i>509,360</i>	

### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Rental income	16,090	-	16,090	8,298
	<b>16,090</b>	<b>-</b>	<b>16,090</b>	<b>8,298</b>
<i>Total 2020</i>	<i>8,298</i>	<i>-</i>	<i>8,298</i>	

### 4. INCOME FROM OTHER TRADING ACTIVITIES

#### Income from fundraising events

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Sponsored Events	77,107	10,993	88,100	82,380
	<b>77,107</b>	<b>10,993</b>	<b>88,100</b>	<b>82,380</b>
<i>Total 2020</i>	<i>45,806</i>	<i>36,574</i>	<i>82,380</i>	

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 5. INVESTMENT INCOME

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest	434	-	434	726
	<b>434</b>	<b>-</b>	<b>434</b>	<b>726</b>
<i>Total 2020</i>	<i>726</i>	<i>-</i>	<i>726</i>	

### 6. EXPENDITURE ON RAISING FUNDS

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Fundraising staff costs	10	77,432	-	77,432	46,475
Other fundraising costs		15,841	-	15,841	-
		<b>93,273</b>	<b>-</b>	<b>93,273</b>	<b>46,475</b>
<i>Total 2020</i>		<i>46,475</i>	<i>-</i>	<i>46,475</i>	

### 7. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Direct costs 2021 £	Support costs 2021 £	Total costs 2021 £	Total funds 2020 £
Antifreeze	156,123	44,890	201,014	189,458
Gateway	98,051	34,469	132,520	87,498
Schools & Youth	97,145	35,732	132,877	108,394
Ministry	73,899	30,840	104,739	72,813
	<b>425,219</b>	<b>145,931</b>	<b>571,149</b>	<b>458,163</b>
<i>Total 2020</i>	<i>458,163</i>	<i>157,101</i>	<i>615,264</i>	

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 8. COSTS OF CHARITABLE ACTIVITIES

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	10	-	339,484	339,484	373,325
Other staff costs		-	4,387	4,387	-
Rent and rates		-	9,658	9,658	10,159
Utilities		-	3,186	3,186	3,602
Vehicle expenses		-	6,216	6,216	8,936
Travel and subsistence		-	2,944	2,944	4,361
Stationery, post and printing		-	5,909	5,909	5,559
Communications		-	7,407	7,407	5,477
Computer expenses		-	5,154	5,154	282
Professional fees		-	52	52	526
Equipment		-	253	253	5,781
Building maintenance		-	1,127	1,127	2,271
Subscriptions		-	426	426	698
Insurance, health and safety		-	2,032	2,032	1,430
Meetings and events		-	150	150	234
Outreach costs		-	16,694	16,694	22,395
Sundry		-	18	18	48
Depreciation		-	20,120	20,120	13,079
Support costs	9	101,041	44,890	145,931	157,101
				-	
		<b>101,041</b>	<b>470,109</b>	<b>571,149</b>	<b>615,264</b>

Support costs are allocated on a staff cost basis to each activity.

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 9. SUPPORT COSTS

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Staff costs	10	61,779	27,447	89,227	80,839
Other staff costs		361	161	522	-
Rent and rates		3,985	1,771	5,756	4,966
Utilities		3,929	1,746	5,675	5,161
Travel and subsistence		61	27	88	544
Stationery, post and printing		2,447	1,087	3,534	6,943
Communications		1,702	756	2,459	2,990
Computer expenses		1,661	738	2,400	7,181
Professional fees		4,812	2,138	6,949	8,990
Equipment		298	132	430	502
Building maintenance		2,241	996	3,237	2,636
Bank charges		2,611	1,160	3,771	2,794
Subscriptions		560	249	809	1,485
Marketing and advertising		52	23	75	2,288
Insurance, health and safety		4,967	2,207	7,173	5,946
Meetings and events		222	99	321	1,117
Outreach costs		9	4	13	847
Sundry		174	77	252	297
Depreciation		8,255	3,667	11,922	18,235
Independent examination		914	406	1,320	1,320
		<b>101,041</b>	<b>44,890</b>	<b>145,931</b>	<b>157,101</b>

### 10. STAFF COSTS

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Wages and salaries	146,650	299,289	445,939	443,613
Social security costs	10,015	19,581	29,596	28,875
Pension	9,993	20,615	30,608	31,231
	<b>166,658</b>	<b>339,484</b>	<b>506,143</b>	<b>503,719</b>

The average monthly number of employees during the year was as follows:

	2020	2020
Administration and management	6	6
Charitable activities	19	25
	<b>25</b>	<b>31</b>

No employee received remuneration amounting to more than £60,000 in either year.

Key management personnel are considered to be the Chief Executive Officer and his wife. Their remuneration in the current year amounts to £61,586 (2020 - £60,500).

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 11. TRUSTEE REMUNERATION AND EXPENSES

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year, no Trustee expenses have been incurred (2020 - £NIL).

### 12. FIXED ASSETS

	Freehold property £	Property Improvem. £	Plant and machinery £	Fixtures & Fittings £	Computer Equipment £	Total £
<b>Cost</b>						
At 1 April 2020	782,107	53,674	56,064	17,039	35,536	944,420
Additions	-	2,082	1,860	-	11,279	15,221
Disposals	-	-	-	-	-	-
At 31 March 2021	<b>782,107</b>	<b>55,756</b>	<b>57,924</b>	<b>17,039</b>	<b>46,815</b>	<b>959,641</b>
<b>Accumulated Depreciation</b>						
At 1 April 2020	63,225	49,772	42,801	17,039	27,831	200,669
Charged in the period	11,092	2,293	10,477	-	8,181	32,043
Disposals	-	-	-	-	-	-
At 31 March 2021	<b>74,317</b>	<b>52,065</b>	<b>53,278</b>	<b>17,039</b>	<b>36,012</b>	<b>232,711</b>
<b>Net Book Value:</b>						
At 31 March 2021	<b>707,789</b>	<b>3,692</b>	<b>4,646</b>	<b>-</b>	<b>10,803</b>	<b>726,930</b>
At 31 March 2020	<b>718,882</b>	<b>3,902</b>	<b>13,263</b>	<b>-</b>	<b>7,705</b>	<b>743,752</b>

### 13. DEBTORS

	2021 £	2020 £
Prepayments	2,517	2,022
Accrued income	2,008	2,480
Other debtors	2,474	3,747
	<b>6,999</b>	<b>8,249</b>

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### 14. CREDITORS: amounts falling due within one year

	2021	2020
	£	£
Accruals	1,000	1,000
Deferred income	258,774	-
Other taxation and social security	7,798	7,336
	<u>267,572</u>	<u>8,336</u>

### 15. STATEMENT OF FUNDS

Current year	Balance at 1 Apr 2020	Incoming resources	Resources expended	Transfers in/out	Balance at 31 Mar 2021
	£	£	£	£	£
<b>Unrestricted funds:</b>					
General funds	516,038	459,891	(194,313)	(121,361)	660,255
<b>Restricted funds:</b>					
Antifreeze	116,956	207,987	(194,147)		130,796
Gateway	-	87,288	(98,051)	10,763	-
Schools and youth	-	46,400	(97,145)	50,744	-
Ministry	-	14,067	(73,899)	59,832	-
Building refurbishment	559		(581)	22	-
Capital appeal	270,275		(6,286)		263,989
	<u>387,790</u>	<u>355,743</u>	<u>(470,109)</u>	<u>121,361</u>	<u>394,785</u>
<b>Total funds</b>	<u>903,828</u>	<u>815,634</u>	<u>(664,422)</u>	<u>-</u>	<u>1,055,040</u>

The Antifreeze fund is used to provide a place for those who find themselves sleeping on the streets of Brighton & Hove.

The Gateway fund is used to offer to women a professional and quality service that meets the needs of women experiencing emotional distress and to tailor support to their individual needs.

The Schools and youth fund is used to offer to local schools a reliable, committed and professional service helping them to meet the requirement of providing for the spiritual needs of their students.

The Ministry fund is used to show God's love in action and also to inspire and help local churches to be involved better in social outreach.

The building refurbishment fund is for the refurbishment of the Antifreeze Centre and David Perrin Centre at 37 Portland Road.

The Capital appeal was established to raise funds for the purchase of a building to house the Antifreeze Centre. The acquisition of 37 Portland Road for this purpose was completed in January 2013.

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## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

### STATEMENT OF FUNDS (continued)

Prior year	Balance at 1 Apr 2019 £	Incoming resources £	Resources expended £	Transfers in/out £	Balance at 31 Mar 2020 £
<b>Unrestricted funds:</b>					
General funds	561,751	330,580	(198,320)	(177,973)	516,038
<b>Restricted funds:</b>					
Antifreeze	126,962	179,452	(189,458)		116,956
Gateway	-	49,476	(87,498)	38,022	-
Schools and youth	-	27,874	(108,394)	80,520	-
Ministry	-	13,382	(72,813)	59,431	-
Building refurbishment	3,395		(2,836)		559
Capital appeal	276,561		(6,286)		270,275
	406,918	270,184	(467,285)	177,973	387,790
<b>Total funds</b>	<b>968,669</b>	<b>600,764</b>	<b>(665,605)</b>	<b>-</b>	<b>903,828</b>

### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

Current year	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Fixed assets	453,133	273,797	726,930
Current assets	215,920	379,762	595,682
Creditors due within one year	(8,798)	(258,774)	(267,572)
	<b>660,255</b>	<b>394,785</b>	<b>1,055,040</b>

Prior year	Unrestricted funds 2020 £	Restricted funds 2020 £	Total funds 2020 £
Fixed assets	455,993	287,759	743,752
Current assets	68,391	100,031	168,422
Creditors due within one year	(8,336)	-	(8,336)
	<b>516,048</b>	<b>387,790</b>	<b>903,838</b>

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## **NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021**

### **17. PENSION COMMITMENTS**

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £30,608 (2020 - £31,231). Contributions totalling £53 were payable to the fund at the balance sheet date and are included in creditors (2020 - £68).