

Registrar

COMPANY NUMBER: 05031398

CHARITY NUMBER: 1108921

**KEY COMMUNITY**  
**(Company Limited by Guarantee)**  
**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2024**

# KEY COMMUNITY

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YEAR ENDED 31 MARCH 2024

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# KEY COMMUNITY

## LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2024

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### **Registered Charity Name**

Key Community

(will be referred to as KEY throughout these financial statements)

### **Registration Numbers**

Charity Number 1108921

Company Number 05031398

### **Trustees**

P. Hayton

S. Hamilton

I. Montgomery (Resigned 16/05/2024)

E. Hobson (Resigned 03/01/2024)

K. Shields (Resigned 03/01/2024)

D. Traynor (Appointed 08/06/2023)

I. Ogden (Appointed 08/06/2023)

(Trustees are also the directors of KEY for the purposes of company law)

### **Company Secretary**

R. Allen

### **Registered Office**

116 Baring Street

South Shields

Tyne & Wear

NE33 2BA

### **Auditors**

Torgersens

East Suite, Ground Floor

Avalon House

St Catherine's Court

Sunderland

SR5 3XJ

### **Bankers**

Unity Trust Bank Plc

4 Brindley Place

Birmingham

B1 2JB

Central Finance Board of the Methodist Church

25 Tavistock Place

London

WC1H 9SF

Barclays Bank Plc

53 Fawcett Street

Sunderland

SR1 1RS

## KEY COMMUNITY

### LEGAL AND ADMINISTRATIVE INFORMATION (*Continued*)

YEAR ENDED 31 MARCH 2024

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#### **Bankers (continued)**

Shawbrook Bank Limited  
Lutea House  
Warley Hill Business Park  
The Drive  
Great Warley  
Brentwood  
Essex  
CM13 3BE

The Charity Bank Limited  
Fosse House  
182 High Street  
Tonbridge  
TN9 1BE

Insignis Cash Solutions  
St John's Innovation Centre  
Milton  
Cambridge  
CB4 0WS

#### **Solicitors**

Hardings  
22 Foyle Street  
Sunniside  
Sunderland  
SR1 1LE

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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### **GOVERNING DOCUMENT**

The organisation is a charitable company limited by guarantee, incorporated on 2<sup>nd</sup> February 2004 and registered as a charity on 7<sup>th</sup> April 2005. The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up, members are required to contribute an amount not exceeding £10.

In 2024, Key Community refined its Governing Document and now reads:

Charitable Objects:

1. To relieve poverty, sickness, and distress among young people in South Tyneside.
2. To advance the education and training of young people in South Tyneside, particularly those who are in conditions of need, hardship, or distress.
3. To provide facilities for recreation and other leisure-time occupation for young people in South Tyneside in the interests of social welfare, with the aim of improving their conditions of life.

### **OFSTED**

Key has successfully registered their Askins Lodge project with OFSTED, ensuring compliance with new regulations regarding the housing of 16 – 17-year-olds. This registration allows Key to continue to provide essential accommodation and support to vulnerable young people in South Tyneside. The new legislative changes mandate that all housing projects for this age group meet specific standards to ensure safety and quality of care. By achieving OFSTED registration, Askins Lodge can maintain its high standards and continue offering a safe, supportive environment where young residents can develop the skills needed for independent living. This milestone underscores Key's commitment to adapting to regular changes and prioritising the well-being of the young people we serve.

### **RECRUITMENT AND APPOINTMENT OF BOARD OF DIRECTORS**

At the 2023 AGM the following directors were reappointed:

Penny Hayton Chair  
Steve Hamilton Deputy Chair  
Ian Montgomery Treasurer

Resignation of Board Directors:

Elizabeth Hobson  
Keith Shields

### **TRUSTEE INDUCTION AND ONGOING TRAINING OF DIRECTORS**

The Chair, together with the trustees, identifies the skills and expertise needed to ensure the Board is diverse and well-equipped to carry out its duties and responsibilities. New Trustees meet with the Chair and the Chief Executive Officer to discuss their role and involvement within the organisation. They are supported by the Chair and other Trustees at all times. Every opportunity is used to ensure Trustees, both those who have served for a long time and those who are new to the role, have access to training delivered by organisations such as ASVO and the Local Authority. New Trustees are taken by the Chief Executive Officer for a tour of the Organisation's offices and Supported Accommodation. This is an opportunity for Trustees to meet with staff who can then explain their roles within the Charity. Staff are invited to Board Meetings where they will give a presentation outlining their service. This has proved to be of great value to Trustees and gives a very clear picture of how the operations are planned and delivered.

In January, Key Community held its first Board Development Day. Tasks included:

- What are the qualities of a good Trustee?
- Developing the organisation's values.
- Looking at The Charity Code and identifying the areas where we feel confident and those areas which need development.

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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### **ORGANISATION STRUCTURE**

The Board is made up of people from professional backgrounds including homelessness, housing, finance, education, legal, managerial, and engineering. The Board meets every 2 months and is responsible for the strategic direction and policy of the charity. Decisions are made by the Board at their regular meetings. Additional meetings are called when the need arises. The levels of remuneration of Key staff are made at the Board meetings in line with policy.

### **RECRUITMENT OF VOLUNTEERS**

Volunteering is at the core of Key's ethos. This year, 42 people volunteered at Key and its associated Key2Life foodbank. These volunteers have taken part in the following training:

- Safeguarding
- Hate crime champion training
- Food hygiene certificate
- Manual handling

One of these volunteers is now working with Greggs via the Fresh Start Scheme and two others are now in full-time employment. One volunteer has been involved with our young people at one of our supported accommodation properties. Activities supported by the volunteer:

- Cooking sessions
- Picnic
- BBQ
- Gardening
- Helping Young People to complete their personal journeys.

Training completed by this volunteer:

- Safeguarding children and adults
- Keeping children safe online
- Food hygiene

All volunteers who handle telephone calls or work one-to-one with young people have a DBS certificate.

### **RISK MANAGEMENT**

Appropriate systems and procedures have been established to mitigate the risks which the charity faces. These include:

- Health and safety
- Recruitment and Selection
- Safeguarding
- Data protection and policies related to the delivery of services in accordance with the Supporting People contract and national guidelines.

Robust financial procedures are in place with regular checks on petty cash and financial information reported to the Trustees at each Board meeting. With the uncertainty of continued outside funding, a Reserves Policy has been established with the intention of building up reserves of 6 months' expenditure. Key is working towards long-term sustainability by:

- Recruiting Board members with appropriate skills.
- Building a strong and committed staff.
- Diversifying its funding and developing new funding streams.
- Increasing its volunteer body of local people.
- Developing strong support from the local community.
- Working in partnership with other organisations.

The Board operates standing committees/working groups comprising Trustees and working staff as well as young people to oversee the various aspects of the charity's work. The day-to-day operational responsibility lies with the Chief Executive Officer, who manages the staff teams, ensuring they deliver services within agreed contracts and that those services continue to meet the needs of the service users.

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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### RELATED PARTIES

Key provides residential support at Flavia House, which is owned by the Durham Diocese and managed by Bernicia Homes. Residential support is also provided by Key at Askins Lodge, which is owned by Karbon Homes and leased to Key. Key is a partner of the South Tyneside Consortium for Youth Homelessness. Other parties include De Paul UK and Places for People. Key Community works collaboratively with Churches Together and is supported by other local churches in practical ways.

### PURPOSES

1. The provision of relief for young people in necessitous circumstances who are, have been, or are at risk of being homeless including (but without prejudice to the provision of other forms of relief) the provision of supported accommodation, family relationship breakdown intervention and mediation, advice and counselling.
2. The relief of financial hardship amongst people in South Tyneside and the surrounding area in such ways as the trustees from time to time think fit, in particular, but not exclusively by: a) Providing emergency food, essential toiletries, and household items to individuals and families in need and/or for distribution by charities or other organisations working to prevent or relieve poverty. b) Such other means, including (but not limited to) the provision of support or signposting to relevant information and other advisory services

### **Public Benefit Disclosure**

The trustees have given due consideration to the Charity Commission's published guidance on the Public Benefit requirement under the Charities Act 2011.

### **Vision**

*KEY Community (formerly South Tyneside Churches' KEY Project) seeks to be a practical application of loving your neighbour and reaching out to those in need. Committed to the care and support of young people, the Project works in partnership with other agencies to motivate and guide young people experiencing hardship in South Tyneside through a process of positive change.*

### **Mission**

*We are committed to helping young people between 16 - 25 years of age, living in hardship in South Tyneside, to live independent and successful lives.*

*We actively promote and support collaborative working between voluntary and private sector organisations and statutory bodies.*

### ACHIEVEMENTS AND PERFORMANCE

#### **Aim 1: To prevent homelessness**

#### **Objective 1: Provide advice and guidance to help a young person decide if they can remain at home or need to move out.**

197 young people were given advice and guidance around housing needs. Referrals come from:

- Children's Services
- Schools
- Housing Department
- Self-Referral
- Consortium – De Paul UK
- Local Authority early help
- Internal referral – supported accommodation and tenancy support
- Community mental health services
- Adult service

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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**Objective 2: Provide mediation support to young people and their families to reduce conflict and improve relationships within the home to enable the young person to remain at home if this is a safe option.**

It is not only the young people who have been supported but the household in which they are living, this can include parents, carers, and younger siblings. 207 young people have been helped, through our Mediation Service, to remain in the family home. The Prevention Team uses our Mediation Room to help with many domestic issues such as debt and housing problems. When problems have been beyond our expertise, we have accompanied parents to CAB for help and advice.

**Objective 3: Raise awareness of the realities of being homeless**

Staff give talks to local schools, colleges, churches, community groups, the Local Authority, and community organisations. Every opportunity is taken to publicise our work in the local press and social media.

- Biannual newsletter available in print and online
- Homelessness stories
- Marketing and Communication Officer
- Key 2 Life Facebook
- Key Facebook
- Features in local media
- Fundraising and awareness
- Talks and presentations

**Aim 2: Prepare young people for independent living.**

**Objective 1: Provide supported shared accommodation for up to 1 year at Askins Lodge (18 beds), Flavia House (5 beds), Strickland House (5 beds).**

57 young people were accommodated in our shared supported housing projects.

**Objective 2: Provide young people with move-on accommodation following their stay at one of our supported accommodation properties where they can begin to live independently with a lower level of support for 2 or more years.**

13 young people were given a lower level of support in one of our move-on properties. 18 young people were supported to move into properties with their own tenancies.

**Aim 3: To enable young people to take opportunities for education, training, employment, and wellbeing.**

**Objective 1: Learn life skills**

Key promotes activities in supported housing projects to encourage healthy lifestyles. These include:

- Keep fit
- Zumba
- Pilates
- Yoga
- Cookery sessions, including breakfast and lunch
- The Prince's Trust - Education and Training
- BBQ



# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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Activities facilitated by the Prevention Team include:

- Arts and Crafts
- First Aid
- Cookery
- Wellbeing
- Healthy and unhealthy relationships
- Keeping yourself safe

Key provides bursary grants to help young people overcome barriers to employment, education, and training. Bursaries and grants cover the costs for our young people to access college, training, and employment, e.g., bus fares, books, and equipment when these are not provided by the college or place of work.

This year, bursaries and grants were applied for and granted as follows:

- Prevention and Mediation: 2
- Tenancy Support: 14

Key's Prevention Team provides every young person and their families with skills and strategies to help reduce arguments in the family home. This year, 37 young people were supported around wellbeing issues and assisted in accessing services that met their needs. This included CYPS, Talking Therapies, Escape Intervention, and our Wellbeing Practitioner.

Key's Prevention Team supported 55 young people to remain in and improve their attendance at education (school or college). Working with the young people and their families, we were able to rebuild relationships. Those who could not return home were able to access our supported accommodation, which helped their wellbeing and enabled them to concentrate on their education.

### **Objective 2: Arrange opportunities to take part in leisure and community activities.**

- Cookery sessions, including breakfast, lunch, and Christmas Dinner in supported accommodation properties.
- Cookery sessions through the youth group for young people in schools.
- Cookery sessions on Key's Community Bus.
- Excursions to Alnwick Gardens, Flamingo Land, Washington Wildlife Park, and Whitehouse Farm.

### **Objective 3: Arrange opportunities to reflect on current issues.**

Our young people, through group sessions and one-on-one sessions in our supported accommodation properties, have discussed the cost of living crisis and the effects of the war in Ukraine.

### **Objective 4: To support the mental health needs of young people.**

The Key Community Wellbeing Service is a compassionate and empathetic support system designed to cater to the needs of vulnerable young people facing various challenges such as anxiety, relationship problems, anger issues, and feelings of low mood. With a focus on understanding and valuing the individual, this service operates within schools in South Tyneside, South Tyneside College, and Key Community supported housing accommodation and move-on properties.

Between 31st March 2023 and 31st March 2024, 61 young people have been supported by Key's Wellbeing Service. 88 positive outcomes have been achieved by young people within the service, including progression in emotional wellbeing, increased positive outlook, and reduced feelings of low mood and depression.

- 0 young people have been referred to external services for higher intensity intervention.
- 7 young people have returned to the Wellbeing Counselling Service to re-engage with support.
- 1 psycho-educational group has been completed. One of the significant factors contributing to the effectiveness of the counselling service is the ability to independently manage caseloads. The flow and remit of the referral process minimize the waiting time for clients, differentiating Key Community from other services where lengthy waiting lists are common.

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

### YEAR ENDED 31 MARCH 2024

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**Aim 4: To meet the needs of young people requiring crisis support.**

**Objective 1: Provide emergency food packs, including food, cleaning materials, toiletries, and sanitary items.**

- 46 young people from our accommodation/outreach services received a food parcel.
- 5400 adults, 2600 children, and 2300 pets were fed at the Key2 Life Foodbank.
- We have provided 1078 family parcels to households with children under the age of 16 and 2816 emergency parcels.
- 350 National Fuel Bank Foundation referrals were made.

**Key Community Bus:**

The Key Community Bus is a vital initiative by Key, aimed at reducing food waste and promoting access to healthy, affordable food in South Tyneside. Operating on Tuesdays, Wednesdays, and Thursdays, the bus travels to various locations, providing a mobile food service that requires no membership and is open to everyone, regardless of their circumstances. The lower deck offers a variety of low-cost groceries, while the upper deck serves as a community space where people can chat, access advice, participate in activities, and even enjoy a mini library. This innovative project not only helps residents save on their weekly shopping but also fosters a sense of community and support.

**Objective 2: Provide furniture and household furnishings.**

- Key staff, depending on the circumstances of the young person, will apply for a grant to assist with household furnishings and funding.
- Key also receives donations from the local community.
- During the period 31st March 2023 to 31st March 2024, the Tenancy Support team applied for 14 grants.

**Objective 3: Provide advocacy with crisis loans, benefit claims, and sanction appeals.**

- Staff at Key work with young people to enable them to claim benefits, budget effectively as their financial circumstances frequently change, and advocate for them in dealings with utility companies, landlords, Housing Benefit, and Job Centre Plus.
- Young people are helped to complete online advance payment applications for Universal Credit.
- Key's Prevention Team occasionally assists families with making new benefit claims as young people were estranged from family members. They supported families with appeals around benefit claims, for example, Personal Independence Claims (PIP). They also helped to reduce rent arrears so that families could remain in their homes.
- Key has a bursary scheme which supports young people who are entering into education or training. This can cover the initial costs of transport, equipment, or other items that will help them succeed in their role.

We achieve our aims by working in partnership with other agencies and other faith/voluntary organisations by:

- Networking with the local community, voluntary, private sector, and statutory bodies. For example, the Stakeholder Group for Flavia House meets regularly with our partners, Bernicia Homes, Northumbria Police, Flavia House Neighbours, and South Tyneside Council.
- Working with other Housing Providers: Key meets regularly with other housing providers such as De Paul, Places for People, and Community Campus 87, to share good practice and to discuss concerns relating to funding and sustainability of services in a changing climate.

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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### **Forming Appropriate Partnerships:**

Key Community has been working with Durham Diocese and Bernicia Homes for 14 years and with Karbon Homes for 7 years to provide supported living accommodation.

Key Community helped establish the South Tyneside Consortium for Youth Homelessness in collaboration with De Paul UK and Places for People. As a consortium, these three organisations provide integrated pathways for young people to access homelessness services in South Tyneside. This includes attending weekly meetings for HAPPS (Homeless Allocation Pathway Planning Support).

Key Community partners with Churches Together South Tyneside to run Key2 Life, a poverty alleviation project based at the library on Boldon Lane, South Shields. This project includes a foodbank providing food for young people and the wider community, a fuel voucher scheme, School Uniforms 4 All, and a food and fun holiday programme.

Funding was received from Brakes to offer holiday clubs and a 'Big Day Out' to Seahouses.

### **Continuing with wider strategic planning, Key's Chief Executive Officer attends meetings organised by South Tyneside Council, including:**

- Homelessness Forum
- Local Safeguarding Children's Board
- Regional Youth Homelessness Network
- Children's and Family Boas

## **BUSINESS PLANNING**

### **Business Plan**

Key Community's current business plan extends until 2027. We are actively working towards fulfilling the objectives set out in this plan, which include enhancing our support services, expanding our accommodation facilities, and increasing community engagement. The plan outlines strategic goals aimed at ensuring long-term sustainability and effectiveness in meeting the needs of vulnerable young people in South Tyneside.

### **Future Plans**

Key Community is looking to expand its property portfolio to continue supporting and meeting the needs of the most vulnerable in society. This includes acquiring new properties for supported accommodation and developing partnerships with local housing providers. Additionally, we aim to enhance our service offerings by integrating more comprehensive mental health and wellbeing support, as well as increasing our outreach programs to prevent homelessness.

### **Reserves Policy**

The financial review for the year ending 31st March 2024 highlights the charity's financial health and sustainability. Key Community has maintained a stable financial position, with income generated from grants, donations, and fundraising activities. Expenditure has been carefully managed to ensure funds are directed towards our core services and support programs. The establishment of a Reserves Policy aims to build up reserves equivalent to six months' expenditure, providing a financial buffer against future uncertainties.

Reference should be made to note 17 and 18 on pages 25 to 30 of the accounts.

# KEY COMMUNITY

## THE TRUSTEES' REPORT (INCORPORATING THE DIRECTORS' REPORT)

YEAR ENDED 31 MARCH 2024

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### **Investment Policy**

Key Community's investment policy is designed to ensure the prudent management of the charity's funds. Investments are made with the primary objective of preserving capital while generating a reasonable return. The policy outlines the criteria for selecting investment opportunities, focusing on low-risk options that align with the charity's ethical standards. Regular reviews of the investment portfolio are conducted to ensure compliance with the policy and to adjust strategies as needed to respond to changing market conditions.

### **RESPONSIBILITIES OF TRUSTEES**

The charity trustees (who are also the directors of KEY for the purposes of the company law) have prepared this trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charitable companies in England and Wales requires the charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, of the charity for that period.

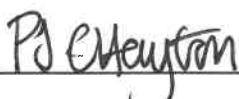
In preparing these financial statements, the trustees are required to:

select suitable accounting policies and then apply them consistently;

- observe the methods and principles in the applicable Companies Act 2006 and Charities SORP;
- make judgments and accounting 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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.

And signed on their behalf:

  
\_\_\_\_\_  
Penny Hayton  
28/01/25

# KEY COMMUNITY

## INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF KEY COMMUNITY

YEAR ENDED 31 MARCH 2024

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### Opinion

We have audited the financial statements of Key Community (the 'charity') for the year ended 31 March 2024 which comprise the statement of financial position, statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained in the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# KEY COMMUNITY

## INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF KEY COMMUNITY YEAR ENDED 31 MARCH 2024

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### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

### Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, the trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

# KEY COMMUNITY

## INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF KEY COMMUNITY

YEAR ENDED 31 MARCH 2024

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### **Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit with regards to fraud are to design tailored and specific audit procedures to enable us to gather sufficient audit evidence. These tests are proportionate and appropriate to the charitable company in terms of assessed risk level and the nature of the entity's activities. However, the primary responsibility for the prevention and detection of fraud rests with those charged with governance.

- We obtained an understanding of the legal and regulatory requirements which applied to the charitable company, which we deemed to be the Companies Act 2006, and Statement of Recommended Practice to charities, the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP (FRS102)).
- We obtained an understanding of how the charitable company had complied with these regulations by reviewing their treatment of transactions, reviewing minutes of meetings and discussing compliance with trustees and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and identified that income from housing benefit and service charges is most susceptible to fraud or error. We designed our audit work to test the controls in place regarding the processing of these transactions and how these controls are capable of preventing or detecting fraud or error.
- Our audit procedures gathered evidence to support the claims of the trustees whilst maintaining professional scepticism to allow us to draw our own conclusion on the matter.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

## KEY COMMUNITY

### INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF KEY COMMUNITY

YEAR ENDED 31 MARCH 2024

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We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Alison Henshaw FCCA  
(Statutory Auditor)

For and on behalf of  
TORGERSENS  
Chartered Accountants & Statutory Auditor  
East Suite, Ground Floor  
Avalon House  
St Catherine's Court  
Sunderland  
SR5 3XJ

Date 28/01/25



# KEY COMMUNITY

## STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 MARCH 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
<b>INCOME</b>					
<b>Income and Endowments from:</b>					
Donations	4	13,784	60,812	74,596	48,441
Charitable Activities	5	1,159,842	420,676	1,580,518	1,538,801
Investments	6	21,771	-	21,771	4,610
<b>Total Incoming Resources</b>		<u>1,195,397</u>	<u>481,488</u>	<u>1,676,885</u>	<u>1,591,852</u>
<b>EXPENDITURE</b>					
<b>Expenditure On:</b>					
Raising Funds	7	2,804	-	2,804	13,857
Charitable Activities	8	1,175,240	408,041	1,583,281	1,396,453
<b>Total</b>		<u>1,178,044</u>	<u>408,041</u>	<u>1,586,085</u>	<u>1,410,310</u>
<b>Net Incoming/(Outgoing) Resources</b>		17,353	73,447	90,800	181,542
<b>Transfers Between Funds</b>		(4,006)	4,006	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>13,347</u>	<u>77,453</u>	<u>90,800</u>	<u>181,542</u>
Total Funds Brought Forward		1,542,071	411,845	1,953,916	1,772,374
<b>Total Funds Carried Forward</b>		<u>1,555,418</u>	<u>489,298</u>	<u>2,044,716</u>	<u>1,953,916</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

# KEY COMMUNITY

## STATEMENT OF FINANCIAL POSITION

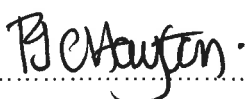
YEAR ENDED 31 MARCH 2024

	Note	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible Fixed Assets	13	574,714	600,662
<b>CURRENT ASSETS</b>			
Debtors	14	479,921	330,730
Cash at Bank and in Hand		1,092,421	1,149,093
		<u>1,572,342</u>	<u>1,479,823</u>
<b>CREDITORS: Amounts falling due within one year</b>		<u>(102,340)</u>	<u>(126,569)</u>
<b>NET CURRENT ASSETS</b>		1,470,002	1,353,254
<b>NET ASSETS</b>		<u>2,044,716</u>	<u>1,953,916</u>
<b>THE FUNDS OF THE CHARITY</b>			
Restricted Income Funds	17	489,298	411,845
Unrestricted Funds	18	1,555,418	1,542,071
		<u>2,044,716</u>	<u>1,953,916</u>


The trustees acknowledge their responsibilities for: (i) ensuring that the charitable company keeps proper accounting records which comply with section 386 of the Act; and (ii) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of the financial year and of its incoming resources and application of resources, including its surplus or deficit for the financial year in accordance with the requirements of section 394 and 395, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These financial statements were approved by the trustees on 28.01.2025 and are signed on their behalf by:



P. Hayton



I. Ogden

Company number 05031398

The notes on pages 18 to 30 form part of these financial statements

# KEY COMMUNITY

## STATEMENT OF CASH FLOWS

YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
<b>Surplus for the Year</b>	90,800	181,542
<b>Adjustments For:</b>		
Depreciation and impairment of tangible fixed assets	25,948	-
<b>Movement in Working Capital:</b>		
(Increase)/Decrease in Debtors	(149,191)	(108,648)
Increase/(Decrease) in Creditors	(24,229)	92,125
	<u>(173,420)</u>	<u>(16,523)</u>
<b>Cash Generated from Operations</b>	<u>(56,672)</u>	<u>165,019</u>
<b>Investing Activities</b>		
Purchase of Tangible Fixed Assets	-	(129,741)
<b>Net Increase in Cash and Cash Equivalents</b>	<u>(56,672)</u>	<u>35,278</u>
<b>Cash and Cash Equivalents at Beginning of Year</b>	<u>1,149,093</u>	<u>1,113,815</u>
<b>Cash and Cash Equivalents at end of Year</b>	<u>1,092,421</u>	<u>1,149,093</u>

The notes on pages 18 to 30 form part of these financial statements

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

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#### 1. General Information

The company is a private company limited by guarantee, registered in England and Wales, as well as being a registered Charity. The address of the registered office is 116 Baring Street, South Shields, Tyne & Wear, NE33 2BA.

#### 2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Charities Act 2011.

#### 3. Accounting Policies

##### ***Basis of Accounting***

These financial statements have been prepared under the historical cost convention and in accordance with:

- i) the Statement of Recommended Practice, "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)";
- ii) the special provisions of Part 15 of the Companies Act 2006 ("the 2006 Act") relating to small companies; and
- iii) FRS 102 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

The financial statements are presented in sterling (£), which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

##### ***Tangible Fixed Assets***

All fixed assets are included at cost.

##### ***Depreciation***

Depreciation is calculated to write down the cost, less estimated residual value of all tangible fixed assets over their expected useful lives.

Properties are maintained to such a standard that any depreciation is deemed to be immaterial.

Motor Vehicles

20% Straight Line

##### ***Incoming Resources***

All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.

Investment income is included when receivable.

##### ***Resources Expended***

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates:

Charitable activity 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.

All costs are allocated between the expenditure categories of the SOFA on a basis designated to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

### 3. Accounting Policies (*continued*)

#### ***Going Concern***

There are no material uncertainties regarding the charity's ability to continue as a going concern.

#### ***Financial Instruments***

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the charitable company after deducting all of its liabilities.

#### ***Value Added Tax***

Value Added Tax is not recoverable by the charity and as such is included in the relevant costs in the Statement of Financial Activities.

#### ***Taxation***

Due to the company's charitable operations no corporation tax is payable on the results for the year.

#### ***Fund of Accounting***

Funds held by the charity are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects.

Restricted funds – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

#### ***Operating leases***

Lease payments are recognised as an expense over the lease term on a straight-line basis. The aggregate benefit of lease incentives is recognised as a reduction to expense over the lease term, on a straight-line basis.

#### ***Defined contribution plans***

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

### 4. VOLUNTARY INCOME – DONATIONS AND GRANTS

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Donations - General	12,642	-	12,642	9,355
- Food Bank	-	38,413	38,413	34,086
- Great North Run	501	-	501	-
- BUS Project	-	22,399	22,399	5,000
- Corporate	500	-	500	-
- Gift Aid	141	-	141	-
	<u>13,784</u>	<u>60,812</u>	<u>74,596</u>	<u>48,441</u>

Income from donations in 2023 was £48,441 of which £9,355 was unrestricted and £39,086 was restricted.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

### 5. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Anson Close Income	19,706	-	19,706	15,034
Askins Lodge – Income	518,744	-	518,744	477,347
Askins Lodge – Commissioned Services	53,264	-	53,264	-
Askins Cottages	159,189	-	159,189	139,251
Dispersed Properties - Income	78,803	-	78,803	69,086
Flavia House	130,283	-	130,283	124,208
Heaton Gardens	19,640	-	19,640	17,834
Hedley Close	19,635	-	19,635	13,376
Strickland House Income	103,062	-	103,062	93,473
Trinity Walk	14,348	-	14,348	-
116 Baring Street – Rent from flat	20,906	-	20,906	18,977
Baring Street – Rent from desks	137	-	137	1,644
Accommodation grant	-	48,111	48,111	43,829
Act 435	-	1,780	1,780	1,070
Barbour	-	-	-	5,000
Ballinger Grant	-	20,000	20,000	15,000
BBC Children in Need	-	-	-	500
BUS Project – Community Foundation Consortium	-	63,640	63,640	183,890
Community Foundation	-	101,896	101,896	101,160
Community Foundation – Outreach	-	15,917	15,917	10,098
Charities Trust – Nationwide	-	500	500	2,750
Community Foundation – Rising Stars	-	7,305	7,305	-
Family Intervention – BBC Children In Need	-	-	-	19,896
Food Bank - Grants	-	33,180	33,180	39,367
Great North Run	14,137	62,297	76,434	55,798
Greggs	-	-	-	913
Henry Smith	-	-	-	100
Leathersellers	-	33,050	33,050	34,200
LGA	-	15,000	15,000	15,000
Mercers	-	10,000	10,000	10,000
South Tyneside Council – Jarrow Unit	-	-	-	30,000
SMP Recovered	-	8,000	8,000	-
	7,988	-	7,988	-
	<u>1,159,842</u>	<u>420,676</u>	<u>1,580,518</u>	<u>1,538,801</u>

Income from charitable activities in 2023 was made up of unrestricted funds of £975,230 and restricted funds of £563,571.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 6. INVESTMENT INCOME

	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
Cash investments held in the UK	<u>21,771</u>	<u>4,610</u>

Investment income in both 2024 and 2023 was unrestricted.

#### 7. EXPENDITURE ON RAISING FUNDS

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total 2024</b>	<b>Total 2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Advertising, marketing and development	2,780	-	2,780	13,807
Other fund raising costs	24	-	24	50
	<u>2,804</u>	<u>-</u>	<u>2,804</u>	<u>13,857</u>

Expenditure on raising funds in 2023 was £30 restricted and £13,827 unrestricted.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

### 8. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Total 2023 £
Anson Close	14,315	-	14,315	15,007
Askins Lodge	496,454	-	496,454	458,506
Askins Lodge – Commissioned Services	43,069	-	43,069	-
Askins Cottages	90,118	-	90,118	79,619
Dispersed properties – set up and running costs	56,734	-	56,734	49,230
Flavia House – salaries and running costs	97,373	-	97,373	119,217
Heaton Gardens – running costs	14,150	-	14,150	11,242
Hedley Close – running costs	11,942	-	11,942	12,115
Strickland House – salaries and running costs	84,960	-	84,960	87,418
116 Baring Street – flat costs	10,980	-	10,980	9,231
Trinity Walk	12,956	-	12,956	1,505
Voids	9,902	-	9,902	7,525
Bad debts wrote off	53,261	-	53,261	33,623
Accommodation managers	-	46,720	46,720	42,722
Act 435	-	2,106	2,106	100
All Churches Trust	-	-	-	10,310
Bank charges	2,284	-	2,284	721
Baring Street – running costs	7,885	-	7,885	10,698
BUS Project	25,948	65,811	91,759	21,672
Client expenses	-	-	-	423
Coalfields	-	-	-	1,901
Communications	2,028	-	2,028	2,828
Community Foundation – Salary costs	-	19,996	19,996	8,432
Client Involvement	-	73	73	-
Charities Trust – Nationwide	-	11,917	11,917	18,204
Community CAN NE	-	-	-	1,000
Family Intervention – salary costs	-	26,580	26,580	71,639
Family Intervention - BBC Children in Need	-	32,820	32,820	-
Food Bank – Consumables	-	11,845	11,845	17,740
– Advertising	-	160	160	-
– Salary and costs	13,279	22,114	35,393	46,020
– Holiday Hunger	-	-	-	15,015
– Rent	-	8,800	8,800	11,455
– Greggs	-	-	-	17,236
– Travel	-	-	-	259
– Van	-	2,166	2,166	2,526
– Volunteer expenses	-	665	665	1,373
– Cleaning	-	950	950	-
– Project Costs	-	4,940	4,940	-
– Office Supplies	-	1,218	1,218	-
General office (computer, stationery etc)	-	-	-	4,960
Governance cost	7,240	-	7,240	15,703
HR	4,553	-	4,553	4,866
Insurance	15,628	-	15,628	-
IT	16,704	-	16,704	10,848
Outreach	5,958	-	5,958	6,604
Projects – salaries and costs	48,716	54,114	102,830	101,652
Jarrow Unit	-	9,443	9,443	-
Staff costs (employed and other workers)	22,188	-	22,188	2,234
– Consortium	-	85,603	85,603	60,469
Training	4,745	-	4,745	1,262
Travel	1,870	-	1,870	1,343
<b>Total Resources Expended</b>	<b>1,175,240</b>	<b>408,041</b>	<b>1,583,281</b>	<b>1,396,453</b>



# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 8. EXPENDITURE ON CHARITABLE ACTIVITIES *(continued)*

Expenditure on charitable activities in 2023 was made up of £954,850 unrestricted and £441,603 restricted funds.

Costs are allocated, where possible, directly to the project concerned. Where this is not possible the management committee have decided upon a basis which they consider appropriate.

#### 9. NET INCOMING RESOURCES FOR THE YEAR

	<b>Total 2024 £</b>	<b>Total 2023 £</b>
<b>This is stated after charging the following:</b>		
Governance costs	<u>7,240</u>	<u>15,703</u>
<b>10. STAFF COSTS AND NUMBERS</b>	<b>2024 £</b>	<b>2023 £</b>
<b>Staff costs (employed only) comprise:</b>		
Salaries	762,294	633,860
Employers NI contributions	57,901	55,540
Pension costs	28,749	24,524
	<u>848,944</u>	<u>713,924</u>

The figures for pension costs referred to above relate to KEY's contribution to Staff Pension Schemes. Two members of staff are in Stakeholder Pension Scheme and the remainder are in an auto enrolment scheme.

	<b>2024 £</b>	<b>2023 £</b>
<b>The average number of persons employed by the trust was as follows:</b>		
Management and Administrative	2	2
Charitable Activities	26	22
	<u>28</u>	<u>24</u>

The number of employees whose remuneration for the year fell within the following bands, were:

	<b>2024 No.</b>	<b>2023 No.</b>
£60,000 to £69,999	-	-
£70,000 to £79,999	-	1
£80,000 to £89,999	<u>1</u>	<u>1</u>

#### Key Management Personnel

Key management personnel comprise of one employee that has authority and responsibility for planning, directing and controlling the activities of the charity. The total compensation costs in respect of key management personnel for services provided to the charity was £82,710 (2023: £76,682).

#### 11. TRUSTEES REMUNERATION AND RELATED PARTY TRANSACTIONS

No members of the Trustees received any remuneration during the year (2023: £Nil)

Travel and other costs of £nil (2023: £Nil) were reimbursed.

No Trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2023: £Nil).

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 12. TAXATION

As a charity, Key Community is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or S252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

#### 13. FIXED ASSETS - Tangible Assets

	Motor Vehicle £	Strickland House £	Heaton Gardens £	Hedley Close £	116 Baring Street £	Trinity Walk £	Total £
<b>Cost</b>							
At 1 April 2023	129,741	205,357	31,906	30,906	165,515	37,237	600,662
Additions	-	-	-	-	-	-	-
At 31 March 2024	<u>129,741</u>	<u>205,357</u>	<u>31,906</u>	<u>30,906</u>	<u>165,515</u>	<u>37,237</u>	<u>600,662</u>
<b>Depreciation</b>							
At 1 April 2023	-	-	-	-	-	-	-
Charge for the year	<u>25,948</u>	-	-	-	-	-	<u>25,948</u>
At 31 March 2024	<u>25,948</u>	-	-	-	-	-	<u>25,948</u>
<b>Net Book Value</b>							
At 31 March 2024	<u>103,793</u>	<u>205,357</u>	<u>31,906</u>	<u>30,906</u>	<u>165,515</u>	<u>37,237</u>	<u>574,714</u>
At 31 March 2023	<u>129,741</u>	<u>205,357</u>	<u>31,906</u>	<u>30,906</u>	<u>165,515</u>	<u>37,237</u>	<u>600,662</u>

#### 14. Debtors

	2024 £	2023 £
Amounts due from consortium	25,473	7,367
Housing benefit due	376,230	227,093
Service charges due	27,432	25,923
Other debtors and prepayments	50,786	70,347
	<u>479,921</u>	<u>330,730</u>

#### 15. Creditors: Amounts Falling due within one Year

	2024 £	2023 £
Other creditors, accruals and deferred income	102,340	126,569
	<u>102,340</u>	<u>126,569</u>

#### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	-	574,714	-	574,714
Current assets	92,277	990,536	489,529	1,572,342
Current liabilities	(102,109)	-	(231)	(102,340)
<b>Net Assets at 31 March 2024</b>	<u>(9,832)</u>	<u>1,565,250</u>	<u>489,298</u>	<u>2,044,716</u>

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

### ANALYSIS OF NET ASSETS BETWEEN FUNDS – previous year

	General Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	£
Tangible fixed assets	-	600,662	-	600,662
Current assets	133,585	934,162	412,076	1,479,823
Current liabilities	(101,006)	(25,332)	(231)	(126,569)
<b>Net Assets at 31 March 2023</b>	<b>32,579</b>	<b>1,509,492</b>	<b>411,845</b>	<b>1,953,916</b>

### 17. ANALYSIS OF RESTRICTED FUND MOVEMENTS

	At 1 April 2023	Incoming	Outgoing	Transfers	At 31 March 2024
	£	£	£	£	£
Accommodation Grant	1,107	48,111	(46,720)	-	2,498
Act 435	1,012	1,780	(2,106)	-	686
All Churches Trust	-	-	-	-	-
Awards for All	2,443	-	-	-	2,443
Ballinger Grant	15,012	20,000	(7,668)	-	27,344
Bursary Fund	420	-	-	-	420
BUS Project	40,263	86,039	(65,811)	-	60,491
Charities Trust - Nationwide	30,495	7,305	(11,917)	-	25,883
Clothing Fund	847	-	-	-	847
Community Foundation	1,666	15,917	(19,996)	2,413	-
Community Foundation – Outreach	2,256	500	(73)	-	2,683
Community Foundation – Rising Stars	19,896	-	-	-	19,896
Consortium	36,223	101,896	(85,603)	-	52,516
Durham Community	-	-	-	-	-
Family Intervention	19,613	66,230	(59,400)	-	26,443
Food Bank/Support packs - funding	208,218	100,710	(52,858)	-	256,070
Jarrow Unit	-	8,000	(9,443)	1,443	-
Leathersellers	-	15,000	(15,100)	100	-
LGA	-	10,000	(10,050)	50	-
Mercers	28,782	-	(21,296)	-	7,486
Property Purchase Grants	1,452	-	-	-	1,452
Young People's Activities	2,140	-	-	-	2,140
	<b>411,845</b>	<b>481,488</b>	<b>(408,041)</b>	<b>4,006</b>	<b>489,298</b>

The transfers of £4,006 represents overspend funded by unrestricted monies.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

### 17. ANALYSIS OF RESTRICTED FUND MOVEMENTS (*continued*) – previous year

	At 1 April 2022 £	Incoming £	Outgoing £	Transfers £	At 31 March 2023 £
Accommodation Grant	49,687	43,829	(42,722)	(49,687)	1,107
Act 435	42	1,070	(100)	-	1,012
All Churches Trust	10,272	-	(10,310)	38	-
Awards for All	2,443	-	-	-	2,443
Ballinger Grant	15,047	15,000	(15,035)	-	15,012
Bursary Fund	420	-	-	-	420
BUS Project	47	188,890	(21,672)	(127,002)	40,263
Charities Trust - Nationwide	48,699	-	(18,204)	-	30,495
Clothing Fund	847	-	-	-	847
Community CAN NE	1,000	-	(1,000)	-	-
Community Foundation	-	10,098	(8,432)	-	1,666
Community Foundation – Outreach	-	2,750	(494)	-	2,256
Community Foundation – Rising Stars	-	19,896	-	-	19,896
Consortium	33,537	101,160	(60,469)	(38,005)	36,223
Durham Community	2,150	-	-	(2,150)	-
Family Intervention	17,085	74,067	(71,539)	-	19,613
Feeding Britain	2,786	-	-	(2,786)	-
Food Bank/Support packs - funding	229,988	89,884	(111,654)	-	208,218
Fuel Bursary Donation	90	-	-	(90)	-
Great North Run	1,224	913	-	(2,137)	-
Greggs	-	100	(100)	-	-
Groundwork re trip	5,500	-	-	(5,500)	-
KEY Staff	2,234	-	(2,234)	-	-
Leathersellers	4,243	15,000	(21,477)	2,234	-
LGA	-	10,000	(10,000)	-	-
Mercers	31,296	30,000	(32,514)	-	28,782
Northumbria Police	5,000	-	-	(5,000)	-
Places for People	3,901	-	-	(3,901)	-
Property Purchase Grants	1,452	-	-	-	1,452
RISE	7,974	-	-	(7,974)	-
Scottish Power	13,254	-	(13,254)	-	-
Virgin Money	10,000	-	-	(10,000)	-
Young People's Activities	2,563	-	(423)	-	2,140
	<u>502,781</u>	<u>602,657</u>	<u>(441,633)</u>	<u>(251,960)</u>	<u>411,845</u>

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2024

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### 17. ANALYSIS OF RESTRICTED FUND MOVEMENTS (continued)

Accommodation grants - Represents funding received towards working with young people experiencing poverty and disadvantage.

Act 435 - This represents donations received to give to individuals in hardship. ACT 435 is an online charity, directly connecting those who want to give to those who are in genuine need of their help through local church networks.

All Churches Trust – Funding was received towards salary costs for a wellbeing worker in the prior year.

Awards for All – Represents funding received in the prior year towards salary and office costs.

Ballinger Grant – KEY receives an annual grant award of £15,000 to help with KEY's activities.

Bursary Fund - This is money KEY gives to young people as a bursary to help them overcome employment, education, and training barriers.

BUS Project – Funds were received from Community Foundation and Feeding Britain towards the salary of a project lead and bus running costs.

Charities Trust - Nationwide – Represents funds received towards tenancy retention.

Clothing Fund – This is money KEY collected previously from selling donated items on eBay and at cash for clothes towards KEY projects.

Community CAN NE – Funds received in prior years towards development and registered provider progression.

Community Foundation - Represents funds received from Growth and Resilience Fund towards infrastructure investment post supporting the development of KEY's new services in the prior year. This year funds were received towards employability support.

Community Foundation – Rising Stars – Funds received in the prior year towards supporting disadvantaged young people in South Tyneside to reach their potential.

Community Foundation – Outreach – Represents a grant received for home resettlement packs for young people moving into independent living in South Tyneside.

Consortium – This represents funding received for costs including the commissioned contract with South Tyneside Council in partnership with DePaul UK and Places for People.

Durham Community provided two grants towards a housing project. No further progression has been made on this project as it is a potentially long term project. The funds were transferred to unrestricted in the prior year to be used towards professional and technical support in order for KEY to negotiate a lease and partnership agreement with South Tyneside Ventures Trust and a valuation on property to be developed.

Family Intervention – Funds were received from The Henry Smith Charity and BBC Children in Need towards a mediation and intervention post for 3 years.

Food Bank/Support packs is funds KEY receives for the KEY2Life Food Bank. Funds in 2023/24 were received in form of donations and grants from South Tyneside Council, Feeding Britain, The Neighbourly Foundation, Sir James Knott and Community Foundation.

Fuel Bursary – Funds received from individuals who received Winter Fuel Allowance from the Government donating the allowance to the Fuel Bursary Fund to help those in fuel poverty.

Great North Run – funds were entry fees paid from runners specifically for the Great North Run which was cancelled in 2020 due to COVID-19. These funds were spent in the prior year.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 17. ANALYSIS OF RESTRICTED FUND MOVEMENTS (continued)

Greggs – Funds awarded to a young person from hardship fund in the prior year.

Groundwork – Funding received for young people's activities which were spent in the prior year.

KEY Staff - Covers funding received for costs related to these posts, Funding Officer, Family Intervention Officer, Officer Manager, Prison Matters, Marketing and Communications Officer post. Funds were spent in the prior year.

Jarrow unit – Represents funding received from the council towards a unit to hold suppliers for the food bus.

Leathersellers – Salaries for prevention and mediation team.

LGA - Represents a contribution received to the mental health and wellbeing provision.

Mercers – Grant award towards the annual salary costs of a second Family Intervention Officer post.

Northumbria Police – This was a grant received within the objectives of cutting crime, crime prevention, reducing re-offending, supporting victims and community safety. Funds were spent in the prior year.

Property Purchase Grants - Represents grants received towards the purchase of flats. In 2019/20 KEY received £40,000 from Clothworkers. Previously £37,237 was transferred to designated funds to fund the purchase of the Trinity Walk property.

RISE and Places for People – Represents funds received towards activities sessional worker.

Scottish Power – Represents funding towards KEY Youth Hubs project which is the development of drop in hubs for socially excluded and disadvantaged young people.

Virgin Money – Grant award towards 1-year salary and related costs for Support Worker at Askins Lodge. In 2021 a grant was received towards additional staffing costs incurred due to COVID-19 pandemic. Funds were spent in the prior year.

Young People's Activities – Represents grant funding received to run young people's activities.

#### 18. MOVEMENT IN FUNDS

	At 1 April 2023 £	Incoming Resources £	Outgoing Resources £	Transfers £	At 31 March 2024 £
<b>Restricted funds</b>					
Charity activities	411,845	481,488	(408,041)	4,006	489,298
<b>Unrestricted funds</b>					
General funds	32,579	1,195,397	(1,152,096)	(85,712)	(9,832)
Designated funds	1,509,492	-	(25,948)	81,706	1,565,250
Total Unrestricted funds	1,542,071	1,195,397	(1,178,044)	(4,006)	1,555,418
<b>Total Funds</b>	<u>1,953,916</u>	<u>1,676,885</u>	<u>(1,586,085)</u>	<u>-</u>	<u>2,044,716</u>

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### MOVEMENT IN FUNDS – previous year

	At 1 April 2022 £	Incoming Resources £	Outgoing Resource s £	Transfers £	At 31 March 2023 £
<b>Restricted funds</b>					
Charity activities	502,781	602,657	(441,633)	(251,960)	411,845
<b>Unrestricted funds</b>					
General funds	50,000	989,195	(968,677)	(37,939)	32,579
Designated funds	1,219,593	-	-	289,899	1,509,492
Total Unrestricted funds	1,269,593	989,195	(968,677)	251,960	1,542,071
<b>Total Funds</b>	<u>1,772,374</u>	<u>1,591,852</u>	<u>(1,410,310)</u>		<u>1,953,916</u>

#### Purposes of Restricted Funds:

Charity activities: The funding enables support to be given to young people experiencing hardship in South Tyneside to allow them to live independent and successful lives.

#### General Funds:

Funds available for the charitable company to use for the purposes of the charitable company without restriction.

#### Designated Funds:

The Trustees have decided that a designated reserve within unrestricted funds should be established with the aim to cover up to six months operating expenditure. This decision recognises the extremely difficult funding environment and the longer lead times between funding applications and the final decision on those applications.

Based on a "draft cash flow" for the year to 31 March 2025 showing expenditure of £1,680,522 (including self-funding areas), the maximum designated reserve on this basis should be £840,261. The transfer of £795,413 represents funds taken from the 6 monthly expenditure designated fund in order to build up the general funds reserve.

In addition, a further amount is being designated for potential redundancy payments £140,816.

Further amounts have been designated towards the major repairs fund of £5,320 represented by the transfer in the year of £30,000 and expenses of £24,680.

Furthermore, funds have been designated towards the property fund which represents the value of all properties purchased by KEY Community as shown in note 13.

# KEY COMMUNITY

## NOTES TO THE FINANCIAL STATEMENTS

### YEAR ENDED 31 MARCH 2024

#### 18. MOVEMENT IN FUNDS (continued)

This means that the unrestricted funds shown above should be allocated as under:

	£
Major repairs fund	9,459
Property fund	574,714
Redundancy payments – as at 31 March 2024	140,816
Designated funds for 6 months expenditure	840,261
	<u>1,565,250</u>

#### 19. ANALYSIS OF CHANGES IN DEBT

	At 1 Apr 2023 £	Cash flows £	At 31 Mar 2024 £
Cash at bank and in hand	<u>1,149,093</u>	<u>(56,672)</u>	<u>1,092,421</u>

#### 20. OPERATING LEASE COMMITMENTS

The total future minimum lease payments under non-cancellable operating leases are as follows:

	2024 £	2023 £
Not later than 1 year	<b>55,438</b>	46,439
Later than 1 year and not later than 5 years	<b>14,431</b>	36,181
Due in more than 5 years	<b>193</b>	1,738
	<u><b>70,062</b></u>	<u>84,358</u>

#### 21. RELATED PARTIES

During the year, the charitable company continued to work in partnership with De Paul and Places for People who are members of the South Tyneside Consortium with KEY Community. Income for the year from De Paul was £102,033 (2023: £94,471). The amounts outstanding from De Paul at the year end were £25,474 (2023: £7,367). Income for the year from Places for People was £53,264 (2023: £24,262). The amounts outstanding from Places for People at the year end were £12,428 (2023: £16,174).

Churches Together South Tyneside who partner with KEY to run the Key2Life Foodbank is also considered a related party. Income from Churches Together in the current year was £nil (2023: £nil). There were no outstanding balances at the year end (2023: £nil).

#### 22. COMPANY LIMITED BY GUARANTEE

The legal status of the Trust is that of a company limited by guarantee and has no share capital. The liability of each member in the event of winding-up is limited to £10.



