

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2021**

Charity Number 1115514

Company Number 05722118

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)  
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**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**(A company limited by guarantee)**

**Reference and Administrative Details of the Company, its Trustees and Advisers**  
**For the year ended 31 March 2021**

|                                   |   |
|-----------------------------------|---|
| <b>Trustees:</b>                  | Kath Morris<br>Aline Shand<br>Simon Smith<br>Tina Wathern<br>Mark Petterson<br>Matthew Fowler (resigned 29 <sup>th</sup> September 2020)<br>Macer Gifford<br>Julie Briggs<br>Justin Cadbury (Appointed 29 September 2020) |
| <b>Company registered number:</b> | 05722118  |
| <b>Charity registered number:</b> | 1115514   |
| <b>Registered office:</b>         | 2 Chandos Close<br>Banbury<br>Oxon<br>OX16 4TL  |
| <b>Chief Executive:</b>           | Patrick Vercoe  |
| <b>Accountants:</b>               | Caroline Webster FCA<br>UHY Ross Brooke<br>Windrush Court<br>Abingdon Business Park<br>Abingdon<br>OX14 1SY   |
| <b>Bankers:</b>                   | Cafcash Ltd<br>PO Box 289<br>West Malling<br>Kent   |
| <b>Solicitors</b>                 | Brethertons<br>19 South Bar Street<br>Banbury<br>OX16 9AF   |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**(A company limited by guarantee)**

**Trustees' Report**  
**For the year ended 31 March 2021**

The Trustees (who are also directors of the charity for the purposes of the Companies Act) submit their annual report and the financial statements of BYHP (Supporting Young People in Housing Need) (the company) for the year ended 31 March 2021. The Trustees confirm that the annual report and financial statements of the company comply with current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" revised 2019 (FRS 102).

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**a. CONSTITUTION**

The company is a charitable company limited by guarantee and was set up by a Memorandum of Association.

The company is constituted under a Memorandum of Articles and is a registered charity number 1115514.

There have been no changes in the objectives since the last annual report.

**b. METHOD 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 Charity Commission Scheme.

**c. ORGANISATIONAL STRUCTURE AND DECISION MAKING**

The Board of Trustees and Officers meet at least six times per year, and day to day management of the organisation is delegated to the Chief Executive. The Chief Executive manages the staff team and delegates and oversees staff responsibilities as appropriate.

**d. RISK MANAGEMENT**

The trustees regularly assess the major risks to which the company is exposed as part of each trustees meeting and regularly between meetings, in particular those related to the operations and finances of the company. The trustees are satisfied that this year systems and procedures are now in place to effectively mitigate exposure to the major risks.

## **BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

### **Trustees' Report (Continued...) For the year ended 31 March 2021**

#### **OBJECTIVES AND ACTIVITIES**

##### **a. POLICIES AND OBJECTIVES**

BHYP's mission statement says:

To relieve hardship, need and distress amongst Young People in Oxfordshire in particular those who are aged 13-25 with a range of supporting preventable measures designed to improve the health and wellbeing of Young People accessing a range of specialised services including:

- Housing advice and information for those who are either Homeless or facing the prospect of being Homeless
- Mental Health support
- Family Counselling and Mediation
- Employability projects (jobs for Young People)
- Access to Foodbank services

The strategic aims of the organisation are:

- To develop a range of services which equip and empower Young People to improve their life skills and opportunities
- To continue to provide confidential advice, information and support services to all Young People in housing need
- Provide a range of key services which Young People can benefit from in terms of improving the overall quality of their lives
- Where possible to identify new services, which support Young People and react to the ever-changing landscape challenges of helping Young People often in crisis.

##### **b. ACTIVITIES FOR ACHIEVING OBJECTIVES**

Our main objectives for the year continued to be the prevention of homelessness, response to homelessness, and supporting young people to achieve skills for independent living. The core activities we used to achieve and meet our objectives this year has been:

Provision of:

- Advice relating to housing and related issues.
- Family mediation to work with Young People and their families, to resolve conflict and enable the Young Person wherever possible to return home.
- Employability services to help Young People find and maintain employment or reengage in education.
- Counselling services for Young People in need
- CAMHS early intervention mental health support
- Develop early intervention mental health support through the Mental Wealth Academy

##### **c. PROGRAMME RELATED INVESTMENTS**

The Chief Executive continued to strengthen the network of supporting local businesses that not only provided financial support but logistical services alongside additional help to promote the charity.

## **BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

### **Trustees' Report (Continued...) For the year ended 31 March 2021**

#### **d. VOLUNTEERS**

BYHP's staff team is complemented by a dedicated team of volunteers who provide a range of support services including fully qualified therapy counsellors. Other volunteers provide logistical assistance on an ad hoc basis helping with events and fundraising. We are extremely grateful to all our volunteers for their immense contribution towards helping us build and sustain excellent services.

#### **ACHIEVEMENTS AND PERFORMANCE**

##### **a. 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. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

##### **b. REVIEW OF ACTIVITIES**

To state that the last 12 months has been challenging seems grossly inadequate following the Coronavirus pandemic which has resulted in the Charity totally having to change the way services were delivered.

The COVID-19 outbreak and subsequent Lockdowns has meant that all our services have had to be switched to on-line consultation, wherever possible, using a combination of Zoom and Microsoft Teams, WhatsApp, email or just telephone contact.

This is against a background of a record rise in cases as Young People grappled with the effects of Lockdown in particular suffering from increased worrying about not attending School affecting their education, anxiety and depression, family isolation, Lockdown stress, step-parent conflicts, parental drinking leading to household confrontations, witnessing domestic abuse either physical or physiological or a combination of both. During the 12 months under review BYHP supported a record number of Young People totalling 439.

Thanks to the diligence of our Chief Executive BYHP enjoyed a record-breaking financial year, achieving record income levels which meant that unlike many other charities, we were able to keep all our staff in employment with no need to take advantage of the furlough scheme introduced by Government.

We would like to take this opportunity of thanking all our funders for their substantial support in this unprecedented year and for their continued confidence that BYHP will always put the interests of Young People at the centre of what we do.

One of the main highlights of the year was a windfall donation of £40,000, from TV Broadcaster and BYHP Ambassador Mark Pougatch, who was part of a successful celebrity team who won £120,000 between them on the ITV quiz programme Celebrity Chase.

## **BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

### **Trustees' Report (Continued...) For the year ended 31 March 2021**

#### **c. FUNDRAISING ACTIVITIES/INCOME GENERATION**

BYHP draws upon a diverse range of income from Trusts, Foundations, company giving, regular donor giving and public sector contracts. All normal fundraising local events were cancelled because of the pandemic.

Any funds raised that are unrestricted are saved as reserves wherever possible and BYHP is aiming to complete restoration and maintain its reserves to the desired level within the forthcoming financial year.

Income generated from charitable activities is restricted for the designated activities and is managed separately from funds held in reserve.

BYHP's main funders for 2020-2021 are:

- European Social Fund and Big Lottery (Back on Track)
- European Social Fund and Big Lottery (Unlocking Potential Project)
- Robert McAlpine Foundation
- PYE Settlement
- Schuster Family Trust
- DCS Group
- Fine and Country Estate Agents
- National Lottery Community Grant Fund
- Oxford Health NHS CAMHS services
- Dept of Health and Social Care
- The Tambour Foundation
- Oxfordshire Community Foundation
- St. Michael's and All Saints Charities
- Cherwell District Council
- CHK Covid-19 fund
- Morrisons Foundation
- CAF Community Fund
- Co-op Midlands Group

#### **FINANCIAL REVIEW**

##### **a. RESERVES POLICY**

It is the policy of the charity to maintain sufficient unrestricted reserves to provide for charitable expenditure so that BYHP can continue to meet its objectives for a period of 5 months if all, or most, of its income ceases.

Our policy is to build healthy reserves and to this end any operating surplus achieved in any one year is re-invested in the charity and maintaining its service provision for the benefit of Young People accessing our services.

## **BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

### **Trustees' Report (Continued...) For the year ended 31 March 2021**

#### **b. REVIEW OF THE YEAR**

As previously mentioned, this has been an unprecedented year not only because the pandemic but also achieving record income levels and record operating surplus despite the difficult and challenging circumstances.

Overall, the Charity achieved a record income level of £451,862 resulting in an operating surplus of £157,924 which will be used to re-invest in the service provision.

During the operational year several of the staff contracted Coronavirus or had to self-isolate, the Trustees are grateful for their dedication in maintaining services throughout the period.

#### **PLANS FOR THE FUTURE**

The Charity's staff structure has been re-organised and streamlined by the Chief Executive, with a clear reporting structure and responsibilities for all members of the staff team.

A five-year development plan has also been devised by the Chief Executive to navigate the future direction of the charity encompassing its objectives and direction of travel.

#### **GRANT INFORMATION**

We wish to thank all our principal funding partners for their on-going financial support. The key funding organisations are listed earlier in this report.

#### **MEMBERS' LIABILITY**

The Trustees of the company guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up.

#### **EMPLOYEE INVOLVEMENT AND EMPLOYMENT OF THE DISABLED**

Employees are consulted on issues of concern to them by holding regular monthly meetings.

Financial and operational information is shared at each monthly Team Meeting and staff have been kept informed on specific matters directly by management.

The company annually reviews key detailed policies of all aspects of personnel and welfare matters including:

- COVID-19 safety procedures both attending office and visiting clients' protocol.
- Health and Safety policy
- Safeguarding and Prevent policy
- Equal Opportunities policy
- Update of staff Employees Handbook
- Human resources guidelines

In accordance with the company's Equal opportunities policy, the company has long established fair employment practices in the recruitment, selection, retention and training of staff. Full details of these policies are available from the company's offices



## **BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

### **Trustees' Report (Continued...) For the year ended 31 March 2021**

#### **PUBLIC BENEFIT**

BYHP is based in Banbury and works predominantly with Young People in North Oxfordshire and the surrounding area. In 2020/21 439 Young People between the ages of 13 to 25 used BYHP's services.

The Trustees confirm that they have complied with the duty in Section 15 (5) of the 2011 Charities Act to have due regards to public benefit guidance published by the Charity Commission.

#### **TRUSTEES' RESPONSIBILITIES STATEMENT**

The Trustees (who are also directors of BYHP (Supporting Young People in Housing Need) for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 ..... and signed on their behalf by:

  
Simon Smith, Treasurer

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2021 which are set out on pages 9 to 22.

**Responsibilities and basis of report**

As the charity trustees of the company (and also 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 your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's statement**

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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

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.



Caroline Webster FCA  
UHY Ross Brooke  
Windrush Court  
Abingdon Business Park  
Abingdon  
OX14 1SY

9 November 2021

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

|  | Notes | Unrestricted<br>Funds<br>2021<br>£ | Restricted<br>Funds<br>2021<br>£ | Total<br>Funds<br>2021<br>£ | Total<br>Funds<br>2020<br>£ |
|--|-------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| <b>Incoming resources from:</b>                      |       |                                    |                                  |                             |                             |
| Donations and legacies                               | 2     | 92,362                             | -                                | 92,362                      | 84,414                      |
| Charitable activities                                | 2     | 2,000                              | 136,134                          | 138,134                     | 151,868                     |
| Other trading activities                             | 3     | 859                                | -                                | 859                         | 22,006                      |
| Other incoming resources                             | 4     | 220,507                            | -                                | 220,507                     | 43,267                      |
| <b>Total income</b>                                  |       | <b>315,728</b>                     | <b>136,134</b>                   | <b>451,862</b>              | <b>301,555</b>              |
| <b>Expenditure on:</b>                               |       |                                    |                                  |                             |                             |
| Raising funds  |       | 144                                | -                                | 144                         | 216                         |
| Charitable activities                                | 5/6   | 167,560                            | 120,334                          | 287,894                     | 283,105                     |
| Other expenditure                                    | 7     | 5,900                              | -                                | 5,900                       | 6,749                       |
| <b>Total expenditure</b>                             |       | <b>173,604</b>                     | <b>120,334</b>                   | <b>293,938</b>              | <b>290,070</b>              |
| <b>Net income/(expenditure)<br/>before transfers</b> |       | <b>142,124</b>                     | <b>15,800</b>                    | <b>157,924</b>              | <b>11,485</b>               |
| Transfers between funds                              |       | 8,627                              | (8,627)                          | -                           | -                           |
| <b>Net movement of funds in<br/>year</b>             |       | <b>150,751</b>                     | <b>7,173</b>                     | <b>157,924</b>              | <b>11,485</b>               |
| Reconciliation of funds:                             |       |                                    |                                  |                             |                             |
| Total funds brought forward                          |       | 82,132                             | 13,178                           | 95,310                      | 83,825                      |
| <b>Total funds carried forward</b>                   |       | <b>232,883</b>                     | <b>20,351</b>                    | <b>253,234</b>              | <b>95,310</b>               |

The Statement of Financial Activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2021**

|                                 | Notes | 2021<br>£      | 2020<br>£      |
|---------------------------------|-------|----------------|----------------|
| <b>Fixed Assets</b>             |       |                |                |
| Tangible assets                 | 10    | 7,985          | 9,221          |
| Investments                     | 11    | 100            | 100            |
|                                 |       | <u>8,085</u>   | <u>9,321</u>   |
| <b>Current Assets</b>           |       |                |                |
| Debtors                         | 12    | 1,410          | 41,910         |
| Cash at bank                    |       | 276,730        | 69,160         |
|                                 |       | <u>278,140</u> | <u>111,070</u> |
| <b>Creditors</b>                |       |                |                |
| Amounts due within one year     | 13    | 32,991         | 25,081         |
|                                 |       | <u>245,149</u> | <u>85,989</u>  |
| <b>Net Current Assets</b>       |       |                |                |
| <b>Total Net Assets</b>         | 14    | <u>253,234</u> | <u>95,310</u>  |
| <b>The Funds of the Charity</b> |       |                |                |
| Unrestricted income funds       |       |                |                |
| -General Funds                  |       | 220,383        | 74,632         |
| -Designated fund                | 15    | 12,500         | 7,500          |
| Restricted income funds         | 16    | 20,351         | 13,178         |
|                                 |       | <u>253,234</u> | <u>95,310</u>  |

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

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

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

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

These accounts were approved by the Board of Directors on ..... and are signed on behalf of the board by:

.....  
 Simon Smith, Treasurer

Oct 26<sup>th</sup> 2021

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

|   | <b>2021</b> | <b>2020</b> |
|---|-------------|-------------|
|   | <b>£</b>    | <b>£</b>    |
| <b>Cash flows from operating activities:</b>  |             |             |
| Net movement in funds for the reporting period (as per the statement of financial activities) | 157,924     | 11,485      |
| Adjustments for:  |             |             |
| (Increase)/decrease in debtors  | 40,500      | (26,114)    |
| Increase/(decrease) in creditors  | 7,910       | 13,698      |
| Depreciation charge   | 1,236       | 1,564       |
| Net cash provided by (used in) operating activities   | 207,570     | 633         |
| <b>Change in cash and cash equivalents in the reporting period</b>                            | 207,570     | 633         |
| <b>Cash and cash equivalents at the beginning of the reporting period</b>                     | 69,160      | 68,527      |
| <b>Cash and cash equivalents at the end of the reporting period</b>                           | 276,730     | 69,160      |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES**

|  | <b>Unrestricted<br/>Funds<br/>2020<br/>£</b> | <b>Restricted<br/>Funds<br/>2020<br/>£</b> | <b>Total<br/>Funds<br/>2020<br/>£</b> |
|--|--|--|---------------------------------------|
| <b>Incoming Resources</b>                        |  |  |                                       |
| <b>Donations and legacies</b>                    |  |  |                                       |
| Voluntary income                                 | 141,311                                      | 94,348                                     | 235,659                               |
| <b>Income from other trading activities</b>      |  |  |                                       |
| Activities for raising funds                     | 10,060                                       | -  | 10,060                                |
| Other incoming resources                         | 14,265                                       | -  | 14,265                                |
| <b>Total income</b>                              | <u>165,636</u>                               | <u>94,348</u>                              | <u>259,984</u>                        |
| <b>Resources expended:</b>                       |  |  |                                       |
| Raising funds                                    | 497  | -  | 497                                   |
| Charitable activities                            | 159,203                                      | 109,411                                    | 268,614                               |
| Other expenditure                                | 8,283  | -  | 8,283                                 |
| <b>Total expenditure</b>                         | <u>167,983</u>                               | <u>109,411</u>                             | <u>277,394</u>                        |
| <b>Net (expenditure)/income before transfers</b> | (2,347)                                      | (15,063)                                   | (17,410)                              |
| Transfers between funds                          | (5,053)                                      | 5,053                                      | -                                     |
| <b>Net movement of funds in year</b>             | <u>(7,400)</u>                               | <u>(10,010)</u>                            | <u>(17,410)</u>                       |
| Reconciliation of funds:                         |  |  |                                       |
| Total funds brought forward                      | 88,233                                       | 13,002                                     | 101,235                               |
| <b>Total funds carried forward</b>               | <u>80,833</u>                                | <u>2,992</u>                               | <u>83,825</u>                         |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**1. Accounting Policies**

**(a) Basis of Accounting**

BYHP constitutes a public benefit as defined by FRS 102. The accounts 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), the Charities Act 2011 and the Companies Act 2006.

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going-concern.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

**(b) Company Status**

BYHP is a company limited by guarantee (incorporated in England and Wales). The members of the company are the Trustees named on page 3. 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.

**(c) Fund Accounting**

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

Designated funds are unrestricted funds which are available for general objectives of the company but have been designated by the Trustees for a particular purpose.

Restricted funds are funds which are to be used in accordance with specific restriction imposed by donors or which have been raised by the company for particular purposes. The cost 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 statement.

Investment income, gains and losses are allocated to the appropriate fund.

**(d) Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

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



**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**Accounting Policies (Continued)**

Income tax recoverable in relation to investment income is recognised at the time the investment income is received.

**(e) Resources expended**

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

**(f) Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

|                                 |                       |
|---------------------------------|-----------------------|
| Office equipment                | -25% reducing balance |
| Leasehold property improvements | -3.33% straight line  |

**(g) Investments**

Investments in subsidiary undertaking are stated at cost at the balance sheet date. The Statement of financial activities includes the net gains and losses arising on revaluations and disposals throughout the year.

**(h) Operating leases**

Rentals under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the period until the date the rent is expected to be adjusted to the prevailing market rate.

**(i) Government grants**

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

**(j) Pensions**

The company operates a defined contribution pension scheme and the pension charge represents the amount payable by the company to the fund in respect of the year.



**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**2. Voluntary income**

|                          | Unrestricted<br>£ | Restricted<br>£ | 2021<br>£      | 2020<br>£      |
|--------------------------|-------------------|-----------------|----------------|----------------|
| Donations                | 92,362            | -               | 92,362         | 84,414         |
| Grants                   | 2,000             | -               | 2,000          | 151,868        |
| Service level agreements | -                 | 136,134         | 136,134        | -              |
| Voluntary income         | <u>94,362</u>     | <u>136,134</u>  | <u>230,496</u> | <u>236,282</u> |

Several service level agreements are now in place working with in tandem with our partners in Oxfordshire which help underpin the financial performance of the charity.

**3. Activities for raising funds**

|                              | Unrestricted<br>£ | Restricted<br>£ | 2021<br>£  | 2020<br>£     |
|------------------------------|-------------------|-----------------|------------|---------------|
| Activities for raising funds | <u>859</u>        | <u>-</u>        | <u>859</u> | <u>22,006</u> |

**4. Other income**

|                 | Unrestricted<br>£ | Restricted<br>£ | 2021<br>£      | 2020<br>£     |
|-----------------|-------------------|-----------------|----------------|---------------|
| Other income    | 66,540            | -               | 66,540         | 34,462        |
| Rental income   | 16,920            | -               | 16,920         | 8,805         |
| Covid-19 grants | 137,047           | -               | 137,047        | -             |
| Other income    | <u>220,507</u>    | <u>-</u>        | <u>220,507</u> | <u>43,267</u> |

A number of COVID-19 recovery grants were secured during the year including a substantial amount from the National Lottery Community Fund, subsidised by the Government.

**5. Direct costs**

|  | 2021<br>£      | 2020<br>£      |
|--|----------------|----------------|
| Refreshments                               | -              | 587            |
| Recruitment expenses                       | -              | 390            |
| Volunteer expenses                         | 207            | 38             |
| 3 <sup>rd</sup> party fundraising expenses | 607            | 4,855          |
| External supervision                       | 1,245          | 1,475          |
| Misc staff expenses                        | 3,470          | 1,159          |
| Training                                   | -              | -              |
| Young person costs                         | 2,276          | 3,383          |
| Wages and Salaries                         | 208,080        | 195,819        |
| National Insurance                         | 11,150         | 11,903         |
| Pension costs                              | 3,475          | 3,716          |
|  | <u>230,510</u> | <u>223,325</u> |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**6. Support costs**

|                                  | <b>2021</b>   | <b>2020</b>   |
|----------------------------------|---------------|---------------|
|                                  | <b>£</b>      | <b>£</b>      |
| Rates                            | 830           | 291           |
| Electricity and Gas              | 4,574         | 3,521         |
| Travelling                       | 1,142         | 5,549         |
| Printing, postage and stationery | 2,645         | 4,135         |
| Telephone                        | 5,649         | 5,878         |
| Membership                       | 3,357         | 1,298         |
| Repairs and renewals             | 8,377         | 4,164         |
| Cleaning                         | 8,538         | 9,195         |
| Premises expenses                | 5,281         | 4,981         |
| Staff Training                   | 798           | 2,102         |
| Insurance                        | 3,890         | 3,282         |
| Accountancy and bookkeeping      | 5,672         | 7,097         |
| IT                               | 5,395         | 6,481         |
| Sundry expenses                  | -             | 242           |
| Depreciation                     | 1,236         | 1,564         |
|                                  | <u>57,384</u> | <u>59,780</u> |

**7. Other expenditure**

|                             | <b>Unrestricted</b> | <b>Restricted</b> | <b>2021</b>  | <b>2020</b>  |
|-----------------------------|---------------------|-------------------|--------------|--------------|
|                             | <b>£</b>            | <b>£</b>          | <b>£</b>     | <b>£</b>     |
| Legal and professional fees | 3,911               | -                 | 3,911        | 5,008        |
| Independent examination fee | 1,920               | -                 | 1,920        | 1,680        |
| Bank Charges                | 69                  | -                 | 69           | 61           |
|                             | <u>5,900</u>        | <u>-</u>          | <u>5,900</u> | <u>6,749</u> |

**8. Staff Numbers**

The average monthly number of employees during the year was:

|                 | <b>2021</b> | <b>2020</b> |
|-----------------|-------------|-------------|
|                 | <b>No</b>   | <b>No</b>   |
| Management      | 1           | 1           |
| Support workers | 10          | 9           |
|                 | <u>11</u>   | <u>10</u>   |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**9. Staff Costs**

|                       | <b>2021</b>    | <b>2020</b>    |
|-----------------------|----------------|----------------|
|                       | <b>£</b>       | <b>£</b>       |
| Wages and salaries    | 208,080        | 195,819        |
| Social security costs | 11,150         | 11,903         |
| Pensions              | 3,475          | 3,716          |
|                       | <u>222,705</u> | <u>211,438</u> |

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

No trustee received any remuneration or expenses.

Fees for professional services provided by the trustees are detailed in note 18.

**10. Tangible fixed assets**

|                        | <b>Office<br/>Equipment<br/>&amp; Fixture &amp;<br/>Fittings</b> | <b>Leasehold<br/>Property<br/>Improvements</b> | <b>Total</b>  |
|------------------------|--|--|---------------|
|                        | <b>£</b>   | <b>£</b>                                       | <b>£</b>      |
| <b>Cost</b>            |  |  |               |
| At 1 April 2020        | 35,758   | 7,548  | 43,306        |
| Additions              | -  | -  | -             |
| Disposals              | -  | -  | -             |
| At 31 March 2021       | <u>35,758</u>  | <u>7,548</u>                                   | <u>43,306</u> |
| <b>Depreciation</b>    |  |  |               |
| At 1 April 2020        | 31,821   | 2,265  | 34,085        |
| Charge for the year    | 984  | 252  | 1,236         |
| Eliminated on disposal | -  | -  | -             |
| At 31 March 2021       | <u>32,805</u>  | <u>2,517</u>                                   | <u>35,321</u> |
| <b>Net book value</b>  |  |  |               |
| At 31 March 2021       | <u>2,954</u>   | <u>5,031</u>                                   | <u>7,985</u>  |
| At 31 March 2020       | <u>3,938</u>   | <u>5,283</u>                                   | <u>9,221</u>  |

BYHP has been gifted the Youth and Community Centre, the LaunchPad in Grimsbury by Cherwell District Council, on a long lease at zero cost. The value of the lease is unknown.

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**11. Fixed asset investments**

| <b>Market Value</b>               | <b>Shares in<br/>Programmed Related<br/>Investments</b> |
|-----------------------------------|---|
| At 1 April 2020 and 31 March 2021 | <b>£</b>  |
|                                   | <u>100</u>  |

**Subsidiary undertakings**

The following were subsidiary undertakings of the company;

| <b>Name</b>         | <b>Holdings</b> |
|---------------------|-----------------|
| BYHP Pantry Limited | <u>100%</u>     |

The aggregate of the share capital and reserves as at 31 March 2021 and of the profit or loss for the year ended on that date for the subsidiary undertakings were as follows:

| <b>Name</b>         | <b>Aggregate<br/>Share Capital<br/>&amp; Reserves<br/>£</b> | <b>Profit/(loss)<br/>£</b> |
|---------------------|---|----------------------------|
| BYHP Pantry Limited | <u>301</u>  | <u>-</u>                   |

**12. Debtors**

|                                | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|--------------------------------|-------------------|-------------------|
| Trade debtors                  | 1,410             | 16,410            |
| Prepayments and accrued income | <u>-</u>          | <u>25,500</u>     |
|                                | <u>1,410</u>      | <u>41,910</u>     |

**13. Creditors – Amounts Falling Due Within One Year**

|                              | <b>2021<br/>£</b> | <b>2020<br/>£</b> |
|------------------------------|-------------------|-------------------|
| Taxation and social security | 4,074             | 3,728             |
| Accruals and deferred income | 24,760            | 1,920             |
| Trade creditors              | 3,561             | 3,836             |
| Other creditors              | <u>596</u>        | <u>15,597</u>     |
|                              | <u>32,991</u>     | <u>25,081</u>     |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**14. Analysis of Net Assets between Funds**

| <b>Current year</b>      | <b>Net<br/>Current<br/>Assets<br/>£</b>     | <b>2021<br/>Total<br/>Assets<br/>£</b>     |
|--------------------------|---|--|
| Unrestricted Funds       | 224,798                                     | 232,883                                    |
| Restricted Funds         | <u>20,351</u>                               | <u>20,351</u>                              |
|                          | <u>245,149</u>                              | <u>253,234</u>                             |
| <br><b>Previous year</b> | <br><b>Net<br/>Current<br/>Assets<br/>£</b> | <br><b>2020<br/>Total<br/>Assets<br/>£</b> |
| Unrestricted Funds       | 72,811                                      | 82,132                                     |
| Restricted Funds         | <u>13,178</u>                               | <u>13,178</u>                              |
|                          | <u>85,989</u>                               | <u>95,310</u>                              |

**15. Movements on Designated Funds**

**Previous year**

|           | <b>Balance<br/>1 Apr 2019<br/>£</b> | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Transfers<br/>£</b> | <b>Balance<br/>31 Mar<br/>2020<br/>£</b> |
|-----------|-------------------------------------|---------------------|--------------------------|------------------------|--|
| McAlpine  | 27,683                              | 10,000              | (2,492)                  | (35,191)               | -  |
| DCS Group | <u>5,000</u>                        | <u>5,000</u>        | <u>(2,500)</u>           | <u>-</u>               | <u>7,500</u>                             |
|           | <u>32,683</u>                       | <u>15,000</u>       | <u>(4,992)</u>           | <u>(35,191)</u>        | <u>7,500</u>                             |

**Current year**

|           | <b>Balance<br/>1 Apr 2020<br/>£</b> | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Transfers<br/>£</b> | <b>Balance<br/>31 Mar<br/>2021<br/>£</b> |
|-----------|-------------------------------------|---------------------|--------------------------|------------------------|--|
| DCS Group | <u>7,500</u>                        | <u>5,000</u>        | <u>-</u>                 | <u>-</u>               | <u>12,500</u>                            |
|           | <u>7,500</u>                        | <u>5,000</u>        | <u>-</u>                 | <u>-</u>               | <u>12,500</u>                            |

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**16. Movements on Restricted Funds**

**Previous year**

|  | <b>Balance<br/>1 Apr 2019<br/>£</b> | <b>Income<br/>£</b> | <b>Expenditure<br/>£</b> | <b>Transfers<br/>£</b> | <b>Balance<br/>31 Mar<br/>2020<br/>£</b> |
|--|-------------------------------------|---------------------|--------------------------|------------------------|--|
| ESF Big Lottery BBO –<br>Back on Track | 1,015                               | 35,853              | (39,193)                 | -                      | (2,325)                                  |
| L Brodey                               | 646                                 | -                   | -                        | -                      | 646                                      |
| ESF Big Lottery BBO –<br>Up Oxon       | 133                                 | 37,348              | (39,754)                 | -                      | (2,273)                                  |
| CAMHS Project                          | -                                   | 31,417              | (38,727)                 | 7,310                  | -  |
| Emergency<br>Accommodation Fund        | 975                                 | -                   | -                        | -                      | 975                                      |
| St James Place                         | -                                   | 10,000              | (4,160)                  | -                      | 5,840                                    |
| Mental Wealth<br>Academy Project       | -                                   | 7,500               | (1,781)                  | -                      | 5,719                                    |
| Evenlode Investment<br>Management      | 223                                 | 5,000               | (627)                    | -                      | 4,596                                    |
|  | <u>2,992</u>                        | <u>127,118</u>      | <u>(124,242)</u>         | <u>7,310</u>           | <u>13,178</u>                            |

## BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)

### NOTES TO THE ACCOUNTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### Movements on Restricted Funds (continued)

##### Current year

|                                     | Balance<br>1 Apr 2020<br>£ | Income<br>£ | Expenditure<br>£ | Transfers<br>£ | Balance<br>31 Mar<br>2021<br>£ |
|-------------------------------------|----------------------------|-------------|------------------|----------------|--------------------------------|
| ESF Big Lottery BBO – Back on Track | (2,325)                    | 37,325      | (29,962)         | -              | 5,038                          |
| L Brodey                            | 646                        | -           | -                | (646)          | -                              |
| ESF Big Lottery BBO – Up Oxon       | (2,273)                    | 36,340      | (30,632)         | -              | 3,435                          |
| CAMHS Project                       | -                          | 32,219      | (26,484)         | -              | 5,735                          |
| YPSA                                | -                          | 4,000       | -                | -              | 4,000                          |
| Emergency Accommodation Fund        | 975                        | -           | (192)            | (783)          | -                              |
| Peers Group Outgoings               | 4,596                      | -           | (700)            | (3,896)        | -                              |
| St James Place                      | 5,840                      | -           | (2,538)          | (3,302)        | -                              |
| Mental Wealth Academy Project       | 5,719                      | 26,250      | (29,826)         | -              | 2,143                          |
|                                     | 13,178                     | 136,134     | (120,334)        | (8,627)        | 20,351                         |

A number of restricted funds were used to support Young People. Employability schemes such as Back on Track are for Young People aged 15-17, who are identified at risk of NEET, not in education, employment or training or already NEET. Unlocking Potential is for Young People aged 17-21 years old who have been NEET for six months or more. Mental Health services include CAMHS is an early intervention programme who require "light touch mental health support, whilst the Mental Wealth Academy is mental health intervention for older Young People, who are beyond the age for CAMHS support but not old enough to take advantage of the Adult Mental Health pathway.

#### 17. Pension commitments

The company operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to £3,475 (2020: £3,716). At the year-end £597 was outstanding (2020: £597).

#### 18. Trustees' expenses

During the year, trustees incurred expenditure on the company's behalf amounting to £nil. (2020: £nil).

**BYHP (SUPPORTING YOUNG PEOPLE IN HOUSING NEED)**

**NOTES TO THE ACCOUNTS (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2021**

**19. Related party transactions**

During the year Wellers Accountants provided the company accounting services totalling £1,800 (2020: £2,442). The amount outstanding at the end of the year was £150 (2020: £150). Simon Smith, director and treasurer of the company is a partner in Wellers.