

**CITIZENS ADVICE SERVICES CORBY & KETTERING**

**REPORT OF THE TRUSTEES**



REGISTERED NUMBER: 06156809 (England and Wales)  
REGISTERED CHARITY NUMBER: 1119081

**CITIZENS ADVICE SERVICES CORBY & KETTERING**

**(A COMPANY LIMITED BY GUARANTEE AND  
NOT HAVING A SHARE CAPITAL)**

**REPORT OF THE TRUSTEES  
AND UNAUDITED FINANCIAL STATEMENTS FOR THE  
YEAR ENDED 31ST MARCH 2024**

**AZETS**

**Independent Examiner**

**CITIZENS ADVICE SERVICES CORBY & KETTERING**

**REPORT AND ACCOUNTS – YEAR ENDED 31ST MARCH 2024**



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**REPORT OF THE TRUSTEES**

The Trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report together with the financial statements of the Charity for the year ended 31st March 2024. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) FRS 102 "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Charity Name:	Citizens Advice Services Corby & Kettering
Charity Registration:	1119081
Company Number:	06156809
Registered Office:	The Corby Cube Parkland Gateway George Street Corby Northants NN17 1QG
Company Secretary:	Philip Arkell
Bank:	National Westminster Bank plc 25 Corporation Street Corby Northants NN17 1NR
Independent Examiner:	P Tyler Azets Thorpe House 93 Headlands Kettering Northants NN15 6BL
Solicitors:	Seatons Solicitors 1 Alexandra Road Corby Northants NN17 1PE

**REPORT OF THE TRUSTEES**

**Report of the Chair**

Sadly, this year has seen no let up in the cost of living crisis which has beset our country for some years and unfortunately, I see no quick end or improvement in our situation in the foreseeable future.

If you take a look at our impact dashboard you will see that we have been able to help so many more people as they navigate their lives over the past year. I'm acutely aware that nothing will change in the short term however we should be encouraged by the fact that our organisation will be there for all those who need our help over our many areas of expertise.

I would like to take this opportunity to let you know that our tremendous and expertly trained staff under the leadership of Phil our CEO have worked tirelessly over the past year to ensure that all who need help get it. Citizens Advice would be nothing without its volunteers, and I pay tribute to all our volunteers including our Trust Board who have also been part of this increasingly growing journey in the last year.

I should also say how grateful we are to North Northants Council and it's Leadership team whose support with our premises is invaluable and we are so grateful. I look forward to working more closely with them in the future.

The financial results stand for themselves so I am able to conclude by saying that I am confident that our Organisation will be there to help and enhance the lives of so many people in the coming years.

Paul Clarke  
Chair of the Trust Board

**Directors and Trustees**

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law and throughout this report are collectively referred to as the Trustees.

The following Trustees (who are also directors) served during the year:

Adrian Chambers	Director/Trustee	
Paul Clarke	Chair	
Jessica Cotton	Treasurer	
Patrishia Dewar	Director/Trustee	
Joy Lyman	Director/Trustee	Resigned 3 April 2024
Matthew Quincey	Director/Trustee	Co-opted 3 April 2024
Audrey Teodorini	Vice Chair	
Lesley Thurland	Director/Trustee	
Christopher Woolmer	Director/Trustee	
Emma Wynne	Director/Trustee	

**OBJECTIVES AND ACTIVITIES**

**Objects**

The object of Citizens Advice Services Corby & Kettering is the promotion of any charitable purpose for the benefit of the communities of Corby and Kettering Borough by the advancement of education, the protection of health and the relief of poverty, sickness and distress. The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's objectives and in planning its future activities.

Citizens Advice Services Corby & Kettering aims to provide free, confidential, impartial and independent advice



**REPORT OF THE TRUSTEES**

and information for the benefit of the local community, to exercise a responsible influence on the development of social policies and services and to ensure that individuals do not suffer through a lack of knowledge or an inability to express their needs effectively.

In addition to the continuing provision of high-quality advisory services to the local community, the primary objective of the period was to ensure that the level of services delivered were maintained at their current level despite a difficult economic climate. Increasing the number of volunteers also remained high priority.

**Our work**

Our service is provided free at the point of delivery. It includes the provision of front-line diagnostic advice with referrals to specialist staff and external agencies where appropriate.

We help our clients with issues that are important to them.

- Debt: We advise on managing money, negotiating with creditors, and choosing debt management options.
- Benefits: We advise people on how to claim benefits to which they may be entitled. We also assist clients with appeals and mandatory reconsiderations.
- Housing: We advise clients on issues including eviction, private tenancies, social housing tenancies, possession orders, property repairs and homelessness
- Energy: We advise clients on issues relating to energy supply, energy costs and help with issues relating to suppliers or tariffs.
- Employment: We advise employees on issues including unfair dismissal, employment rights, discrimination and bullying
- Relationships: We give information on how to access legal help and give advice on practical solutions in response to issues such as neighbour disputes, domestic violence, school problems, and family breakups.
- We deliver financial capability training and employability support to help local people survive the cost-of-living crisis and improve their prospects of securing a job.

We also give information on how to access specialist help and give advice on a wide range of issues including disputed tax, immigration, consumer, legal and education issues.

**Service Provision**

Although we offer a full advice service from our offices in Corby and Kettering, we have continued to develop our outreach services across North Northamptonshire.

We now deliver services in the following locations

**Kettering:**

- |                                  |                    |
|----------------------------------|--------------------|
| • Kettering Community Unit (KCU) | 1 session per week |
| • Desborough Library             | 1 session per week |
| • Rothwell Library               | 1 session per week |
| • Burton Latimer Library         | 1 session per week |
| • Salvation Army                 | 1 session per week |
| • Highfields Community Centre    | 1 session per week |

**Corby:**

- |                                  |                     |
|----------------------------------|---------------------|
| • Corby Foodbank                 | 2 sessions per week |
| • Kingswood Neighbourhood Centre | 1 day per week      |
| • Hazelwood Neighbourhood Centre | 1 day per week      |
| • Home-Start Corby               | 1 session per week  |

**East Northants:**

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- Oundle Foodbank 1 day per week
- Encompass, Rushden 1 session per week

Wellingborough:

- Daylight Centre 1 session per week

Our outreach services offer triage, full advice and even casework as required.

Telephone advice remains the most popular channel although it has dropped from 78% last year to just 62%. At the same time, face-to-face services have increased in popularity rising from 17% to 24%. Clients appreciate the convenience of telephone advice but also value the flexibility of being able to book a face-to-face appointment when they need practical help – for instance, with a benefit claim form.

The new email advice service was launched in August 2023 using a web form published on our website. This now represents 12% of advice work.

**Our Partners**

Our ability to reach the most vulnerable members of our community is dictated largely by the success of partnerships across the voluntary and statutory sectors.

We are pleased to say that we continue to work with North Northants Council to ensure that local residents have access to advice no matter where they live. The advice services strategic grant is now delivered in partnership with Citizens Advice West Northants and Cherwell and Community Law Service.

Our partners include:

- Citizens Advice West Northants and Cherwell
- Community Law Service
- Daylight Centre (Wellingborough)
- Encompass (Rushden)
- Highfields Community Centre
- HomeStart Corby
- Job Centre Plus
- KHL Big Local
- KCU (Kettering Community Unit)
- Library Service (Burton Latimer, Desborough and Rothwell)
- Salvation Army (Kettering)
- Trussell Trust (Corby, Oundle and Kettering)

We are pleased to report that we plan to work in partnership with Northamptonshire MIND and Support North Northants next year.

**Our Impact**

Although the cost-of-living crisis is no longer characterised by rampant inflation, local people continue to face financial challenges with many managing a negative budget. We have experienced a substantial rise in both the number and complexity of cases – clients can approach us with a housing issue but may also require debt advice and/or help applying for welfare benefits.

In the last year, we have seen a further 5% increase in enquiries through our public advice desks and phone lines, rising to 21,431. This is on top of a 30% increase last year and equates to one enquiry every 3.3 minutes we are open.

Our advisers have helped address 29,526 issues, an 8% increase on the previous year, the equivalent of 123 issues presented each working day.

This translates into our advisers securing £4,470,464 in additional income, a 7% increase on the previous year and



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supporting our clients to manage £2,488,817 in debt. This is a 22% increase in the level of debt faced by clients in 12 months.

**Volunteering**

As the cost-of-living crisis took hold, the demand for advice services increased substantially. As an organisation reliant upon the dedication and commitment of highly trained volunteers, it remains necessary to recruit, induct and train at least 10-15 new volunteers to meet this demand.

We now have 25 volunteers supporting our advice services as well as our 9 volunteer trustees who are responsible for the governance of the charity.

In the last year, we are proud to say that our volunteers donated 9,412 hours the equivalent of 5.5 full time staff and generated more than £1m income for our clients.

**Website, social media and new access channels**

Our website and the accompanying webform has attracted a great deal of traffic from our clients. In less than a year, we received 828 requests for advice representing 12% of all cases.

This service is particularly helpful to those people who work and want an 'out of hours' service and for those able to resolve their issue once given the correct information.

**Food banks**

Our advice services are now firmly embedded across the food bank network in North Northants. Not only do we partner with the Trussell Trust in Corby, Oundle and Kettering, but we are also working alongside the food banks at the Daylight Centre in Wellingborough and Encompass in Rushden.

These outreach services are essential in enabling us to reach those people living in food poverty who may need help with income maximisation or debt management.

**Multiply and UKSPF Projects**

We continue to support local people through the Multiply project, focussing on financial capability, and more recently the UKSPF project which helps people distant from the employment market to get work.

These projects dovetail well into our advice provision and help us to deliver a holistic service across North Northamptonshire.

**REPORT OF THE TRUSTEES**

**FINANCIAL REVIEW**

**Financial Position**

Total incoming resources in the year were £509,350, of this £503,276 related to project restricted activities.

A profit of £36,290 was made in the year. At 31st March 2024 total reserves were £491,291 however these include restricted funds (ie those funds received for contractually restricted activities but not yet spent) of £114,442. The trustees have also designated a total of £334,500 of funds for specific purposes, as set out in note 11, this leaves general unrestricted funds of £42,349 at 31st March 2024.

**Reserves Policy**

Citizens Advice Services Corby & Kettering is required to ensure that free monies are available in each financial year to meet any reasonable foreseeable contingency. The trustees have allocated the financial reserves set aside allow for sufficient cash flow to maintain the core service of the Organisation at a level equivalent to at least three (3) months normal operating expenditure. This is the equivalent of £138,000.

The Trustees have recently reviewed our redundancy liability which is relatively high given the good staff retention rate. The trustees have allocated £146,500 in our designated reserves to meet this liability in the event that the Charity were to dissolve.

In recognition that the charity is accommodated within local authority premises, the trustees recognise that we may be asked to vacate these premises in the coming years. As a result, the trustees have allocated £50,000 in designated reserves to cover the cost of securing alternate office accommodation.

Summary of designated reserves:

3 months operating costs	£138,000
Redundancy liability	£146,500
Office accommodation contingency	£50,000
Total	£334,500

**Principal Funding Sources**

The Trustee Board extends their gratitude to North Northamptonshire Council (NNC) who continue to support the core operating of the Charity in both Corby and Kettering. Additionally, project specific funding was received from; Citizens Advice, NNC for Corby & Kettering Homelessness, Department for Education (via NNC) for the Multiply project, Henry Smith Charity and Trussell Trust.

NNC provide premises to the Charity in both Corby & Kettering, further details of this can be seen in Note 12.

**FUTURE PLANS**

Citizens Advice Services Corby & Kettering plan to expand their reach to include the whole of North Northamptonshire and will continue their work to ensure that the necessary funds are secured so that the services people need are in place when our help is needed. Strategic priorities for the next twelve (12) months are to seek new funding streams to support further project delivery and introduce services in the areas of Wellingborough and East Northants. We will continue to ensure that we are fit for purpose and look forward to working with our Partners in the future to serve our clients.



**REPORT OF THE TRUSTEES**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Citizens Advice Services Corby & Kettering is a company limited by guarantee governed by its Memorandum and Articles of Association dated 13th March 2007. It is registered as a Charity with the Charity Commission. Members are elected from the local community and must either reside or work in the Boroughs of Corby or Kettering. However such applications require the approval of the Trustees. There are currently nine members, each of whom agrees to contribute £1 in the event of the Charity winding up.

**Appointment of Trustees**

As set out in the Articles of Association the first Trustees shall be those persons notified to Companies House as the first directors of the Charity. Trustees are not required to retire by rotation and remain as Trustees until they resign. There shall be a minimum number of three Trustees and a maximum number of fifteen Trustees.

The Trustees have the power to appoint additional Trustees or to fill a vacancy arising amongst the Trustees. The members have the power to nominate additional Trustees, or Trustees to fill a vacancy, at a general meeting.

**Trustee induction and training**

New Trustees undergo an orientation day to brief them on their legal obligations under Charity and company law, the content of the Memorandum and Articles of Association, the decision-making processes, the business plan and recent financial performances of the Charity. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

**Organisational Structure**

Citizens Advice Services Corby & Kettering is governed by its Trustee Board which is responsible for setting the strategic direction of the organisation and the policy of the Charity. The Trustees carry the ultimate responsibility for the conduct of Citizens Advice Services Corby & Kettering and for ensuring that the Charity satisfies its legal and contractual obligations. Trustees meet, as a minimum, quarterly and delegate the day-to-day operation of the organisation to senior management. The Trustee Board is independent from management.

**Major Risks**

Citizens Advice Services Corby & Kettering has carried out a risk assessment and a risk strategy has been agreed which is incorporated in the Organisation's Business and Development Plan. The Trustees recognise that any major risks to which the Charity might be exposed need to be reviewed and systems put in place to mitigate those risks.

Included in external risks is that of the loss of funding which is becoming increasingly difficult to replace. The Charity strives to minimize exposure through securing funding from diverse donors

Signed on behalf of the Trustees

P Arkell, Secretary

Date 16/10/2024

**INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF  
CITIZENS ADVICE SERVICES CORBY & KETTERING**

I report on the accounts of the company for the year ended 31 March 2024 which are set out on pages 9 to 17.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants England and Wales.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**Basis of independent examiner's report**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

P Tyler  
Chartered Accountant (ICAEW)  
Azets  
Thorpe House  
93 Headlands  
KETTERING  
Northamptonshire  
NN15 6BL

Date: 16/10/2024



**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST MARCH 2024**

	Notes	Unrestricted Undesignated Funds	Designated Funds	Restricted Income Funds 31.03.24	Total Funds 31.03.24	Total Funds 31.03.23
INCOMING RESOURCES	2					
INCOME AND ENDOWMENTS						
FROM:						
Donations and legacies	2A	2,480	-	-	2,480	1,812
Investments	2B	2,894	-	-	2,894	2,083
Charitable activities	2C	700	-	503,276	503,976	357,316
Total Income and Endowments		6,074	-	503,276	509,350	361,211
RESOURCES EXPENDED	3					
Expenditure on charitable activities		-	-	(473,060)	(473,060)	372,724
Total expenditure		-	-	(473,060)	(473,060)	372,724
NET INCOMING/(EXPENDITURE) BEFORE TRANSFERS		6,074	-	30,216	36,290	(11,513)
EXCEPTIONAL INCOME		-	-	-	-	-
TRANSFER		(144,500)	144,500	-	-	-
NET MOVEMENT IN FUNDS		(138,426)	144,500	30,216	36,290	(11,513)
Total funds brought forward		180,775	190,000	84,226	455,001	466,514
Total funds carried forward		£42,349	£334,500	£114,442	£491,291	£455,001

There were no endowment funds for the year.

There were no recognised gains or losses for the period to 31 March 2024 other than those included in the Statement of Financial Activities.

All activities were continuing during the period.

The notes on pages 11 to 17 form part of these accounts.



**BALANCE SHEET AT 31ST MARCH 2024**

	<u>Notes</u>	<u>2024</u>	<u>2023</u>
<b>FIXED ASSETS</b>			
Tangible assets	7	-	-
<b>CURRENT ASSETS</b>			
Debtors	8	64,346	11,797
Cash at bank and in hand		<u>486,761</u>	<u>481,660</u>
		<u>551,107</u>	<u>493,457</u>
<b>CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR</b>	9	<u>(59,816)</u>	<u>(38,456)</u>
<b>NET CURRENT ASSETS</b>		<u>491,291</u>	<u>455,001</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	10	<u>£491,291</u>	<u>£455,001</u>
<b>THE FUNDS OF THE CHARITY:</b>			
<b>UNRESTRICTED FUNDS</b>	11	42,349	180,775
<b>DESIGNATED FUNDS</b>	11	334,500	190,000
<b>RESTRICTED FUNDS</b>	12	<u>114,442</u>	<u>84,226</u>
<b>TOTAL CHARITY FUNDS</b>		<u>£491,291</u>	<u>£455,001</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2024.

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard 102 (FRS 102).

The financial statements were approved by the Board of Trustees on 16/10/2024 and were signed on its behalf by:

P Clarke

Notes on pages 10 to 17 form part of these financial statements.

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024**

**1. ACCOUNTING POLICIES**

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the Charity's financial statements.

**Accounting convention**

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006 and the requirements of the Statement of Recommended Practice (SORP FRS 102), Accounting and Reporting by Charities.

**ASSETS**

**Tangible Fixed Assets for use by Charity**

Fixed assets are recorded at cost or, in cases where fixed assets have been donated to Citizens Advice Services Corby & Kettering at the original cost to that Charity.

**Depreciation**

Depreciation has been provided at the following rates in order to write down cost or valuation, less estimated residual value, of all tangible fixed assets by equal annual instalments over their expected useful lives.

Furniture	25%	Reducing balance
Equipment	33⅓%	Straight line

**INCOMING RESOURCES**

**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the Charity becomes entitled to the resources;
- the Trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Incoming resources with related expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

**Grants and donations**

Grants and donations are only included in the SoFA when the Charity has unconditional entitlement to the resources.

**Contractual income and performance related grants**

This is only included in the SoFA once the related goods or services have been delivered.

**Gifts in kind**

Gifts in kind are accounted for at a reasonable estimate of their value to the Charity or the amount actually realised.

Gifts in kind for sale or distribution are included in the accounts as gifts only when sold or distributed by the Charity.

Gifts in kind for use by the Charity are included in the SoFA as incoming resources when receivable.

**Donated services and facilities**

These are only included in incoming resources (with an equivalent amount in resources expended) where the



**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024**

benefit to the Charity is reasonably quantifiable, measurable and material. The value placed on these resources is the estimated value to the Charity of the service or facility received.

**Volunteer help**

The value of any voluntary help received is not included in the accounts but is described in the Trustees' annual report.

**Investment income**

This is included in the accounts when receivable.

**EXPENDITURE AND LIABILITIES**

**Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the Charity to pay out resources.

**Governance costs**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to Trustees on governance or constitutional matters.

**Grants with performance conditions**

Where the Charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the Charity.

**Value Added Tax**

As the majority of Citizens Advice Services Corby & Kettering's activities are classified as exempt or non-business activities for the purposes of value added tax, Citizens Advice Services Corby & Kettering is unable to reclaim any value added tax which it suffers on its purchases.

**Taxation**

No provision has been made for corporate tax or deferred tax as the charitable organisation is a registered Charity and is, therefore, exempt from taxation.



**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024****2. ANALYSIS OF INCOMING RESOURCES**

	<u>2024</u>	<u>2023</u>
	£	£
<b>2A VOLUNTARY INCOME</b>		
Donations and legacies	£2,480	£1,812
<b>2B INVESTMENT INCOME</b>		
Interest received	£2,894	£2,083

**2C INCOMING RESOURCES FROM CHARITABLE ACTIVITIES**

	Unrestricted Funds 2024 £	Restricted Funds 2024 £	Total 2024 £	Total 2023 £
Awards for All	-	19,980	19,980	9,932
Big Local	-	18,278	18,278	18,278
BBO - Goodwill Solutions	-	-	-	13,420
NNC Corby/Corby Borough Council	-	28,000	28,000	28,000
NESS (Warm Homes)	-	8,994	8,994	42,720
Henry Smith	-	48,000	48,000	47,200
Corby Borough Council Homelessness	-	19,367	19,367	19,367
NNC Kettering/Kettering Borough Council	-	88,000	88,000	80,000
NNC Kettering/KBC Housing	-	22,000	22,000	30,000
NNC Household Support	-	37,870	37,870	3,000
Trussell Trust Food Bank	-	10,703	10,703	10,100
CITA – Other	-	31,125	31,125	15,000
Multiply	-	123,121	123,121	10,930
Corby Foodbank	-	15,150	15,150	-
Dignity In Crisis	-	10,000	10,000	-
Other	700	22,688	23,388	29,369
	£700	£503,276	£503,976	£357,316

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024****3. ANALYSIS OF RESOURCES EXPENDED**

	Unrestricted Funds 2024	Restricted Funds 2024	Total 2024	Total 2023
<b>3 CHARITABLE ACTIVITIES</b>	£	£	£	£
Volunteer and travel expenses	-	10,785	10,785	15,014
Training and conference fees	-	1,253	1,253	923
Rent, rates and utilities	-	6,517	6,517	4,241
Citizens Advice Membership	-	8,860	8,860	8,140
Wages and salaries (note 4)	-	391,003	391,003	324,658
Telephone	-	5,584	5,584	4,353
Partner Payment	-	20,226	20,226	-
Printing, postage and stationery	-	13,960	13,960	12,215
IT Equipment	-	4,123	4,123	-
Independent examiners fee (note 6)	-	4,080	4,080	3,180
Consultancy fees	-	1,344	1,344	-
Repairs and maintenance	-	2,583	2,583	-
Room hire	-	2,742	2,742	-
	£-	£473,060	£473,060	£372,724

**4. EMPLOYEES**

	<u>2024</u>	<u>2023</u>
Staff costs were as follows:-	£	£
Gross wages, salaries and benefits in kind	355,060	300,003
Employer's national insurance costs	30,266	20,202
Pension	5,677	4,453
	<u>£391,003</u>	<u>£324,658</u>
Staff numbers were as follows:-	<u>2024</u>	<u>2023</u>
Management	3	3
Other	12	12
All relate to work on Charitable Activities	<u>15</u>	<u>15</u>

There were no 'high paid' staff in the year. 'High paid' is currently defined in statute as being £60,000 per annum.

**5. TRUSTEES**

	<u>2024</u>	<u>2023</u>
	£	£
Out of pocket expenses reimbursed to Trustees:-	-	-
Number of Trustees who were paid expenses	-	-

**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024****6. FEES FOR INDEPENDENT EXAMINATION**

	<u>2024</u>	<u>2023</u>
	£	£
Independent examiner's fees for reporting on the accounts	£4,080	£3,180
	<hr/>	<hr/>

**7. TANGIBLE FIXED ASSETS**

	<u>Furniture and Equipment</u>	<u>Total</u>
	£	£
Cost		
At 1 April 2023	26,881	26,881
Additions	-	-
Disposals	-	-
	<hr/>	<hr/>
At 31st March 2024	26,881	26,881
	<hr/>	<hr/>
DEPRECIATION		
At 1 April 2023	26,881	26,881
Charge for year	-	-
Eliminated on Disposal	-	-
	<hr/>	<hr/>
At 31st March 2024	26,881	26,881
	<hr/>	<hr/>
NET BOOK VALUE		
At 31st March 2024	£ -	£ -
	<hr/>	<hr/>
At 31st March 2023	£ -	£ -
	<hr/>	<hr/>

**8. DEBTORS**

	<u>2024</u>	<u>2023</u>
	£	£
Other debtors	£ 64,346	£ 11,797
	<hr/>	<hr/>

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<u>2024</u>	<u>2023</u>
	£	£
Other creditors	£59,816	£38,456
	<hr/>	<hr/>



**NOTES TO FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2024****10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	General Funds	Designated Funds	Restricted Funds	Total Funds
	£	£	£	
Tangible Fixed Assets	-	-	-	-
Current assets	42,349	334,500	174,258	551,107
Current liabilities	-	-	(59,816)	(59,816)
Net assets at 31st March 2024	<u>42,349</u>	<u>334,500</u>	<u>114,442</u>	<u>491,291</u>

**11. UNRESTRICTED FUNDS**

	01.04.23	Incoming	Outgoing	Transfer	31.03.24
	£	£	£	£	£
General purpose	180,775	6,074	-	(144,500)	42,349
Designated Funds	<u>190,000</u>	<u>-</u>	<u>-</u>	<u>144,500</u>	<u>334,500</u>
	<u>£370,775</u>	<u>£8,574</u>	<u>-</u>	<u>£-</u>	<u>£376,849</u>

The level of designated funds are set by the Trustees on an annual basis after due consideration of likely future expenditure. As such the Trustees decide upon allocations to or from designated funds.

At 31 March 2024 the Trustees had allocated the designated funds as follows:

- Redundancy costs (in the event the charity ceased) £146,500
- 3 months operating costs £138,000
- Office accommodation contingency £50,000

**12. RESTRICTED FUNDS**

	01.04.23	Incoming	Outgoing	Transfers	31.03.24
	£	£	£	£	£
Awards for All	-	19,980	-	-	19,980
Big Local	6,880	18,278	(25,528)	-	(370)
Corby Food Bank	-	15,150	(21,125)	-	(5,975)
Dignity In Crisis	-	10,000	(10,253)	-	(253)
Corby Borough Council (CBC)	-	28,000	(28,000)	-	-
CBC Homelessness	-	19,367	(19,367)	-	-
Henry Smith	27,662	48,000	(48,655)	-	27,007
Kettering Borough Council (KBC)	-	88,000	(88,000)	-	-
KBC Housing	-	22,000	(22,000)	-	-
Oundle Food Bank	-	10,703	(14,113)	-	(3,410)
NESS	9,129	8,994	(18,123)	-	-
Other	17,300	22,688	(21,073)	-	18,915
NNC Helpline	3,000	-	(3,000)	-	-
NNC Household Support	-	37,870	(20,226)	-	17,644
CITA – Other	15,000	31,125	(41,895)	-	4,230
Multiply	<u>5,255</u>	<u>123,121</u>	<u>(91,702)</u>	<u>-</u>	<u>36,674</u>
	<u>£84,226</u>	<u>£503,276</u>	<u>£473,060</u>	<u>-</u>	<u>114,442</u>

**12. RESTRICTED FUNDS (continued)**

- CLS Northamptonshire – sub-contract delivery partner on the Northants Energy Saving Service providing casework services in debt, benefits and energy advice
- Big Local provided funding for outreach worker within the Corby Kingswood and Hazelwood Community Centres
- CBC Homelessness provide funding to support a part-time money advice worker
- NNC provide funding to support the core service in Corby and also specialist benefits advice
- NNC provide funding to support the core service in Kettering and also specialist debt advice
- Henry Smith Charity provide funding for additional debt and benefits advice
- ESF funds provides the funding to support long term unemployed people by removing the barriers that prevent them from entering employment
- Citizens Advice provided funding for the Help to Claim service which helped clients making their claim for Universal Credit.

**13. DONATED FACILITIES**

North Northants Council (NNC) provides premises (and associated utilities) to the charity at no charge in both Corby and Kettering. The Trustees recognising this valuable contribution to the charity's activities, but as a donated facility, its commercial value should not be reflected in these accounts.

**14. TRANSACTIONS WITH RELATED PARTIES**

Other than as described in Note 5, there are no transactions with related parties during the year.