



Supporting drug and
alcohol recovery

www.hawkspring.org.uk

Trustees' Report and Financial Statements for the year ended 31st March 2022

Charity number 1120320
Company Number 05138449

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Registered Company no: 5138449

Registered Charity no: 1120320

Trustees' Annual Report

The Trustees present their Annual Report and Financial Statements of Hawkspring for the year ended 31st March 2022.

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Reference and Administrative Information

Charity Name:	Hawkspring
Charity Registration Number:	1120320
Company Registration Number:	5138449
Registered Office /Operational address:	@symes Community Building, Peterson Avenue, Hartcliffe, Bristol BS13 0BE
Trustees 2021 - 2022:	Katie Hipkiss (Chair) Terry Wright (Vice Chair) Derek Pickup Mark Brain Paul Goggin Patricia Willis (appointed 19/11/21)

Structure, Governance & Management

Governing Document

The organisation is a registered charity and a company limited by guarantee. Established in 2002, it was incorporated on 26th May 2004 and registered as a charity on 27th July 2007. The company was established under a Memorandum of Association which established the objects and powers of the company, and is governed under its Articles of Association. These were updated in November 2013 to reflect the current purposes of the organisation, in agreement with the Charity commission and Companies House.

The trustees of the Charity, who are also the Directors of the Company for the purposes of Company Law, exercise all the powers of the Charity and Company. The Board of Trustees meets monthly and is responsible for the strategic direction and policy of the charity. They delegate responsibility for the day to day running of the charity to the Chief Executive Officer, Carolyn Purcell (until March 2022), and Chloe Duff thereafter.

Recruitment and Appointment of Trustees

Under the articles one-third of the members of the board retire from office each year by rotation and are eligible for re-election. The composition of the board is such that it seeks to ensure that the needs of its client group are appropriately reflected through the diversity of those appointed. The board seeks to ensure the right set of appropriate skills and knowledge required to take the organisation through its next phase of development. In order to maintain this broad mix of experience and skills the board undertakes a regular skills audit and potential trustees are identified and invited to offer themselves for appointment.

Objects and Activities

Charitable Objects

To advance the education of the public, particularly young people and their families, about all matters relating to drugs, alcohol and other substance misuse.

To preserve the good mental health of relatives and carers of the people who misuse drugs, alcohol and other substances by the provision of information and support.

To relieve sickness and distress amongst persons who are dependent on drugs, alcohol and other substances by supporting the rehabilitation of such persons.

Our values

- Innovation: We maintain a cutting edge approach to our service delivery.
- Client-centred: We offer flexible services that provide choice and ease of access.
- Quality: We use evidenced based models of treatment.
- Engagement: We involve service users, the community and our partners, and use their feedback to develop our services.

How our activities deliver public benefit

The Trustees have had regard to the Charity Commission's guidance on public benefit and endeavour to implement them in all the charity's work. The public benefit provided by the charity is detailed below, with specific outcomes listed in the section "Achievements and Performance".

About Hawkspring

Hawkspring is a registered charity and company limited by guarantee. We are a community rooted organisation based in Hartcliffe, South Bristol, an area that is within the worst 1% of deprivation in England and Wales. Hawkspring (originally Hawks) was established in Bristol in 2002 to address the needs of people affected by substance misuse and addiction within the family and community. It was born out of a community need and started by local residents who were concerned about addiction within their families and community. Our work with vulnerable children began after local police on drug raids, were appalled by the neglectful conditions young children were living in. At that time there was nowhere for local families to turn to for support. In 2013, Hawks merged with Kwads, another South Bristol charity and changed its name to Hawkspring. The merger gave rise to our unique whole family approach and over the last 7 years we have developed that model with impressive results.

Our clients are the true hidden harm of substance misuse and our work combines prevention, treatment and education for people aged 5 to pensioners. These families are often leading chaotic lives and they face complex issues in addition to the addiction in their homes and in their communities: carers struggle in isolation and children feel alone, afraid and stigmatised. Individuals misusing come to us in crisis.

They have complex issues including mental ill-health, debt and food poverty. Through our accessible local services, we aim to lessen the negative impact of drug and alcohol misuse on vulnerable individuals, families and the community. We are the only service in Bristol offering specialist support of this kind to primary school aged children.

What we aim to achieve

To create communities where people live free from the damage caused by drugs and alcohol misuse, and are leading fulfilling, healthy lives.

We seek to make a difference to the community by:

- Reducing the negative impact of drugs and alcohol on families;
- Relieve the sickness and distress caused by substance misuse;
- Tackle the stigma and discrimination these families and community experience;
- Encourage families and friends to believe that they can change their lives and the lives of their loved ones for the better.

We also support professionals, providing them with information and advice. We give talks and presentations, raising awareness of our work, and creating joint referral systems.

Our response to local issues and needs

We operate services from the @symes Community Building in a busy shopping area in Hartcliffe. 87% of our clients come from the South Bristol wards of Hartcliffe and Withywood, Filwood and Knowle, Hengrove and Whitchurch Park, an area with a population of around 70,000.

Bristol City Council's 2019 report 'Deprivation in Bristol' identifies that the 10 most deprived neighbourhoods in Bristol are all in the South Bristol areas of Hartcliffe, Whitchurch Park and Knowle West. The 'State of Bristol' 2018/19 report, highlights the disparities across the city, including life expectancy. Our marginalised community suffers from chronic social problems and challenges, many of the issues are inter-generational, leading to a sense of hopelessness and stigmatisation:

- 1 in 3 has no qualifications;
- social housing accounts for two thirds of provision;
- child poverty is the highest in Bristol;
- heart disease, stroke and cancer rates are higher than city averages as is child mental ill health;

- substance misuse and associated crime is a significant problem for the area – negatively impacting on community cohesion, safety and economic development.
- People tend not to travel out of their community and many children have never visited the centre of the city they live in.

Since the emergence of the pandemic the situation has deteriorated; even before the pandemic we had food poverty, technology poverty and local services moving away to the centre of the city. We have since been aware of increased mental illness, with some of our clients experiencing suicidal thoughts.

Our pioneering 'whole family approach' was born out of our understanding of our community and our clients; the challenges they face and the solutions that work for them. With their feedback and involvement, we have continued to improve our services enabling us to bring about positive changes in their lives. We take a holistic approach proven to facilitate recovery, prevent relapses, and improve family relationships, support carers and other family members, including children.

We are increasingly within a rare breed of organisations which provide intensive and long-term support. We also are adaptable and flexible, putting the individual at the heart of what we do. It is this approach, together with intensive support via our structured 1:1s, that enables us to achieve what we do.

In February 2018, we entered a specific partnership with a larger regional charity to provide a conjoined recovery project in South Bristol. The partnering contract was signed in August 2018 and 4 Hawkspring staff were recruited between October 2018 and January 2019. The South Hub team is made up of DHI employees, including a team leader, and Hawkspring Recovery Support Workers. This recovery only service is complementary to that of the core Hawkspring team. For Hawkspring, this is akin to a 'stand alone' project.

Achievements and Performance

Our Services

We offer three main programmes of support and as an expansion of these services, we now offer some additional services for professionals, and are piloting new projects with clients.

Complex Needs Recovery Service: provides treatment and intensive support for those misusing drugs and alcohol. This offers clients greater flexibility and choice, and urgent and/or longer support. We provide them with information and increase their knowledge of drug and alcohol misuse. We seek to improve their physical and mental well-being and to positively change their lives.

Carers Service: Carers can take up to 7 years to seek help. They present with mental and physical ill health and are traumatised; their lives often controlled by the addict in their home. The service provides 1:1 support and an educational/therapeutic peer support groups aimed at any family members with a loved one who is misusing drugs or alcohol. We improve their self-confidence, wellbeing, knowledge, awareness and understanding of substance misuse to improve their resilience and ability to cope, thereby improving their capacity to protect other family members.

Children and Young People Services: We support children aged between 5 and 13 years old. In 2019-2020, 50% of our children were aged 8 and under. Our structured programme of 1:1 sessions is delivered mainly within the school environment. The young people are vulnerable, living with the adverse impact of drug and alcohol addiction at home; they are at risk of being drawn into addiction or used to distribute drugs.

Professional Services: We developed a training programme aimed at teachers who are working with families negatively

impacted by substance misuse during the pandemic. The programme came about through a request for help from a headteacher of a local primary school who predicts that between 15% and 20% of the children in her school are living with some kind of parental or familial substance misuse. We believe these percentages are similar across the board and this is not an isolated situation. The pilot was a huge success and will now be rolling the training out in other local schools.

Due to interest and demand we have adapted the programme and will be providing training to other professionals and organisations who work with people with substance misuse issues. For small organisations and charities like ours we are looking into setting up training swaps to help make good use of limited resources, and for larger organisations and professional bodies we will charge a fee for the training which will help generate income to feed back into Hawkspring services.

Pilot Projects: We have two new pilot projects ready to be delivered:

Our Senior CABS (Children Affected By Substances) Practitioner has worked in partnership with the Lead Youth Worker from HWCP (Hartcliffe and Withywood Community Partnership) to develop an educational programme aimed at children in primary schools who have taken up vaping. We were approached by a local primary school who were finding children as young as 8 using vapes with nicotine. This programme will be provided to children who are already known by the school to be using vapes and will be interactive, educational and empowering.

Our Senior D&A (Drug and Alcohol) Practitioner has developed a group programme for our recovery and carers clients which combines The Freedom Programme and an addiction and substance misuse educational programme. A large number of our clients across all services are impacted by domestic violence and it is something that often goes hand in hand with substance misuse. By offering this unique and combined programme, we will be able to deepen our support and impact, reaching more people.

Covid: Having got to a point during the pandemic where we were offering all of our services remotely, we have now been through a phased return back to in office working and are seeing a lot of our clients face to face again. It has been a positive to be able to offer support remotely and face to face, as it has made our services more inclusive and accessible and going forward we will continue to offer both options to our clients.

Other Achievements: Despite the impact of the pandemic, remote working and staff sickness, the Hawkspring team supported a total of 227 people through our intensive services.

We have built on existing and new relationships with more schools and have now got staff based in two new schools for a day each a week. There are several more schools requesting our support and have started the recruitment process for a Trainee CABS Practitioner to meet this demand.

Our employees in the South Hub partnership team supported 227 clients through a mixture of group sessions and 1-1s.

We measure a range of indicators, these are improvements in wellbeing, mental/physical health, social isolation, family life/school life and self-confidence/ability to cope. We also collect feedback from clients and stakeholders in the form of quotes and case histories (see next section).

We have provided other means of support:

- We continued to provide support to some Hawkspring children and their families across the Summer holidays. Their parent/guardians also received support and advice over this period.
- We arranged a Christmas boat trip for the children we support which unfortunately had to be cancelled because of covid but were able to rearrange this and take the children on an easter boat trip instead which was a wonderful day out.
- We distributed 75 Christmas hampers and presents donated by Lloyds Foundation to children and families who otherwise would have had nothing at Christmas.

What People Say About Us

Children

- “It’s changed me because I have had a lot of difficulties in my life and I believe in myself now instead of just being -- me.”
- “It helps me with my anger at home, at school.”
- “I don’t live with my mum and dad 'cos they have drug addiction.”

Carers

- “I have grown as a mother, grandmother and person who has developed strategies to move forward on a day to day basis. Our lives are so much better now as a result of this support.”
- “You provided me with support so that I could support my son through a very difficult and dangerous part of his life.”
- “My daughters were dangerously ill but Hawkspring gave me my daughters back. I can’t thank them enough.”

Recovery

- “I couldn’t have got to 5 months sober without the help of Hawkspring.”
- “I was given a number of tools and techniques to help me manage my usage and think about consequences. What was very useful was a tool to delay my daily usage, which helped me to start reducing down.”
- “I was warned by my doctor that if I didn’t get help fast, I could be dead in months. I was seriously declining because of the high levels of alcohol I had been drinking over many years. Hawkspring supported me to reduce my use to a level that was safe enough to start a detox.”

Partners and stakeholders

- **Health professional:** “Hawkspring is a locality service and as such gives us an insight into the working of that community. They are well respected and have a history in the community. Their engagement with young people is excellent and they help young people access our specialist service. They work closely with parents and carers, and are accessible and responsive to need”
- **Local organisation:** “It’s vital to have community-based services as people may not be able to get to city services. The Hawkspring services are well respected by professionals and residents alike, and network well to let everyone know what’s happening.”
- **University Hospitals Bristol NHS Foundation Trust (Alcohol CNS):** “As a team we refer lots of patients to services and we don’t always see the patients again to get feedback but I would definitely say as would the rest of the team, that we have received good feedback from patients who have attended Hawkspring.”
- **Local GP Practice:** “All the work of Hawkspring is both recognised and used and is greatly valued by the practice. The most particular benefit seen by us is the work done with families.”
- **Primary school teacher:** “Teachers lack the expertise and time to give 1-1 support of this nature to pupils, extremely valuable resource”

What Next

We plan to carry on providing our core services to the high standards we are extremely proud of. We will be expanding our support in schools, offering a complete support package for school communities which consists of:

- One to one therapeutic support sessions in school for children affected by substances
- Training for staff and teachers
- Specific targeted group work with children e.g. vaping education group
- Positive activities for children
- Drug and alcohol educational sessions for key stage 3 children.
- Work experience opportunities for young people
- D&A Practitioner offering one to one and group support sessions for parents from within the school

Through offering the parents support in the school we hope this will help overcome several barriers. The parents will be able to access support in school time, The support will be local, helping to overcoming issues such as transport to and from appointments, and parents won't have to be seen going in and out of a drug and alcohol support service which can act as a barrier for some.

Financial Review

Fundraising Strategy

In 2021-2022, we had a successful fundraising year, continuing to consolidate and expand our business. We are grateful to all our funders and donors, in particular John James Bristol Foundation, Trusthouse, Tudor Trust, Lloyds Bank Foundation, Henry Smith Charity, and Garfield Weston Foundation who have helped us sustain a solid platform and made it possible to offer the life changing support we provide. We hope to continue working with these wonderful organisations.

We are looking into applying for grants from some new places, as well as starting to generate some income from providing training and other services. We will also be working with some new schools, providing support for children which is paid for using the pupil premium provision. This will enable us to support more children across the city.

Reserves Policy

The trustees have established a policy whereby the unrestricted funds not earmarked for future activities should be between 3 and 6 months of resources expended, which equates to between £65,000 and £130,000. At the balance sheet date free reserves amounted to £78,660 (2021 £71,633). Four designated reserve funds have been set up: a Staff Notice fund (£27,000 [2021 £24,000]) to cover salaries paid during notice of redundancy; a Closing Costs fund (£2,000 [2021 £2,000]) to cover contractual payments in the event of closure; a Redundancy fund (£32,000 [2020 £29,000]) to cover statutory redundancy payments; and a general Reserves fund to cover running costs for up to 6 months. As the free reserves are below the target level, the latter fund is not at the desired level, and the balance of this fund at 31st March 2022 is £3,000 [2021 £3,000].

Statement of Responsibilities of the Trustees

Trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the net income or expenditure, of the charitable company for the year. In preparing those financial statements the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006.

The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees confirm that to the best of their knowledge there is no information relevant to the Independent Examination of which the Examiners are unaware.

The trustees also confirm that they have taken all necessary steps to ensure that they themselves are aware of all relevant financial information and that this information has been communicated to the Examiners.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2021 was 5 (2020 - 5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Approved by the trustees on 26th July 2022 and signed on their behalf by



Katie Hipkiss (trustee)



Terry Wright (trustee)

Independent Examiner's report to the trustees of Hawkspring

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31st March 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the 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 charity'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 (ICAEW), 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:

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.



27th September 2022

Dick Maule FCA
26 Florence Place
Newlyn TR18 5PT

Hawkspring

Statement of Financial Activities (incorporating Income & Expenditure Account)

Year to 31st March 2022

		Restricted funds 2022	Unrestricted funds 2022	Total funds 2022	Total funds 2021
					[See Note 12]
	Notes	£	£	£	£
Income					
Donations	[2]	3,300	3,426	6,726	7,968
Charitable activities	[3]	159,367	145,264	304,631	356,155
Investments		-	-	-	-
Total Income		162,667	148,690	311,357	364,124
Expenditure					
Costs of raising funds	[4]	13,238	-	13,238	12,875
Charitable activities	[5]	129,748	142,826	272,574	276,889
Total Expenditure		142,986	142,826	285,811	289,764
Net Income / (Expenditure)		19,681	5,865	25,546	74,360
Transfers between funds		-	-	-	-
Net Movement in Funds		19,681	5,865	25,546	74,360
Total funds brought forward		80,370	75,544	155,914	81,554
Total funds carried forward		100,051	81,408	181,459	155,914

Hawkspring
Balance Sheet
As at 31st March 2022

Company No: 05138449

	Notes	2022 £	2021 £
Fixed Assets	[6]	-	-
Current Assets			
Cash at bank and on hand		177,499	150,205
Debtors and prepayments	[7]	13,040	9,572
		<hr/> 190,539	<hr/> 159,777
Current Liabilities			
Creditors and accruals	[8]	9,080	3,863
		<hr/> 181,459	<hr/> 155,914
Net Current Assets			
		<hr/> 181,459	<hr/> 155,914
Net Assets		181,459	155,914

Statement of funds

Unrestricted funds:

General funds	[9]	14,659	13,633
Designated funds	[9]	66,749	61,911

Restricted funds	[9]	100,051	80,370
		<hr/> 181,459	<hr/> 155,914

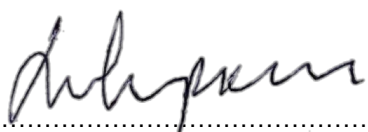
For the year ending 31st March 2022, the company was entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

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

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

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

Approved by the Board of Trustees on 26th July 2022
and signed on its behalf by



Katie Hipkiss
Trustee



Terry Wright
Trustee

Hawkspring

Notes to the Accounts

Year to 31st March 2022

[1] Principal Accounting Policies

The principal accounting policies adopted in the preparation of the financial statements are set out below.

(a) Basis of preparation

The financial statements have been prepared in accordance with the 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) 2nd edition and the Charities Act 2011 and the Companies Act 2006.

Hawkspring Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

(b) Preparation of the accounts on a going concern basis

The charity recorded a small surplus on unrestricted funds during the year, and each year expenditure is budgeted according to the available funding. Therefore the trustees are satisfied that the charity is a going concern on an ongoing basis.

(c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of activities is deferred until the criteria for income recognition have been met. There was no such income during the year in question.

(d) Donated services and facilities

Donated professional services and facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity is probable and that economic benefit can be measured reliably. There were no such donations during the year in question. In accordance with the Charities SORP (FRS 102), the general volunteer time of trustees and volunteers is not recognised with any monetary value.

(e) Interest receivable

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

(f) Fund Accounting

[i] Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

[ii] Designated funds are unrestricted funds set aside by the Management Committee for particular purposes.

[iii] Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(g) Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably. The charity is not registered for Value Added Tax, therefore all expenditure is expressed inclusive of VAT. Expenditure is classified under the following activity headings:

[i] Costs of raising funds comprise the costs associated with attracting voluntary income and the costs of trading for fundraising purposes.

[ii] Charitable 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.

[iii] Other expenditure represents those items not falling into any other heading. There were no such costs during the year in question.

(h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These include office costs, finance, personnel, payroll and governance costs which support the charity's charitable activities.

(i) Fixed Assets

Tangible fixed assets are written off over the expected useful life of the asset, at 50% per annum on the straight line method. Individual items costing less than £1,000 are not treated as fixed assets.

(j) Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[2] <u>Income from donations</u>						
Individual donations	300	3,426	3,726	-	7,968	7,968
Trusts and corporate donations	3,000	-	3,000	-	-	-
	<u>3,300</u>	<u>3,426</u>	<u>6,726</u>	<u>-</u>	<u>7,968</u>	<u>7,968</u>

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[3] <u>Income from charitable activities</u>						
Grants	155,327	145,264	300,591	188,192	10,900	199,092
Fees income	4,040	-	4,040	1,000	156,063	157,063
	<u>159,367</u>	<u>145,264</u>	<u>304,631</u>	<u>189,192</u>	<u>166,963</u>	<u>356,155</u>

The charity received a government grant of £4,343 during the year (2021 nil). This was funding from DWP for Access to Work costs. There are no unfulfilled conditions or contingencies attaching to this grant in 2021-22.

	Restricted 2022	Unrestricted 2022	Total 2022	Restricted 2021	Unrestricted 2021	Total 2021
	£	£	£	£	£	£
[4] <u>Analysis of fundraising costs</u>						
Fees to fundraiser	13,238	-	13,238	12,875	-	12,875
	<u>13,238</u>	<u>-</u>	<u>13,238</u>	<u>12,875</u>	<u>-</u>	<u>12,875</u>

	Supporting Family Members 2022	Supporting Recovery 2022	Total 2022	Supporting Family Members 2021	Supporting Recovery 2021	Total 2021
	£	£	£	£	£	£
[5] <u>Analysis of expenditure on charitable activities</u>						
<u>Direct costs:</u>						
External supervision	413	587	1,000	80	1,320	1,400
Activities costs	656	13	669	-	-	-
Salaries	42,274	126,546	168,820	39,482	144,374	183,856
Recruitment	66	5,096	5,162	11	37	48
Staff training and wellbeing	470	3,660	4,131	540	737	1,277
Travel	500	-	500	45	-	45
Volunteer expenses	12	49	62	-	-	-
	<u>44,392</u>	<u>135,952</u>	<u>180,343</u>	<u>40,158</u>	<u>146,469</u>	<u>186,626</u>
<u>Total Direct Costs</u>						
<u>Support costs:</u>						
Bank charges	6	25	31	4	20	24
Repairs and renewals	150	646	796	318	11,546	11,864
Insurance	249	882	1,131	212	709	920
Postage, printing and stationery	508	1,781	2,289	491	1,593	2,084
Professional fees	6,790	22,960	29,750	6,302	20,978	27,280
Fee for independent examination	83	293	375	49	326	375
Publicity	23	81	104	21	70	91
Refreshments	32	119	151	17	57	74
Rent, rates and room hire	2,057	7,179	9,236	1,826	6,446	8,271
Salaries	9,555	34,619	44,174	7,939	28,479	36,418
Computer software	256	908	1,164	146	682	828
Subscriptions	387	700	1,088	17	58	75
Telephone	367	1,201	1,568	388	1,040	1,427
Utilities	83	292	375	74	262	336
Sundry expenses	-	-	-	6	189	194
	<u>20,545</u>	<u>71,685</u>	<u>92,231</u>	<u>17,809</u>	<u>72,453</u>	<u>90,262</u>
<u>Total Support Costs</u>						
<u>Total Expenditure</u>	<u>64,937</u>	<u>207,637</u>	<u>272,574</u>	<u>57,967</u>	<u>218,922</u>	<u>276,889</u>

Hawkspring

Notes to the Accounts (continued)

Year to 31st March 2022

[5] Analysis of expenditure on charitable activities (continued)

Support costs that do not relate specifically to one charitable activity are apportioned according to the staff time spent on each activity.

[6] Tangible Fixed Assets

	Fixtures & fittings 2022 £	Office Equipment 2022 £	Total 2022 £	Fixtures & fittings 2021 £	Office Equipment 2021 £	Total 2021 £
<u>Cost</u>						
Opening balance	181	3,754	3,935	181	3,754	3,935
Additions during the year	-	-	-	-	-	-
	181	3,754	3,935	181	3,754	3,935
<u>Depreciation</u>						
Opening balance	181	3,754	3,935	181	3,754	3,935
Charge for the year	-	-	-	-	-	-
	181	3,754	3,935	181	3,754	3,935
Net Book Value at 31/03/22:	-	-	-	-	-	-

[7] Debtors and prepayments

	2022 £	2021 £
Trade debtors	12,558	9,340
Prepayments	483	232
	13,040	9,572

[8] Creditors

	2022 £	2021 £
Amounts due within 12 months:		
Trade creditors	681	179
PAYE & National Insurance	3,972	-
Accrued staff holiday pay	3,904	3,162
Accruals	522	522
	9,080	3,863

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

[9] <u>Movements in funds</u> [for previous year, see Note 12]	Balance at 31/03/2021	Income	Expenditure between funds	Transfers	Balance at 31/03/2022
	£	£	£	£	£
<u>Restricted Funds</u>					
Family Members	48,883	77,340	(71,496)	-	54,726
Recovery Service	31,487	85,327	(71,489)	-	45,325
Total Restricted Funds:	80,370	162,667	(142,986)	-	100,051
<u>Unrestricted Funds:</u>					
Designated Funds:					
Staff notice fund	24,000	-	-	3,000	27,000
Closing costs fund	2,000	-	-	-	2,000
Redundancy fund	29,000	-	-	3,000	32,000
Reserves fund	3,000	-	-	-	3,000
DHI fund	1,911	140,921	(140,083)	-	2,749
Staff wellbeing fund	2,000	-	(2,000)	-	-
Total Designated Funds:	61,911	140,921	(142,083)	6,000	66,749
<u>General Funds</u>	13,633	7,769	(742)	(6,000)	14,659
Total Unrestricted Funds:	75,544	148,690	(142,826)	-	81,408
<u>Total Funds:</u>	155,914	311,357	(285,811)	-	181,459

The Family Members fund exists to provide help and support to those caring for addicts, and those living with them.
The Recovery Service fund exists to provide help and support to recovering addicts.
The Staff Notice fund is to pay notice periods at current levels of pay for all staff in case of closure.
The Closing Costs fund exists to ensure sufficient funds to pay liabilities and winding up costs in the event of closure.
The Redundancy fund is set at a level sufficient to pay statutory redundancy pay for all staff in case of closure.
The Reserves fund exists to enable the organisation to continue in the event of a significant drop in funding.
The DHI fund relates to a contract called "Developing Health and Independence". The unspent funds at the end of the year are earmarked for the continuation of the project during 2022-23.
The Staff Wellbeing fund represents an unrestricted grant from Tudor Trust.

[10] Payments to trustees and related party transactions

The trustees received no remuneration or expenses payments during the year (2021 nil).
One trustee made donations of £240 to the charity during the year (2021 £240 from one trustee).
There were no other related party transactions during the year.

[11] <u>Staff costs</u>	2022	2021
	£	£
Wages and salaries	196,735	203,472
Employer's National Insurance	10,266	10,651
Employer pension contributions	5,993	6,152
	212,994	220,274

The average number of staff employed during the year was 11.4 (2021: 11.0) and the average full time equivalent number of posts was 8.1 (2021: 7.8). No employee earned over £60,000 per annum during the year.

The key management personnel of the charity comprise the trustees and the Chief Executive Officer. The total employee benefits paid to the key management personnel during the year was £nil (2021 nil). The total fees paid to key management personnel during the year was £26,475 (2021 £25,750).

Hawkspring
Notes to the Accounts (continued)
Year to 31st March 2022

[12] Detailed comparison with previous year

<u>Statement of Financial Activities</u>		Restricted funds	Unrestricted funds	Total funds
	Notes	2021	2021	2021
		£	£	£
Income				
Donations	[2]	-	7,968	7,968
Charitable activities	[3]	189,192	166,963	356,155
Investments		-	-	-
Total Income		189,192	174,932	364,124
Expenditure				
Costs of raising funds	[4]	12,875	-	12,875
Charitable activities	[5]	115,288	161,600	276,889
Total Expenditure		128,163	161,600	289,764
Net Income / (Expenditure)		61,029	13,332	74,360
Transfers between funds		-	-	-
Net Movement in Funds		61,029	13,332	74,360
Total funds brought forward		19,341	62,212	81,554
Total funds carried forward		80,370	75,544	155,914
<u>Movements in funds</u>	Balance at			
	31/03/2020	Income	Expenditure	Transfers
				between funds
<u>Restricted Funds</u>	£	£	£	£
Family Members	15,038	98,250	(64,405)	-
Recovery Service	4,304	90,942	(63,759)	-
Total Restricted Funds:	19,341	189,192	(128,163)	-
<u>Unrestricted Funds:</u>				
Designated Funds:				
Staff notice fund	16,300	-	-	7,700
Closing costs fund	2,000	-	-	-
Redundancy fund	25,200	-	-	3,800
Reserves fund	2,187	-	-	813
DHI fund	4,048	156,063	(145,887)	(12,313)
Staff wellbeing fund	-	2,000	-	-
Total Designated Funds:	49,735	158,063	(145,887)	-
<u>General Funds</u>	12,478	16,868	(15,713)	-
Total Unrestricted Funds:	62,212	174,932	(161,600)	-
Total Funds:	81,554	364,124	(289,764)	-