

EMMAUS SUFFOLK LIMITED
(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

EMMAUS SUFFOLK LIMITED
(A company limited by guarantee)

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EMMAUS SUFFOLK LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

Trustees	H Cadman, Chair (resigned 18 November 2024) T L Pinter (resigned 14 May 2024) A Ruia W E Quantrill J W Fahie, Vice Chair L J A Balaam H S Wolley, Treasurer (appointed 31 October 2023) G Dodds (appointed 14 May 2024) G Gallant (appointed 14 May 2024) S Raychaudhuri (resigned 31 October 2023) C Staddon, Secretary
Company registered number	06686196
Charity registered number	1228051
Registered office	216 Dales Road Ipswich Suffolk IP1 4JY
Chief executive officer	Claire Staddon
Accountants	Larking Gowen LLP Chartered Accountants 1 Claydon Business Park Great Blakenham Ipswich IP6 0NL
Bankers	HSBC UK 12 Tavern Street Ipswich IP1 3AZ CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ Suffolk Building Society Free House 6-8 The Havens Ransomes Europark Ipswich IP3 9SJ

EMMAUS SUFFOLK LIMITED
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TRUSTEES' REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2024

The Trustees present their annual report together with the financial statements of the Charity for the 1 October 2023 to 30 September 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Charity qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Chair's Report

Review of activities (October 23 - September 24)

This year has seen a continuation of the impact from the cost of living crisis both for us organisationally as well as for those in the local community we serve. Our basic costs and bills have increased, combined with the 10% increase to the Real Living Wage. The Board agreed to carry this increase across all roles within the organisation from April 2023, as our staff are the organisation's most valuable asset. Utility contracts have increased at a much greater rate than anticipated despite all the diligent work of our administrator.

Our new retail site at Carr Street has been a success as forecasted by our Area Retail Manager, this has been complimented by the move of our town centre Wellbeing service into the same site. Putting our Wellbeing service within our social enterprise has helped remove the barriers and stigma of accessing help for those in need of our support. This model was first developed at the Dales and repeated at our Royal Oak Community café.

Our two modular homes at the Royal Oak have proved to be invaluable. One of our first tenants moved on after seven months following a promotion at work and has successfully moved into a social housing tenancy. Both of the current tenants have been in work for nearly a year and are actively looking for their next home. The lack of good quality affordable housing is becoming an increasing issue, and we are looking for landlords to partner with us, to enable our tenants to move into the commercial rental market.

Our Wellbeing Community Hubs are now a cornerstone of our local solidarity offer. All Hubs are free to access and funded through our income generation or through local fundraising and grants. The core work of offering a wider variety of meaningful activities for the homeless, those socially-isolated, and other vulnerable people has increased due to the pressure from the cost of living crisis.

Our successes

- During the year 326 individuals worked directly with us.
- There was 5,415 separate attendances to our Community Hubs.
- 7 of our volunteers have moved into work.
- 13 companions have been living in our supported housing.
- 356 people contacted ranging from attending a hub to asking for supported housing.
- We diverted over 4.5 tons of food from being wasted.
- We served 828 actively sponsored One Pot Wonder hot nutritional meals.
- We served 4,742 main meals at a subsidised price.
- We ensured that 1,068 items of furniture items weighing 96.8 tons were diverted from landfill.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

We are developing a retail training programme to provide meaningful activities for our companions and volunteers at the Royal Oak.

The Royal Oak Community Café has a clear social value around food poverty, and its outreach service has cemented its place as a recognised safe space in the local community. The service struggled this year, but following a swift review by a sub-committee that identified certain staffing issues and the business controls that were needed. All of the remedial actions have been implemented and we hope for a more financially successful year ahead.

The charity has been working extremely hard to navigate the persistent financial challenges in a most difficult operating environment. The dedication of our staff is to be applauded, as their hard work, commitment, and their innovative approach have helped us pivot services and our enterprises. I am immensely proud and grateful to them all for their speed and flexibility in addressing situations in a sensitive manner, as well as going above and beyond in their duty of care. They are a real credit to the organisation.

Whilst surplus income from our social enterprises has been very limited over the year, gaining corporate partnerships has been significant to our service delivery. We are deeply grateful to all the local businesses and organisations, which have provided support, enabling us to help more people, broadened our offer, and strengthen our financial position. In particular, we would like to thank those entities that offer long term support, which is key to delivering strategic growth. Thank you to the Suffolk Building Society, Seema Lease and Butterworths.

Strategically, our ambition is to open social enterprises complimented by free to access Wellbeing services along the coast of East Suffolk starting in Woodbridge during 2025.



J W Fahie
Chair of Trustees

Date: 1st May 2025

EMMAUS SUFFOLK LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Objectives and activities

a. Policies and objectives

The objects of the charity as set out in the company's memorandum and articles of association are the alleviation and relief of poverty, hardship and distress, in conformance with the Emmaus movement. The principal activity of the company is the establishment of social enterprises to offer a work framework for meaningful activities to support vulnerable people and the most poor. It continued to receive some donations for this aim during the year.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

b. Our vision:

A world in which everyone has a home and a sense of belonging.

Our Mission:

Emmaus Suffolk is committed to working as a community, sharing a life where everyone is treated equally, and living in harmony with dignity by helping those less fortunate than ourselves.

Our Strategic Priorities (which are set in line with the Emmaus UK Federation Plan) are to:

Priority Area 1: Beneficiary enrichment:

- Grow our support offer through Hub outreach and volunteering opportunities in the East of Suffolk
- Develop a sister offer in the West of Suffolk
- Increase our housing portfolio to offer a range of solutions to vulnerable people
- Own our own properties to increase tenancy options

Priority Area 2: Income Generation:

- Continue to scale up our current social enterprises to increase cash surplus
- Develop and deliver a new social enterprise that focuses on offering supported employment for current service users
- Deploy a fundraising strategy to increase free reserves

Priority Area 3: Reputation and Reach

- Build robust working partnerships with other service providers to increase choices for service users and reducing financial risks
- Secure corporate partnerships with ethical, local business through our ESG value
- By 2027 have a turnover of £1MIL and be recognised as one of the top three charities in the county.

c. Policies and objectives

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'. The objects of the Charity are the alleviation of homelessness and relief of poverty, hardship and the distress they cause to those in need. Our current Strategic Plan for period 2022 – 2027 is consolidating and the next iteration will be developed with companions and staff in the coming year.

This variety offers choice and control to individuals with the purpose of developing their skills to enable them to gain employment in the future and a sense of self-worth and dignity through having a self-supporting life.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Objectives and activities (continued)

Through offering volunteering roles within our social enterprises, we provide business opportunities and experience to give people the chance to rebuild their lives in a supportive enduring environment with related tasks through a work framework.

Over 50% of our workforce has been recruited from our service users. We work in partnership with other local service providers working in the sector; we tend to operate at the “prevention” end of the homelessness spectrum, in that we aim to make interventions to prevent people becoming homeless in the first instance.

Wider Emmaus:

We are an independent local charity and a member of the national Emmaus UK Federation. We work closely with other Emmaus communities, particularly Emmaus Cambridge, whom have helped us with a van load of donated goods for them to sell and by supporting them with house clearances. Our CEO, Claire Staddon, chairs the quarterly Chief Executives meeting for all Emmaus Communities. The staff and companions are encouraged to attend all Emmaus UK peer support groups.

Helping other organisations (solidarity)

- Worked directly with other partner organisations to support individuals in areas ranging from wellbeing to housing - Suffolk Refugee Support, CTEA, Suffolk Soul Singers, Chapter 42, NHS, Get Set UK.
- Companions volunteered their time with other organisations, The Hive, Mens Sheds & Suffolk Dog Rescue.

Achievements and performance

a. PR activity

Our social media presence has increased over the year, we are working closely with the EUK PR service, and we have a member of staff dedicated to PR, promotion and getting our message out. This year has seen an increase in our coverage:

- 36,256 visitors to the website a 28% increase from last year
- 18,642 of these from social media
- 3,146 followers on Facebook
- 1,417 Instagram followers
- 90 pieces of print coverage
- Where data is available, media coverage had a reach of 19,080,360

We would like to thank all our principal funders for all their support this year:

- Big Lottery Reaching Communities
- IBC Resilient Communities Fund
- EUK Capacity Building
- East Suffolk Council
- Rope Trust
- Health Inequalities Fund – Wellbeing Hubs
- 29th May 1961 Charitable Trust
- Attwells Solicitors – In kind funding
- Dave Chapman Motors – In kind funding
- John Gross Ford – In kind funding

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Financial review

a. Going concern

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

b. Reserves policy

The Trustees have carried out their annual review of their reserves policy in the year. As part of this process they have considered both the financial impact of risks facing the Charity as well as reserves required for future planned capital projects, commitments and contingent events.

As a charity we have an ambition for a reserves policy of 3 months expenditure, and we have grown over rapidly over the last couple of years. Our current reserves target is £132k and this now needs to increase to £166k. Our current total reserves are £345k, of which £146k are restricted reserves and £199k unrestricted, of which £142k of the unrestricted is set aside for the housing pods.

We are approaching the gap in funds in two ways. Firstly through an Audit Committee that runs concurrently with the full Board to review expenditures and advise on cost effectiveness, reshaping the organisation to maximise efficiencies. Secondly through increased income generation by expansion of the social enterprises to increase free reserves. The Board working with the CEO are committed to increasing both designated and free reserves in the next financial year.

c. Financial overview

The results of the year are set out in the attached financial statements. Emmaus Suffolk receives no core funding and £306,628 (2024 – 40% 2023 – 33%) of income is generated through social enterprises, the remainder coming from general donations, grants and fundraising activities. During the year the charity income from social enterprises grew by 25% to £306,628 (2023 - £245,182). Income from donations and grants decreased to £373,666 (2023 - £433,069). Housing income increased to £81,801 (2023 - £61,153).

There has been a modest decrease in cash funds £31,117 (2023 decrease of £10,702). The Trustees have agreed that the charity should hold 3 months operating expenses in cash reserve.

Inevitably, the largest cost is for the dedicated staff (2024 - £376,514; 2023 - £280,250) who deliver the support and run the social enterprises which deliver some of the funds required. Subscribing to the Real Living Wage for all employees and ensuring the high calibre staff are retained and valued is a central tenant to our long term business aims.

d. Risk management

The Trustees regularly review their policy and procedures to minimise the risks which the Charitable company, its employees, all types of Companions, volunteers and customers might encounter. Where appropriate systems or procedures have been established to mitigate such risks.

We use a Risk Register with a scoring matrix to identify financial, reputational, operational and compliance risks to the organisation that is reviewed and updated by the Board on a quarterly bases. The Audit committee feeds into this register along with the Safeguarding lead.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Structure, governance and management

a. Methods of appointment or election of Trustees

The management of the Charity is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association. Trustee nominations either come from other Trustees within the Charity and its supporters or via open advertisement and must be approved by existing Trustees, in accordance with the Articles of Association. When specific skills are required, approaches are made to people with relevant expertise who are sympathetic to the ethos of the Charity. If necessary, a Trustee would be co-opted specifically to cover the required function. The current Trustees and those who served during the year are shown on page 1.

b. Policies adopted for the induction and training of Trustees

Each new Trustee is required to undertake an induction programme which includes briefings on their legal and ethical responsibilities as Trustees, the ethos and values of the Emmaus movement together with the governance, history and operation of Emmaus Suffolk.

Annual appraisals of Trustees are undertaken to measure their collective and individual performance and suitable training is offered in line with the NCVO Code of Good Governance.

c. Organisational structure and decision-making policies

In order to work effectively towards the alleviation of homelessness and relief of poverty and hardship and the distress they cause to those in need, the board of Trustees and the leadership team believe that companions must be at the centre of the organisation, and this is reflected in the structure of the Charity. Full consultations with companions are undertaken on strategic issues and major projects. Feedback and reviews with Companions are delivered by an independent assessor quarterly.

d. Related party relationships

Emmaus Suffolk is a member of the Emmaus UK Federation, working alongside other communities and groups.

e. Financial risk management

Trustees have introduced risk management policies and a risk register which aim to manage and mitigate risks that the Charity might face. These are both reviewed regularly. A nominated Leadership Team member oversees health and safety issues throughout the community with nominated personnel having day to day responsibility for ensuring compliance.

Plans for future periods

We will be reviewing the current strategic plan which is drawing to an end and developing a new Strategic Plan 2027 – 2032. Our focus is on ensuring the sustainability and financial viability of the community. Our vision and mission remain the same, with an emphasis in the new strategic plan of consolidation and improvement in all areas of the Charity and development of new social enterprises.

Members' liability

The Members of the Charity guarantee to contribute an amount not exceeding £1 to the assets of the Charity in the event of winding up.

EMMAUS SUFFOLK LIMITED
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Charity 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 . 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 Charity and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

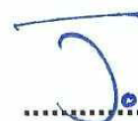
Approved by order of the members of the board of Trustees and signed on their behalf by:



.....
H S Wolley

Trustee

Date: 1 May 2025



.....
J W Fahie

Trustee

Date 1st May 2025

EMMAUS SUFFOLK LIMITED
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INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 30 SEPTEMBER 2024

Independent examiner's report to the Trustees of Emmaus Suffolk Limited ('the Charity')

I report to the charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2024.

Responsibilities and basis of report

As the Trustees of the Charity (and its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Charity's accounts carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the Charity'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 & 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 Charity 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.

EMMAUS SUFFOLK LIMITED
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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 30 SEPTEMBER 2024

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed:

Dated: 8 May 2025

Giles Kerkham FCA DChA

Larking Gowen LLP
Chartered Accountants
1 Claydon Business Park
Great Blakenham
Ipswich
IP6 0NL

EMMAUS SUFFOLK LIMITED
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**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

	Note	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Income from:					
Donations and legacies	3	64,433	309,233	373,666	433,069
Charitable activities	4	384,429	-	384,429	306,335
Investments	5	2,319	-	2,319	1,370
Total income		451,181	309,233	760,414	740,774
Expenditure on:					
Raising funds	6	58,595	-	58,595	62,470
Charitable activities		455,477	281,998	737,475	530,225
Total expenditure		514,072	281,998	796,070	592,695
Net movement in funds		(62,891)	27,235	(35,656)	148,079
Reconciliation of funds:					
Total funds brought forward		262,078	119,165	381,243	233,164
Net movement in funds		(62,891)	27,235	(35,656)	148,079
Total funds carried forward		199,187	146,400	345,587	381,243

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

The notes on pages 15 to 30 form part of these financial statements.

EMMAUS SUFFOLK LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 06686196

BALANCE SHEET
AS AT 30 SEPTEMBER 2024

	Note	2024 £	2023 £
Fixed assets			
Tangible assets	11	193,928	192,379
Current assets			
Stocks	12	2,370	2,370
Debtors	13	33,086	26,992
Cash at bank and in hand		170,032	201,149
		<u>205,488</u>	<u>230,511</u>
Creditors: amounts falling due within one year	14	(53,829)	(41,647)
Net current assets		<u>151,659</u>	<u>188,864</u>
Total assets less current liabilities		<u>345,587</u>	<u>381,243</u>
Total net assets		<u><u>345,587</u></u>	<u><u>381,243</u></u>
Charity funds			
Restricted funds	15	146,400	119,165
Unrestricted funds	15	199,187	262,078
Total funds		<u><u>345,587</u></u>	<u><u>381,243</u></u>

EMMAUS SUFFOLK LIMITED
(A company limited by guarantee)
REGISTERED NUMBER: 06686196

BALANCE SHEET (CONTINUED)
AS AT 30 SEPTEMBER 2024

The Charity was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

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

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

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



.....
H S Wolley
Trustee



.....
J W Fahie
Trustee

Date: 1st May 2025

The notes on pages 15 to 30 form part of these financial statements.

EMMAUS SUFFOLK LIMITED
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STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

	2024 £	2023 £
Cash flows from operating activities		
Net cash used in operating activities	(17,174)	138,745
Cash flows from investing activities		
Dividends, interests and rents from investments	2,319	1,370
Purchase of tangible fixed assets	(16,262)	(150,817)
Net cash used in investing activities	(13,943)	(149,447)
Change in cash and cash equivalents in the year	(31,117)	(10,702)
Cash and cash equivalents at the beginning of the year	201,149	211,851
Cash and cash equivalents at the end of the year	170,032	201,149

The notes on pages 15 to 30 form part of these financial statements

EMMAUS SUFFOLK LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

1. General information

The company is a company limited by guarantee (company no. 06686196, registered England & Wales). The members of the company are the Trustees named on page 1.

The registered office is 216 Dales Road, Ipswich, Suffolk, IP1 4JY.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are presented in Sterling (£) and rounded to the nearest £.

Emmaus Suffolk Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

2.2 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

2.3 Expenditure

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

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

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

EMMAUS SUFFOLK LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

2. Accounting policies (continued)

2.3 Expenditure (continued)

All expenditure is inclusive of irrecoverable VAT.

2.4 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 institution with whom the funds are deposited.

2.5 Tangible fixed assets and depreciation

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

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

Depreciation is provided on the following bases:

Plant, machinery and motor vehicles	- 25% reducing balance
Assets in the course of construction	- Not depreciated
Fixtures, fittings and equipment	- 5-33% straight line
Leasehold improvements	- 10% straight line

2.6 Stocks

Stock is donated to the charity and as such it is not practical to provide a realistic estimation of its value.

Stock purchased for resale are valued at the lower of cost and net realisable value.

2.7 Debtors

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

2.8 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024

2. Accounting policies (continued)

2.9 Liabilities and provisions

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

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

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

2.10 Financial instruments

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

2.11 Pensions

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

2.12 Fund accounting

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

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

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

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

3. Income from donations and legacies

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Donations	64,433	5,000	69,433	48,055
Grants	-	304,233	304,233	385,014
	<u>64,433</u>	<u>309,233</u>	<u>373,666</u>	<u>433,069</u>
<i>Total 2023</i>	<u>58,652</u>	<u>374,417</u>	<u>433,069</u>	

4. Income from charitable activities

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Retail charity shop	249,153	249,153	213,596
Cafe income	53,475	53,475	31,586
Housing benefit received	81,801	81,801	61,153
	<u>384,429</u>	<u>384,429</u>	<u>306,335</u>
<i>Total 2023</i>	<u>306,335</u>	<u>306,335</u>	

5. Investment income

	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
Interest receivable	2,319	2,319	1,370
	<u>1,370</u>	<u>1,370</u>	
<i>Total 2023</i>	<u>1,370</u>	<u>1,370</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

6. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Advertising, marketing, direct mail and publicity	1,860	1,860	6,472
	<u>1,860</u>	<u>1,860</u>	
<i>Total 2023</i>	<u>6,472</u>	<u>6,472</u>	

Fundraising trading expenses

	Unrestricted funds 2024 £	Total funds 2024 £	<i>Total funds 2023 £</i>
Warehouse	371	371	339
Insurance	5,926	5,926	7,138
Subscriptions	1,361	1,361	1,521
Companion expenses	6,037	6,037	14,678
Wages and salaries	37,800	37,800	28,575
Employer NI	4,275	4,275	3,030
Pension costs	965	965	717
	<u>56,735</u>	<u>56,735</u>	<u>55,998</u>
<i>Total 2023</i>	<u>55,998</u>	<u>55,998</u>	

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**NOTES TO THE FINANCIAL STATEMENTS
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7. Analysis of expenditure by activities

	Activities undertaken directly 2024 £	Support costs 2024 £	Total funds 2024 £	Total funds 2023 £
Retail charity shop	551,587	44,732	596,319	439,398
Cafe	39,390	-	39,390	33,504
Head office	51,369	50,397	101,766	57,323
	<u>642,346</u>	<u>95,129</u>	<u>737,475</u>	<u>530,225</u>
<i>Total 2023</i>	<u>454,853</u>	<u>75,372</u>	<u>530,225</u>	

Analysis of direct costs

	Total funds 2024 £	Total funds 2023 £
Staff costs	376,514	280,250
Rent, rates and insurance	120,610	68,174
Direct running costs	12,238	11,323
Motor expenses	8,073	4,902
Property running expenses	18,979	19,495
IT, printing and stationery	6,322	14,519
Repairs and maintenance	29,368	15,710
General expenses	5,703	1,716
Cafe running expenses	45,155	23,126
The Royal Oak Building Expenses	16,366	9,745
Therapeutic offers	-	1,104
Stipends	3,018	4,789
	<u>642,346</u>	<u>454,853</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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7. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2024 £	<i>Total funds 2023 £</i>
Staff costs	50,397	44,852
Depreciation	13,617	8,898
Staff training	4,208	6,749
Telephone and internet	9,729	5,423
Office expenses	1,474	640
Accountancy fees	4,580	5,418
Legal and professional fees	11,124	3,392
	95,129	75,372

8. Independent examiner's remuneration

The independent examiner's remuneration amounts to an independent examiner fee of £4,400 (2023 - £3,800).

9. Staff costs

	2024 £	<i>2023 £</i>
Wages and salaries	430,101	330,807
Social security costs	31,869	21,235
Contribution to defined contribution pension schemes	7,981	5,382
	469,951	357,424

The average number of persons employed by the Charity during the year was as follows:

	2024 No.	<i>2023 No.</i>
Charitable activities	22	18
Governance	1	1
	23	19

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**NOTES TO THE FINANCIAL STATEMENTS
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9. Staff costs (continued)

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

The remuneration of key management personnel for the year totalled £123,411 (2023 - £137,450)

10. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 30 September 2024, no Trustee expenses have been incurred (2023 - £NIL).

11. Tangible fixed assets

	Plant, machinery and motor vehicles £	Fixtures, fittings and equipment £	Leasehold improvements £	Assets in the course of construction £	Total £
Cost					
At 1 October 2023	30,252	9,337	37,750	149,335	226,674
Additions	-	16,262	-	-	16,262
Transfers between classes	-	149,335	-	(149,335)	-
At 30 September 2024	30,252	174,934	37,750	-	242,936
Depreciation					
At 1 October 2023	22,423	4,750	7,122	-	34,295
Charge for the year	1,957	8,981	3,775	-	14,713
At 30 September 2024	24,380	13,731	10,897	-	49,008
Net book value					
At 30 September 2024	5,872	161,203	26,853	-	193,928
At 30 September 2023	7,829	4,587	30,628	149,335	192,379

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12. Stocks

	2024	2023
	£	£
Cafe stock	870	870
Goods for resale	1,500	1,500
	<u>2,370</u>	<u>2,370</u>

13. Debtors

	2024	2023
	£	£
Due within one year		
Trade debtors	14,234	1,052
Other debtors	6,866	6,962
Prepayments and accrued income	9,721	16,535
Tax recoverable	2,265	2,443
	<u>33,086</u>	<u>26,992</u>

14. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	23,204	28,516
Other taxation and social security	7,491	5,632
Other creditors	5,401	3,699
Accruals and deferred income	17,733	3,800
	<u>53,829</u>	<u>41,647</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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15. Statement of funds

Statement of funds - current year

	Balance at 1 October 2023 £	Income £	Expenditure £	Balance at 30 September 2024 £
Unrestricted funds				
General Funds	112,743	451,181	(506,605)	57,319
Housing pods	149,335	-	(7,467)	141,868
	<u>262,078</u>	<u>451,181</u>	<u>(514,072)</u>	<u>199,187</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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15. Statement of funds (continued)

	Balance at 1 October 2023 £	Income £	Expenditure £	Balance at 30 September 2024 £
Restricted funds				
Cadent Boiler fund & Corporate fundraising	-	4,975	(4,975)	-
Awards for all	-	50,000	(3,454)	46,546
Warehouse	5,832	-	(86)	5,746
Carpet project	-	15,000	(930)	14,070
IBS Town Fund	-	24,702	(12,803)	11,899
Reaching communities	11,516	93,941	(105,457)	-
Male Cave	21,378	5,000	(1,756)	24,622
Pathways to success	-	51,484	(25,742)	25,742
SFX Fund	-	5,000	(5,000)	-
TSIB Royal Oak	-	25,000	(25,000)	-
Felixstowe Hub	-	6,667	(6,667)	-
SSE	9,587	-	-	9,587
Cook club	144	-	(144)	-
Garfield Weston	4,786	10,000	(9,363)	5,423
Hopestead	58,018	(9,300)	(48,718)	-
One Pot Wonder (Axter)	1,300	-	(1,300)	-
Community Cafe	668	-	(668)	-
EUK (Environmental)	5,936	26,764	(29,935)	2,765
	<u>119,165</u>	<u>309,233</u>	<u>(281,998)</u>	<u>146,400</u>
Total of funds	<u><u>381,243</u></u>	<u><u>760,414</u></u>	<u><u>(796,070)</u></u>	<u><u>345,587</u></u>

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NOTES TO THE FINANCIAL STATEMENTS
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15. Statement of funds (continued)

The purpose of each restricted fund is as follows:

Cadent Boiler fund and Corporate fundraising - Funding from Cadent Fundings for Boiler update.

Awards for all - Delivery of a Wellbeing offer in Felixstowe.

Warehouse - To fund rent and business rates for the Warehouse.

Carpet project - Research funding for costs incurred with developing a carpet enterprise.

IBS Town fund - Funding for building and ground renovations to improve the high street.

Reaching Communities - To fund a third hub and a second community house, this is funding for three years.

Male Cave - Royal Oak - breakfast bap offer and support for well-being club.

Pathway to success - 5 year funding for increasing options for volunteers, companions and wellbeing services.

SFX fund - Screwfix funding to replace dilapidated front door to Community Cafe to disability friendly automated one.

TSIB Royal Oak - core costs of Community cafe to increase revenue generation over 8 months.

Felixstowe Hub - To help fund staffing and activities at the Felixstowe hub.

SSE - Assistance towards core costs at Royal Oak.

Cook Club - To provide a cooking club at the community cafe.

Garfield Weston - Funding towards the hubs and co-ordinators.

Hopestead - Funding for core costs of the community cafe project.

One pot wonder - Royal Oak - meal offer and well being.

Community Cafe - To cover core costs of the community cafe project.

EUK Environment - Royal Oak working efficiencies.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

15. Statement of funds (continued)

Statement of funds - prior year

	<i>Balance at 1 October 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 30 September 2023 £</i>
Unrestricted funds					
General Funds	180,667	366,357	(434,281)	-	112,743
Housing pods	-	-	-	149,335	149,335
	<u>180,667</u>	<u>366,357</u>	<u>(434,281)</u>	<u>149,335</u>	<u>262,078</u>

	<i>Balance at 1 October 2022 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 30 September 2023 £</i>
Restricted funds					
Warehouse	5,832	-	-	-	5,832
IBS Town Fund	462	-	(462)	-	-
Reaching communities	-	79,500	(67,984)	-	11,516
Male Cave	-	25,000	(3,622)	-	21,378
Pathways to success	-	1,030	(1,030)	-	-
SFX Fund	2	-	(2)	-	-
TSIB Royal Oak	10,508	-	(10,508)	-	-
Felixstowe Hub	-	4,000	(4,000)	-	-
SSE	9,587	-	-	-	9,587
Royal Oak	3,972	-	(3,972)	-	-
Health Inequalities	-	2,000	(2,000)	-	-
Cook club	4,643	-	(4,499)	-	144
Garfield Weston	13,607	19,615	(28,436)	-	4,786
Hopestead	2,584	210,000	(5,231)	(149,335)	58,018
One Pot Wonder (Axter)	1,300	-	-	-	1,300
Community Cafe	-	16,975	(16,307)	-	668
EUK (Environmental)	-	16,297	(10,361)	-	5,936
	<u>52,497</u>	<u>374,417</u>	<u>(158,414)</u>	<u>(149,335)</u>	<u>119,165</u>

Total of funds	<u>233,164</u>	<u>740,774</u>	<u>(592,695)</u>	<u>-</u>	<u>381,243</u>
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EMMAUS SUFFOLK LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 SEPTEMBER 2024**

16. Summary of funds

Summary of funds - current year

	Balance at 1 October 2023 £	Income £	Expenditure £	Balance at 30 September 2024 £
General funds	262,078	451,181	(514,072)	199,187
Restricted funds	119,165	309,233	(281,998)	146,400
	<u>381,243</u>	<u>760,414</u>	<u>(796,070)</u>	<u>345,587</u>

Summary of funds - prior year

	Balance at 1 October 2022 £	Income £	Expenditure £	Transfers in/out £	Balance at 30 September 2023 £
General funds	180,667	366,357	(434,281)	149,335	262,078
Restricted funds	52,497	374,417	(158,414)	(149,335)	119,165
	<u>233,164</u>	<u>740,774</u>	<u>(592,695)</u>	<u>-</u>	<u>381,243</u>

17. Analysis of net assets between funds

Analysis of net assets between funds - current period

	Unrestricted funds 2024 £	Restricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	193,928	-	193,928
Current assets	42,863	162,625	205,488
Creditors due within one year	(37,604)	(16,225)	(53,829)
Total	<u>199,187</u>	<u>146,400</u>	<u>345,587</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior period

	<i>Unrestricted funds 2023 £</i>	<i>Restricted funds 2023 £</i>	<i>Total funds 2023 £</i>
Tangible fixed assets	192,379	-	192,379
Current assets	111,346	119,165	230,511
Creditors due within one year	(41,647)	-	(41,647)
Total	<u>262,078</u>	<u>119,165</u>	<u>381,243</u>

18. Reconciliation of net movement in funds to net cash flow from operating activities

	2024 £	2023 £
Net income/expenditure for the period (as per Statement of Financial Activities)	(35,656)	148,079
Adjustments for:		
Depreciation charges	14,713	7,974
Dividends, interests and rents from investments	(2,319)	(1,370)
Increase in debtors	(6,094)	(5,181)
Increase/(decrease) in creditors	12,182	(10,757)
Net cash provided by/(used in) operating activities	<u>(17,174)</u>	<u>138,745</u>

19. Analysis of cash and cash equivalents

	2024 £	2023 £
Cash in hand	170,032	201,149
Total cash and cash equivalents	<u>170,032</u>	<u>201,149</u>

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20. Analysis of changes in net debt

	At 1 October 2023 £	Cash flows £	At 30 September 2024 £
Cash at bank and in hand	201,149	(31,117)	170,032
	<u>201,149</u>	<u>(31,117)</u>	<u>170,032</u>

21. Pension commitments

The group operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the group in an independently administered fund. The pension cost charge represents contributions payable by the group to the fund and amounted to £7,981 (2023 - £4,655). £1,430 (2023: £1,072) was payable to the fund at the balance sheet date and is included in creditors.

22. Operating lease commitments

At 30 September 2024 the Charity had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2024 £	2023 £
Not later than 1 year	73,941	64,670
Later than 1 year and not later than 5 years	120,625	128,941
	<u>194,566</u>	<u>193,611</u>

23. Related party transactions

The Charity has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the Charity at 30 September 2024.

